

WG	Ref	FY23 Task Status	Description	Notes		Completed
Technology	T1	Identify technology stacks for UA testing – Phase 2		Regular work. Can be carried forward to FY24.		In progress
Technology	T2.1	Demonstrate how to program for UA in Java, Java Script and Python3		Regular work. Completed: Sample codes at Github - UASG043. Mobile platforms, PHP, etc. can be added (?)		Under planning or contracting
Technology	T2.2	Step by step instructions to make UA ready websites, configure CMS, etc.		UASG 045 will cover this partly		Not started
Technology	T3	Conduct technology remediation for websites		Almost completed: UASG 045 to be published soon		
Technology	T4	Develop additional training materials		Regular work. Can be carried forward to FY24. - Programming Training for UA-4hr - Email Administration Training for UA-4hr		
Technology	T5	Identify the big picture UA challenges in 2022 through surveys of targeted stakeholders and provide recommendations to the UASG		Under Planning: Expert Consultation Survey + Three more surveys(Devs, Managers, Govts)		
Technology	T6	Work on the action items recommended in the Standards and Best Practices UASG040 report		HTML, IDNA 2003/2008 will be taken up by Measurement WG.		
Technology	T7	Academia outreach: engage with ACM and IEEE to update IT-related curricula to include IDNs and UA		Under planning/contracting: SOW has been completed. Due Diligence continues. (Same with M5 goal)		
Technology	T8	Contribute to the Annual UA/EAI Day in Feb. 2023		Completed. Regular work. Can be carried forward to FY24. Members spoke at multiple events.		

WG	Ref	FY24 Plan	Description	Notes		
Technology	T1	Identify technology stacks for UA testing – Phase 2			AI: Leadership team to come up with ac active period for holding WG meetings (9-10 months?) Note: WG is not sure of the main priorities. AI: Satish / Seda see prior notes to find out prioritization	
Technology	T2	Contribute improvements to Dovecot code to correct EAI support problems		Dovecot is open source. See code at < https://github.com/dovecot/core >. In < https://github.com/dovecot/core/blob/main/COPYING > it says, "Everything in src/lib/, src/auth/, and src/lib-sql/ is under MIT license (see COPYING.MIT) unless otherwise mentioned at the beginning of the file. Everything else is LGPLv2.1 (see COPYING.LGPL) unless otherwise mentioned at the beginning of the file." (AI: Arnt: If we make the changes will the team accept it?) (AI: Harsha will check Roundcube contributions)	EAI WG feedback: EAI WG strongly recommends this item. Thank you for doing this, and please come back to EAI WG when you've got a plan. Dovecot may not accept the bug fix. They may find fixing the issue very expensive. Arnt had an alternate solution: to build Dovecot binaries to Debian, Centos or Rocky packages, and then ask cPanel (the competitor) to include that instead of readymade packages. Mark said it was worth considering this option. T2 is best mapped to E2.1 action item of FY24, which is the first priority for EAI WG. (E2.1: Make it easier to experiment with a self-hosted working EAI system)	
Technology	T3	Test for bugs in email software when email addresses contain non-ASCII text in the human-readable parts of the address syntax.	Example of human-readable parts in email address: Han 寺航人 夢持 <list+uasg@jdih.com> (RtoL ل-الساميل موريتانيا)	The eminent authority who brought up the issue of bugs in software reading human-readable parts of email addresses is John Klensin. More information: https://en.wikipedia.org/wiki/John_Klensin , https://www.rfc-editor.org/rfc/rfc5890 .	EAI WG feedback: Neutral on T3. Probably not needed at this time. It can even be deprioritized as it may not worth the time in practice.	
Technology	T4	Identify the big picture UA challenges in 2023 through surveys of targeted stakeholders and provide recommendations to the UASG				
Technology	T5	Step by step instructions to configure CMS		A how-to document, that can be later converted into video for UASG training.	Harsha will come back to us on such doc.	
Technology	T6	Work on the action items recommended in the Standards and Best Practices UASG040 report		What actions from UASG 040 can be taken up?	Comms WG request: How to Training videos by TECH/EAI WG's on becoming UA Ready , step by step approach	
Technology						
Technology						
Technology						

