SSAC
ICANN Security and Stability Advisory Committee

3 January 2018

Subject: SSAC2018-01: New SSAC Document Numbering System

To: The ICANN Community

Background

1.   For some time, a number of documents which are comments or correspondence of an administrative nature have been either issued without a reference number as a letter or an email by the Chair, or issued in the SACnnn series for SSAC Reports, Advisories and Comments. The SSAC has identified that the commencement of the 2018 calendar year provides a logical opportunity to introduce a new approach to document numbering in 2018.

New SSAC Document Numbering System

2.   From 2018, the SSAC will maintain two series of documents as follows:

a) The existing SACnnn series will be issued as SSACnnn for Reports, Advisories and Comments on topics related to the "security and integrity of the internet's naming and address allocation systems" (to quote from the ICANN Mission). The most recent document in this series is SAC100 and the next will be SSAC101. This series of documents has traditionally been focused on providing information, recommendations and advice on technical Security Stability and Reliability (SSR) issues to the Board and/or the ICANN community and that is the focus that will continue.

b) A new numbered series of documents will be introduced for SSAC letters, comments and other correspondence on administrative, community and other non-SSR issues. To assist in the tracking of correspondence, the numbering system for this series will be sequential but also based on calendar year. The nomenclature will be SSACyyyy-nn, with this document SSAC2018-01 being the first in the series.

3.   A formal numbering system for recommendations will be introduced in both series of documents to enable easier identification and tracking:

a) The recommendations, if any, in report SSAC101 will be SSAC101.1, SSAC101.2, SSAC101.3 etc.

b) The recommendations, if any, in correspondence SSAC2018-02 will be SSAC2018-02.1, SSAC2018-02.2, SSAC2018-02.3, etc

4.   Recommendations from both document series that are for the Board will be listed and tracked in the Board Advice Register.

5.   On the SSAC Documents page, there will be two lists with associated links for both document series: one for SSAC Reports and one for SSAC Correspondence.

6.   The differentiation between the two series can be illustrated by an example related to a hypothetical Cross-Community Working Group (CCWG). Correspondence which may be issued by the SSAC regarding the scope and progress of the CCWG (i.e., the administration/conduct of the task) and not about the technical details of the task related to the Internet's naming and address allocation systems, would be issued in the SSACyyyy-nn series. SSAC Comments on technical issues regarding the Internet's naming and address allocation systems that may be raised as a result of the task would more appropriately be issued in the SSACnnn series.

7.   In summary, the SSACnnn series of documents is intended for those readers interested in topics related to the secure and stable operation of the Internet's naming and address allocation systems; the SSACyyy-nn series of documents is intended for those interested in topics related to the functioning of ICANN.

Conclusion

8.   The new SSAC Document Numbering System will take effect from 2018.

Rod Rasmussen
SSAC Chair