

**DRAFT MINUTES OF THE APPEAL COMMITTEE HELD ON FRIDAY 19 JANUARY 2018
AT 15:00 UTC VIA ONLINE CONFERENCING SYSTEM**

Present:

Mrs Wafa Dahmani (WD)	Member - Chairman
Dr Paulos Nyirenda (PN)	Member
Mr Adam Nelson (AN)	Member
Mr Lala Andriamampianina (LA)	Member

Absent:

Mr Ayitey Bulley	Member
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Agenda:

1. Elect a Chairperson for the Committee
2. Consider AFPUB-2016-V4-001-DRAFT07 Soft Landing BIS Policy to get a common understanding in the Committee
3. Consider validity of appeal
4. Agree on timeline for handling the Appeal.
5. Appeal procedures in the AFRINIC PDP
6. Appeal procedures in the Appeals Committee Terms of Reference
7. List and request documents from AFRINIC that the Committee deems needed for the Appeal including
 - i. RPD discussion summary on the policy,
 - ii. minutes of meetings – face to face ...
 - iii. last call
 - iv. assessments from PDWG co-chairs,
 - v. recommendations to the Board, ...
8. Assess need for additional sources of documentation
9. Send timeline to AFRINIC for publication

BUSINESS OF THE DAY

1. Elect a Chairperson for the Committee

PN nominated WD as Chairperson. LA and AN supported the nomination. WD accepted and was declared as the Chairperson of the Appeal Committee.

PN made a brief on the proposed timeline document and the agenda that was circulated to the Appeal Committee. The Agenda was adopted as circulated.

2. Consider AFPUB-2016-V4-001-DRAFT07 Soft Landing BIS Policy to get a common understanding in the Committee

PN pointed out that there were several drafts of the Soft Landing BIS Policy available for discussion. The Chair WD to confirm that the draft of the policy that went for consensus in the PDWG is the same version as the draft in the Appeal.

Action Item 2018.01: The Chair WD to check and confirm that the draft version of the Soft Landing BIS Policy that went for consensus in the PDWG is the same version as the draft version in the Appeal.

3. Consider validity of appeal

The Committee checked and agreed that the Appeal is valid as per Section 5.1 and 5.2 of the Terms of Reference of the Appeal Committee.

The declaration of the consensus was declared by the PDWG Co-Chairs on the 26 December 2017 and the Appeal was filed on the 2 January 2018.

4. Agree on timeline for handling the Appeal

The Committee agreed to the proposed timeline as presented by PN.

5. Appeal procedures in the AFRINIC PDP

The Committee agreed that the process in the PDP has been followed as per Section 3.5 of the PDP.

6. Appeal procedures in the Appeals Committee Terms of Reference

The Committee agreed that the Appeal was filed as per the Appeal procedures.

7. List and request documents from AFRINIC that the Committee deems needed for the Appeal.

The Committee agreed that the following documents are required to conduct their work and should be requested from AFRINIC.

- i. RPD discussion summary on the policy,
- ii. all minutes of face-to-face meetings where the policy was discussed
- iii. summary of the last call
- iv. assessments from PDWG co-chairs
- v. recommendations to the Board

Action Item 2018.02: The Chair WD to send a request to AFRINIC for further documentations as listed in the meeting and to be made available to the Appeal Committee within 2 weeks.

8. Assess need for additional sources of documentation

The Committee agreed that any additional documentations will be requested from AFRINIC, if required in the process of their assessment.

9. Send timeline to AFRINIC for publication

The Chair WD to request AFRINIC to publish the Appeal Committee's timeline as per Section 4.10 of the Terms of Reference of the Appeal Committee.

Action Item 2018.03: The Chair WD to ask AFRINIC to publish the Appeal Committee's timeline on the website.

10. Adjournment

The meeting was adjourned at 15:44 UTC.