WG	Ref	FY23 Task Status	Description	Notes		Comment	
EAI	E1	Update self-certification guide for EAI		Self-certification tool to generate scores to determine levels	Complete self-certification version 1.0	In progress	
EAI	E1.1	Build self-cert tool to generate scores for different levels of support		Build self-cert tool to generate scores and determine level of support		Under planning	
EAI	E1.2	Help reference providers perform self-certification using the guide from E1		Partly completed during CANNON's Onboard, Roundcube and iCloud Sync		Not started	
Com	E2	Make it easier to equipment with a self-hosted working EAI system		1st priority			
EAI	E3.1	Identify reference customers to showcase adoption of globally inclusive email and document the experience		top priority			
EAI	E3.2	Identify reference mail service providers to showcase for adoption of globally inclusive email and document the experience		top priority			
EAI	E4.1	Provide support of globally inclusive email addresses by engaging market share leaders (not limited to email service providers)		low priority			
EAI	E4.2	As CANNON has succeeded in scheduling meetings with the market leaders, prepare for and hold those meetings. Do follow-up actions and report on the results		low priority			
EAI	E5	Placeholder for Technical community questions from Stackoverflow, UASG blog for answers (in HTML)		medium priority			
EAI	E6.1	Provide support of globally inclusive email addresses by engaging market share leaders (not limited to email service providers)		low priority			
EAI	E6.2	As CANNON has succeeded in scheduling meetings with the market leaders, prepare for and hold those meetings. Do follow-up actions and report on the results		low priority			
	23 May note	Consider adopting better terms for "EAI" and "EAI addresses".		design it with Comms WG, and promotion should be done by Comms.			
	23 May note	Create a website for EAI self-certification guide, its tools and for promoting EAI self-certification results on usag.tech website.					
From old notes: Sending outreach to email providers that are not EAI ready. Action items from the best practices and standards (Call for SDW)							

WG	Ref	FY24 Plan	Description	Notes		
EAI	E1	Complete EAI self-certification guide version 1.0		Build self-cert tool to generate scores and determine level of support	How to promote EAI Self-Certification Guide?	
EAI	E1.1	Build self-certification tool to generate scores to determine levels	E1.1 a internal tool, can be hosted	Build self-cert tool to generate scores and determine level of support	DNS is the starting point for EAI. At a global level, asking the DNS administrator to use the guide and host EAI would be a great idea. The tool he saw him to add at least one EAI ready DNS.	
EAI	E2.1	Make it easier to equipment with a self-hosted working EAI system	1st priority	1st priority	We need a system to build trust, there should be an independent party to verify the result and scoring levels. Show, build or Platform to prevent the misuse of the guide.	Some users of free software would do the self-certification out of curiosity and with good will to show how EAI ready the product is. Some like employees of some companies who might do best to spread something bad.
EAI	E2.2	Placeholder for training videos: EAI Self-certification guide videos		Placeholder for training videos: EAI Self-certification guide videos		
EAI	E3.1	Identify reference customers to showcase adoption of globally inclusive email and document the experience	top priority	top priority		
EAI	E3.2	Identify reference mail service providers to showcase for adoption of globally inclusive email and document the experience	top priority	top priority		
EAI	E4	Help reference providers perform self-certification using the guide from E1		Help reference providers perform self-certification using the guide from E1		
EAI	E5	Placeholder for Technical community questions from Stackoverflow, UASG blog for answers (in HTML)		Placeholder for Technical community questions from Stackoverflow, UASG blog for answers (in HTML)		
EAI	E6.1	Provide support of globally inclusive email addresses by engaging market share leaders (not limited to email service providers)		Provide support of globally inclusive email addresses by engaging market share leaders (not limited to email service providers)		
EAI	E6.2	As CANNON has succeeded in scheduling meetings with the market leaders, prepare for and hold those meetings. Do follow-up actions and report on the results		As the desired impact was not achieved in FY23, we need to do this in a different way. For the credibility of the answers, more HTML content is needed than PDF an usag.tech		

