APrIGF Multi-Stakeholder Steering Group (MSG) Meeting
17 Aug 2016 (Wednesday)
Adobe Connect
04:00 – 05:00 (UTC)

Attendees (19):

MSG Members

Abdul Awal, Internet Society Bangladesh Dhaka Chapter (Civil Society)

Ali Hussain, Pakistan Information Security Association (PISA) (Private Sector)

Arun Sukumar, Observer Research Foundation, India (Civil Society) - **Vice-Chair**

Edmon Chung, DotAsia Organisation (Technical)

Gunela Astbrink, Internet Society Australia (ISOC AU) (Civil Society)

Hong Xue, Beijing Normal University (Academia)

Jianne Soriano, NetMission (Civil Society)

Kenny Huang, TWNIC (Technical)

Maheeshwara Kirindigoda, Uva Province Governor's Office - Sri Lanka (Government)
Maureen Hilyard, At-Large Committee, ICANN (Civil Society)

Mohit Saraswat, Pepsi- Dubai Refreshments (PepsiCo Bottler) (Private Sector)

Noelle de Guzman, Asia Pacific, Internet Society (ISOC) (Civil Society)

Hiro Hotta, JPRS (Private Sector)

Paul Wilson, Asia Pacific Network Information Centre (APNIC) (Technical) - **Chair**

Non-MSG Members

Connie Chan, APNIC (Technical)

APrIGF Secretariat:

Yannis Li, DotAsia Organisation

Jennifer Chung, DotAsia Organisation

Local Host of 2016:

Sean Lee, NIIEPA (Technical)

Local Host of 2017:

Paul Szyndler, auDA (Technical)

Agenda:
1. Agenda Review (Chair)
2. Welcome Vice Chair Elect (Chair)
3. Synthesis Document 2016 Updates (Jennifer)
4. Review of Taipei meeting (Local Host/Secretariat)
   - Conference Report
   - Survey Result
5. 2017 preparations (Paul Szyndler)
   - Venue and Date
   - Themes
   - Program Committee
   - Fellowship Committee
6. AOB

Proceedings:

1. Welcome Vice Chair Elect
- Wilson congratulated Mr. Chester Soong, who is re-elected as Vice-Chair (2016-2018).
- Secretariat reported that the Election Result has also been announced on the APrIGF website.
- Secretariat then said that a note will be sent to eligible voting members who did not vote may be refrained from voting for the next election.
- Hotta from the Election Committee thanked the Secretariat team for the support along the Election process.

2. Synthesis Document 2016 Updates
- Jennifer Chung updated that Draft 2 has been circulated for public comments on Monday (15th Aug) until next Friday (26th Aug); She reported that there were 105 new comments received for the last draft.
- Jennifer Chung then updated that the Drafting Committee had a call and formed volunteering groups for different clusters before turning out the current version.
- 28 new comments on Draft 2 have already been received as reported and Jennifer Chung said that it is expected to have 1-week time for the Committee to review Draft 2, with an aim to publish the Document on Sep 9th.
- Astbrink asked for the member list of the Drafting Committee.
- Secretariat showed the list of Drafting Committee members on screen:
  - Current drafting committee member list:
    - Ali Hussain (Private Sector) - New
    - Noelle de Guzman (Technical) - New
    - Hong Xue (Academia) - New
    - Duangthip Chomprang, Thailand (Civil Society) - New

- Jahangir Hossain, Bangladesh (Civil Society) - New
- Shuyi Guo, CNNIC (Technical) - New
- Santosh Sigdel, Nepal (Civil Society) - New
- Maureen Hilyard, Pacific (Civil Society) - New
- Reza Salim, Bangladesh (Civil Society) - New
- Paul Wilson, APNIC (Technical)
- Klee Aiken, APNIC (Technical)
- Edmon Chung, DotAsia (Technical)
- Jac sm Kee, APC (Civil Society)
- Nica Dumlao, FMA (Civil Society)
- Chat Garcia Ramilo (Civil Society)
- Babu Ram Aryal, ISOC Nepal (Civil Society)
- Sivasubramanian Muthusamy, ISOC Chennai (Civil Society)
- Mohit Sarawat, ISOC-UAE, (Civil Society)
- Arzak Khan, Internet Policy Observatory Pakistan (Civil Society)
- Shreedeep, RayzNews (Civil Society)
- Ankhi Das, Facebook (Private Sector)
- Izumi Okutani (Technical)
- Winston Roberts, National Library of New Zealand (NLNZ) (Civil Society)
- APrIGF Secretariat

