

8 February, 2018 CCAOI/IGF/080218/4

## Subject: CCAOI submission to IGF Taking Stock contribution

At the outset, wish to thank the IGF Secretariat for giving us the opportunity to submit our comments on providing the opportunity to contribute to the the IGF Taking Stock process. I also commend the efforts of the IGF for working to ensure the processes are more inclusive and encouraging for new organizers and contributors to panels and workshops.

Sharing below a few suggestion:

- 1. If a workshop is selected, the organisers should be able to update the the workshop details, which includes the agenda, speaker lists and workshop description easily. For example, a person might opt for a particular session, inorder to hear a particular speaker, whereas after spending some time in the session, they discover that that speaker is not participating. An updated workshop details page will provide accurate information, which is necessary for people to choose what sessions they want to attend.
- 2. Before the workshop, it is important for the IGF Support Team to ensure that audio facility especially for showing videos or for remote speaking is enabled. Perhaps volunteers can be assigned to check in advance with the organisers, what all support they need during the session. For example in our session we wanted to play a video message. However it took some time to ensure that the video plays seamlessly.
- 3. The application form for submitting IGF proposals should have a provision asking people whose proposals have been selected in the past, whether after the workshop, they implemented the learnings of the workshop in some way or the other so that it benefits the community. For example, did they organize any capacity building on the same in their community, release any document or study based on their learnings etc.
- 4. While reviewing the workshop proposal, the information provided by past workshop holders on how they have implemented the learnings of the previous workshop, to benefit the community, should be taken into consideration by the review committee.

Thanking you and looking forward for favorable consideration of the suggestions.

Yours very truly, for CCAOI

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