

JANUARY	Admin	RSSAC	RSSAC Caucus
Plan for next ICANN and IETF (if even numbered) meetings	X		
Consider ICANN org budget	X	X	
Track work party activity	X	X	X
FEBRUARY	Admin	RSSAC	RSSAC Caucus
Plan for next workshop	X		
Plan for next ICANN and IETF (if even numbered) meetings	X	X	
Track work party activity	X	X	X
Request travel support for next ICANN and IETF (if even numbered) meetings	X	X	(X)
MARCH	Admin	RSSAC	RSSAC Caucus
ICANN meeting	X	X	
IETF meeting (if even numbered)			X
Plan for next workshop	X		
Receive liaison updates and conduct liaison reviews	X	X	
Track work party activity	X	X	X
APRIL	Admin	RSSAC	RSSAC Caucus
Plan for next workshop	X	X	
Plan for next ICANN and IETF (if even numbered) meetings	X		
Begin Board liaison election process (every three years)	X	X	
Track work party activity	X	X	X
MAY	Admin	RSSAC	RSSAC Caucus
Workshop	X	X	(X)
Begin RSSAC047 review (every two-three years)	X	X	X
Plan for next ICANN and IETF (if even numbered) meetings	X	X	
Continue Board liaison election process (every three years)	X	X	
Track work party activity	X	X	X
JUNE	Admin	RSSAC	RSSAC Caucus
ICANN meeting	X	X	
Begin NomCom election process (every year) and CSC and RZERC liaison election processes (every two years)	X		X
Finish Board liaison election process (every three years)	X	X	
Track work party activity	X	X	X
JULY	Admin	RSSAC	RSSAC Caucus
IETF meeting (if even numbered)			X
Plan for next workshop	X		
Begin RSSAC000 review (annual)	X	X	
Begin RSSAC002 review (every two years)	X		X
Confirm executive point of contact for RSO appointments (annual)	X		
Appoint Board liaison (every three years)		X	
Continue NomCom election process (every year) and CSC and RZERC liaison election processes (every two years)	X	X	X
Track work party activity	X	X	X
Request travel support for next ICANN and IETF (if even numbered) meetings	X	X	(X)
AUGUST	Admin	RSSAC	RSSAC Caucus
Plan for next workshop	X	X	
Plan for next ICANN and IETF (if even numbered) meetings	X		
Continue RSSAC000 review (annual)	X	X	
Send appointment requests to executive points of contact at RSOs (annual)	X		
Finish NomCom election process (every year) and CSC and RZERC liaison election processes (every two years)			X
Track work party activity	X	X	X
Begin annual survey of RSSAC Caucus members	X	X	X
SEPTEMBER	Admin	RSSAC	RSSAC Caucus
Workshop	X	X	(X)
Plan for next ICANN and IETF (if even numbered) meetings	X	X	
Continue RSSAC000 review (annual)	X	X	
Receive appointment letters from executive points of contact at RSOs and prepare/submit ICANN Board paper (annual)	X		
Track work party activity	X	X	X
Finish annual survey of RSSAC Caucus members	X	X	X
OCTOBER	Admin	RSSAC	RSSAC Caucus
ICANN meeting	X	X	X
Approve RSSAC000 (annual)		X	
Begin Chair/Vice Chair election process		X	
Begin Membership Committee selection process (annual)	X		X
Track work party activity	X	X	X
Receive liaison updates and conduct liaison reviews	X	X	
NOVEMBER	Admin	RSSAC	RSSAC Caucus
IETF meeting (if even numbered)			X
Continue Chair/Vice Chair election process		X	
Continue Membership Committee selection process (annual)	X		X
Track work party activity	X	X	X
Working with Caucus Membership Committee, identify potential RSSAC Caucus members for RSSAC Caucus Member Recognition	X		
Review potential RSSAC/RSSAC Caucus work and plan for next year	X		
Review work plan	X		
Request travel support for next ICANN and IETF (if even numbered) meetings	X	X	(X)
DECEMBER	Admin	RSSAC	RSSAC Caucus
Elect Chair/Vice Chair		X	
Appoint new Membership Committee (annual)		X	

Track work party activity	X	X	X
Select the RSSAC Caucus member(s) for recognition	X	X	
Determine RSSAC/RSSAC Caucus work priorities for next year	X	X	X
Update FAQ	X	X	X
Update RSSAC webpages	X		
Update work plan	X	X	