- Wilson asked if it is feasible to add more references of the individual paragraphs to the actual sessions occurred at the APrIGF; He suggested the sub-committees for the clusters may do so as they know clearly about the paragraphs under each cluster.
- Wilson pointed out that without clear references to the APrIGF event, the credibility of the document will be lower.
- Hong agreed with the suggestion to refer to the relevant workshops.
- Jennifer Chung said that she would circulate the suggestion to the Committee and that she would try to include workshop links to relevant topics.
- Wilson supported the idea and thinks that adds to the transparency of the document.
- Edmon Chung added that it should be able to add anchors of sorts in a word doc (.docx) to add in links for references.
- Hong asked if the reports given by the workshop organizers can be used; Wilson thinks that is a good idea.
- Hilyard supported the suggestion to include references in the document.
- Wilson thanked Jennifer and everyone involved in the Document and thinks it will serve as valuable inputs into the global process too.
- Jennifer Chung reported that the Secretariat is preparing the Timeline for next year and may start the call soon after IGF Mexico.
- Secretariat suggested to elect a Chair of the Drafting Committee among the Committee members for next year to guide the process instead of leading by the

Secretariat.

Action Items:
- Jennifer to circulate the suggestion from Wilson on inclusion of references in the Synthesis Document.

3. Review of Taipei Meeting

<u>**Conference Report**</u>
- Local Host prepared the following slides for the overview of APrIGF 2016:

Participation Statistics

Number of Participants

	Number	Distribution	
APrIGF	258 from 25 countries / districts	Oversea	165
		Local	93
yIGF	59 from 7 countries / disricts *including 2 organizers and 7 NetMission Ambassadors	Oversea	37
		Local	22
Total	**317 from 26 countries / districts** *including 42 government representatives from 11 countries / districts	Oversea	202
		Local	115

- Local host reported the distribution of the participation statistics as below:
  - Total participants: 258
  - Gender balance: 143 Male (55.4%), 113 Female (43.4%), 3 Not Specified
  - Stakeholder distribution: Civil Society (30%), Technical (17%), Government (16%), Private Sector (14%), Academia (11%).
- Local host also reported that the Photo Gallery is now published online and all photos are free to use and share.
- Local host then updated that the 2016 Archive is live and that the transcripts for all workshops are downloadable from the website; Video recordings of the Opening and Closing Plenary are available for online viewing.
- Local host said that summary reports and presentation slides of workshops will be uploaded when available.
- Secretariat added that the summary reports of individual workshop sessions have been uploaded to their proposal pages respectively by the workshop organizers via the online system.
- According to local host, there are 4 local media, 2 international media and 4 different blogs and social media networks posted about the event this year.
- Local host then prepared some suggestions/advices for next year's local host as below:

Tips for 2017 Host

- **Fellowship**
  - Fixed sum grants on air ticket and accommodation (pay on arrival with necessary paper certificates)
    - Less burdens for local logistic arrangement and later-on reimbursements/arguments
    - More flexible for fellows to modify or even cancel their itineraries (all the additional charges will be on their own)
  - Cancel the requirements to register the event when submitting fellowship applications (over 150 registration did not show mostly due to their un-successful application)
- **Workshop Organizing**
  - Remind workshop organizers/speakers to register the event (in 2016, over 100 speakers did not register the event in advanced, it may cause chaos)
  - Give workshop organizers website edit rights for updating their Speaker Profiles (speaker profile updating is an end-less task before/during/after the event)
- **During event**
  - Less Agenda change
    - both staffs and transcripts Rapporteurs are exhausted
    - Banners and roll-up banners had already printed out
  - Less food preparation (to avoid waste)

- Sukumar commented that the recommendations on fellowship and workshop are sound.
- Secretariat said that the Conference Report is now being prepared by the local host and will be circulated and published later.

Survey Result

- Secretariat said that two separate surveys have been sent out and posted the links to the results of the surveys respectively:
  - General Participants Feedback Survey:
    - https://www.surveymonkey.com/results/SM-9LRM6JQM/
  - Fellowship Program Feedback Survey:
    - https://www.surveymonkey.com/results/SM-G5JDZJQM/
- Secretariat reported that there are 10 questions in total in the General Participants Survey and the total number of respondents is 28; As for the Fellowship Program Feedback Survey, 15 out of 19 fellows responded and there are 8 questions in total.
- Secretariat then prepared the statistics of the General Participants Feedback Survey as below:

Distribution
  - Among the respondents, majority are from Civil Society (46.43%), then Private Sector (25%) and Academia (14.29%), with Technical Community and Government occupying less than 10% of total respectively.
  - As shown from the report, nearly 50% of the respondents are first-timers and about 30% of them have participated in APrIGF once before.

