

IGF 2016 DCs Main Session: Substantive Paper

During discussions in DC coordination meetings, it was agreed each DC would produce a substantive paper by deadline in order to participate in the DCs Main Session this year.

The papers will serve as collective background material for the session and be put forward individually for feedback, both in advance of the IGF and during the IGF itself. It was proposed and agreed that feedback be collected through online and hard-copy DC issue surveys (or 'Idea Rating Sheets'), piloted at IGF 2015.

Bearing in mind many DCs have produced substantive papers in years past, or do so on a regular basis and introduce their work into other fora, **the paper for the main session can build on or be an updated version of any of this previous work.** It is only essential that the DC be able to cull from the paper **key ideas** for discussion in the main session and for receiving feedback before and during the meeting.

Timeline & Process for Main Session Paper

-The **initial draft** should be emailed to the Secretariat (emazzucchi@unog.ch) by **Friday, 30 September 2016, midnight UTC**, for the DC to qualify for main session participation.

-A **second draft**, as well as the extraction of **five key points for aligning with the DC issue surveys**, should be completed on/ about **1 November**. This also conforms with the deadline for the IGF Best Practice Forum (BPF) outputs and with the general practice of submitting papers 6 weeks ahead of a meeting.

-An email to the IGF community promoting the papers and the online version of the DC issue surveys is sent on/ about **1 November**.

-The DCs' shared IGF booth opens with the hard-copy version of the papers, as well as DC issue surveys, from **6 December**.

General Paper Guidelines

- The paper should not exceed 5 pages.

- Should not read as an "activities report" and should contain a few thought-provoking issues/questions that can be put to IGF participants.

-Should be as inclusive as possible of the views and ideas of the DC's constituent members .

For any questions/feedback please feel free to reach out to the Secretariat at emazzucchi@unog.ch !