**IGF Multistakeholder Advisory Group (MAG) Virtual Meeting V
16 May 2018**

<u>**Summary Report**</u>

1.   The fifth Virtual MAG Meeting of the 2018 IGF preparatory cycle took place on 16 May. Ms. Lynn St. Amour moderated the meeting as Chair of the MAG and Mr. Chengetai Masango represented the IGF Secretariat. The agenda (**ANNEX I**) focused on next steps in the IGF 2018 programme shaping, namely the MAG's evaluation of workshop proposals, and included a demonstration of the evaluation system, updates from the Secretariat on the IGF venue and date, as well as updates from newly launched intersessional groups and MAG working groups.

2.   The meeting began with a brief report from the Secretariat on the status of IGF workshop proposals and the next session calls to be made. MAG members were told that there were 18 workshop drafts created in the system thus far, and that past experience showed that the vast majority of proposals could be expected much closer to the deadline, on 27 May. The current number was also said to be in keeping with previous years. Members were informed that the calls for all other sessions – open forums, Day 0 sessions, Dynamic Coalition (DC) sessions, etc. – would be made with a closing date before the face-to-face meeting, so as to allow for an assessment of all session proposals and requests before the MAG convenes. Those calls will most likely launch at the end of May and stay open for approximately one month.

3.   The Secretariat confirmed that the two options for venues and dates that had been communicated in the prior MAG meeting were still under discussion, and that one could be selected very soon. The final decision would be made when conclusive cost estimates, in the process of being produced, are received. The two scenarios remain an IGF meeting at a UN venue in western Europe, from 11 to 15 November, or at a UN venue in Asia, from 10 to 14 December. Some members raised the issue of overlap in the November dates with the ITU's plenipotentiary conference; others made the suggestion to post a note or memo on the IGF website to advise the community that the venue and dates would be announced in due course. It was also enquired whether or not the workshops deadline could be extended, in light of proposers' potential difficulty in securing speakers before the venue announcement. It was said that a possibility for alleviating this might be for the MAG to exercise some flexibility if selected proposers are forced to replace or recruit speakers after the selection. The Secretariat and Chair assured that all the comments and recommendations made regarding the venue, and factors related to the venue, would be taken under advisement.

4.   The Secretariat then gave a step-by-step demonstration of the workshop evaluation system members will use. The system is largely the same as last year's and is comprised of the full record of proposals, including all details needed by members to evaluate against the major criteria, and a scoring sheet. A notable

improvement from past years is that members will be able to return to their evaluations and change their scores if needed. Members were asked to take note of the feedback box at the bottom of the scoring sheet, as the comments written there would be sent to the proposers to help them improve on their current or future proposals. The Secretariat confirmed it would also implement a suggested 'internal' text box, separate from the feedback box, where members would be able to write remarks pertinent only to the selection process. In response to remarks from some members, it further confirmed that a record could be made of the speakers appearing in multiple (more than three) proposals or of the proposals featuring over-selected speakers.

5.   This was followed by a discussion on the grouping of evaluators, which could be done differently from last year. In 2017, the organization of groups was managed by the Secretariat but done in a 'randomized' way that also assured an equitable balance of genders, regions and stakeholder groups in each evaluating team. It has been suggested this year, in line with the new programme shaping approach, that the groups should be organized according to the eight themes workshop proposers are asked to select from. To this end, the Secretariat prepared and previewed on the call a form where members would be able to rank their preferred themes from one to eight, taking into account their interest and/or expertise in the given theme. These results would inform the Secretariat's distribution of the groups and proposal assignments, with an eye, once again, to gender, regional and stakeholder balance among the evaluators, as well as to the number of proposals submitted under each theme. It was said, on one hand, that the thematic distribution risked creating bias, as evaluators were apt to give their themes high scores or to recognize the listed speakers; on the other, the importance of being able to do relative or comparative evaluations within one theme was emphasized. With some adjustments, such as the ability of members to opt in or opt out of their theme or proposal assignments, the thematic process found support and was ultimately adopted. On the basis of these inputs, the Secretariat would work to ensure reasonable groupings ahead of the evaluation.

6.   Preliminary updates were given by the facilitators of the newly established or renewed Best Practice Forums (BPFs), on Artificial Intelligence (AI), Internet of Things (IoT) & Big Data; Cybersecurity; Gender & Access, and Local Content; as well as by the facilitator of the fourth phase of the 'Connecting and Enabling the Next Billion(s)' (CENB) initiative. It was said that these groups should ensure maximum outreach efforts are made at this stage, so as to drive engagement, and to make clear MAG members' roles and responsibilities in each. Updates were also given by the MAG working groups approved in 2018, including on Fundraising (WG-FUN), the charter for which has been revised with members' input. Other working groups, on Multiyear Strategic Work Programme (WG-MWP), Workshops Review and Evaluation (WG-WREP), IGF Improvements (WG-IMP), and Outreach and Engagement (WG-OE), were advised to send, or had sent, messages to their memberships to kick off the work.