Evaluation of Program Agenda/Logistics/Other performances

- o Regarding the evaluation of the conferences, the responses showed an excellent performance (>4/5) of the event in terms of location, facilities, social events, accommodation, internet connectivity, event website and remote participation.
- o Majority of the respondents have attended 1-3 workshop sessions (32.14%), possibly due to the fact that they only went to the event for one day; Nearly 30% of the respondents attended 7-9 sessions.
- o Respondents in general agrees that there are 'Good Variety of Topics', ' Interactive Session Panels', ' Interesting Sessions' and they are ' Satisfied with Overall Agenda'.
- o When asking about which their favorite session is, WS#2: *Regional Transparency Report and Online Rights Protection Measures* and WS#10: *Security and Management of Internet Content from Overseas* topped the list with the same number of votes (4).
- o Workshop organizers reflected an excellent performance of Workshop Submission System, Logistics Support from Local Host and Overall Secretariat Support in general.
- o Some comments from the workshop organizers are received regarding some speakers' clashes of sessions and the communication problems among the organizers of mergers.
- o 42.86% of the respondents found that the summary reports in the Closing Plenary are very useful with some other feedbacks saying the content is repetitive and too broad.

Future Suggestions
- o 64.29% of the respondents said that they plan to attend APrIGF 2017 if they are able to secure funding support.
- o Other comments regarding APrIGF 2017:
  " Great to be more "Pacific" inclusive, though the location does pose cost problems regarding flights.
  8/3/2016 5:07 PM "

  " Expect the representation of government part to implement the policy and debates.
  8/10/2016 10:47 PM "

  " hopefully we'll see more civil society organizations during the opening plenary
  8/4/2016 11:54 AM "
- Secretariat then reported on the statistics of the Fellowship Program Feedback Survey as below:

APILP Program
- o Majority (86.67%) of the fellows said that they have attended APILP Program on Day0 and among those who attended, 33.3% rated 4 out of 5 regarding the usefulness of the Program for helping them to understand Internet Governance.

- o Suggestions to make the sessions more interactive have been received from multiple respondents. Other comments can be found below:
  " It would be a good idea to have some focus groups within APILP. This will provide platform for a concentrated discussion among the presenter and participants.
  8/10/2016 7:16 PM "

  " It is better to give a introduction to IGF and how it links with UN, ICANN, APNIC etc..etc.. in the very beginning of APLIP sessions.
  8/3/2016 12:02 PM "

Distribution and Evaluation of Program/Logistics/Other performances
- o 60% of the fellows attended 7-9 workshops in the event, which is more than general participants as expected.
- o Rapporteur Group allocation showed an even distribution among the fellows.
- o A fellow suggested to have an event for all fellows to meet each other instead of only their group mates; Secretariat responded that the room for APILP Program was bigger than expected which made it difficult for the fellows to interact, hopefully that can be improved and some sole events for the fellows will be considered next year.
- o Other comments include some speakers' clashes and compliments on the support from buddies in the program.
- o When asking about what to be added/removed for the Program in the future, quite a number of comments suggested to add pre-events/meet-ups for all fellows and the organizing team.
- o Some also pointed out the problems of visa arrangements.
- o Fellows rated the Program experience excellent overall in general.
- o Many commented that the conference was a good networking and learning opportunity.
- o There is also one comment reflecting the gender imbalance in the workshop panels.
- Secretariat reminded MSG members again that the survey results can be viewed at the links she provided.
- Wilson thinks the responses from fellows are very good and there are a lot of inputs and useful feedbacks for next years' planning for the program.
- Secretariat said that she will circulate again to the respective committees of 2017 to be considered.

Action Items:
- Local Host to update the session summary reports link online at the archive page.
- Secretariat to circulate the feedback survey results of Taipei 2016.

4. 2017 Preparations

Venue and Date

- Szyndler said that the proposed dates (17th-20th Oct) are a bit later than usual (in July) but explained that it is proposed with an aim to align with the ICANN in AP region which will be held on 28th Oct - 3rd Nov, 2017 in Australia; He also noted that July will be in the middle of winter in Melbourne, while finals will be around late-September.
- Szyndler emphasized the flexibility in the venue and suggested MSG to consider the proposed dates.
- Szyndler then commented that the information from the Taipei local host is very useful.
- Szyndler suggested to start the leadership and fellowship program early to have them integrate better into main event.
- Szyndler said that he will get back to the MSG within next week regarding the dates/venue/key time.
- Hong said that she prefers June - August instead of October.

