(Draft) **Selection and performance criteria for EURALO Board members 2015**

As the EURALO Boards were under-performing in the past (2007 to 2015), the following criteria should be considered for the next Board members selection (GA 2015 in Dublin):

- Minimal participation at monthly EURALO calls, 5 or half over the year,

- Participation at ALAC or EURALO regular Working groups (1 or 2 at least),

- Contributions or comments on EURALO's mailing list on current issues,

- Providing assistance to the EURALO leadership (responding to mails) in particular cases,

- Being familiar with EURALO's regular business and challenges.

Only few Board members have fulfilled such criteria so far.

(Draft) **Selection and performance criteria for the EURALO Secretariat**

As there seems to be confusion about requirements for the Secretariat function, the following performance criteria should be considered and granted:

- Regular participation at monthly EURALO calls prior to nomination and selection as well as during the term,
- Providing regular and timely monthly reports,
- Participation at ALAC or EURALO regular Working groups (2 or 3 at least),
- Constant follow-up of EURALO and ALAC lists, responding to At-Large Staff announcements and questions as well as overlooking set timelines (four-eyes principle complementary to the Chair),
- Keeping track and updating EURALO files (member's data base, statistics and other useful documents) in coordination with the Chair and At-Large Staff,
- Regular participation at ALAC's Secretariats calls,
- Assisting the Chair to prepare the agendas for monthly or special calls, providing usual and continuous Secretariat back-up incl. organizational preparations of General Assemblies (F2F or virtual),
- Prepare and follow up member consultations together with the Chair and At-Large Staff,
- Preparing, following up and reflecting EURALO's Inreach and Outreach,
- Overlooking and updating respective material (printed or Online) in coordination with the Chair and At-Large Staff,
- Attending regular ICANN and ALAC meetings (what is not the main requirement).

The time investment for constantly meeting these requirements is one (minimum) to two working days per week.

Neuchâtel, September 2015