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

Attendees (18):
<u>MSG Members</u>
Ali Hussain, Pakistan Information Security Association (PISA) (Private Sector)
Aris Ignacio, Southville International School and Colleges (Academia)
Arun Sukumar, Observer Research Foundation (Civil Society) - **Vice-Chair**
Cheryl Langdon-Orr, ICANN (Civil Society)
Chester Soong, Internet Society Hong Kong (Civil Society) - **Vice-Chair**
Hong Xue, Beijing Normal University (Academia)
Kelvin Wong, ICANN (Technical)
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)
Peng Hwa Ang, Singapore (Academia)
Shreedeep Rayamajhi, Rayz News (Civil Society)

<u>Non-MSG Members</u>
Connie Chan, APNIC (Technical)

APrIGF Secretariat:
Jennifer Chung, DotAsia Organisation
Maggie Lo, DotAsia Organisation
Yannis Li, DotAsia Organisation

Local Host of 2016:
Sean Lee, NIIEPA (Technical)
Sophie Liang, NIIEPA (Technical)

Agenda:
1. Minutes and Action Items Review
2. Taipei 2016 Preparation
   - Local Host Updates
   - Program Agenda
   - APILP Discussion
   - Fellowship Committee Updates
3. AOB

Proceedings:

1. Minutes and Action Items Review

- Secretariat has informed the WS organizers about the standby sessions.
- Secretariat has followed up with the APILP discussion on MSG mailing list.
- Updates on APILP program will be given in this meeting.
- The action items are all cleared.
- Minutes of 13 Apr, 2016 have been reviewed and adopted.

Action Items:
- Reviewed and adopted minutes of 13 Apr, 2016.

2. Taipei 2016 Preparation

Local Host Updates

- Local host updated that there are 233 registration so far (from over 20 countries/economies).
- Local host has prepared a draft agenda for the Opening Ceremony as below:
    - 10:00am -10:35am: Welcome Remarks
        - Mr. Paul Wilson, Chair of Multi-Stakeholder Steering Group of APrIGF
        - 2 Government Representatives TBC
        - Address by Chief Guest – Dr. Vint. Cerf (by Video)
        - Mr. Kuowei Wu, Local Host of 2016 APrIGF Taipei
    - 10:35am-10:40am: Photo Taking with Officiating Guests
    - 10:40am-11:30am: Keynote Speeches
        - Mr. Markus Kummer, Board of ICANN and more to come.
- For the draft agenda of the Closing Plenary:
    - 3:30pm-4:20pm: Summary Reports of Sub-Themes and yIGF
    - 4:20pm-4:40pm: Outcome Document Discussion
    - 4:40pm-4:45pm: 2017 Local Host Presentation
    - 4:45pm-5:00pm: Closing Remarks
- Local host also provided the floor plan and the (room capacity):
    - Room201: Opening Ceremony & Dining Hall (~300)
    - Room203: For yIGF (80)
    - Room202: For APILP & Press Room (80)
    - Room401: Closing Plenary & WS Room 1(220), Theatre styled
    - Room402 AB/CD: WS Room 2 & 3 (100), U-shaped setting
    - Room403: Secretariat Office
- Local host said that the deadline for local student recruitment will be extended to May 17.
- Local host reminded that the group application deadline for eVISA is 30 April.
- Local host added that they will help fellows & yIGF students to apply eVISA.
- Hong asked whether Chinese mainlanders are eligible for e-visa/e-code application, emphasizing that the procedure is complicated and that time is running tight.

