

**24 March 2011, 14:30**

**Summary of the compilation of contributions to the questionnaire  
Prepared by Marilia Maciel and Nermine El-Saadany**

**Working group on improvements to the IGF  
Questionnaire on improvements to the IGF**

**Summary of recommendations**

**2. Improving the IGF with a view to linking it to the broader dialogue on global Internet governance as directed by the UN General Assembly Resolution on “Information and communications technologies for development” (adopted on 24 November 2010)**

- Each session organizer should appoint a rapporteur whose job would be to summarize relevant discussions
- Involving other organizations (IGOs) during IGF meetings
- Ensure regional and national IGFs can play a meaningful role in the IGF process
  - Exs mentioned:
    - a) inclusion in open consultations
    - b) intersessional meetings between organizers of regional and national IGFs (can be conducted online)
    - c) regional and national issues tabled at IGF sessions
- Information about the IGF shared in national and regional meetings
- The secretariat and MAG should attend meetings of other fora
- Enhance the website
- Improve remote participation
- Generate outcome documents that map areas of consensus and alternative policy options
- Generate outcomes packaged in a useful way
- Put forth an annual Report of the IGF
- Disseminate chair's report and transcripts of sessions
- Reaching out to governments and IGOs with outcomes
- Follow-up of the use that is made from the outcome documents
- Stronger link with WSIS follow-up
  - Exs mentioned:
    - a) Develop clear rules of procedure to link with other organizations involved in WSIS follow-up

- c) IGF should disseminate information about WSIS implementation (by UN organizations and by regional action plans, such as AISI, eLAC)
- Strengthen the link particularly with CSTD

### **3. How to enhance the contribution of IGF to socio-economic development and towards Internationally Agreed Development Goals (IADGs) including enhancing participation of developing countries**

- Invite other policy communities (development, trade, A2K, environment)
- Mainstream a sustainable development perspective in the IGF
- Mainstream development considerations into IGF
- Put forth a concrete development agenda for IG
- Outcome documents that map areas of consensus and alternative policy options
- Improve the consolidation of IGF materials for better research and use
- Focus on structural reasons for marginalization of certain groups and inequality
- Make marginalized groups and developing countries actually take part in decision-making and decision-shaping of IG issues
- Increase participation from developing countries in meetings and in agenda-setting
- Funding for the participation of developing countries

a) Fellowship program managed by the secretariat

b) Voluntary contribution to that purpose

- Funding for the participation of speakers from developing countries
- Capacity building (with emphasis on policy-makers and engineers)
- Convening IGF meetings in various locations, particularly developing countries
- Improve the sharing of good practices in the IGF
- Choose one particular development goal as starting point for discussion
- Mainstream national and regional IGFs
- Guidelines to regional and national IGF, to foster full multistakeholder participation and WSIS principles in their meetings
- Best practices section on IGF website
- Encourage the creation of Dynamic Coalitions with socio-economic goals

- Development issues should be addressed on the national level first

#### 4. Shaping the outcome of IGF meetings

| Concrete suggestions for improvement  |
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| <ul style="list-style-type: none"> <li>- Document outcomes and conclusions of workshop and main sessions in the form of messages</li> <li>- <b>Distill messages</b> for future discussions</li> <li>- Report on the capacity building outcomes</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Outcome documents that map areas of <b>consensus and alternative policy options</b> (based on: chairman's report, compilation of each session, repository of best practices, work of thematic working groups)</li> <li>- Report template by workshops and main sessions</li> <li>- <b>Outcomes transmitted</b> to relevant bodies</li> <li>- Rapporteur that would distribute and follow-up the messages from the IGF</li> <li>- Annual report to capture the impact of the IGF</li> </ul> |
| <ul style="list-style-type: none"> <li>- Outcome documents that map areas of <b>consensus and alternative policy options</b></li> <li>- Whenever possible, <b>strive towards convergence</b> and to make recommendations</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Outcome documents that <b>map areas of consensus and alternative policy options</b> (based on: clear questions for each session, compilation of each session, work of thematic working groups)</li> <li>- <b>Outcomes transmitted</b> to relevant bodies</li> <li>- Outcomes sent to CSTD</li> <li>- Repository of good practices (policy and regulation)</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Any omission of viewpoints should have the opportunity to be corrected</li> </ul>  |
| <ul style="list-style-type: none"> <li>- No change is required</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Extract targeted messages</li> </ul>   |
| <ul style="list-style-type: none"> <li>- More robust set of takeaways</li> </ul>  |
| <ul style="list-style-type: none"> <li>- Develop a glossy takeaway capturing key issues discussed, <b>highlights information about policy choices and options</b> on the range of issues</li> <li>- Improvement of the website</li> </ul> <p><b>Language on the additional contribution changed to:</b></p> <ul style="list-style-type: none"> <li>- <b>Build on the IGF's chairman's and secretariat's existing</b></li> </ul>   |

