



UA EAI Working Group Meeting

23 January 2024

Attendees

Mark Svancarek

Anna Bagdasaryan

Athanase Bahizire

Harsha Wijayawardhana

Jim DeLaHunt

John Levine

Kunle Olorundare

Arnt Gulbrandsen

Yin May Oo

Meeting Agenda:

1. Welcome and roll call
2. Developing a [5-year action plan](#) for EAI WG to achieve the [UASG's 5-year strategic plan](#)
3. How could the WG help for the upcoming UA-Day
4. AOB

Meeting recording: [Link](#); password #S8bbw1L&a

Meeting Notes

Agenda#2: 5-year Action Plan for UA-EAI WG

Mark straight away started the meeting with discussion on the 5-year action plan. The action items related to the self-certification were for an end-to-end complete circle for the users of the guide. Also, there are action items unrelated to the self-certification guide. The WG discussed up to E2.5 during the last meeting.

Mark questioned about an unnumbered action item “Process and human owners accountable for supporting certifiers, capturing their questions and issues, documenting those questions and their answers online”, and asked if Arnt could fill up more on this. Arnt later answered that for writing a plan for future years, the important thing would be setting up the process and contact point for the people who perform the self-certification to get the support. More support may come from more ICANN staff or UA Ambassadors.



Jim said to make sure the right staff is servicing the contact, and the details might change over the time, but need to make sure we get tentative answers and the contact info would be info@uasg.tech and Arnt. Arnt answered that this information is enough for the future 5 years, the risky horizon.

There is an extra step to reward those who passed the self-certification with good scores to publish their results. This requires a section on the wiki page and it would combine with E8.

Jim added that E2.1 to E2.5 are buckets (categories), and the tasks below those rows are individual items. Jim suggested making the categories more well-organized. To represent it more clearly, it would be a two-level tree. Mark and Jim discussed the uncategorized examples, ex3 (Process for promoting notable certified products (related to wiki page)) and ex5 (Final design for logo and rules for displaying it). Mark said ex3 has been a conflicted issue. Jim suggested taking a note on what tasks have conflicted with the policy and seeking solutions. Mark noticed that the 'Timeline' column has included unrelated notes.

Jim predicted that the immediate step for the WG in the recent year would be to do the tasks related to the self-certification program. We need to start the self-certification program running, and it would help our next steps up-to two years. We need to keep this in mind and put the tasks together.

Looking at the first 3 action items, Mark said a tool is needed to generate the score of the tests in the self-certification guide. The next step is to do more comprehensive automated tests to verify the test results if possible. Jim pointed out that E1.1 to E1.3 are tasks taken over from the previous year. Jim suggested creating a test document of E2.1 to E2.5 buckets and fitting E1.1 to E1.3 under those categories. Jim confirmed that E2.1 to E2.5 are in correct heading order, and the description and other text under these need some polishing.

WG worked on categorizing and organizing the tasks for E2.1 to E2.5: [Link](#)
Items related to resources of self-certification are to be added to this document. Jim helped with formatting the document to gather the ideas and action items. Jim suggested adding brainstormed ideas under the tag "Needs clarification" under each category, and add the information to the paragraph above it after discussion and WG agrees with it. Later on, Jim added further edits and sent the information to the UA-EAI WG mailing list. E1.1 to E1.3 were taken under E2.2.

John said there was some open source code that was written when he was doing the self-certification, and this could be a good starting point. It was part of automating the tests. Jim and Mark noted this sounded like E1.3, and Jim said E1.3 had been placed under E2.2, which would include both automating the tests and generating the test results into scores by level.

Jim will continue to tidy up the planning text document and share with WG.

AOB (The next meeting time)

Mark said the meeting time was shifted one hour later due to daylight saving time. According to Abdalmonem’s feedback, the shift of meeting time does not work well for the rest of the world. This would be 6 am for both Mark and Jim. The meeting time will be 14:00 UTC starting from the next meeting, 30 January 2024.

Next meeting: Tuesday, 30 January 2024, 14:00 UTC

Action items:

No.	Action Item	Owner
1	Inform the WG for the new meeting time	Yin May
2	5-year action plan to be revised and concluded	WG
3	Continue editing the document	Jim