IETF Administrative Oversight Committee Overview

28 July 2013
Agenda

• BCP101 - Structure of the IETF Administrative Support Activity (IASA)
• Operation of the IAOC
• Financial model and relationship with ISOC
  – 2012 Financial Summary
• Venue selection
• Questions and Feedback

[This talk is not going to cover the IETF Trust]
Acronyms

• BnB – Bits-N-Bites
• IAD - IETF Administrator Director (Ray Pelletier)
• IAOC - IETF Administrative Oversight Committee
• IASA - IETF Administrative Support Activity
• ISOC – Internet Society
• RFP – Request for Proposal
• YEF - Year End Forecast
New IAOC Web Site
http://iaoc.ietf.org

IETF Administrative Oversight Committee (IAOC)

Welcome to the IAOC home page. The IETF Administrative Oversight Committee (IAOC) is responsible for the fiscal and administrative support of the IETF standards process, is housed within the Internet Society, and is a part of IASA.

RFC 4071 provides the structure and guidance for the IASA, IAOC, and IAD. The IAOC structure is designed to ensure accountability and transparency.

IAOC Overview Session

Recent Announcements

- Accessibility of IETF Remote Participation Services
- Conclusions on South American IETF Meeting
- IETF Meeting Hotels for 2013
- IAOC Announces Meeting Registration Gender Data Gathering Decision
- IETF Meeting Hotels for 2013

IETF 86, Orlando, FL - Reports

- IANA Report
- IAOC-IAD Report
- IETF Chair Report
- IETF Progress Report
- IETF Trust Report
- NomCom Chair Report
- RFC Editor Report
BCP101 - Structure of the IETF Administrative Support Activity (IASA)

• The IASA was established by BCP101 in 2005
  – The IAOC was created to manage the operations and finances of the IETF

• The IAOC does not set policy for the standards process

• The IAOC is responsible to make sure that money is spent responsibly
IAOC Members

• Jari Arkko, IETF Chair – Ex Officio
• Scott Bradner – ISOC Board appointed
• Randy Bush – NomCom appointed
• Chris Griffiths – NomCom appointed
• Bob Hinden, IAOC Chair – IAB appointed
• Russ Housley, IAB chair – Ex Officio
• Ole Jacobsen – IESG Appointed
• Ray Pelletier, IAD (non-voting member)
• Lynn St. Amour, ISOC President and CEO – Ex Officio
IAOC Structure

IAOC

- Meetings
- Finance
- Technology Mgmt
- RFP/Bids
- RPS
- Legal Mgmt
- Tools

IETF Administrator Director
IAOC Committees

• Committee Charters / Membership
  http://iaoc.ietf.org/committees.html

• Standing committees
  – Finance
  – Legal Management
  – Meetings
  – Technology Management
  – Tools Development
  – RFP
  – Remote Participation (RPS)

• Committees make recommendations to the IAOC
IAOC Responsibilities

• IASA Finances and Budget
• Oversight of the IETF Administrative Director
• Support the needs of the IETF Standards process, IESG, IAB, IRTF, and RFC Editor
• Selection and oversight of contracted services
  — RFC Editor related contracts are done jointly with the RFC Series Editor
• Venue selection and operation of the IETF meetings
• Support for the IETF's IT services (data tracker, web sites, tools, etc.)
Employees / Contractors

• The IASA has one employee and contractor
  – IAD (full time ISOC employee)
  – RFC Series Editor (half time individual contractor)
• All other services are provided via contracted services
  – Secretariat
  – Meeting Network Services
  – RFC Production Center
  – RFC Publisher
  – Legal Services
  – Short term contracts or work orders for specific projects
• Most decisions made by the IAOC are unanimous
  – There are always votes on financial and important decisions
  – Occasionally, it isn’t unanimous and a majority is required to pass
  – Decisions and votes are recorded in the minutes
Transparency and Community Feedback

• IAOC tries to be as transparent as possible
  – Most information is shared
  – Personnel, financial negotiations, RFP responses, etc. are confidential

• IAOC seeks input from the community on issues we think are important to get feedback
  – Statements of Work (SOW)
  – New region/meeting locations

• IAOC works with IESG/IAB/etc. when policy and implementation roles overlap
Finances
Financial Background

• The IETF is not a formal legal organization
  – It is officially an organized activity of the Internet Society

• All of the money flows through ISOC
  – The IETF has no assets or bank accounts
  – The IETF has no receivables, debts, or other obligations

• The IAOC manages the IASA finances like an organization
  – It’s like a Department/Profit Center in a company
  – IASA bottom line is always zero

• The IETF budget is incorporated into ISOC’s budget
  – ISOC Board approves the overall ISOC budget
Financial Background (cont.)