WG	Ref	FY23 Task Status	Description	Notes		Completed
Communications	C1	Content for communications channels: Explainer videos	Three explainer videos (e.g., animated format), ~3-5 mins explaining UA/EAI issues and based on training materials, in English with subtitles in the 6 UN official languages.	SOW completed. Due diligence and contracting process will be done.		In progress
Communications	C2	Organize a strategic comms partner	UASG communications/content development and production (7-10 Blogs, 3-4 Case studies, etc.) and Ad-hoc support (incl. organizing SMM) / Decide on the possibility to create 2-3 materials for mass media editions	Regular work. To be carried forward to FY24		Under planning or contracting
Communications	C3	Review UA/EAI content and its dissemination channels	Review of UASG/UA WGs activities and projects content, its appropriate format and dissemination channels for relevant stakeholders (e.g., via website, amm, UA community and other channels). Including consideration of possibilities to make regular Newsletters	Partly completed. Needs to be assessed if needed. https://docs.google.com/spreadsheets/d/1NJRqgJDNrclXbGtJ8BwHtCv7yEDEEYv7MYg_kUASG@group		Not started
Communications	C4	Maintain social media (Facebook, Twitter, LinkedIn) presence of UASG, led by ICANN org	Publications of UASG content on Facebook, Twitter, and LinkedIn (by ICANN Comms Team)	Managed by ICANN Comms. supported by UA Comms WG for social media campaigns.		
Communications	C5	Maintain UASG tech website	Hosting and website maintaining	Regular work. To be carried forward to FY24		
Communications	C6	Coordinate the reviews and upgrades on UASG tech website with other WGs	Coordinate the reviews and upgrades on UASG tech website with other WGs	Performance upgrade done for UA Day		
Communications	C7	IGF Strategy. Reach-out and present the UASG/UA community in the national, regional IG forums/events	IGF Strategy. Reach-out and present the UASG/UA community in the national, regional IG forums/events	Africa IGF, IIGF, Global IGF completed.	what are the international events we should take part? Applied to APRIGF (Mohammad Abdul Haque Bangladesh IGF, ICANN, UASG; Jia Rong Alay Data knows it.)	
Communications	C8	UASG Annual Report led by ICANN org	Contribute and review the UASG's Annual report, led by ICANN org	Regular work. FY23 UA Readiness Report was done by ICANN, reviewed by UA Comms WG.	suggest topic by topic	
Communications	C9	Case studies on EAI/UA implementations	Develop case studies on UA adoption from around the world	Last case study was on 1 June 2022, THNIC Hackathon. Requires interaction with other WG on what type of case study is mostly needed, to promote EAI guide, to create a business case to showcase return on investment, etc.	Mohammad Abdul Haque Anu was interested in hackathon and workshop type of case study.	
Communications	C10	Promote and support annual UA Day	Participation in preparation of UASG Annual UA Day and organizing its promotion	Regular work. Can be carried forward to FY24. Requires Comms plan on how to support.		
Communications	C11	Develop video/written content that includes messages from UASG leaders, industry influencers, and the ICANN community for distribution	Develop video/written content that includes messages from UASG leaders, industry influencers, and the ICANN community for distribution	Completed: https://www.youtube.com/@uadby-uasg		

WG	Ref	FY24 Plan	Description	Notes
Communications	C1	Content for communications channels: Explainer videos		Promotion of EAI requires support Comms WG
Communications	C2	Organize a strategic comms partner	Note: Better to be paraphrased as "Engage with a strategic comms writing partner"	
Communications	C3	Review UA/EAI content and its dissemination channels		
Communications	C4	Maintain social media (Facebook, Twitter, LinkedIn) presence of UASG, led by ICANN org	Note: Better to be removed as it is not done by Comms WG, but by ICANN org.	Adding Instagram (Adebummi) volunteering content development for Instagram
Communications	C5	Maintain UASG tech website	Note: Better to be removed as it is not done by Comms WG, but by ICANN org.	
Communications	C6	Coordinate the reviews and upgrades on UASG tech website with other WGs		e.g. converting the content for UASG0044 FAQ from PDF to HTML. Local chapters of IGFs. How many international events we can participate and how?
Communications	C7	Reach-out to the UASG/UA community to present in the national, regional international forums/events		Abdulmonem will come up with other relevant websites. Preeti Kamra volunteered this work. AI: members suggest local IGFs to UASG; Theorose Eikplim volunteered this work.
Communications	C8	UASG Annual Report led by ICANN org	Note: Better to be removed as it is not done by Comms WG, but by ICANN org.	
Communications	C9	Case studies on EAI/UA implementations		Mohammad Abdul Haque will come up with their own case study.
Communications	C10	Promote and support annual UA Day		Mutegeki Cliff volunteered this work
Communications	C11	Step by step instructional videos to explain how to create email servers, websites, apps, etc (in collaboration with Tech/EAI WGs)	Note: Better to be removed as it is not done by Comms WG, but by other WGs.	Check with Tech and EAI WGs. Should be longer than Explainer videos, should not be advertising. Could be in line with UA Curriculum Work.

