

Executive Multistakeholder Committee (EMC)

Executive summary

Teleconference meeting

Date/time: March 10h, 2014 9:00~11:00 AM (BRT)

Participants:

Chairs: Demi Getschko and Raul Echeberria

Special member: Manal Ismail

Logistics and Organizational Committee: Hartmut Glaser

Government: Maximiliano Martinhao and Benedicto Fonseca

Civil Society: Marilia Maciel, Carlos Afonso and Adam Peake

Private Sector: Henrique Faulhaber and Zahid Jamil

Academia: Flavio Wagner and Dongman Lee

Technical Community: Akinori Maemura

International Organizations: Thomas Gass

Executive Secretariat: Daniel Fink, Fabrizio Leonardo and Carine Roos

Proposed agenda:

1. Expressions of Interest
 - a. Conclude decisions about selection criteria and "overbooking rate"
 - b. Next steps: launch Registration form, invitation letters for visa.
 - c. Follow up to fill eventual vacancies
2. Travel and accommodation support
 - a. Report about call for applications
 - b. Discussion about selection criteria
 - c. Budget and travel operations (invite LOC member)
3. Invitation to Intergovernmental Organizations
 - a. Conclude decisions, review contacts
 - b. Approve invitation letter
4. Content Contributions
 - a. Final report
 - b. Status of content processing and synthesis paper production

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- c. Eventual chronogram adjust for:
 - i. receive the compilation form Secretariat
 - ii. produce the draft for HMC ecc

5. LOC cross-informations

- a. Remote hubs
- b. Budget

6. Review calendar

- a. Eventual activities during ICANN - Singapore
- b. F2F meeting to finish the first draft on content

Main topics discussed:

1) Expressions of Interest

- One of the main topics discussed was what are the criteria that will be applied to select who will attend the Meeting in São Paulo, due to the limit of 800 participants at the venue.
- The suggestion at this stage is to clean up duplications and limit to 5 people per organization and no more than 2 people from the same organization and from the same country.
- In order to ensure the presence of many countries as possible, countries who had only one Expression of Interest were automatically approved and now are being confirmed.
- Regarding the EOI received from international government representatives, was suggested to put these contacts on hold, due to contacts that have been made directly by Brazilian Ministry of External Relations, who is better prepared to choose the representatives of each nation, according to contacts established through diplomatic channels. There is a limit of 200 seats for government representatives and the 137 EOI received were sent to Brazilian Ministry of External Relations for their appreciation.
- Was remind that is still necessary to ask the institutions who applied several names, what are the priorities of attendance, due to limited seats. Secretariat is already contacting some organizations through email.

2) Travel and accommodation support:

- The deadline to receive applications for travel and accommodation support was March 10th. The Secretariat presented the numbers received so far (total of 152), and also the share per sector.
- Was remind that at this stage travel support is still not confirmed or available, and this was just a way to find out who would be interested.

3) Invitation to Intergovernmental Organizations:

- Was presented the list of IGO's that are going to be reached by the members, in order to invite them for the Meeting. If some organization is still missing on the list, it should be immediately informed to Secretariat.

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- The invitation letter prepared for this contacted was also presented and approved.

4) Content Contributions:

- All received documents are already available openly for consult on <http://content.netmundial.br/docs/contribs>
- The final report of received Content Contributions was presented: 188 contributions, being 64 on Principles, 44 on Roadmap and 80 combining the two topics. Charts and graphics demonstrated the sectors (Academia: 11,6%; Civil Society: 29,8%; Government: 15,6%; Technical Community: 7,6%; Private Sector: 22,2%; Other: 13,3%), and also regions and countries declared.
- 50% of the received documents were already indexed by Secretariat, in order to prepare the synthesis paper, that will be finally delivery to EMC on March 17th.
- The idea is having two groups, one lead by Mr. Demi Getschko, to focus on Principles, and other lead by Mr. Raul Echeberria, that will be responsible for Roadmap documents. Since they will be splitted, was mentioned the importance to find a way each group will be informed in real time on the developments that take place in other group. Both groups needs to be totally in contact.

Route for document drafting (adjusted after EMC meeting on March 11th)

Feb 14 ~ March 8:	[Secretary] Receiving Content Contributions in website
March 8 ~ 12:	[Secretary] Summary process (categorization)
March 12 ~ 16:	[Secretary] Summary process (writing summary)
March 17:	[Secretary] Deliver summary to EMC
March 22 ~ 24:	[EMC] First round of drafting documents during ICANN Singapore meeting
April 1 ~ 2:	[EMC] Face-to-face meeting in CGI.br, conclude draft documents
April 3:	[EMC] Submit draft documents to HLMC and Board
April 9 ~ 10:	[HLMC] Submit feedbacks to draft document to EMC and Board
April 11:	[Board] Prepare draft document for public release
April 11:	[Secretariat] Publish draft documents in website.
April 11 ~ 22:	[Secretariat] Receive public comments
April 22 ~ 24:	NETmundial

- Was also proposed to members that once most of them will participate on ICANN's meeting in Singapore, that a F2F meeting could be held there, or in São Paulo. This agenda will be confirmed shortly.

5) Logistics and Organizational Committee cross-information

- Briefly was mentioned that all logistics regarding the event in São Paulo, with hotel and local suppliers are under control and working well.
- One concern was informed, regarding the organization of the international hubs. LOC is still waiting for a feedback from Cisco.



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