

**Virtual Multistakeholder Advisory Group Meeting II
21 January 2015**

Summary report

1. The second virtual meeting of the IGF Multistakeholder Advisory Group (MAG) in the IGF 2015 preparatory process took place on 21 January 2015. Ambassador Jānis Kārklīņš from Latvia moderated the meeting as chair of the MAG and Mr. Chengetai Masango represented the IGF Secretariat. The meeting was focused on discussions on the progress made by the MAG working groups and on the next steps in the preparations for IGF 2015. Detailed reports from the groups were submitted to the MAG before the meeting.

IGF 2015 overarching theme and sub-themes

2. The *Working group on IGF 2015 overarching theme and sub-themes* held a virtual meeting on 20 January 2015 and discussed the proposals¹ submitted during the December 2014 Open Consultations and MAG meeting, and during the online public consultations. Following these discussions, the group submitted their recommendations on the IGF 2015 themes to the wider MAG for consideration.

3. The MAG did not reach a final decision on the IGF 2015 overarching theme and sub-themes, as further deliberations need to be made. The MAG chair proposed to the chair of working group, Ambassador Benedicto Fonseca Filho, to formulate a set of final recommendations, based on the discussions of the meeting, and to present them to the MAG. The aim would be to have a final MAG decision on the IGF 2015 themes either before or during the following virtual MAG meeting.

Workshop evaluation, selection criteria, and mechanisms

4. The *Working group on workshop evaluation, selection criteria, and mechanisms* reported that it had continued to work on the workshop evaluation criteria, the submission guidelines, and the submission form, and it had identified a number of discussion points for the MAG to deliberate upon.

5. One of these discussions point referred to the rule requiring MAG members to provide reasons in case of scoring workshop proposals below three points (out of a five point scale). It was underlined that, as this was a time-intensive exercise for MAG members (given the large number of proposals), it might be useful to change this rule to requiring feedback only for proposals scored two points or below. The MAG chair suggested to postpone the decision on this matter until the final number of workshop proposals submitted for IGF 2015 is known.

6. Another issue that was discussed was related to the merging of workshop proposals. It was underlined that it should be made clear in the workshop proposal guidelines that proponents should seriously consider any MAG

¹ <http://www.intgovforum.org/cms/documents/igf-meeting/igf-2015-joao-pessoa/425-proposals-for-an-overarching-theme-and-sub-themes-for-igf-2015/file>

recommendation for merging various proposals. It was also recommended that a MAG working group be created to handle the workshop merging process, thus helping to elevate some of the burden from the IGF Secretariat.

7. A discussion was held on whether proponents of workshops with a panel format should be requested to provide a background paper as part of the submission. The MAG agreed to make this mandatory and to provide workshop proponents with a template for such a background paper.

8. The MAG also agreed to request that all workshops proponents designate a rapporteur when submitting their proposals. Guidelines would be provided with regard to the format of the reports, the timing of their submissions and the role of the rapporteurs in the post event review.

9. Another discussion was held on a possible minimum requirement with regards to the number of workshop proposals that a MAG member should evaluate. The MAG chair underlined the fact that MAG members are expected to evaluate all workshop proposals upfront, unless in cases of conflicts of interest.

10. The working group will continue to work on a number of issues, including: a template for the panel proposals, the terms of reference for the workshop moderator and the post event evaluation.

Inter-sessional activities

11. The *Working group on inter-sessional activities* reported on the fact that a call for public input on IGF inter-sessional activities was launched², inviting suggestions from stakeholders on issues related to: themes for inter-sessional work (including for best practice forums); dynamic coalitions and their integration into the IGF work stream; how to liaise with regional and national IGF initiatives; outputs for inter-sessional activities; etc.

12. The group will start drafting the work plan for IGF inter-sessional activities post the conclusion of the consultation period. The feedback received during the consultations will be analysed by the working group on a special call before the next virtual MAG meeting in February, when substantive discussions will be held within the full MAG.

Outreach and communications

13. The *Working group on outreach and communications* reported that it is in the process of elaborating its terms of reference. As overall objectives, the group will seek to communicate the value of the IGF (in terms of both IGF activities and outputs), to increase participation in the IGF process, as well as to enhance the IGF renewal process.

14. The working group has identified four areas of work and they include: key audiences – mapping of stakeholders, message identification, opportunity identification, and modes of communication.

² <http://www.intgovforum.org/cms/176-igf-2015/preparatory-process/2142-open-call-for-input-on-inter-sessional-work>

Remote/online participation

15. In its report to the MAG, the *Working group on remote/online participation* mentioned that it is working on its terms of reference, while also gathering information and resources about the history of remote/online participation at previous IGF meetings. The group has yet to hold its first virtual meeting, when it intends to look into how to improve online participation in IGF sessions and to start work on reviewing existing IGF online participation documentation.