7.   Per the calendar, the next call is scheduled for **Wednesday 30 May, 11.00 UTC.**

<u>Annex I</u>

MAG Virtual Meeting V
Wednesday 16 May, 13.00-15.00 UTC
Draft Agenda

1 - Adoption of Agenda (3 min)

2 - Misc Updates by the Secretariat (5 min)

3 - Demo of Workshop Evaluation System (20 min)

4 - Shaping the IGF Programme (40 min)

5 - MAG Working Group, Best Practice Forum and Connecting & Enabling Next Billion(s) CENB Updates - as time permits (40 min)

6 - AOB (10 min)

List of Participants

MAG Chair			
Ms.	Lynn	St. Amour	Internet Matters
MAG Members			
Ms.	Abdulla	Rasha	The American University in Cairo
Ms.	Aquino Ribeiro	Renata	E. I. Consulting
Ms.	Bou Harb	Zeina	OGERO Telecom, Ministry of Telecommunications, Lebanon
Mr.	Casasbuenas	Julián	Colnodo/APC
Ms.	Cassa	Concettina	Agency for Digital Italy
Ms.	Chung	Jennifer	Dot Asia
Ms.	Clarke-Hinds	Shelley-Ann	Ministry of Public Administration and Communications, Trinidad and Tobago
Ms.	Croll	Jutta	Digital Opportunities Foundation / Stiftung Digitale Chancen
Mr.	Donkor	Wisdom	Ghana Open Data Initiative, National Information Technology Agency
Ms.	Erramuspe	Alejandra	Agencia de Gobierno Electrónico y Sociedad de la Información y el Conocimiento, Uruguay
Ms.	Franz	Liesyl	Senior Policy Advisor in the Office of the Coordinator for Cyber Issues at the Department of State, United States
Ms.	Galstyan	Lianna	ISOC Armenia
Ms.	Gatto	Raquel	ISOC
Ms.	Glavor	Nataša	Data Analyst, CARNet
Mr.	Gridl	Rudolf	Federal Ministry for Economic Affairs and Energy
Ms.	Jallow	Adama	Give1 Project Gambia
Mr.	Jevtovic	Danko	Jugodata
Mr.	Lo	Mamadou	Credit Agricole Bank, Senegal
Mr.	Markovski	Veni	ICANN
Mr.	Mochizuki	Kenta	Yahoo Japan Corporation
Mr.	Ndicho Bambo	Samuel	Ministry of External Relations, Cameroon
Mr.	Onyango	Douglas	Delta IT Solutions
Ms.	Parris	June	Halaqah Media
Mr.	Regoje	Nebojsa	Ministry of Foreign Affairs of Bosnia and Herzegowina
Mr.	Rhijn van	Arnold	Ministry of Economic Affairs and Climate Policy
Mr.	Rowney	Paul	AfICTA
Mr.	Sabir	Sumon Ahmed	Fiber@Home Limited
Mr.	Sibul	Heiki	Estonia Internet Foundation
Ms.	Soriano	Jianne	NetMission Ambassador, YIGF Asia Pacific organizer
Ms.	Suto	Timea	ICC BASIS
Mr.	Tao	Xiaofeng	Member of the Consultative

			Committee on ICT for United Nations, China Association for Science and Technology; Professor, Beijing University of Posts and Telecommunications
Ms.	Teleanu	Sorina	DiploFoundation
Ms.	Uduma	Mary	Nigeria Internet Governance Forum
Mr.	Wallis	Ben	Microsoft
Former IGF Host Country Representatives			
Ms.	Arida	Christine	National Telecom Regulatory Authority, Egypt
Mr.	Cancio	Jorge	Federal Office of Communications (OFCOM), Switzerland
Mr.	Rosas	Israel	Coordination of the National Digital Strategy, Mexico
Other Participants			
Ms.	Cade	Marilyn	ICT Strategies - mCADE llc
Ms.	Chalmers	Susan	National Telecommunications and Information Administration, U.S. Department of Commerce
Mr.	Degezelle	Wim	DUERMOVO - DRMV
Mr.	Kummer	Markus	IGFSA
Mr.	Mazzone	Giacomo	European Broadcasting Union (EBU)
Mr.	Prendergast	Jim	Galway Strategy Group
IGF Secretariat			
Mr.	Masango	Chengetai	Programme and Technology Manager
Mr.	Garcia Bobo	Luis	Associate Information Systems Officer
Ms.	Mazzucchi	Eleonora	Programme Management Assistant
Ms.	Gengo	Anja	Focal Point for the National and Regional IGFs