

**Virtual Multistakeholder Advisory Group Meeting XIII
18 August 2015**

Summary report

1. The thirteenth virtual meeting of the IGF Multistakeholder Advisory Group (MAG) in the IGF 2015 preparatory process took place on 18 August 2015. Ambassador Jānis Kārklīņš from Latvia moderated the meeting as Chair of the MAG and Mr. Chengetai Masango represented the Secretariat. The agenda for the meeting was to get an update by the Secretariat on the state of preparations, an update on some of the planning of the main sessions from the MAG facilitator and to discuss the schedule of the upcoming face-to-face Open Consultations and MAG meeting in Paris from 2-4.

Update on preparations from Secretariat

2. The Secretariat reported that a planning mission to Brazil had just taken place and that preparations were going very smoothly overall. It was reported that there will be a daily meeting space for delegates to meet after each meeting, and that transportation to and from the hotels to the venue will be arranged. Registration will be opened in approximately one week's time, and after registration delegates will be able to obtain visa's. A request was made to the MAG that if any MAG members were planning any informal gatherings outside of the meeting area that they please inform the Secretariat ahead of time. The capacity of the main meeting hall will be approximately 500-600 persons; however, it might be a bit smaller to make the room more intimate in nature.

3. It was requested that detailed information for delegates about obtaining visas, hotels, food and transportation, etc. for delegates should be updated and visibly posted on the IGF website and host country website. The MAG was also reminded that much of this information is available already online. A request was also made to continue outreach to establish more remote hubs around the world and to gather more volunteers to support remote participation in general. Contractors working on remote participation for Brazil will be on board in the coming weeks and will work together with the remote participation working group and other volunteers on this. It was also reported that two new staff members had joined the Secretariat in Geneva, an Associate Programme Officer and an Associate Information Systems Officer.

4.. A question was made about the state of preparations for 'Day 0' and it was reported that no more requests for events on day 0 will be accepted. It was also reported that printed schedules will be made available for all delegates and that the Secretariat and host country will work to produce an online schedule/mobile application for delegates to use to navigate the meeting. In order to print schedules in a timely fashion ahead of the meeting the Secretariat will need to collect all information from organizers well ahead of time. Some MAG members suggested that there could be some additional sponsorship/funding available for printing schedules and the Secretariat took note and would follow-up on the feasibility of this.

Update on preparations of the main sessions

5. Some of the coordinators of main sessions present on the call gave brief verbal updates on the status of preparations of the respective main sessions. Other coordinators had already sent written updates to the MAG mailing list. Fellow MAG members voiced their support and appreciation to the coordinators of the main sessions and it was said that much work was needed to advance preparations ahead of the Open Consultations and MAG meeting 2-4 September.

6. Coordinators were asked to submit their detailed concept notes/descriptions and plans to the Secretariat and MAG mailing list ahead of the September meeting. Some open mailing lists to assist preparations have already been set up by the Secretariat based on MAG requests and the Secretariat will set up the remaining lists so all sessions have a dedicated mailing list. As always, main session coordinators were encouraged to arrange their sessions to be interactive and representative of a diversity of views. Main session guidelines prepared by the MAG working group on main sessions should be followed when applicable. The Secretariat will circulate a framework template for all main session organizers to fill out (as applicable depending on the session) by 30 August so that the MAG can review and take forward the preparations for the various sessions in a uniform manner. It was noted that it was important for MAG organizers to coordinate in regards to the selection of speakers for main sessions so that speakers are not chosen for more than one main session and that over-laps are avoided.

7. It was reported by the Chair that invitations had been extended to the co-facilitators of the WSIS+10 review and that an invitation will be sent to the new President of the General Assembly in September when this new PGA takes office.

8. There was a good discussion about the concept of MAG or IGF 'endorsement' of any outputs or general work presented or discussed throughout the IGF meeting. There was agreement that this was a sensitive topic amongst all stakeholders and that it was important that accountability, communication and transparency well ahead of time and at the IGF itself of all tracks of work that may be seeking any kind of formal feedback was essential. The role of the MAG in facilitating these sorts of working processes was also discussed and there was agreement that further discussion should be taken up online and at the September meeting.

