

Nepal School of Internet Governance

Operating Guideline

1. INTRODUCTION:

Internet has become a part and parcel of human life. It currently connects more than three billion people, and it is estimated that 50 billion devices will be connected to the Internet by 2020¹. Free, Open, Transparent and Sustainable is very important for the the stable and smooth functioning of the Internet. The governance of Internet ecosystem has long been the concern of the stakeholders. But the number of interested parties, both state and non-state stakeholders are increasing as global connectivity spreads. There are around 1.8 billion Internet users in Asia Pacific out of 3.5 billion globally. There are around 5,000 ~ 10,000 Internet governance practitioners in Asia Pacific who participate to global, regional and national IGFs/SIGs and related organizations. There are 500~1,000 Internet governance leaders and experts including organizers and speakers in these IGFs/SIGs and related organizations.

a. Global and Regional Initiatives: When the Internet Governance become major issue in recent past, some of global and regional initiatives started capacity building program on Internet Governance for concern stakeholders. Diplo Foundation started Online and Offline course on Internet Governance and other global organizations like Internet Society (ISOC) also started online course on Internet Governance. Later, various regional and national collaboration also started courses on Internet Governance. Some of major regional initiatives are:

- a. African School on Internet Governance(AfriSIG)
- b. Asia Pacific School on Internet Governance (APSIG)
- c. Asia Pacific Internet Leaders Program (APILP)
- d. Asia Pacific Internet Governance Academy (APIGA)
- e. Euro Summer School on Internet Governance (Euro SSIG)
- f. Middle East and Adjoining Countries School on InternetGovernance(MEAC-SIG)
- g. South School on Internet Governance (South SIG)

Besides, these regional initiatives, there are various online and offline course on Internet Governance by Global Organizations. Some of them are Association of Progressive Communications (ittrainonline)², Citizen Lab Summer Institute by University of Toronto³,

¹ This Guideline is bases on the APSIG Operating Guideline.

²<https://www.apc.org/en/news/coconet-southeast-asia-digital-rights-camp-take-place-indonesia>

³<https://citizenlab.ca/summerinstitute/2017.html>

Introduction to Internet Governance by Diplo Foundation⁴ and Internet Society's Inforum Course: Shaping the Internet: History and Futures⁵.

- b. **National SIGs:** After the successful development on global and regional initiatives, national schools on Internet Governance emerged in recent couple of years. Pakistan School on Internet Governance (pkSIG) was the first SIG in South Asia.⁶ Later on, Afghanistan School on Internet Governance (afSIG) and India School on Internet Governance (inSIG)⁷ and Sri Lanka School on Internet Governance (lkSIG)⁸ successfully started respectively in Afghanistan, India and Sri Lanka. In the year 2017, Bangladesh and Nepal School on Internet Governance has also been announced. Outside the region (South Asia), Brazilian Internet Governance School (EGI.br), Beijing-Asia Pacific Internet Leadership Program and Lebanon SIG and Korean SIG also in the progress.⁹

2. NEPAL SCHOOL OF INTERNET GOVERNANCE (npSIG):

Realizing the importance of SIG to promote the debate and discussion on IG issues at national and contributing at international levels from Nepal, Internet Society Nepal (ISOC Nepal) and Forum for Digital Equality (FDE) started preliminary work for a national school on Internet Governance.

- a. **Aim:** The main objective of the School is to enhance the capacity of young people on the Internet Governance issues and equip them so that they can participate and contribute at higher level of the Internet Governance process. Additionally, npSIG also aims at building expert forums on Internet Governance through the alumni of the school.
- b. **Offer:** npSIG offer understanding, framing, and outlining actions to be taken in the current Internet Governance (IG) environment. It also offers potential governance scenarios and analyze its international, regional, and national political, economic, technical and other implications. The School will help individuals to better understand the global and regional Internet Governance issues, settings, and processes, while gaining access to comprehensive and structured knowledge on various aspects of Internet Governance, and the actors, issues and settings surrounding it.
- c. **Organizers:** Nepal School of Internet Governance (npSIG) is a multi-stakeholder initiation organized by Internet Society Nepal (ISOC Nepal) and Co-organized by Forum for Digital Equality (FDE) in association with Institute of Engineering, Tribhuvan University, Department of Information Technology, Nepal Telecommunication Authority