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| <p><b>report</b> with additional materials that capture on-going dialogue and progress that is being made within the IGF process</p> <ul style="list-style-type: none"> <li>- Expanded reporting from regional and national IGF's</li> <li>- Expand on report on best practices</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Accurate reporting</li> <li>- Outcomes in the form of specific <b>recommendations on certain topics</b></li> </ul>  |
| <ul style="list-style-type: none"> <li>- Compilation of best practices in each region</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Integrate regional and national IGFs in the process of achieving outcomes</li> <li>- Improvement of the website (web tools to make information searchable)</li> <li>- Synthesize messages that would respect the full diversity of views in the community</li> <li>- <b>Workshop summary with synthesis of the debate, principles used by stakeholders facing the issues, and identification of possible new approaches.</b></li> <li>- Higher visibility to the reports of national and regional IGFs</li> </ul> |
| <ul style="list-style-type: none"> <li>- Chairman's report</li> <li>- Workshop reports</li> <li>- Dynamic coalitions summarize their own takeaways</li> <li>- <b>Collection of views expressed in the IGF</b></li> <li>- Repository of good practices</li> </ul>   |
| <ul style="list-style-type: none"> <li>- <b>Workshop summary with synthesis of the debate (bullet points, outcome highlights)</b></li> </ul>   |
| <ul style="list-style-type: none"> <li>- Setting of <b>clear questions</b> and objectives for the discussions and assess them</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Chairman's report</li> <li>- <b>A compendium of views expressed by stakeholders</b> at an IGF meeting</li> </ul>  |
| <ul style="list-style-type: none"> <li>- Enhance outreach and reporting of discussions</li> </ul>  |
| <ul style="list-style-type: none"> <li>- Report to present <b>accomplishments of dynamic coalitions</b></li> </ul>   |
| <ul style="list-style-type: none"> <li>- <b>Capacity-oriented outcomes.</b> Outlines of best practices and relevant information</li> </ul>   |
| <ul style="list-style-type: none"> <li>- IGF should present reports of its discussions to the General Assembly</li> <li>- <b>Recommendations conveyed to national governments</b></li> </ul>   |
| <ul style="list-style-type: none"> <li>- Outcome documents that map <b>areas of consensus and alternative policy options</b></li> </ul>  |

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| - <b>Outcomes sent to CSTD</b>  |
| - Policy advice and recommendations through outcome documents that map <b>areas of consensus and alternative policy options</b> |
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## **5. Outreach to and cooperation with other organisations and fora dealing with IG issues**

- Ensure regional and national IGFs can play a meaningful role in Open consultations and agenda-setting
- Reinforce the watchdog function of the IGF: review the accountability of all fora dealing with IG
- Raise the profile of the IGF with decision-makers and parliamentarians around the world
- Organize thematic IGFs
- Invite relevant policy-making organizations to the IGF
- Clear protocol for communicating outcomes to other for a dealing with WSIS implementation
- IGF needs to be informed about key discussions that impact on IG taking place in other bodies
- Map the constellation of organizations that deal with important IG issues. Map them thematically as well
- Strengthen link with CSTD
- CSTD should give visibility to the IGF