• IETF meeting registration fees and sponsorships pay for the meetings and part of the IETF’s operations
• ISOC pays for the remainder of the operations
• ISOC also provides staff support for
  – Finding Meeting Hosts, Sponsors, and Bits-N-Bites
  – Administrative support (minutes)
  – Accounting support (budget, contracts, etc.)
• IETF’s Relationship with ISOC is a “Win-Win”
Financial Flow

Registration Fees, Sponsorships, Bits-n-Bites

IETF Operations

Meeting Costs

Internet Society

IETF87 Berlin

IAOC Overview
## 2012-2015 Financials

<table>
<thead>
<tr>
<th></th>
<th>2012 Budget</th>
<th>2012 Actuals</th>
<th>2013 Budget</th>
<th>2014 Advice</th>
<th>2015 Advice</th>
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</thead>
<tbody>
<tr>
<td>Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>IETF Operations</td>
<td>$5,408.</td>
<td>$5,189.</td>
<td>$5,275.</td>
<td>$5,433.</td>
<td>$5,807.</td>
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(Note: Dollars are in $1,000)
## 2012-2015 Detailed

### IETF 2012 - 2015 Budget

#### Revenues

<table>
<thead>
<tr>
<th></th>
<th>2012 Budget</th>
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<th>2013 Budget</th>
<th>2014 Advice</th>
<th>2015 Advice</th>
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<tbody>
<tr>
<td>Registration Fees</td>
<td>$ 2,152</td>
<td>$ 2,237</td>
<td>$ 2,140</td>
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<td>Meeting Sponsorship</td>
<td>310</td>
<td>359</td>
<td>318</td>
<td>265</td>
<td>440</td>
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<tr>
<td>Network/NOC Host</td>
<td>556</td>
<td>533</td>
<td>624</td>
<td>600</td>
<td>650</td>
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<td>Hotel Commissions</td>
<td>145</td>
<td>203</td>
<td>165</td>
<td>170</td>
<td>160</td>
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<td>New Revenue</td>
<td>100</td>
<td>194</td>
<td>100</td>
<td>125</td>
<td>125</td>
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<tr>
<td>Miscellaneous</td>
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<td>45</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$ 3,264</strong></td>
<td><strong>$ 3,571</strong></td>
<td><strong>$ 3,346</strong></td>
<td><strong>$ 3,276</strong></td>
<td><strong>$ 3,499</strong></td>
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#### Expenses

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<tbody>
<tr>
<td>RFC Services</td>
<td>900</td>
<td>876</td>
<td>893</td>
<td>918</td>
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<td>Secretariat Services</td>
<td>1,775</td>
<td>1,768</td>
<td>1,788</td>
<td>1,841</td>
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<tr>
<td>Meeting Space Costs</td>
<td>350</td>
<td>244</td>
<td>228</td>
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<td>Network/NOC Costs</td>
<td>600</td>
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<td>Meeting Operations (Secretariat)</td>
<td>912</td>
<td>991</td>
<td>923</td>
<td>950</td>
<td>950</td>
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<tr>
<td>Other Meeting Costs</td>
<td>118</td>
<td>110</td>
<td>154</td>
<td>133</td>
<td>136</td>
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<tr>
<td><strong>Subtotal Direct Meeting Costs</strong></td>
<td><strong>1,979</strong></td>
<td><strong>1,945</strong></td>
<td><strong>1,858</strong></td>
<td><strong>1,883</strong></td>
<td><strong>2,096</strong></td>
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<tr>
<td>Transition Expenses</td>
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<td>6</td>
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<td>Special Projects</td>
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<td>50</td>
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<td>IT Maintenance</td>
<td>50</td>
<td>3</td>
<td>75</td>
<td>100</td>
<td>150</td>
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<tr>
<td>Admin (IASA, IETF, IAB, IRTF, NomCom, IAD, ISE)</td>
<td>415</td>
<td>409</td>
<td>451</td>
<td>472</td>
<td>490</td>
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<tr>
<td>IETF Trust</td>
<td>35</td>
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<tr>
<td>ISOC G&amp;A</td>
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<td>130</td>
<td>130</td>
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<tr>
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### ISOC Direct Contribution Excluding Development