- Sukumar asked about the formats of the Opening Ceremony and the Closing Plenary.
- Secretariat replied that Opening Ceremony will be similar to last year while Closing Plenary last year had the summary report of different sub-themes and the format this year is to be decided.
- Local host said that Chinese citizens are not eligible for e-code application but they can apply for visitor visa which the application information is provided on the event website. They will also email Hong the travel agent contact.
- Secretariat thinks that this should be made clear on the event website and Sukumar agreed, adding that the fellows should be informed as well.
- Local host then urged all participants to submit their application by 30 Apr for group eVISA application.
- Soong asked local host if there are any focal points of Taiwanese authorities which can deal with enquiries regarding visa application, group applications and assistance for Chinese participants.
- Local host said that they will further check but it is accurate that e-code is not applicable for Chinese participants.
- Local host said they will also look for alternatives and that from the information provided by their travel agent, a lot of Chinese local travel agents can do the visa application.
- Hong thinks that it would help if the e-code information is published on the website so all Chinese participants would know that they should use the traditional way to apply.
- Soong agreed with Hong's suggestion and he thinks that the traditional manual handling process may cause delay or take a long time, which is crucial to the preparation work.
- Local host said that they will make visa information for Chinese Citizens clearer on the website. Sukumar thinks that it is important to do so.

Action items:
- Local host to prepare more detailed and prominent VISA info for Chinese citizens on the event website.

Program Agenda

- Secretariat has prepared a draft Program Agenda and circulated in advance to the MSG mailing list.
- Secretariat reported that there are totally 30 sessions in parallel and that the final list of accepted WS is posted online already.
- Secretariat said that there were 6 sub-themes identified originally and multi-stakeholder model is a new additional sub-theme.
- Secretariat then explained the outlined agenda:
  - On Day1:
  - 9:00-10:00 - Registration
  - 10:00-11:30 - Earlier time slot for opening ceremony on Day1
  - 11:30-12:00 - Coffee break

- o 12:00-13:00 - 3 parallel WS sessions (60mins each)
- o 13:00-14:00 - Lunch
- o 14:00-15:30 - 3 parallel WS sessions in the afternoon (90mins each)
- o 17:30-18:30 - Room401 will be used for synthesis document discussion. Room in theatre style so that participants can go up and share comments.
- o Day 2 are all parallel WS sessions (90mins each).
- o Synthesis document drafting session is set on Day2 in an u-shaped setting room for participants to be more interactive.
- o MSG meeting is scheduled on Day3 during lunch time in an u-shape setting room.
- Secretariat said that the Program Agenda is targeted to be announced in early May.
- Sukumar asked if the workshops organizers and speakers are all confirmed.
- Secretariat said that WS organizers have agreed to the mergers, and they need to confirm their speakers by 9 May.
- Sukumar then asked about the timeline.
- Secretariat replied that after final approval from the MSG, the draft Program Agenda can be published online early next week and changes can still be made after.
- Sukumar suggested to ask for final comments from the MSG on the mailing list.

Action Items:
- ▪ MSG members to comment on the circulated agenda by this week, targeting to publish the Program Agenda on 2 May.

APILP Discussion

- Wong led the discussion and prepared the draft agenda for APILP Program:
  - o 09:00 - 10:30   General:
  - o   1. Introduction to Internet Governance & Multistakeholder Model
  - o   2. Introduction to APrIGF/MSG (and outcome document?) suggested by Chat
  - o 10:30 - 11:00   Coffee Break
  - o 11:00 - 12:00   Technical: IANA transition proposed by Kuo-wei Wu

  - o 12:00 - 12.30   Technical: Basics of Critical Internet Resources (DNS/IP addresses etc) by Paul/APNIC
  - o 12:30 - 14:00   Lunch
  - o 14:00 - 14:30   Technical: Fundamentals of Cyber Security / Network Security by Paul/APNIC
  - o 14.30 - 15.30   Academic: Internet User's Rights (privacy and access to knowledge) by Hong Xue
  - o 15:30 - 16:00   Coffee Break
  - o 16:00 - 17:30   Civil Society:
  - o   1. Exploring publicness' in the Right to Be Forgotten Rulings
  - o   2. Other topics
  - o 17:30 - 18:30   General: Emerging issues
- Wong asked Secretariat to help post the discussion mailing list so that interested MSG members can join the discussion on the list (discuss@apilp.asia).