⁴<https://www.diplomacy.edu/resources/books/introduction-internet-governance>

⁵<https://www.internetsociety.org/inforum/shaping-internet/>

⁶Pakistan School of Internet Governance was started in the year 2015, See www.pksig.pk

⁷<https://insig.in/>

⁸<http://sig.lk/>

⁹<http://en.baptistaluz.com.br/event-detail/intensive-course-from-egi-school-of-internet-governance/>

(NTA), Federation of Computer Association Nepal (CAN Federation), ISPAN, SICT, ITS, and npIX. The School is also supported by national and international stakeholders. This is governed by npSIG Council consisting representatives from all the organizations and independent resource persons.

3. MANAGEMENT OF THE COURSE: npSIG shall be an open school based on community engagement and jointly organized by Internet Society Nepal and Forum for Digital Equality in association of Nepal Telecommunication Authority, Department of Information Technology, Institute of Engineering, CAN Federation, npIX and ISPAN. The course is supervised by npSIG Council representing all the principle organizations and other key resource persons from Nepal and abroad.

- a. **npSIG Council:** This shall be the governing body of the school which consists experts and stakeholders and makes decision on rough consensus. This group will work with mailing list as well as face-to-face meeting. Name of the members of npSIG Council is listed in Annex 1.
- b. **Steering Committee:** Steering Committee shall comprise of coordinators of various committee. This shall work as the Secretariat of the School. The Steering Committee shall make decision on any urgent management issue, provided it is adopted by following npSIG Council.
- c. **Finance Committee:** There shall be a Finance Committee which is responsible for theraising funds, designing the budget and expenses. This committee shall develop a strategy for sponsorship and approach them accordingly. Committee shall submit its reports to the npSIG Council and npSIG Council shall adopt the report including the annual budget.
- d. **Program Committee:** Program Committee shall be responsible for developing the course curriculum and program agenda. The Program Committee shall make the list of the topics, methodologies and shall submit to the npSIG Council. The npSIG Council shall adopt the proposals of the Committee.
- e. **Event Committee:**Event Committee shall be responsible for the selection of venue, preparing the ground set ups and other logistics including certificates and token of appreciations.
- f. **Fellowship Committee:**This committee shall be responsible for call for fellowships and evaluation and final recommendation to the npSIG Council.
- g. **Technology Committee:** This committee shall work on the use of technology to conduct course.

4. PARTICIPANTS AND FELLOWSHIPS:

- a. Target Audience:** The Course is basically targeted to 35 [Thirty Five] young enthusiasts (Five from each stakeholder) who are interested to contribute in the Internet Governance. The target audience will be comprised of practitioners, researchers and professionals from the following different sectors:
- i. Academia and Researchers
 - ii. Business Community
 - iii. Civil Society
 - iv. End users
 - v. Government representatives
 - vi. Media
 - vii. Technical Community
- b. General Participants:** Out of 35 [Thirty Five] total course participants, 21 [Twenty One] are general participants who pay the fee for the course. The Fellowship committee shall finalize the probable participants with ranks and submit to the NpSIG Council for the final approval.
- c. Fellowship Participants:** The Organizer will provide 14 [Fourteen] seats as fellowships based on merit and need. Fellowship Committee shall call for fellowship and finalize the list of potential fellows based on merit and need. Fellowship Committee shall develop a standard procedure for the selection based on measurable indicators. npSIG Council shall finalize the fellowship participants based on the recommendation of fellowship committee.
- d. Resource Persons Participants:** npSIG shall explore best among the best resource person available in the Country. The Program Committee shall call for the lectureship and the Committee propose to the npSIG Council for the Finalization of the resource persons. Resource persons are participants of his/her class, not for entire course. Number of resource person shall be limited to the selected topic for the year.
- e. International Participants:** npSIG is open to the International Participants as well.. International Participants shall not be more than 25 percent of the total participants.
- f. Organizer Participants:** The Organizing team shall assign the required staffs to the School. Basically, the secretariat will conduct the logistic and other ground work.
- g. Fellowships:** npSIG shall provide 50 percent fellowship to deserving candidate. For this purpose a fellowship selection committee shall be formed and selected in transparent and merit basis. npSIG shall adopt a standard operating procedure for