## **6. Inclusiveness of the IGF process and of participation at the IGF meetings (in particular with regard to stakeholders from developing countries)**

- The main thematic area of the IGF should include the intersection between IG and development
- Seek feedback among stakeholders about real obstacles to participation
- Carry out targeted outreach to include those who have not been included in te IGF (civil society, small and medium sized companies, youth, decision-makers and parlamentarians, people from LDCs)
- Representatives from marginalized groups should be included as speakers in all sessions
- Make sure that the agenda address issues that are importante to those marginalized groups
- Reach out to economic sectors such as healthcare and education whose work is impacted by the Internet

- Develop a clear outreach strategy put forth and coordinated by the MAG
- Double the number of MAG representatives from civil society. Half of places should be given to organizations who have not taken part in the IG debate significantly (human rights, linguistic and cultural diversity, disabled, etc)
- Workshop organizers should make greater use of remote participation to increase the diversity of speakers
- At least one of the open consultations should be carried out online
- Asynchronous channels should be used to remain in touch with the Forum participants throughout the year.
- Funding available for the participation from civil society and policy makers from developing countries, managed carefully not to hamper their independence
- Fellowship administered by UN to increase the participation of developing countries and LDCs
- Funding specially targeted at marginalized groups
- Funding should be given based on clear, transparent criteria, and decisions should be announced timely
- Organize a special session in the IGF for policy-makers and parliamentarians
- Enhance capacity building, with focus on institutional capacity rather than on individual capacity
- Remote participation recognized as an integral part of the IGF
- Improve the dynamics of remote participation to bring in voices of remote participants more effectively so they can impact on discussions
- Funding to remote participation. Technical, financial and human resources to put in place remote participation should be provided.
- Workshops organized and carried out by remote hubs should be made possible
- Presentations from remote hubs delivered in workshops should be encouraged
- All stakeholders should raise awareness about the hubs and give support to the creation of hubs in their regions
- Translation of workshop discussions should be made available. Translators can be re-allocated from main sessions since the most substantial debates take place in workshops nowadays
- MAG should include members from youth
- Improve the archiving of the proceedings
- Improve the website
- Take advantage from the support of other UN organizations to promote capacity building

## 7. Working methods of the IGF, in particular improving the preparation process modalities

- Continue to build opportunities for remote hubs and remote participants to contribute throughout the preparations
- Use community projects such as Rural Information Centres equipped with Internet service to promote remote and active participation in IGF at all levels
- Devote resources to the website to develop it further as a ‘one stop’ educational and training resource of substantive information and also information about the regional and national IGF initiatives
- Continue to build on and encourage local, national and regional IGF dialogues to also contribute to the preparation process and to deepen awareness and inclusivity
- supports the current framework for preparations:
- lightweight secretariat in Geneva
- Assisted and guided by a fully inclusive geographically diverse MAG which is informed by open consultation meetings and written contributions from stakeholders all over the world.
- Providing greater financial support for physical participation in these preparatory processes.
- The bottom up process of applications for workshops has proved to be the most effective means in bringing key current and emerging issues to the IGF.
- consider that the management of that process still needs perfecting in order to make navigation at the event itself easier. However, the current efficiencies of this management process **should be preserved at all costs**
- the Secretariat and MAG **must also allow** a role for the IGF host to help shape specific overarching theme for each event, e.g. we support **the young entrepreneurship theme of development at the**

