Draft Agenda for 3rd DCAD conference call on 2 June 2016

Planning for the next IGF Meeting

**The 2016 Internet Governance Forum (IGF): ‘Enabling Inclusive and Sustainable Growth’, is tentatively scheduled to take place from**[**6-9 December 2016 in Guadalajara, Mexico**](http://www.igf2016.mx/)**.**

1. Welcome to the meeting.
	1. Roll call of Attendees
	2. Explanation to handle captioning and announcing your name before speaking
	3. Explanation of remote participation
2. Review of the [minutes of the DCAD call on 19 May 2016](https://www.itu.int/en/ITU-T/accessibility/dcad/Documents/Minutes%20DCAD%20CC_%2019May2016.docx)
3. [Report on the DCCG call on 24 May 2016](http://www.itu.int/en/ITU-T/accessibility/dcad/Documents/Minutes_DCCG%20call_25%20May%202016.docx) and the [draft Resolution of the CSTD](http://www.itu.int/en/ITU-T/accessibility/dcad/Documents/ecn162016_DraftRes_WSIS_en.pdf)
4. DCAD/G3iCT Workshop at IGF 2016 on “The Internet and developing sustainable accessibility goals for persons with disabilities”
	1. Discuss pending titles
		1. “The use and non-use of ICTs by persons with disabilities in small island in developing states”(Gunela accepted by email)
		2. “The Goal of Accessibility as a sustainable criteria for Public Procurement” (Gerry suggested title and abstract by email)
		3. Judy to provide her presentation title/description by 2 June.
		4. Open slot for another speaker to come in (possibly for G3ict)
		5. Already confirmed title/speaker - “The evolution of relay services and the use of ICT” (Andrea to present)
5. Develop workshop proposal description ([copy of workshop proposal form](http://www.itu.int/en/ITU-T/accessibility/dcad/Documents/WS%20proposal%20form%20copy.docx))
6. Consider Background Paper for panel format workshop (reference: [Format of Background Paper for Panel Sessions](http://www.intgovforum.org/cms/2015-igf-joao-pessoa/workshops/background-paper-for-panel-sessions))

Other references

* [IGF 2016 Guidelines for Workshop Proposals](http://www.intgovforum.org/cms/igf16-workshops/igf16-wksp-glns)
* [IGF 2016 FAQs on Workshop and Open Forum Proposals](http://www.intgovforum.org/cms/igf16-workshops/faqs-for-proposers)
* [Session Format](http://www.intgovforum.org/cms/outline-of-session-formats-2016)
1. Decide workshop moderator(s)
2. Any Other Business
3. Date of next meeting (TBC) and close

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