fellowship selection. Fellowship for the international participants also could be possible based on availability of the fund. The Finance Committee shall recommend to the Fellowship Committee about the availability of the fund and the Fellowship Committee shall recommend it to npSIG Council for final approval.

5. **COURSE:** The Program Committee shall finalize the Course and propose it to the npSIG Council for the final adoption. npSIG Council may suggest, if any to the Program Committee for final adoption. For the year 2018, the Course Agenda is attached in the Annex II of this document.

6. ADMINISTRATIVE PREPARATION

- a. **Date for npSIG:** The Dates for npSIG are decided by the npSIG-discuss group, taking into consideration other similar global, regional and national events. Co-locating npSIG with other IG related events is also probable. This will require proper coordination and timing between npSIG and other IG events.
 - b. **Venue for npSIG:** The ideal venue is a university or hotel which can accommodate the rooming requirements of npSIG. It is preferred to have the meeting room and guests rooms in the same building. Venues with walking distances between the meeting room and guest rooms are acceptable. But venues with driving distance between the meeting room and guests' rooms are to be avoided. At the moment, Institute of Engineering, Pulchowk has offered its contribution for the venue.
 - c. **Meeting Room Setup:** The meeting room should be able to accommodate up to 50 persons comfortably and enough space for each person to move around. The setup of the meeting room's table and chairs shall either be Classroom or Conference style. The Classroom style can accommodate large groups in less space and the presenter can see all participants. The Meeting style (with facing each other) also can provide a good workspace and interaction between participants.
7. **COURSE MATERIALS:** npSIG shall provide a Welcome Kit to all participants which shall include, but not limited to the following:
 - a. npSIG Program/ Schedule
 - b. Participants Nametag/ badge
 - c. Print out of hand-outs
 - d. Notepads and Pens
 - e. Sponsors' Brochure
 - f. Venue Information and map
 - g. Names and numbers of contact persons
 - h. npSIG Souvenir (if any)

8. PARTICIPANT SELECTION: All who are interested to participate in the Nepal School of Internet Governance is required to apply for Participation. The Participants are selected from the list of applications received by npSIG and are classified as:

- i. Chair/ Coordinator
- ii. Course Participants
 - Fellowship Participants
 - General Participants
 - International Participants
 - Partial General Participants
- iii. Lecturer Participants
- iv. Organizer Participants
- v. Remote Participants
- vi. Secretariat Participants
- vii. Sponsor Participants

9. FINANCIAL MANAGEMENT: Incubation of npSIG in 2018 is financed primarily by Internet Society (ISOC). Internet Society Nepal and Forum for Digital Equality are engaged in the preliminary work on the development of the school. npSIG plan to move to multi-stakeholder sponsors; private, technical, civil society, governments and users in the coming years. We need to recruit a few more sponsors to stabilize the income. Expenses are evenly distributed between annual npSIG course and administration.

a. Finance Committee: Finance Committee shall be responsible for raising the fund as well as expenditures. Program Committee and Fellowship Committee shall closely work with the Finance Committee on any issue that incur cost. The discuss group select the Finance Committee Chair and other volunteers. The first finance committee is proposed in the Annex 1 of this document.

b. Registration Fees: npSIG will charge a registration fee for participants who is not a recipient of an npSIG fellowship. The following registration fees shall be applied:

- i. General Participants: NPR 10000/- (NPR Ten Thousands Only)
- ii. Partial General Participants: NPR 5000/- (NPR Five Thousands Only) and join.
- iii. International Participants: USD 150.00.