**Nairobi IGF** - a key policy objective for Africa and its opportunity focus for the Internet.

- All IGF meetings and preparatory meetings **should be open to all interested stakeholders**
- **Main sessions:** a few focused topics and two moderators who are experts, is still the most successful format. Almost all main sessions should follow this format.
  - development is the most important element of Internet governance and it should remain as a cross-cutting theme in all IGF sessions. For this reason, IG4D session should be a workshop and not a main sessions.
- **The Setting the Scene and Regional Perspectives sessions:**
  - First separate orientation session for newcomers
  - second bringing together the various regional perspectives on each of the main IGF topics should be their format
- would like to have a shorter opening ceremony and opening session. besides a formal opening part, the rest of the opening session should be short, **with a few key addresses, instead of a questionable line-up of speakers.**
- request more transparency regarding the selection of speakers for the opening or closing session and a clarification as to the criteria used for selection.
- suggest that the opening session and the ‘setting the scene’ is combined in one 3 hour slot, **while the Regional Perspectives session takes a separate 3 hour slot.** We believe that a separate 3 hour Regional Perspectives session is well justified, given the rise of the regional and national IGFs.
- better link the main sessions with workshops, push for workshops to merge, to keep workshops at a reasonable number – as they are still high in our view - and to have more discussions.



- training for remote moderators, remote hubs, all these are greatly appreciated.
- Live transcription is also very much appreciated. This should be extended to all meetings and not just in the main room.
- recommend a brief training session for transcribers before the IGF, as it was the case for remote moderators, so that they get acquainted with the IGF terminology and names.
- stress for future meetings that proper attention is given to the venue, that it is clear **what is expected from the host country**, and that participants know in advance what the costs of participating in an IGF are.
- In addition, future host countries should fill a candidacy file which will provide answers to the “requirements” document or will commit to provide what is required. This way, planning will be separated into two things: logistics and substance.
- The host country is normally in charge of the local organisation. This should be an opportunity for host government and institutions to boost local awareness to internet related issues.
- The IGF should be annually organized, in different countries, both developed and developing, as it has been the case so far.

## **Part Two: Current modalities: open consultation and MAG**

### **Open Consultation:**

- At least one of the annual open consultations should be held virtually to enable all stakeholders to participate equally, irrespective of whether they are in Geneva or not.
- there should be, at the Geneva meetings, two open days and one day of the MAG meeting on its own.
- Organisations that are part of the Internet governance ecosystem could be invited to share a one-page document regarding their suggestions on specific thematic issues.

- At least one of the open consultations should take place as an online meeting. Online meetings are not only eco-friendly, but can also foster more equal participation among regions.
- Early each year, in Open Consultations, participants should identify key global policy areas that require attention. Thematic commissions coordinated by MAG members could be created around these areas.

### **MAG roles:**

- recommend that the Secretariat assigns a coordinator to work with the MAG
- the MAG elects a small coordinating group from among its own members to help facilitate its work. This group could assist the chair and the executive coordinator in facilitating the work of the MAG.
- The positions in this group could be pre-defined e.g.
  - a liaison for fundraising, for regional meetings, remote participation, for evaluation and feedback to stakeholders.
- The IGF Secretariat should direct more resources towards facilitating the work of the MAG so that it realises its full potential.
- would like the MAG to be more proactive in identifying emerging issues. The MAG should find a way of making recommendations for follow up on them.
- recommend that the MAG makes use of online platforms for meetings in between face-to-face meetings in addition to their existing use of a mailing list.
- We agree that the organisations having an important role in Internet administration and the development of Internet-related technical standards should continue to be represented in the MAG. However, their representation should not be at the expense of civil society participation.

- the MAG could be more effective if it worked through thematic and functional working groups
- A programme committee should be set up each year, with enough referees for evaluating submitted contributions and proposals. Some MAG members could participate as long as they are personally committed to put in the necessary resources.
- Ensuring that MAG meetings are always open to observers and that their quality opinions when expressed count.
- support the recommendations put forward by the MAG, specifically:
  - A third of the MAG members be rotated every year.
  - A de facto three-year limit to each member's term.
  - Maintaining the private sector, civil society and the technical community as separate stakeholder groups.
  - Recognition that all of the stakeholder groups are organized differently and based on different cultures and should therefore be allowed to develop their own specific selection procedures.
  - A form of ‘triage’ carried out by the Secretariat to ensure appropriate diversity and geographical balance among MAG members.
- The members of the MAG should approve an annual Working plan and implementation strategy on the beginning of every year, right after the first round of open consultations.
- Sub-committees could be created in the MAG. These committees could have an administrative nature, such as a coordinating committee, or deal with more substantive themes that are agreed to be priority in the beginning of the year, integrating the thematic committees mentioned above