Main/focus session guidelines

16. The *Working group on main/focus session guidelines* reported to the MAG that they are looking into several areas regarding the organization of the main/focus sessions, including: the number and duration of sessions; criteria for adopting the themes of the main/focus sessions and the relation with the sub-themes of the IGF meeting; the relationship of main/focus sessions with the workshops; the format of the main/focus sessions and the number of speakers in each session; the engagement of online and onsite participants; the role of the MAG members.

17. With regards to the involvement of MAG members in main/focus sessions (as speakers, moderators, facilitators or rapporteurs), it was noted that further discussion is necessary on this, but, that, in principle, MAG members should avoid speaking in many sessions (workshops included) and rather focus on a facilitating role.

Other business

18. The MAG chair requested an update regarding the IGF website. The Secretariat will provide the MAG with a written briefing on this issue, via the MAG mailing list.

19. With regard to the possible dates for the second Open Consultations and MAG meeting, the Secretariat informed the MAG that, based on previous suggestions, the only room availability in Geneva was identified for 20-22 May 2015. These dates will be posted on the MAG mailing list for approval, unless strong objections are raised by MAG members.

20. The next virtual MAG meeting will be held on 4 February, at 1400hrs UTC.

Annex List of participants

Chair	
Mr. Kārklīšs, Jānis	Ambassador at large of Latvia
Honorary Chair	
Mr. Fonseca, Benedicto	Ambassador, Ministério das Relações Exteriores, Brazil
Advisor to the Chair	
Mr. Kummer, Markus	Member, ICANN Board of Directors
MAG members	
Ms. Alexander, Fiona	Associate Administrator for International Affairs, National Telecommunications and Information Administration (NTIA), U.S. Department of Commerce
Ms. Ali Husain Castilho, Angelic Caroline	Diplomat, Ministry of Foreign Affairs of the Republic of Suriname
Mr. Amessinou, Kossi	Ingénieur Tic, Ministère du Développement, de l'Analyse Economique et de la Prospective
Ms. Bommelaer, Constance	Senior Director of Global Policy Partnerships, Internet Society (ISOC)
Ms. Caballero Romero, María Victoria	First Secretary, Permanent Mission of Mexico
Mr. Carvell, Mark	Head, Global Internet Governance Policy, Department for Culture, Media and Sport (DCMS), United Kingdom
Mr. Dengate Thrush, Peter	Counsel, Barrister
Ms. Doria, Avri	Independent Researcher, DBA Technicalities
Mr. Elgamal, Hossam	Board Member, AfICTA – Africa ICT Alliance
Mr. Esmat, Baher	Manager, Regional Relations Middle East, Internet Corporation for Assigned Names and Numbers (ICANN)
Mr. Fernández González, Juan Alfonso	Advisor, Ministry of Communications of the Republic of Cuba
Ms. Kaspar, Lea	Programme Lead, Global Partners Digital
Mr. Kenyanito, Ephraim Percy	Pollicy Fellow, Access
Ms. Laksmi, Shita	Programme Manager, HIVOS Regional Office Southeast Asia
Ms. Lazanski, Dominique	Public Pollicy Director, GSM Association
Mr. Markovic, Slobodan	Advisor for ICT Policy and Internet

	Community Relations, Servian National Internet Domain Registry
Mr. Mazzone, Giacomo	Head of Institutional Relations, European Broadcasting Union
Ms. Miller, Cheryl Ann	Director of International Public Policy and Regulatory Affairs, Verizon
Mr. Moedjiono, Sardjoeni	National ICT Council Executive Team Member, Indonesia
Mr. Moisander, Juuso	Commercial Secretary, Information Society and ICT, Ministry for Foreign Affairs, Finland
Mr. Nelson, Michael	Information Technology Trends and Internet Policy Consultant
Ms. Neves, Ana	Director of the Department of Information Society, "Fundação para a Ciência e a Tecnologia, I.P.", Ministry of Education and Science, Portugal
Ms. Okutani, Izumi	Policy Liaison, Japan Network Information Center (JPNIC)
Mr. Olugbile, Segun	CEO, Continental Project Affairs Associates
Ms. Paque, Virginia	Director Internet Governance Programmes, Diplo Foundation
Mr. Ryan, Patrick	Policy Counsel, Open Internet, Google Inc.
Ms. St. Amour, Lynn	CEO, Internet Matters
Mr. Valdez, German	Executive Secretary, Number Resource Organization
Mr. Wagner, Flavio	Board Member, Brazilian Internet Steering Committee, (CGI.br)
IGF 2015 Host Country	
Mr. Ferreira dos Santos Jr. Jandyr	Counsellor, Head of the Information Society Division, Department of Scientific and Technological Themes, Ministry of External Relations
Other attendees	
Mr. Gutterman, Brian	
Ms. Teleanu, Sorina	
IGF Secretariat	
Mr. Masango, Chengetai	Programme and Technology Manager
Mr. Fatani, Rafid	Consultant
Mr. Huang, Ziyang	Intern
Mr. Quesada Rodríguez, Adrián	Fellow