

2nd IGF 2020 Open Consultation and MAG Meeting 15 to 19 June 2020, hosted online

I. Context and meeting modalities

As a result of the COVID-19 pandemic the second IGF 2020 Open Consultation and MAG Meeting will take place virtually over a five-day period from 15 to 19 June 2020. To facilitate an effective meeting, and to make it as easy as possible for MAG members to participate, the Secretariat and the Chair propose the following modalities:

- Meeting will take place over 5 days using Zoom
- Zoom features such as breakout group rooms and polls will be utilised
- All set statements or briefings will be pre-recorded and made available on the IGF's YouTube account prior to the meeting
- Meeting will have short plenaries followed by breakout groups to enable people to work in time zones that suit them
- The Open Consultation will have interpretation available from English to French and French to English during Geneva standard working hours.
- The meeting plenaries will be captioned in English.
- Pre-meeting preparatory work will be optimised to facilitate virtual decision-making
- Breakout group methodology and process will be pre-agreed before the meeting and facilitators and rapporteurs trained.
- There will be two types of breakout groups: Synchronous groups integrated into plenary timeslots and asynchronous breakout groups that will take place in different timeslots that are convenient for participants. These asynchronous breakout groups can take place at any time between the plenary from which they emerge, and the plenary they have to report back to.

II. Milestones to be achieved before the meeting

- ✓ Review of workshops¹ with a **high degree of variance** in scoring, and decision on whether they warrant further discussion.
- ✓ Consensus on which workshops proposals can be **eliminated** on the basis of overall poor quality.
- ✓ **Final ranking** of workshops per thematic track.
- ✓ Identify possible sub-themes (where appropriate or desired) and assessment of extent to which high-scoring proposals **cover the theme** in each thematic track.

¹ Workshop evaluation process done in accordance with General Guidance of the MAG Working Group on Workshop Evaluation Process https://www.intgovforum.org/multilingual/index.php?q=filedepot_download/10313/2120

- ✓ Flag **lower scoring workshops that are still in the pool** that **could add to programme cohesion** for further discussion.
- ✓ At the discretion of each group, **update the thematic narrative based on insights gained from the scoring by 10 June**.
- ✓ Initiate discussion on **main sessions** (*e.g. whether we want one for each track and workshop proposals you feel would be better as main sessions*). What other topics could be the focus of main sessions?²

² Keep in mind the main session already under development by a sub-group of MAG members coordinated by Karim and Roberto.

AGENDA

15 JUNE 2020: OPEN CONSULTATION DAY 1	
TIME (UTC)	AGENDA ITEM
08:00 – 10:00 UTC See in your time zone	Opening Session <ul style="list-style-type: none"> ● Welcome from Chair and adoption of agenda ● Welcome from Host Country Co-chair (Video message) ● Welcome from UNDESA ● Briefing on state of preparation for IGF 2020 by the IGF Secretariat followed by inputs from the IGF community and discussion ● COVID-19 and the IGF
10:00 - 10:15 UTC See in your time zone	<p><i>Join us for a virtual coffee-break!</i></p> <p><i>Participants will be randomly assigned to coffee tables</i></p>
10:30 - 11:30 UTC See in your time zone	<p>Short overview of pre-recorded briefings from UN agencies, IGOs and other international Internet-governance related organizations/initiatives followed by Q & A</p> <p><i>(Pre-recordings available at the IGF website and participants are expected to listen to them prior to the meeting)</i></p> <p><i>If you have any comments or questions on the video briefings, please email them to: questions [at] intgovforum [dot] org or join this session and address them live.</i></p>
11:30 - 12:00 UTC See in your time zone	Closing of day one of the Open Consultation by the MAG Chair

Also, from **13:00 - 16:00 UTC**, the **HLPDC Secretariat** will host the **Implementation Dialogue on the HLPDC Reports Recommendation 5 A/B** ([See in your time zone](#)).

Stream via UN Web TV: <http://webtv.un.org/>

16 JUNE 2020: OPEN CONSULTATION DAY 2	
TIME (UTC)	AGENDA ITEM
10:30 – 11:00 UTC See in your time zone	Introduction to the second part of the Open Consultations <ul style="list-style-type: none"> ● Welcome from co-chairs and overview of the agenda ● Welcome from UNDESA
11:00 – 12:00 UTC See in your time zone	Plenary Session I on IGF Best Practice Forums (BPFs) If you have any comments or questions on the video briefings, please email them to: questions [at] intgovforum [dot] org or join this session and address them live.
12:00 - 13:00 UTC	Break
13:00 – 14:00 UTC See in your time zone	Plenary Session II on Dynamic Coalitions and National, Regional and Youth IGFs (NRIs)
14:00 UTC See in your time zone	Address by the United Nations Under-Secretary-General for Economic and Social Affairs, Mr. Liu Zhenmin
14:10 UTC See in your time zone	Statement by the State Minister of the FDRE Ministry of Innovation and Technology of Ethiopia / ICT and Digital Transformation Sector, Dr. Ahmedin Mohammed Ahmed
14:15 UTC See in your time zone	Statement by the Vice-Minister for International Affairs of the Ministry of Internal Affairs and Communications of Japan, Ms. Makiko Yamada
14:20 - 15:15 UTC See in your time zone	Q&A on the UN Secretary-General’s Roadmap on Digital Cooperation with Under-Secretary-General Mr. Fabrizio Hochschild, Special Adviser to the Secretary-General
15:15 - 15:30 UTC See in your time zone	Closing of Open Consultation by the MAG Chair

