

Principles for the Creation of an Internet Governance Forum (“IGF”)

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1. **Meetings of the IGF.** The Internet Governance Forum (“IGF”) should agree on its agenda and prepare a list of work items sufficiently far in advance to allow interested persons and entities time to prepare written submissions responding to the agenda. Persons and entities submitting substantive contributions to the work of the IGF should be admitted to its meetings, subject only to a security screening and the presentation of proper identification. Meetings should last no more than four days, with as much work preparatory as possible moved to the Internet.
2. **Work Items of the IGF.** Items placed on the agenda of any IGF Meeting should include (a) a concise description of the issue to be addressed; (b) an overview of the way this issue currently impacts the Internet community and/or the Internet’s underlying infrastructure; and (c) the specific aspects of the issue, if any, on which the IGF would like to receive general input or expert advice.
3. **Remote Participation.** To the greatest extent possible, the IGF should enable remote participation at its meetings. As a forum, the IGF will be a success if those who participate in person have no greater ability to influence the outcomes of the meetings than those who participate remotely. During the meetings, “reporteurs” working with the Secretariat should facilitate real-time, remote participation by e-mail, IRC, chat, wiki and other Internet-based communications methods. The “reporteurs” should give voice to remote input so it is both received and understood by those participating in person and included in the output of the meetings.
4. **Creating Reports and Recommendations.** Whenever the participants of the IGF find sufficient consensus around an issue to warrant the creation of a report or recommendation, they should take account in their report of the other organizations around the world with expertise in or responsibility for the matter under consideration. The work of the IGF should complement, not displace, the work of other organizations.
5. **Output of the IGF Meetings.** Within a reasonable time after the conclusion of a meeting of the IGF, the proceedings of the meeting should be published in an easy to read format on a publicly accessible website. To the extent that one of the outputs of the meeting is a recommendation or a statement of “best practices,” the statement should identify the issue it is addressing, the audience to which it is addressed (e.g., users, ISPs, governments, etc.), and the steps that should be taken in response to the recommendation. Recommendations from the IGF should be concise and non-technical, so that they may have the widest possible audience and impact.
6. **Program Committee.** A Program Committee, composed of individuals generally representative of the variety of persons and entities interested in the work of the IGF, should be established to set the agenda for each meeting of the IGF. To the greatest extent possible, the Program Committee should conduct its work over the Internet to enable persons from all parts of the world to participate in its work.
7. **Secretariat Support.** The location and composition of the IGF’s Secretariat is less important than the manner in which it conducts its operations. The goal of the Secretariat should be to enable and facilitate the collection and dissemination of information to the worldwide Internet community. The Secretariat will be a success if (a) it operates in such a way that does not advantage those in the same city or country in which the Secretariat is based; (b) it is culturally and linguistically neutral; and (c) provides equal opportunities for access and input to all who wish to contribute to the work of the IGF.
8. **Outreach and Capacity Building.** In its initial years, the primary work of the IGF should be to create the institutional legitimacy and capacity necessary to give weight to its future recommendations and sustain its work over the long term.