Note: for the ones that will be removed, the work that will be done by Comms WG should be clear.

Ref	FY24 Plan	Description
C1	Content for communications channels: Explainer videos	SOW
C2	Engage with a strategic comms writing partner	
C3	Review UA/EAI content and its dissemination channels	
C4	Coordinate the reviews and upgrades on UASG tech website with other WGs	Jim said indexing the UASG documents would help with navigating through the document hub. Currently, it is not clear what is the relationship between documents, which document is the extension of which previous document, which document overwrites which one, this could be clearer.
C5	Reach-out to the UASG/UA community to present in the national, regional international forums/events	
C6	Promote and support annual UA Day for 2024	
C7	Identify the case studies on EAI/UA implementations	
C8	Placeholder to support step by step instructional videos that are planned by the other working groups (EAI/Tech)	
C9	Planning and publishing the UASG Newsletter	

WG	#	Task	Description			Completed
Admin	A1	Registration of domain names for testing				In progress
Admin	A2	Host UASG.tech website				Under planning or contracting
Admin	A3	Design and print comms materials				Not started
Admin	A4	Support for engagement for global and regional IGFs, etc.				
Admin	A5	Organize UA Day (23 Feb 23)				
Admin	A5.1	Support regional events				
Admin	A5.2	Global UA Day Meeting / Workshop				
Admin	A5.3	Local Hackathon/Workshops by LIs and Ambassadors				
Admin	A6	UASG Leadership Team Meeting				
Admin	A7	Support UA Ambassador Outreach				
Local Initiatives	L1	Support UA Local Initiatives				

Ref	Actions	Notes	Feedback from EAI WG	EAI WG Notes
T2	Contribute improvements to Dovecot code to correct EAI support problems	Dovecot is open source. See code at <https://github.com/dovecot/core>. In <https://github.com/dovecot/core/blob/main/COPYING> it says, "Everything in src/lib/, src/auth/, and src/lib-sql/ is under MIT license (see COPYING.MIT) unless otherwise mentioned at the beginning of the file. Everything else is LGPLv2.1 (see COPYING.LGPL) unless otherwise mentioned at the beginning of the file. (AI: Arnt: If we make the changes will the team accept it?) (AI: Harsha will check Roundcube contributions)	EAI WG's Feedback on T2 to Tech WG: Arnt will do some work to build Dovecot binaries and Harsha and Khaldoun will provide support to him. EAI WG strongly recommends this item. Thank you for doing this, and please come back to EAI WG when you've got a plan.	Dovecot may not accept the bug fix, because they haven't accepted anything like this so far. Very expensive to them and they may expect us to pay for it. Arnt had an alternate solution, the way is to build Dovecot binaries to Debian, Centos or Rocky packages, and then ask cPanel (the competitor) to include that instead of readymade packages. Mark said it was worth considering this option. T2 is best mapped to E2.1 action item of FY24, which is the first priority for EAI WG.
T3	Test for bugs in email software when email addresses contain non-ASCII text in the human-readable parts of the address syntax.	Example of human-readable parts in email address: Han 寺帆人 夢持 <list+uasg@dlh.com> (RtoL ل-الشميل، موريندانيا) The eminent authority who brought up the issue of bugs in software reading human-readable parts of email addresses is John Klensin. More information: https://www.rfc-editor.org/rfc/rfc5890 .	EAI WG's Feedback on T3 to Tech WG: Neutral on T3. Probably not needed at this time. It can even be deprioritized.	John Levine noted that it is not worth the time.
M6	Market research to identify growing email or social media products which compete on UA support	Identification of smaller but competitive and growing email service providers, social networks, etc. who are doing better in UA readiness than the leading ones so that we can highlight the upstart providers to put pressure on the leading companies. A vendor to do a market research to find out the local providers that claim to support all languages in domain names and email addresses.	EAI WG's Feedback on M6 and M7 to Measurement WG: We can't gauge the efficacy of M6. There could be no one in the list or maybe dozens. Whereas we are certain that we need to have M7. M7 is better and more prioritized than M6.	
M7	Rating email software using EAI Self-Certification Guide (phase 1)	Select 1-3 leading email packages or services. Rate their EAI support using the EAI Self-Certification Guide. Report on ratings, and also identify problems with the guide. Open source and some other email services were already done by volunteers. Additional services from Gmail, Microsoft Outlook, Apple Mail, major email providers can be done under M7.		