

IGF 2021
MAG Meeting XI | 1 June 2021

Summary report

Action items & Next steps

Workshop evaluation process

- MAG members who have not received details about the workshop evaluation groups they belong to or the related mailing lists to reach out to the Secretariat.
- MAG members to review the workshop evaluation criteria and process and start evaluating the workshop proposals (deadline: 17 June). Any conflicts of interests should be signaled as early as possible.
- MAG members to participate in discussions and calls as needed within their evaluation groups.

IGF 2021 preparatory phase

- MAG Chair and Secretariat to develop to-do lists for MAG members regarding their involvement in the planning of the preparatory phase.
- ❖ **The current tasks for MAG members (and related documents) are also available in the [MAG dashboard](#).**

1. The eleventh virtual meeting of the Internet Governance Forum (IGF) Multistakeholder Advisory Group (MAG) in the IGF 2021 preparatory cycle was held on 1 June 2021. The meeting was moderated by Ms. Anriette Esterhuysen, MAG Chair.

Attached to this summary report are the meeting agenda and inout documents (Annex I) and the list of participants (Annex II).

I. Introductions and updates from Host Country and Secretariat

2. The Chair welcomed participants and gave an overview of the meeting's agenda. She explained that the purpose of the meeting was to review the workshop proposals evaluation process and clarify any related questions from MAG members.

3. Mr. Wiktor Swarek, Polish government, informed meeting participants that the preparations for the IGF 2021 meeting in Katowice are going well. He also gave a brief update on the COVID-19 situation in Poland (where the vaccination process is ongoing and restrictions are gradually being lifted) and

encouraged MAG members to continue to send updates regarding the situation in their countries and regions (e.g. travel restrictions, vaccination).

4. Mr. Masango explained that the call for session proposals, which was open until 26 May 2021, resulted in a total of 371 session proposals:

- 203 workshops
- 17 Dynamic Coalitions
- 33 Open Forums
- 32 Town Halls
- 30 Day 0 events
- 10 launches & awards
- 35 lightning talks
- 6 NRIs sessions
- 5 networking sessions. The call for networking sessions proposals will remain open to allow more stakeholders to apply for such sessions.

II. Workshop evaluation process

5. Ms. Anja Gengo, IGF Secretariat, gave an overview of the 203 workshop proposals:

- Most proposals were submitted under the *Economic and social inclusion and human rights* main focus area, followed by *Trust, security and stability* (emerging and cross-cutting issue area), *Emerging regulation: market structure, content, data and consumer/user rights regulation* (emerging and cross-cutting issue area), *Universal access and meaningful connectivity* (main focus area), *Inclusive IG ecosystems and digital cooperation* (emerging and cross-cutting issue area), and *Environmental sustainability and climate change* (emerging and cross-cutting issue area). In total, 336 policy questions were selected.
- The largest number of proposals envision a round-table format and a duration of 90 minutes.
- Overall, 633 stakeholders are involved in the proposed co-organising teams of the 203 workshops, some of them being involved in more than one team. Of them, 53% indicated that 2021 would be the first time they are organising an IGF workshop.
- The number of speakers proposed across the workshops is 789; 673 of them appear in only one proposal.
- 36% of session proponents indicated that they were willing to host their sessions during the preparatory phase. Moreover, 21% indicated a preference to host their sessions completely online.



[IGF 2021 Call for workshop proposals: Pre-evaluation statistics](#)

6. Mr. Luis Bobo, IGF Secretariat, explained that [three workshop evaluation groups](#) were formed. These groups are balanced in terms of workload (i.e. a similar number of workshop proposals allocated for evaluation), stakeholder groups, regions, years served on the MAG, etc. Mailing lists have been created for these groups and MAG members should have received relevant details via email. MAG members who have not received details about the groups they belong to or about the mailing lists should reach out to the Secretariat.



Workshop evaluation groups

7. Ms. Esterhuysen then reviewed the tasks for MAG members and workshop evaluation groups:

- Each MAG member would have to evaluate their batch of workshop proposals (between 68 and 80) individually.
- Each workshop evaluation group should identify a facilitator and co-facilitator, who would then initiate activity of the dedicated mailing lists.
- MAG members should review the workshop evaluation criteria and process developed by the MAG Working group on workshop process (WG-Workshop process). Any questions on how to apply the criteria should be addressed to the evaluation group list, the MAG list or the WG-Workshop process list.
- MAG members should check if they have any conflict of interests within the proposals allocated to them.
- The deadline for finalising the evaluation of proposals is 17 June. MAG members are encouraged to start the evaluation as soon as possible, to avoid running out of time closer to the deadline. Members are also expected to participate in discussion and calls as needed in their respective workshop evaluation groups. Groups will be asked to report on progress to the full MAG during MAG calls.
- MAG members can revise the evaluation of a certain workshop proposal before the final deadline.
- The initial evaluation results will be presented to the MAG during the MAG meeting on 22 June. Then during the MAG meeting on 22, 23 and 30 June (tbc) you will polish the evaluation results and agree on the final list which will be made public on 1 July.
- The overall workshop evaluation timeline is as follows:
 - 1 June – 17 June: Evaluation by MAG
 - 18 June – 21 June: Processing of evaluation results by Secretariat
 - 22 June: Open Consultations (community input on Intersessional work and also online phase of IGF 2021)
 - 23 and 30 June: 1st Day of MAG meeting initial discussion of evaluation results and agreement on way forward



MAG members tasks: Evaluating workshop proposals

8. Mr Roberto Zambrana, MAG member, gave an overview of the [workshop evaluation form](#), noting that the proposals have to be evaluated against six criteria, with the following weight:

- content & description: 25%
- policy question: 25%
- relevance: 15%
- format: 10%
- interaction: 15%
- diversity: 10%

9. MAG members continued discussions on the workshop evaluation process in three breakout groups, and then reported on their discussions in the plenary. Some of the key points made included:

- More questions may arise as MAG members start evaluating the workshop proposals. They are encouraged to raise these questions within the evaluation groups they are part of.
- Evaluation groups are meant to provide a space for MAG members to (a) support each other during the evaluation process and discuss any issues or uncertainties they come across, and (b) once the individual evaluation is finalised, look at the overall scoring results (to be provided by the Secretariat), discuss proposals that receive very different scoring within the group, and, generally, propose a way forward for finalising the selection of workshops.
- When evaluating the policy questions selected by workshop proponents, MAG members will need to pay attention to the extent to which the proposal effectively addresses the selected questions.
- When the diversity criterion is assessed, attention should be paid not only to the proposed speakers (as they may change later on), but also to the broader content of the proposal, the overall approach and the perspectives envisioned to be tackled.
- Regarding the interactivity tools proposed by workshop organisers, it was noted that, while the Secretariat might not be able to support all of them (e.g. due to compatibility issues with the online platform to be used during IGF 2021), this should not have any bearing on the scoring of proposals. If a tool cannot be used, workshop organisers will be informed.
- If of interest for MAG members, a separate online session can be held on how to evaluate workshop proposals. A poll may be circulated by the Secretariat to this aim.

III. IGF 2021 preparatory phase

10. Ms. Gengo reminded MAG members of the main components of the IGF 2021 preparatory phase:

- A build-up phase between July and September, consisting of sessions linked to the IGF 2021 issue areas organised by IGF intersessional activities on a voluntary basis; introductory sessions on the IGF 2021 issue areas organised by the MAG; strategic discussions linked to the issue areas and policy questions organised by the MAG; intersessional components of the the high-level track and parliamentary track; and capacity development events.
 - The capacity development events will focus on ways to engage with and contribute to IGF processes and the 2021 issue areas (including training for session organisers). Still being discussed is a series of workshops planned in cooperation with Microsoft on digital transformation and cybersecurity. These workshops would have multistakeholder participation.
- An intersessional event possibly linked to the third Open Consultations and MAG meeting in September, which could consist of sessions organised by IGF intersessional activities (not linked to the IGF 2021 issue areas) and MAG-led sessions on the issue areas.

11. Ms. Gengo further noted that concrete to-do lists are being prepared for MAG members regarding their involvement in planning the preparatory phase.

IV. AOB

12. Points raised during the AOB section of the meeting included:

- A request for the calendar on the IGF website to be updated with upcoming meetings

- A note that the IGF Supporting Association is now accepting funding requests from national and regional IGF initiatives.
- A request from the WG on hybrid meetings for MAG members to direct any questions or reflections on hybrid elements to the group.

13. The next MAG meeting will be held on 15 June, from 15:00 UTC.

Annex I

Meeting agenda

Agenda

1. Welcome from the Chair and co-Chair (5 mins)
2. Update from the Secretariat (5 mins)
3. Evaluation process plenary (20 minutes)
 1. Overview of session proposals received (3 mins)
 2. Evaluation groups - what they are and how they were set up (3 mins)
 3. To-do list for the groups and individual members (3 minutes)
 4. Step-by-step: how to evaluate (5 minutes)
 5. Overview of timeline and deadlines (2 minutes) (Chengetai).
 6. Questions for clarification - discussion will take place in breakout groups (4 minutes)
4. Breakout groups (45 min)

MAG members will break out into the three Workshop Evaluation Groups to which they have been assigned.

Tasks for each breakout group:

 1. Agree on facilitator for today and rapporteur
 2. Do a short go-around with each person raising any questions they have about the process and what their responsibilities are.
 3. Review workshop evaluation process and note questions
 4. Agree on a working methodology for the group
5. Plenary (30 minutes)
 1. Reports from breakout groups (5 minutes each)

In these short reports, the rapporteur will list any questions/uncertainties/proposals from members and share how they have agreed to work together.
 2. Plenary discussion to address any questions or concerns (15 mins)
6. Next steps on the preparatory phase (10 minutes)
7. Closing and next steps (5 mins)

Input documents

- [Received WS Proposals](#)
- [Call for WS: Pre-Evaluation Statistics](#)
- [Evaluation Form Working Version](#)
- [Issue Teams | Guide to Issues and Policy Questions](#)

Annex II Participants

Last name	First name
MAG Chair	
Esterhuysen	Anriette
IGF 2021 Host Country	
Skwarek	Viktor
MAG members	
Afonso	Carlos Alberto
AlHashimi	Hana
Andriamampionona	Hariniombonana
Astbrink	Gunela
Canales	Maria Paz
Castex	Lucien
Chen	Joyce
Chharia	Rajesh
Choudhury	Amrita
Dofel	Sook-Jung
Edoh	Afi
Espinosa	Amado
Fantinati	Mattia
Harsianti	Juliana
Hordynski	Ryszard
Horejsova	Tereza
Khanal	Raj Ananda
Koubaa	Khaled

Peake	Adam
Radsch	Courtney
Roach	Carol
Tungali	Arsene
Zambrana	Roberto
Other participants	
Carvell	Mark
Cohen	Frederic
Donkor	Wisdom
Kummer	Markus
Parris	June
Prendergast	Jim
Suto	Timea
Wagner	Flavio
IGF Secretariat	
Bobo Garcia	Luis
Degezelle	Wim
Gengo	Anja
Masango	Chengetai
Teleanu	Sorina