



IGF2020 BPF on BPFs Reviewing past Best Practice Forums (BPF) to enhance future BPF work

Overview of Recommendations

This document provides an overview of the recommendations included in [IGF 2020 BPF on BPFs](#) report

BPF Definition and purpose

Recommendations

- Suggested update to the BPF definition: (*bold = addition*)
BPFs offer unique platforms for multistakeholder discussion on topics relevant to the future of the Internet, with the aim of facilitating dialogue and collecting emerging and existing practices to address specific issues or themes. **BPFs foster a common understanding of the concrete policy challenges stakeholders may address in order to contribute to achieving the Internet policy goal the BPF is focussing on.** The objective is not to develop new policies or practices, but rather to collect existing good practices, **share positive and negative experiences, and flag challenges that require additional multistakeholder dialogue and / or require the attention of policy-makers, including in specified decision-making bodies.**
- BPFs could serve as sounding board for decision-making bodies (especially those that are only representing governments), to provide them a multi-stakeholder vision and feedback on IG issues.
- BPFs should be encouraged not only to collect best practices, but also testimonials about bad and less successful approaches as the latter often contain valuable lessons.

BPF modalities and selection of topics, MAG as steward of the intersessional programme

Recommendations

- Consolidate existing drafts of the BPF modalities document¹ and publish the document ahead of next year's cycle of BPFs:
 - cover to the extent possible all aspects of the BPF cycle, including roles and responsibilities, the process to propose and select BPF topics, and timelines, without limiting the BPFs' freedom to organise their work in function of their respective topics.
 - Include a narrative to explain what makes a topic suitable for a BPF.
- Consider BPFs as a space where work can continue on issues discussed at the annual meeting, to collect best practices and feed them into continued policy discussions at the next IGF or elsewhere.

BPF cycle versus BPF 'active' period

Recommendations

- Launch a call for BPF proposals early, possibly at or immediately after the annual meeting, to allow the MAG to confirm the topics at its first face-to-face meeting.
- A BPF discussion on possible future topics should be included in the BPF work plan.
- BPFs that wish to continue could be requested to compile a proposal together with their final report or submit their proposal well ahead of the first meeting of the new MAG.
- Consider chartering BPFs for two consecutive years. This would allow them to use their session at the first IGF meeting for a mid-term update, discussion on findings and exchange on next steps and for active outreach and recruitment of participants.

¹ A consolidated draft of the BPF Definitions, Procedures and Modalities is included under chapter E of this report.

Participation, outreach, and raising the profile of BPF work

Recommendations

- IGF communications should not assume that BPFs and intersessional activities are well understood concepts in the community but keep explaining their purpose and highlighting the opportunities to participate in their work whenever informing on BPF activities.
- Targeted outreach is of key importance for a BPF:
 - Outreach planning should start as early as possible and BPF proposals should include a list of key organisations and institutions they intend to invite.
 - BPFs should explore how to target meetings and networks where relevant organisations meet to discuss issues related to the BPF topic, be present where key stakeholders gather, present the BPF and invite them to get involved.
 - BPFs should invite MAG members, Secretariat, BPF participants, and others to help with reaching out to stakeholders and provide them with basic tools to promote the BPF (e.g. a fact sheet that explains why and how to get involved).
 - Special effort is recommended to support BPFs with establishing contact in case relevant debates are going on in IGOs and related bodies.
 - BPFs should consider open webinars or hearings, in addition to their regular virtual meetings, to gather additional input and reach so far absent stakeholders.
- BPF participants should be stimulated to take ownership of the BPF process. It might be necessary to remind participants that BPFs are expected to be community-driven with the facilitators and Secretariat in a coordinating role.
- All MAG members should be expected to participate in at least one BPF, informing the Secretariat at the outset of the year which BPF(s) they will participate in.

Setting expectations and keeping BPFs focused on a realistic goal

Recommendations

- The proposals for BPF topics should include a clear and realistic goal for the BPF.
- As early as possible BPFs should discuss and further refine this goal and, together with their coordinating team, develop a realistic workplan.
- The workplan should help the coordinating team to keep the BPF focussed and moving towards the defined goal, while still benefitting from the open and bottom-up character to enrich its content.

Cooperation with other IGF activities and workstreams

Recommendations

- It would be good practice if main session organising teams include relevant BPFs, and so allow to early on in the planning process, consider the ongoing intersessional work and look for synergies or ways the BPF work could feed into their respective main session.²
- BPFs and NRIs should continue to explore ways to cooperate and look for synergies.
- BPFs and Dynamic Coalitions (DCs) working on the same or related topics should be encouraged to reach out to each other to explore synergies, cooperation or ways to provide input in each other's work.
- The BPF summaries during the closing sessions on the last day should be kept in the programme.

Sharing and disseminating BPF outputs / increasing BPF impact

Recommendations

- BPF outputs would benefit from a professional lay-out and attractive look and feel.
- Proposed procedure to support a targeted dissemination of BPF outputs:
 - BPFs to identify institutions, organisations and forums that should receive the BPF output (contact person preferred);
 - BPF coordinating team to prepare a cover letter/summary;
 - IGF secretariat / DESA to send the BPF output report on behalf of the BPF to these organisations; (this could replace the 'BPF Handbooks')
 - IGF Secretariat / DESA to publish a press release informing that a BPF output is published. This press release could include the list of institutions/organisations the report was sent to.

² A similar recommendation could be made for the work conducted by DC's and their potential input in mains sessions on the same or related topics.