- Secretariat said that they are expecting 60 YIGF delegates, ~6 facilitators and 24 fellows to attend APILP on Day0, which adds up to about 90 participants in the morning. She then questioned if the venue room can accommodate the group.
- Wong also asked local host about the meal arrangements for APILP participants on Day0.
- Local host answered that coffee breaks & lunch will be provided on Day0.
- Local host then replied that the room capacity is about 80 people.
- Secretariat said that it would be better if more chairs can be prepared.
- Saraswat asked who the expected audience are for APILP programs.
- Wong said that they are expecting newcomers on top of the yIGF delegates and fellows.
- Local host responded that the capacity of Room202 for APILP is 80 people, and so is Room203 for yIGF. They think it should be enough for the two events.

Action Items:
- Interested MSG members may join APILP discussion on the mailing list (discuss@apilp.asia).

Fellowship Committee Updates

- Secretariat reported that there is a total of usd35k (usd20k from Google) now for the fellowship funding and that there are 23 fellows in total now.
- Secretariat said that the budget is calculated based on the flight arrangements and some fellows need to stay for 5nights in order to join on Day0.
- Secretariat presented the distribution of fellows as below:
  - Regions: 1 Afghanistan, 1 Bangladesh, 2 Cambodia, 3 India, 2 Indonesia, 1 Lithuania (reside in Melbourne), 1 Malaysia, 3 Nepal, 3 Philippines, 1 Sri Lanka, 1 Vanuatu, 3 Pakistan, 1 Australia, 1 Thailand
  - Gender Balance: 11 female and 13 male
  - Stakeholder distribution: 19 Civil society, 3 Academia, 2 Government
- There is a tab for "shortlisted fellows", grey highlighted ones are those being removed from the final list.
- Secretariat mentioned that a repeated fellow (Zakir Syed) was removed previously, but it turned out that Syed did not make it to Macau last year. She then said she will ask the fellowship committee whether to add him back to the list.
- Secretariat said that the selected fellows need to confirm their acceptance of the fellowship by 6th May.
- Secretariat added that she will inform the fellows in the email that they have to attend 4-day conference and they may need to write a report after attending the conference.
- Wong mentioned that the Fellowship Committee wants to make it a requirement for the fellows to join APILP and make them write a report and maybe contribute to the outcome document too. There is also suggestion to require them to help spread a word about the APrIGF via social media platforms.
- Saraswat suggested to make the fellows accountable for a report on some of the selected workshop or on the general impact; Ignacio agreed with the idea.

- Sukumar asked Secretariat if the workshop reports are mandatory and Secretariat said yes but they are separate ones from fellowship.
- Secretariat added that all WS organizers have to submit a workshop report.
- Wong suggested to have a separate report from the fellows.
- Ignacio asked what if the workshop organizer is also a fellow and if that means he/she needs to write two reports; Secretariat said yes.
- Secretariat suggested that the fellow can select which session they want to go and they may also share their comments in Closing Plenary.
- Secretariat will initiate the discussion on Closing Plenary with a suggestion to include fellows to share their reports on MSG mailing list.

Action Items:
- Fellowship Committee to decide whether to add the removed fellow (Zakir Syed) back to the list.
- Secretariat to initiate the discussion on Closing Plenary with a suggestion to include fellows to share their reports on MSG mailing list.

Summary of Actions Items

- Reviewed and adopted minutes of 13 Apr, 2016.
- Local host to prepare more detailed and prominent VISA info for Chinese citizens on the event website.
- MSG members to comment on the circulated agenda by this week, targeting to publish on 2 May.
- Interested MSG members may join APILP discussion on the mailing list (discuss@apilp.asia).
- Fellowship Committee to decide whether to add the removed fellow (Zakir Syed) back to the list.
- Secretariat to initiate the discussion on Closing Plenary with a suggestion to include fellows to share their reports on MSG mailing list.

The next meeting will be held on 11 May (Wed) 2016 at 4:00 - 5:00 (UTC).