

Summary Report of Public Comment Proceeding

Draft Community Travel Support Guidelines																								
Publication Date:	11 October 2018																							
Prepared By:	Patrick Jones and Carlos Reyes																							
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Staff Contact:	Patrick Jones Carlos Reyes	Email:	patrick.jones@icann.org carlos.reyes@icann.org																					
Section I: General Overview and Next Steps																								
<p>This public comment proceeding sought input on the draft Community Travel Support Guidelines. The guidelines reflect the initial input received from the community consultation conducted between September 2017 and January 2018. They also reflect observations of ICANN Travel Support.</p> <p>Public comment submissions were reviewed and incorporated into the final draft as determined by ICANN Travel Support in coordination with the relevant ICANN org functions, departments, and budget owners. A redline version and the final version of the Community Travel Support Guidelines will be published by ICANN org and shared with the ICANN community before ICANN63. The target effective date is 9 November 2018.</p>																								
Section II: Contributors																								
<p><i>At the time this report was prepared, a total of eleven (11) community submissions had been posted to the forum. The contributors, both individuals and organizations/groups, are listed below in chronological order by posting date with initials noted. To the extent that quotations are used in the foregoing narrative (Section III), such citations will reference the contributor's initials.</i></p> <p><u>Organizations and Groups:</u></p>																								
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Individuals:

Name	Affiliation (if provided)	Initials
Tom Barrett		TB
Mark W. Datysgeld		MWB
Judith Hellerstein		JH
Sarah Kiden		SK
Gustavo Paiva		GP

Section III: Summary of Comments

General Disclaimer: This section intends to summarize broadly and comprehensively the comments submitted to this public comment proceeding but does not address every specific position stated by each contributor. The preparer recommends that readers interested in specific aspects of any of the summarized comments, or the full context of others, refer directly to the specific contributions at the link referenced above (View Comments Submitted).

The 11 public comment submissions captured feedback in five general areas:

Visas

Two submissions (ALAC and JH) asked ICANN org to reconsider the maximum amount for reimbursement of costs incurred to apply for a visa. The BC noted that routing requiring transit visas for supported travelers should be limited. Several submissions (BC, NCSG, RrSG, and SK) requested process improvements related to timing and documentation from ICANN org.

Finances

Several submissions (ALAC, BC, GP, JH, MWD, and NCSG) raised concerns related to losses incurred due to wire transfer and foreign exchange fees. Three submissions (ALAC, JH, and NCSG) requested process improvements related to reimbursement for supported travelers.

Logistics

Four submissions (ALAC, JH, NCSG, and RrSG) asked ICANN org to consider expanding self-arrangement options for supported travelers. Five submissions (ALAC, JH, NCSG, RrSG, and RySG) raised various issues related to the travel experience such as preferred airline and airport options, seat selection, and routing. There were four submissions (BC, JH, NCSG, and RySG) which provided feedback about how substitutions are handled. ALAC and NCSG mentioned travel insurance in their submissions.

Reporting

Three submissions (JH, CLV, and RySG) raised the issue of reporting.

General Feedback

Several submissions recognized the support of ICANN Travel Support.

Section IV: Analysis of Comments

General Disclaimer: This section intends to provide an analysis and evaluation of the comments submitted along with explanations regarding the basis for any recommendations provided within the analysis.

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