- MAG should have an important role in the process of helping to identify policy messages from the IGF. The valuable but rough summaries of Workshops discussions and main sessions need to be translated into a language and format that could serve as input for policy development in other fora. Thematic groups coordinated by MAG members could perform this role.
- The MAG could establish a close dialogue with regional and national IGF organizers, to make sure that a feedback relation is created and that information flows on both Ways - from regional to the global level and from the IGF to regional meetings.
- The MAG could hold open consultations with a wide range of IGF stakeholders that would identify the most critical and relevant Internet governance issues for the given year. With this input the MAG could help set formulate an agenda that reflects the dynamism of the Internet and engages leading Internet stakeholders from around the world.

#### **Rotation & Renewal Mandate:**

- Clear annual or bi-annual rotation and mandate renewal process should be in place to ensure greater representational parity between different stakeholders.
- It is also very important that the established process by which one-third of the MAG members are rotated each year is executed methodically, so that the composition of the MAG is completely refreshed every three years.
- insists that certain criteria on the rotation of members of the Advisory Group are established from now on.
- By all means the balance of the multistakeholder groups within the Advisory Group must be kept.
- would support creating Terms of Reference for the MAG in line with its own reflections made in the report of its last meeting.

- We greatly recommend trying out the stakeholder selection process of the Brazilian Internet Steering Committee.
  - The business sector members of this committee are representatives of different trade associations like in the areas of telecom, software companies etc. There are no direct company representatives on the committee, which makes perfect sense for keeping out special interests.
  - The selection process for civil society members is similarly democratic. The members are selected by a network of hundreds of NGOs working in areas associated with Internet policies, and thus represent a really broad spectrum of civil society. To get the selection process right is very important for the success of the unique multi-stakeholder experiment in global governance that the IGF represents.

#### **Nomination of MAG chair**

- Terms of reference and criteria should be developed for this position and a non-com process instituted to propose names for the SG to appoint a chair.
- One idea could be to have co-chairs (or a chair and a vice-chair) with one position chosen by the UN and the other by the MAG itself.
- This would be consistent with the IGF leading the way in terms of process at the UN, and it would also support continual communication between MAG members, the Secretariat and the chairs.
- the MAG Chairman, should be a person of distinction with a credible international reputation.

### **Part 3: IGF Secretariat**

#### **Secretariat Location:**

- The IGF Secretariat should remain in Geneva, and that it should continue to maintain its independence from any other UN agency

(the UN or UN DESA (UN Department of Economic and Social Affairs)). Geneva provides an excellent headquarters for the IGF Secretariat because it is accessible, neutral, and global. Moreover, co-locating the IGF Secretariat, IGF open consultations, and MAG meetings in Geneva provides for broader multi-stakeholder participation, due to various other WSIS related activities taking place there (CSTD and WSIS Forums).

- The IGF secretariat should have a base in Geneva, while making use of remote workers/interns or volunteers- Being in the same location on a permanent basis is not necessary for all secretariat staff –

#### **Secretariat Independence:**

- The autonomy of the Secretariat should be a paramount consideration. It should remain convened by the UN Secretary General, with an independent budget and a Secretariat under contract with the United Nations Department of Economic and Social Affairs (UNDESA). This provides it with a formal link to the UN system, which is important to ensure the continued participation of governments in the IGF.
- Preserve the multi-stakeholder nature of the IGF, and its adherence to the WSIS principles, hence the secretariat should be accountable to a multi-stakeholder body of some kind, and not to an intergovernmental body. The MAG has been supposed to play this role, but, we feel it has not been effective enough, in spite of the effort made by many of its members and the co-chairs.
- The Secretariat should not be subsumed into any other functional UN organisation or process, because this could jeopardise its perceived independence, and could introduce new impediments to the continuation and development of the informal and open processes that the IGF has innovated.
- As a multi-stakeholder body, important organisational decisions for the IGF should by default be the responsibility of the MAG rather than the Secretariat - this should include the responsibility to approve

UN appointees to the Secretariat, the appointment of any “special advisers”, and (in consultation with the host country) the dates of IGF meetings.