Program and Fellowship Committee
- Secretariat prepared a proposed timeline for APrIGF 2017 preparations.
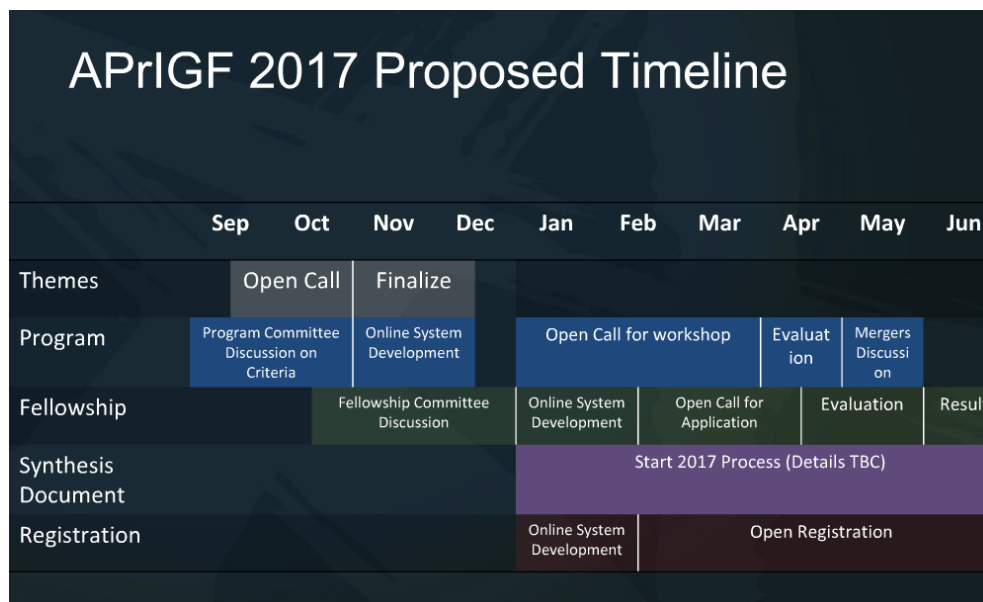
- Secretariat suggested to form the fellowship and program committee earlier this year and to set the criteria and the instructions clearer, adding that the programs can be planned earlier even when the themes/sub-themes are not finalized yet.
- Secretariat recommended to form the Fellowship Committee in Oct for preparations works (i.e. APILP capacity building, support to fellows).
- Wilson agreed with the idea and thinks that it is time to be more formal in forming the committees and suggested to have more formal guidelines and nominated people to chair the committees.
- Wilson added that formality makes the working process more efficient (when there are spokespersons for the Committee).

- Secretariat suggested to open call for Program Committee now until the end of August to start the planning process if there is no objection.
- Saraswat suggested to postpone the deadline to the end of September.
- Edmon Chung proposed to keep the Committee open to allow new people to join along the progress but it is good to formalize it; Saraswat agreed.

Action Items:
- Szyndler to update the MSG on the 2017 meeting date in the week of 22 Aug.
- Secretariat to open call for Program Committee for Melbourne 2017.

5. AOB (MSG meeting schedule)

- Wilson suggested to change the schedule of MSG meeting to once a month instead of bi-weekly from September (i.e. every 2nd Wednesday in a month); Sukumar agreed with the suggestion.
- Secretariat suggested to circulate a note on MSG list regarding the meeting schedule change and will initiate a doodle poll.
- Wilson said the next meeting should be kept on 31st Aug as the Synthesis Document will be in its final stage but may further be confirmed on the mailing list.

Action Items:
- Secretariat to circulate a doodle poll for the monthly meeting schedule of MSG meeting.

Summary of Actions Items

- Jennifer Chung to circulate the suggestion from Wilson on inclusion of references in the Synthesis Document.
- Local Host to update the session summary reports link online at the archive page.
- Secretariat to circulate the feedback survey results of Taipei 2016.
- Szyndler to update the MSG on the 2017 meeting date in the week of 22 Aug.
- Secretariat to open call for Program Committee for Melbourne 2017.
- Secretariat to circulate a doodle poll for the monthly meeting schedule of MSG meeting.

  The next meeting will be held on 31 Aug (Wed) 2016 at 4:00 - 5:00 (UTC) - TBC.