17 JUNE 2020: MAG MEETING DAY 1			
TIME (UTC)	AGENDA ITEM	FOCUS	OUTPUTS
12:30 – 13:15 UTC See in your time zone	Opening Session	<ul style="list-style-type: none"> • Adoption of agenda and welcome from MAG Chair • Debrief from Open Consultations 	Adoption of agenda. Apologies noted. List of suggestions to consider in planning.
13:15 - 13:30 See in your time zone	MAG members and other participants check-in, in breakout rooms (randomly assigned breakout groups)		MAG members and other participants catch up with one another in breakout rooms
13:30-14:30 UTC See in your time zone	MAG Plenary Session I	<ul style="list-style-type: none"> • Reports (<i>prepared prior to the meeting</i>) from the 4 workshop evaluation groups (<i>5 minutes per group</i>) followed by discussion 	Ranked workshops in each thematic track. Recommendations from workshop evaluation groups.
14:30 - 16:00 See in your time zone	1st breakout session: synchronous breakout groups in Zoom breakout rooms	<ul style="list-style-type: none"> • Breakout into 4 workshop evaluation groups for discussion of feedback received during Plenary Session I. Reports to be presented on the following day. 	List of approved workshops (overall). List of proposals for mergers. First look at the overall programme thematic structure, including subthemes in each theme.
16:00 See in your time zone	Feedback from MAG members on meeting progress Next Steps Closing by MAG Chair		

18 JUNE 2020: MAG MEETING DAY 2			
TIME (UTC)	AGENDA ITEM	FOCUS	OUTPUTS
13:00 – 14:30 UTC See in your time zone	Plenary Session II	<ul style="list-style-type: none"> • Overview of meeting progress and welcome from MAG Chair • Notes on participation for MAG members and observers. Request to MAG members to use voice and to all participants to mute when not speaking • Reporting in from the breakout groups (final list of workshops) • Secretariat to display the final list of subthemes, and workshops if reports are received in time. 	<p>Agreed final list of workshops.</p> <p>Agreed subthemes per thematic track.</p>
14:30 – 14:40 UTC	Break		
14:40 - 15:30 UTC See in your time zone	Plenary Session III	<ul style="list-style-type: none"> • Introduction to IGF main sessions discussion • Secretariat will display main session topics currently on the table and instructions for breakout group discussions (Secretariat, MAG Chair and group facilitators) 	<p>Agreed methodology on main sessions.</p> <p>Topics for main sessions.</p> <p>Number of main sessions.</p> <p>Guidelines for organising “Introductory and Concluding” sessions.</p>
1-hr slots TBD	2nd breakout session: Asynchronous breakout groups	<p>Breakout into 4 groups for discussion of main sessions.</p> <p>MAG members can select their group based on timeslots. Reports will be shared the next day.</p>	<p>Agreement on which main session working groups will continue to work on developing the programme after this meeting.</p>

19 JUNE 2020: MAG MEETING DAY 3			
TIME (UTC)	AGENDA ITEM	FOCUS	OUTPUTS
12:30 – 14:00 UTC See in your time zone	Plenary Session IV	<ul style="list-style-type: none"> ● Overview of the agenda and welcome from MAG Chair ● Reports from breakout groups ● MAG discussion on main sessions ● Next steps on main sessions 	Recap on agreement on main sessions with short descriptions of each (bullet points or short paragraph). Agreed next steps on further development of the programme.
14:00 - 14:15 UTC	Break		
14:15 - 15:15 UTC See in your time zone	Plenary Session V	<ul style="list-style-type: none"> ● Recap of what we need to consider in planning a virtual IGF ● IGF 2020 processes: next steps ● AoB ● Closing and agree on date for next call 	

Overview: MAG plenaries & breakout groups:

- **Open Consultations Day 1 [15 June] | total duration: 3 hrs 30 min**
- **Open Consultations Day 2 [16 June] | total duration: 4 hrs**
- **MAG meeting Day 1 [17 June] | total duration: 3 hrs 30 min**
 Plenary Session I on workshops: 13:30 - 14:30 UTC (total duration: 1 hr)
 Breakout groups on workshops: 14:30 – 16:00 UTC
- **MAG meeting Day 2 [18 June] | total duration: 2 hrs 20 min**
 Plenary session II on workshops: 13:00 - 14:30 UTC (total duration: 1 hr 30 min)
 Plenary session III on main sessions: 14:40 - 15:30 UTC (total duration: 50 min)
 Breakout groups on main sessions: 1 hr timeslot per [this schedule](#)

- **MAG meeting Day 3 [19 June] | total duration: 2 hrs 20 min**
 - Plenary Session VI on main sessions: 12:30 – 14:00 UTC (*total duration: 1 hr 30 min*)
 - Plenary Session on next steps: 14:15 – 15:15 UTC (*total duration: 1 hr*)