**Draft Agenda for DCAD meeting teleconference:
3 October 2013, 13:00 – 15:00 (CEST),
ITU Headquarters in Geneva**

1. **Welcome and introduction (Andrea Saks)**
2. **Approval of the agenda (Andrea Saks)**
3. **Approval of the minutes of the last DCAD meeting (3 September 2013)**
4. **Calendar of DCAD activities at IGF 2013:**
	* + - 24 October 2013, 09:30 – 12:30
			Focus Session (Access/Diversity): Internet as an Engine for Growth and Sustainable Development
* 24 October 2013, 14:30 - 16:00
(IGF workshop no. 68) [DiploFoundation Workshop, E-participation in IG processes,](http://www.intgovforum.org/cms/wks2013/workshop_2013_status_list_view.php?xpsltipq_je=68)Andrea Saks, DCAD coordinator will be a speaker and present: “Needs and solutions for persons with disabilities”
* 25 October 2013, 11:00 – 12:30
Joint DCAD/BAPSI workshop (workshop no. 38)
*“Accessible Inclusion For All Abilities and All Ages, Access for Persons who fall between the cracks”*
(<http://www.itu.int/en/ITU-T/accessibility/dcad/Pages/201310-workshop-bapsi.aspx>)
(Do we need a power point announcing order of presentation?)
* 25 October 2013, 09:00 - 10:30
6th face-to-face DCAD meeting
<http://www.itu.int/en/ITU-T/accessibility/dcad/Pages/default.aspx>

**5 DCAD Participants in Bali**

Confirmed: Andrea Saks, Peter Major, Deirdre Williams, Arun Mehta

To be confirmed: Shadi Abou-Zahra, Jorge Plano, Dipendra, who else?

UNESCO – request to participate

1. **DCAD participants and role in the Focus Session (Access/Diversity)**
2. **Workshop update** (reminder of deadline: 30 September 2013)

Abstracts,

Bios,

Power point presentations

Videos

Moderator and remote moderator

1. **DCAD meeting in Bali**

- Review of the agenda for the meeting

- Any questions?

**9 ITU staff and IGF staff in Bali**

 - support for the meetings what they will do (identity of the staff)

 - support for the remote participation for technical issues - what they will do

 - request from IGF addressed to remote coordinator and remote panellists (email of 30 Sept.)

**9 Ongoing business for DCAD members**

- to regularly check the IGF website for meeting registration: <http://www.intgovforum.org/cms/>

- Host country website: <http://igf2013.or.id/>

* Time difference and remote participants: 6 hours difference with GVA, Switzerland
<http://www.timeanddate.com/worldclock/>
1. **Any Other Business**

**11 Closing**