**Secretariat responsiveness:**

- The Secretariat should also strive to improve its transparency and its responsiveness to stakeholders. Very often emails to the Secretariat are not returned, and suggestions made by stakeholders are not specifically responded to. Whilst maintaining its strict neutrality, the Secretariat should also be proactive in facilitating the IGF’s evolution and should make statements that detract from the breadth of the IGF’s mandate in the Tunis Agenda.

**Secretariat Fund:**

- The IGF secretariat should continue to be funded through a voluntary contribution mechanism - as it is key element to the IGF’s independence - with limited overhead costs to ensure the most effective use of all contributions made, including for developing country participation and engagement.
- In kind contributions should be recognized, with an estimated value amount. The secretariat should have sufficient additional funding to retain staff, interns, and continue to improve the efficient and effective website portal and archiving of events to ensure an effective and ongoing resource for all stakeholders.
- While the UN should be a funding source and facilitator in aspects in which its neutrality is implicit in the nature of the functions offered, the MAG should be set up to be as independent as possible from the secretariat and the UN.
- Public UN funding should be secured to cover the expenses with personnel working for the IGF Secretariat
- The Secretariat and support should continue to utilize the Donor’s Fund to gather the contributions from countries, business, the

Internet technical community and others to support the Secretariat with additional funding to support IGF participation.

- Focus should be on broadening financial support for the Secretariat and creative ways of supporting participation by stakeholders who need support by encouraging national/regional partnerships to do this or other mechanisms.
- UNESCO appreciates the work implemented by the IGF Secretariat and would welcome a strengthening in terms of dedicated extra-budgetary resources, in order it to meet the additional requirements expressed in this consultation process.

**Secretariat size:**

- The secretariat is required to be expanded from its present size to be able to take on the additional work that meaningful improvements to the IGF would entail. It also needs to be provided with more resources to be able to steer the process between the sessions that has been recommended in the various parts of this document. The staff selected for the secretariat should have special competencies to manage the uniquely multi-stakeholder nature of the IGF and should be representative of diverse geographical regions and levels of development, but it should be kept small, non-bureaucratic and accountable to all stakeholders.
- Scholarships should be provided to support participation of trainees in the work of the Secretariat
- The composition of the secretariat should not feature specific countries, languages or areas.

**Question 9: Financing the Forum**

- I. Exploring further options for financing the forum



1. Supporting the existing voluntary multi-stakeholder funding of IGF secretariat and related activities, with the host financing the IGF event
2. Financing the forum through the UN budget enables more control of the UN,
3. Encouraging voluntary funding from governments and the private sector, including in kind support,
4. Secretariat to engage in proactive fund raising with potential donors (donor meetings on the margin of the consultations and the IGF),
5. A fixed percentage of the amount that ICANN collects for every domain registration on the Internet is to be committed for IGF activities,
6. Organizers must sponsor participants and the implementation of meetings,
7. Recommending transparency of sources of funding,
8. A regular budget line for the IGF from intergovernmental sources,
9. Extra-budgetary contributions from other sources through intergovernmental institution,

## II. Review of the current situation

1. Transparency: A travel fund for speakers from developing countries should be accessible and transparently managed by a multi-stakeholder group. Private sector contributions should be encouraged.
2. Transparency of contributions is recommended.
3. Independence: A terms of reference for donations to protect independence.
4. Public funding is recommended to ensure independence.
5. Voluntary contributions can be allowed. They should be un-earmarked, and should be used to fund participation of stakeholders from the developing countries.
6. IGF should be financed on a voluntary and multi-stakeholder basis in order to ensure the independence of this forum.
7. Annual financial report could be placed on the website of IGF.
8. Relying solely on short term contributions by private sector – who may be interested in the outcomes of the IGF - goes against ensuring independence and neutrality of the process.

