



INTERNET GOVERNANCE FORUM
POLICY NETWORK ON ARTIFICIAL INTELLIGENCE
MULTISTAKEHOLDER WORKING GROUP
Meeting IX | 6 December 2024 at 11:00-12:00 UTC

SUMMARY REPORT

Action items:

- PNAI's session at IGF 2024 Annual Meeting will take place on **Tuesday 17 December from 15:15 to 16:30** local time **on-site in Riyadh and online**.
- Shamira will contact Meena Lysko and ask her to confirm her attendance in the panel discussion
- Maikki will send speakers instructions and the draft Policy Brief. Maikki will share the session description in IGF conference agenda when that is available.
- Yik Chan will create a poster to market the session. Everyone is encouraged to share the poster through social media using #IGF2024.
- Proofreaders (Patrick, Doreen, Eleanor and Muriel) and Team leaders will go through the PNAI Policy Brief and make last edits and improvements. Deadline is end of day **Sunday 8.12**.

1. The ninth online meeting in 2024 of the Policy Network on Artificial Intelligence (PNAI) Multistakeholder Working Group (MWG) took place on 6 December 2024 at 11 UTC.
2. The meeting was hosted by the MAG appointed facilitator of the PNAI and the IGF Secretariat's PNAI Consultant. The final version of the Agenda is attached to this document as Annex A1 and a list of meeting participants as Annex A2. The list of shared documents is annexed as A3.
3. The hosts opened the meeting and shared an update on the status with preparations for PNAI's session at IGF 2024 and publication of PNAI's Policy Brief 2024 report. The goal of the meeting was to discuss together and finalize last preparations and division of tasks for these deliveries.
4. The main topic of the meeting was PNAI's session at the IGF Annual meeting that will take place on Tuesday 17 December in Riyadh and online.
 - Status with speakers and final confirmations were discussed. Five speakers have been confirmed, everyone is welcome to invite other experts to join as audience and share their view during the Q&A / audience interaction part. Shamira will ask Meena Lysko to confirm her attendance and title.
 - It is important to highlight to speakers that the panel discussion will be based on PNAI's report and recommendations. Maikki will send a memo on PNAI's work to the moderator. She will also send more detailed instructions and the draft Policy Brief report to all the confirmed speakers. Yik Chan will create a virtual poster with QR code to market the session.



5. The current version of PNAI Policy Brief 2024 summary was shared with attendees in advance. Everyone has access to the document in Google docs. Meeting attendees went through the different parts of the report. Next, Team leaders will go through the text and mark any changes that should be still done and proofreaders will go through the final text. One challenge is that different parts of the reports are written in different styles, proofreaders will do their best to make it more unified. After that, Maikki will fix the layout and send the report for IGF Secretariat approval. The report will be published on PNAI web page.

Other and next steps

6. Everyone is welcome to join PNAI session at IGF 2024 on Tuesday 17.12. at 15:15 - 16:30 (local time in Riyadh). You can attend on-site in Riyadh or online. All questions on IGF 2024 conference, see IGF 2024 website or contact IGF Secretariat directly.
7. Shamira will contact Meena Lysko and ask her to confirm her attendance in the panel discussion + send title and bio.
8. Five speakers have been confirmed (see Concept note), everyone is welcome to invite other experts to join as audience and share their view during the Q&A / audience interaction part.
9. Maikki will send speakers an email with instructions + updated session description + current draft of Policy Brief. Maikki will share the session description in IGF conference agenda when that is available.
10. Yik Chan will create a poster to market the session. Everyone is encouraged to share the poster through social media using #IGF2024.
11. Proofreaders Patrick, Doreen, Eleanor and Muriel will go through the PNAI Policy Brief , both Part 1 and Part 2, and fix and improve language. Deadline is end of day Sunday 8.12.
12. Sub-Group Team leaders will read the PNAI Policy Brief in Google Docs, make any edits needed to their summary in Part 1 of the Policy Brief. Deadline is end of day Sunday 8.12.
13. A meeting summary, materials and presentations will be shared through the PNAI mailing list.
14. Please share any questions or suggestions with Maikki Sipinen (maikki.sipinen@un.org).

ANNEX A1

AGENDA, PNAI Multistakeholder Working Group Meeting IV

1. Opening

Opening the call and updates on latest developments

– Audace Niyonkuru and Amrita Choudhury, PNAI Facilitators

2. Preparations for PNAI's session in the IGF 2024 Annual Meeting

PNAI's session at the IGF Annual meeting will take place on Tuesday 17 December from 15:15 to 16:30 (local time) on-site in Riyadh and online

Discussion on marketing the PNAI session and other remaining preparations

3. PNAI Policy Brief 2024 and four thematic PNAI reports

Discussion on finalizing and publishing the reports

4. Next steps

5. Closing and any other business

ANNEX A2

MEETING PARTICIPANTS (in alphabetical order¹):

1. Shamira Ahmed
2. Muriel Alapini
3. Patrick Bell
4. Olga Cavalli
5. Yik Chan Chin
6. Amrita Choudhury
7. Isabelle Lois
8. German López Ardila
9. Mubarek Mohammed
10. Doreen Nandutu Nabuzale
11. Sana Nisar
12. Audace Niyonkuru
13. Umut Pajaro Velasquez
14. Heramb Podar
15. Maikki Sipinen
16. Mohd Asyraf Zulkifley

¹ Names indicated as participants identified in the Zoom online participation tool



ANNEX A3

SHARED DOCUMENTS

Concept note and list of speaker suggestions: PNAI session for IGF 2024 Annual Meeting

<https://docs.google.com/document/d/1y9Ovt07mm3sR6-6eV4pUFVELfYeEEWu6zM7cQJalwJY/edit?pli=1>

Link to information pages on IGF 2024 Annual Meeting

[IGF 2024 website and schedule](#)

PNAI Summary Report 2024 draft version

<mailto:https://docs.google.com/document/d/1y9Ovt07mm3sR6-6eV4pUFVELfYeEEWu6zM7cQJalwJY/edit?tab=t.0>