



## **IGF Multistakeholder Advisory Group Ad-Hoc Working Group on Reporting**

**Virtual Meeting II, 01 October 2019**

### **Summary of key points**

1. The second virtual meeting of the IGF Multistakeholder Advisory Group (MAG) Ad-Hoc Working Group (WG\_ on Reporting was hosted on 1 October 2019 at 13:00 p.m. UTC.
2. The MAG Chair suggested that the IGF Secretariat brief the DiploFoundation (Diplo) on some of the important sessions in order to be assured of having good coverage of the reporting. Also, for consistency in reporting specific themes and sub-themes will be identified for Diplo rapporteurs and will make sure they are following those sub-themes to build on narratives.
3. Representative of DESA said that a small coordination meeting will be organized with Diplo, Host country and the IGF Secretariat. The meeting will be focused on IGF 2019 session reporting during the IGF, which will be guided by the points discussed during this meeting. It was also suggested to differentiate the Diplo daily highlights from the IGF messages and the three booklets, in order to have a clear understanding of the three-outcome documents for the larger community.
4. Question was raised pertaining to the attribution of the key messages. The MAG Chair clarified that the messages are not attributed to any specific person or group and are meant to be generally from the community and participants.
5. Referring to the last Ad-hoc reporting WG meeting summary, Chair notified that the booklets are intended to be online for ease of distribution and access. They are e-publications and not interactive online outputs or platforms. They will be printable, readable and hyperlinked to other related contents. The Secretariat was asked to identify online options for more capable e-publications. E-publications will be designed to facilitate audiences better understanding the main IGF topics, information about a specific theme, interviews, and some important quotes.

6. It was mentioned that a potential collaboration with the Elon University students could be explored to help identify key areas of future interest for the IGF. Comments were raised about how this fit with their focus and it was suggested that we see if we could provide a couple of questions across the three themes for them to take forward in their interviews. These video interviews could then be used to populate the IGF website with additional content.
7. DESA updated the meeting participants about the press coverage, which will be organized in close coordination with the UN Department of Global Communications. This year's media coverage will be a more improved effort of last year's process. It was said that a separate meeting will be organized between the Host country, UN Department of Global Communications, MAG Chair, UNDESA and IGF Secretariat for better organization of press-related activities.
8. It was noted that the Host Country is planning to facilitate press and media engagement. The participants of the WG suggested identifying volunteers during the meeting to respond to media requests regarding potential interviews (looking for someone from a government or private sector from southern Africa for example) or other information.
9. The Chair stressed the importance of preserving 50% of each WS session for engagement with participants, and also discussed plans to develop a survey of one or two questions in order to allow more engagement on the future issues the IGF should address. Questions should be specific enough to be useful for future exploration within the IGF community.
10. There was a discussion about the concluding session of the 14<sup>th</sup> IGF. Participants suggested that the most functional approach will be to have a short summary of key developments in each of the three main themes, and brief updates of key messages including key policy questions/outcomes. The summary could include all angles of the policy questions discussed during the sessions (economic, social, cultural, and technical issues), which will be focused on the governance around these issues. The latter approach will likely be completed in the weeks after the IGF given the overall IGF timing.
11. The IGF Secretariat provided an overview of the reporting templates, noting that the reporting questions are similar to the previous year. However, the visuals of the reports are updated to an easier and more user-friendly interface. It was further explained that the (i) pre-session report will remain with one question with words limitation of 150; (ii) post-session reports which will be due 12 hours after the session will contain 8 question and, (iii) final long reports, which will be due 2 weeks after the IGF containing 9

questions. Rapporteurs of the sessions will be provided with access to reporting tabs based on the reporting timeline. The new report template is having the facility of downloading the whole report or part of the report as per the requirement. For security purposes, access will be provided only to the authorized focal point of each session. However, it doesn't prevent other organizers or rapporteurs to request permission.

12. Question was raised if by indicating question in advance regarding key messages will encourage the organizers to predetermine what comes as messages? It was agreed to change the pre-session report question by asking for policy questions instead of key messages.
13. The Chair requested the IGF Secretariat to provide written guidelines and host a webinar on reporting procedures.

## **Annex I**

### **Meeting Agenda:**

1. Introduction
2. Review Action Items from last meeting
3. Concluding Session discussion — the goal is to agree on a draft reporting process and output document for subsequent review by the MAG.
4. Review of reporting templates (time permitting, if not review online).

## **Annex II**

### **Participants List:**

1. Afia Faith
2. Anja Gengo
3. Anriette Esterhuysen
4. Deniz Susar
5. Juliana Harsianti
6. June Parris
7. Lima Madomi
8. Lucien Castex
9. Luis Bobo
10. Lynn St. Amour (stamour)
11. Mary Uduma
12. Miguel Candia
13. Raquel Gatto
14. Sorina Teleanu
15. Timea Suto
16. Wai Min Kwok
17. Wim Degezelle