Agenda for the Paris Open Consultations and MAG Meeting (2-4 September)

9. The MAG reviewed the draft agenda for the upcoming Open Consultations and MAG meeting that had been circulated on the mailing list. The main focus of the meeting will be to move forward programming of the overall meeting (workshop scheduling, main session preparations, arrangements for remote participation, etc.) and to also meet face to face to work on the various inter-sessional documentation together with the broader IGF community using online

participation facilities available. UNESCO delegations will also be invited to join the meeting being held on their grounds.

Any other business

10. There was a good discussion about how to handle issues that might arise on IGF related mailing lists. The Secretariat noted that it had dealt with such issues in the past and is always prepared to help facilitate and resolve any problems that might come up on IGF mailing lists. The Secretariat also agreed to prepare a short set of guidelines for mailing list etiquette that could be posted on the website and referred to by MAG members or other community members when problems do come up.

11. A request was made by some MAG members to the Secretariat and Host Country to facilitate setting up, if possible, an open space at the IGF venue for spontaneous interaction and meetings of delegates. The Secretariat and Host Country took note and will try to accommodate such a space, if feasible.

Annex

List of participants

Chair	
Mr. Kārklīņš, Jānis	Ambassador at large of Latvia
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. Bhatia, Virat	Chairman, Federation of Indian Chambers of Commerce and Industry (FICCI) Communication and Digital Economy Committee, India
Ms. Bommelear, Constance	Senior Director of Global Policy Partnerships, Internet Society (ISOC)
Ms. Cade, Marilyn	CEO, Strategies mCADE llc
Ms. Cambroner, Fatima	Lawyer and specialized at law and technology, AGEIA DENSI Argentina
Ms. Chaturvedi, Subi	Adjunct Faculty /Hon. Managing Trustee, IIT Delhi
Ms. Das, Ankhi	Head of Public Policy, Facebook India
Ms. Doria, Avri	Independent Researcher, DBA Technicalities
Mr. Elgamal, Hossam	Board Member, AfICTA – Africa ICT Alliance
Mr. Fernández González, Juan Alfonso	Advisor, Ministry of Communications of the Republic of Cuba
Mr. Gjorgjinski, Ljupco Jivan	Assistant Director, Cabinet of the Minister of Foreign Affairs of the Republic of Macedonia
Ms. Ho, Bianca	Ambassador, NetMission.Asia

Ms. Kaspar, Lea	Programme Lead, Global Partners Digital
Ms. Kee, Jac SM	Women's Rights Programme Manager, Association for Progressive Communications
Ms. Lazanski, Dominique	Public Policy Director, GSM Association
Mr. Mazzone, Giacomo	Head of Institutional Relations, European Broadcasting Union
Ms. Miller, Cheryl	Director of International Public Policy and Regulatory Affairs, Verizon
Mr. Moisander, Juuso	Commercial Secretary, Information Society and ICT, Ministry for Foreign Affairs
Mr. Nelson, Michael	Information Technology Trends and Internet Policy Consultant
Ms. Okutani, Izumi	Policy Liaison, Japan Network Information Center (JPNIC)
Ms. Paque, Virginia	Director Internet Governance Programmes, Diplo Foundation
Mr. Santos Jr., Jandyr	Counsellor, Head of the Information Society Division, Department of Scientific and Technological Themes, Ministry of External Relations
Ms. St. Amour, Lynn	CEO, Internet Matters
Mr. Wagner, Flávio	Board Member, Brazilian Internet Steering Committee (CGI.br)
Other attendees	
Mr. Faye, Makane	
ICC BASIS	
Ms. Arida, Christina	
Ms. Romero, Victoria	
Ms. Franz, Liesyl	
IGF Secretariat	
Mr. Masango, Chengetai	Programme and Technology Manager
Ms. Barnes, Ma. Victoria	Assistant
Ms. Van der Spuy, Anri	Fellow
Mr Gahnberg, Carl	Consultant
Mr. Gutterman, Brian	Associate Programme Officer
Mr. Bobo, Luis	Associate Information Systems Officer
Ms. Gengo, Anja	Fellow

