

# Terms of Reference

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## **SIG Guidelines Review Working Group**

### **1. Purpose**

The SIG Guidelines Review Working Group is established to conduct a comprehensive, holistic review of the APNIC SIG Guidelines. The Working Group will evaluate the current SIG Guidelines' effectiveness, inclusivity, and resilience, proposing improvements to ensure they remain clear, effective, fit for purpose, and capable of serving the evolving needs of the APNIC community.

### **2. Scope**

The Working Group is empowered to review all aspects of the SIG Guidelines, including:

- Structural and functional purpose
- Leadership and accountability
- Participation and representation
- Operational procedures and support

In doing this, the Working Group will consider the following inputs:

- Feedback from previous Joint SIG sessions
- Surveys or consultations with stakeholders (for example, current SIG chairs and SIG communities)
- Research and review of other similar community guidelines (for example, RIRs/IETF/ICANN/IGF)
- Submissions to SIG mailing lists

Broader APNIC governance, including the APNIC By-laws, are not within the scope of the Working Group.

### **3. Authority and Reporting**

The Working Group is established by the Chairs of the Coordination SIG, NIR SIG, Policy SIG, and Routing Security SIG (**SIG Chairs**) in accordance with Section 4 of the SIG Guidelines. This follows a recommendation from the Joint SIG session which was endorsed in principle by the APNIC Executive Council (**EC**). The Working Group will operate in an advisory capacity. The final draft and recommendations will be reported back to the SIG Chairs and presented to a joint session of the SIGs for a consensus call by the SIG communities.

### **4. Membership**

The Working Group will be small and task-focused, consisting of volunteers from the APNIC community willing to contribute time and expertise.

The Working Group will be managed by a Chair and Co-Chair who will, in accordance with Section 4 of the SIG Guidelines, be appointed by the SIG Chairs or elected using the process in Section 3 of the SIG Guidelines.

### **5. Deliverables and timeline**

The Working Group, upon its formation in May 2026, will follow a phased approach and is expected to operate to the following indicative timeline:

Phase	Deliverable Date	Deliverable
<b>Phase 1: Assessment:</b> Conduct review to identify issues and areas for improvement in current guidelines.	Early June	-
<b>Phase 2: Draft Recommendations:</b> Develop a list of recommendations for the consideration of the SIGs	Late June	Draft recommendations submitted to the SIGs for feedback
<b>Phase 3: Finalise Proposed Amendments</b> Based on SIG feedback from Phase 2, finalise recommendations and prepare a Consensus Call Draft	Late July	Consensus Call Draft
<b>Phase 3: Community Consultation:</b> At least four weeks before APNIC 62 – Initiate a call for feedback of the Consensus Call Draft of the SIG Guidelines in all SIG mailing lists and apnic-talk 4 weeks before APNIC 62	Early August	-
<b>Phase 4: Final Proposal</b> At APNIC 62 – Consensus Call Draft to be presented for a consensus call in accordance with the current SIG Guidelines	September	Consensus call (TBD)

The timeline may be adjusted with the agreement of the SIGs Working Group if required.

## 6. Operation

The Working Group will operate under the principles of transparency and openness:

- **Communication:** Working Group deliberations will be conducted on a public, archived mailing list. Meetings of the Working Group will be conducted via open virtual/hybrid meetings where possible.
- **Documentation:** Deliverables and community feedback will be maintained and publicly available.
- **Consensus:** The Working Group will work on a consensus basis where possible and will document differing views where consensus cannot be reached.

## 7. Duration

The Working Group is temporary and will conclude once it has delivered its final recommendations at APNIC 62, unless extended as one of the outcomes of the consensus call at APNIC 62.