9. The secretariat needs much better resource support.
10. Current financial and human resources are overstretched and will certainly be insufficient in the face of what can be expected from an improved IGF.
11. Providing more financial support for remote participation mechanisms to reach out to affected online communities around the world.
12. Voluntary and multi stakeholder financing is a logical and sensible method and should be maintained.
13. The funding process should be designed as simply as possible.
14. The IGF needs to engage with, and secure financing from, a wider range of stakeholders.

### III. Options for ensuring predictability, transparency and accountability in financing IGF

1. Publicly available annual financial report (income, expenditure, grant contributions, donations, in-kind support). & a public register of such donations should be maintained.
2. Terms of reference for donations to ensure independence.
3. Contributors should be allowed to identify which aspect of budget they want to contribute to.
4. Contributors should be encouraged to make longer term commitments.
5. Stable funding mechanism, with a focus on independence, to ensure functioning of the secretariat, the annual event and equity in participation in the IGF across geographies and social groups.
6. A significant source of funding should be public funding through the UN.
7. Transparency on the value of donations should be the rule.
8. A UN budget is a must for a structure reporting to the UN SG.
9. A multi stakeholder structure should remain the basis for the funding procedures.
10. Donations shall remain voluntary.
11. Broadening financial support for the Secretariat.
12. Creative ways of supporting participation by stakeholders.

13. National contributions from governments, supported by private sector contributions to the UN Secretariat Donor's fund are a significant contribution.
14. The funding process must be as simple as possible, including for small donations.
15. Public funding is recommended to ensure independence.
16. Voluntary contributions can be allowed. They should be un-earmarked, and should be used to fund participation of stakeholders from the developing countries.
17. Relying solely on short term contributions by private sector – who may be interested in the outcomes of the IGF - goes against ensuring independence and neutrality of the process.
18. Supporting the multi stakeholder model of IGF, considering all stakeholders as equal participants.
19. Simple ways for individuals or small organisations to make small donations to the IGF.
20. Formal process of contributions for legally incorporated organisations.
21. UN Funding should be directed towards funding participations from developing countries.
22. Assigning public UN funds that should cover at least salaries.
23. Encouraging private voluntary donations to the IGF from all stakeholders. A sub-commission from MAG could assist.
24. Periodic reports of funds and expenditure.
25. Private organizations in the IG ecosystem should contribute with a small percentage of their budgets to fund the IGF.
26. Supporting the current model that does not give any additional voice to sponsors.
27. Support depends on assuring the neutrality of the IGF process and secretariat.
28. Voluntary and multi stakeholder finance.
29. Financing in kind should be considered and accountable.
30. UN should support logistics and facilities when the IGF host is a developing country.
31. There could and should be more contributions from governments, from civil society, academia and international organizations.

32. Each stakeholder group individually to open a trust fund and to ensure a certain annual financial contribution to the international IGF. This would ensure a economic predictability.
33. Accountability can be established by well balanced donations from all stakeholder groupings and transparency by periodically publishing all donors in public listings, together with the amount of their contributions.
34. Not supporting the IGF being solely financed by the general UN budget, which would alter the multi-stakeholder nature of IGF support.
35. The UN's role should be light-handed and IGF funding should be based on the voluntary contributions of stakeholders.

#### Question 8: Format of IGF meetings

1. At least 50% of the facilitators from developing countries
2. Linking main session with the workshop : 2 days workshop followed by 2 days main session combined with roundtables and best practices
3. IGF Secretariat and the Host Country to appoint contact persons with regard to the organization of pre-events.
4. Speakers should be stakeholders in the topic under discussion not simply representing sectors
5. Space to address of particular stakeholders e.g. problems faced by the government, regulator, business and civil society.
6. Improving the quality of discussions & debates by putting more strict selection criteria
7. Decrease the number of speakers to avoid monologues & disengagements
8. Change the workshop proposal template.
9. Simple Online evaluation form for each workshop & session, to provide useful input to workshop organizers , the secretariat & the MAG.
10. Fewer topics, Speakers or panelists for each subject
11. More time to go into depth
12. Reducing number of session running simultaneously
13. Give more attention to the effectiveness of the IGF's intercessional work program, which is currently limited to open

consultations, MAG meetings, dynamic coalition meetings, and loosely connected national and regional Setting aside a budget for inviting speakers to main sessions..