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</thead>
<tbody>
<tr>
<td>ISOC Direct Contribution Excluding Development</td>
<td>$ 2,145</td>
<td>$ 1,617</td>
<td>$ 1,929</td>
<td>$ 2,157</td>
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<td>IT Tools Development</td>
<td>215</td>
<td>255</td>
<td>300</td>
<td>250</td>
<td>200</td>
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<tr>
<td>ISOC Direct Contribution Including Development</td>
<td>$ 2,360</td>
<td>$ 1,872</td>
<td>$ 2,229</td>
<td>$ 2,407</td>
<td>$ 2,508</td>
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</table>

IETF87 Berlin

IAOC Overview

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IASA Financial History

Notes:
- Dollars are in $1,000
- Tools Dev not included
- 2013 is Budget
- 2014+ is Advice
Venue Selection
Venue Selection

• Current venue selection process in place since November 2010
  – On average one meeting per year in North America, Europe, and Asia/Pacific, with occasional meeting in other regions (called 1-1-1-*)

• Preference for
  – “One roof” facilities
  – “City center” locations (nearby restaurants, etc.)
  – Reasonable travel
  – Sharing the pain and expense of travel

• Venues under contract at least three years out
Time Line

• Four Years Out
  – IAOC selects regions for meeting using 1-1-1-* model

• Three Years Out
  – Cities identified to investigate, site visits, meeting committee recommends venues to IAOC, IAOC approves, contracts negotiated, city announced

• Three Months Out
  – Site visit to evaluate changes, detailed planning, and build relationship with venue staff
Venue Selection Criteria

• Venue will support successful IETF meeting
  – Meeting space, room blocks, network, food and beverage, meeting space cost, room costs

• City / Area
  – Overflow hotels, restaurants/bars
  – Safety
  – Good visa availability

• Travel
  – Hub airport, travel cost, balance of travel pain
Future Meetings

• 2013
  – Vancouver, November, Hyatt, Host needed

• 2014
  – London, March, Hilton Metropole, Host needed
  – Toronto, July, Fairmont, Host needed
  – Honolulu, November, Hilton Hawaiian Village, Host announced soon

• 2015
  – Dallas, March, Host needed
  – Prague, July, Host needed
  – Yokohama, November, WIDE
Future Meetings (2)

• 2016
  – Europe, March / April, Host needed
  – North America, July, Host needed
  – Asia, November, Host needed

• IETF Meeting Calendar set for 2017 - 2022
Actual Reasons for Rejecting Venues

• Hotel room costs very high (> $300/night)
• Safety concerns
• Lack of nearby restaurants and alternate hotels
• Visas not available for group of IETF attendees
• Travel cost for all attendees
South America IETF Meeting

• Site visit to Buenos Aires and Sao Paulo in February 2013

• IAOC recommended having an IETF meeting in Buenos Aires and asked community for feedback and to respond to a survey

• Based on the feedback, survey results, and ISOC organizing local events
  – We are proceeding with planning a single meeting in Buenos Aires
Buenos Aires Conclusions

• Survey
  – 656 Responses
  – 72.3% said they were likely to attend
  – 71.8% of active participants were likely to attend
    • Compares to 85% for London and 68.4% for Yokohama

• Community Feedback
  – A single meeting in South America isn’t enough to build long term participation
    • ISOC will organize local event

http://iaoc.ietf.org/documents/SurveySummary_Active_06172013-1.pdf
http://iaoc.ietf.org/documents/ISOC%20Activities%20supporting%20IETF%20in%20LAC.pdf
Questions and Feedback
Thank You