14. Identifying key global policy areas that require attention early in the year, creating working groups around these areas and sharing background material to be discussed in sessions throughout the year (at thematic meetings and/or online).

15. Following up from main sessions online, with the help of dedicated working groups for each issue area, who can help in the development of a community-driven conclusion document (recording consensus or otherwise) as a concrete output from the session.

16. Creating a mechanism for improved, stronger links between the workshops and the main sessions.

17. Scheduling the two first days of the IGF for workshops and the two last days dedicated to main sessions, best practices fora and roundtables.

18. Participants should be able to give feedback and evaluate the workshops they attended online.

19. Conducting wrap-up workshops that would summarise discussions carried out in several workshops and forward an input to the main session

20. Efficient programme committee

21. Real time translation is needed to prevent conversations ending up in English colloquial lingo.

22. The IGF meetings should be open, transparent, collaborative and inclusive. All stakeholder groups should have the ability to participate.
23. Remote participation consider adjacent skills enhancing sessions that are more in depth.
24. Ensure that national and regional IGFs are reporting in groups into the global IGF.
25. The number of workshops should be reduced and closely related to the main sessions.
26. Suggests core IGF programme consisting only of main sessions and selected workshops closely related to the main sessions
27. Calls for increased transparency in the IGF preparatory process (including the work of the Advisory Group and the Secretariat) and appropriate dissemination of information
28. The workshop organizers could be requested to provide a more focused information document of their plans for the purpose of the participants to get oriented and prepare for the discussion
29. The summary reports from the workshops should be as concise and delivered as soon as possible after the event
30. Adequate time and space should be provided for free discussions during the lunch and coffee breaks.
31. selecting a convenient venue to facilitate physical participation
32. Other skills enhancing and practical training sessions before, during or just after the event could be useful
33. The IGF is currently 4 days long and the pre-events have been important additions.

34. Discussion about the number of days of the IGF could be useful.
35. Giving more weight to the national and regional IGFs
36. MAG identifies key policy questions
37. MAG establishes Working Groups around the key questions
38. Working Groups develop background material on the theme
39. Feeder Workshops followed by 'Round Table' discussions
- 40.
41. Inter-Sessional Thematic meetings
42. IGF Plenary: The convergences and alternate views from the Round Table discussion and Thematic Meetings (if held) will be presented to the IGF plenary for a structured discussion with as wide a participation as possible.
43. Based on the discussions in the IGF, the WGs produce a document on the concerned 'key policy question', which can be called as an 'IGF report on such and such issue'.
44. Capture the information & the views that have been evolved over years in background documents on specific policy questions.
45. IGF Reports transmitted to CSTD
46. Feedback loop & interface with other relevant bodies.

47. Archiving tools for easy public access could be useful to keep track of the ongoing work in different regions, and leading to the national IGF.
48. Presence of representatives from all stakeholder groups
49. A more detailed and comprehensive report on the workshops should be made available
50. The connection between workshops and main sessions needs to be improved
51. Organize remote hubs that can operate in a IGF workshop mode in equal standing to on site workshops
52. The themes addressed should be more focused and focus should be on quality of information rather than quantity
53. The IGF also needs a monitoring and evaluation mechanism
54. All stakeholder groups should be welcome on an equal footing.
55. Meeting location for open consultations should remain at the location of the secretariat, i. e. in Geneva.
56. Need to be improve the quality and predictability of remote participation; thus encouraging a wide array of participation.
57. Well-established programme mix of workshops managed by stakeholders, dynamic coalition meetings, broader open sessions and main sessions structured by MAG with input from hosts, is a proven and tested formula and should be maintained.
58. Mechanism for linking workshops to main sessions
59. Feeder roundtables before the main sessions is a very useful innovation in priming the linkages between workshops and the plenary sessions.
60. Encourages reducing the time for some of the main sessions, and allowing more emphasis on workshops.