

Template

Your input should be brief (2–4 pages single-spaced), and focus specifically on the status of implementation in the action line(s) and/or main theme(s) of WSIS outcomes² that your organization is facilitating, implementing* or coordinating. It should contain the following three parts:

Part One: An executive summary (1/2 page) of activities undertaken by all stakeholders, progress made, and any obstacles encountered.

Part Two: A brief (1–2 pages) *analytical overview* of trends and experiences in implementation at the national, regional, and international levels and by all stakeholders, highlighting achievements and obstacles since WSIS. This could include information on the facilitation process of implementation, monitoring and cooperation among stakeholders.

Part Three: A brief description (1–2 pages) of:

a) Innovative policies, programmes and projects which have been undertaken by all stakeholders to implement the outcomes. Where specific targets or strategies have been set, progress in achieving those targets and strategies should be reported.

b) Future actions or initiatives to be taken, regionally and/or internationally, and by all stakeholders, to improve the facilitation and ensure full implementation in each of the action lines and themes, especially with regard to overcoming those obstacles identified in Part Two above. You are encouraged to indicate any new commitments made to further implement the outcomes.

Deadline

We look forward to receiving your input before **15 December 2011**. It should be addressed to: Mr. Mongi Hamdi, Head of the CSTD Secretariat, e-mail: mongi.hamdi@unctad.org.

Website

Pursuant to ECOSOC resolution 2007/8 on “Flow of Information for the Follow-up of the World Summit on the Information Society,” your inputs will also be made available on the CSTD website in their original language as contributions to the 15th session of the Commission, at: <http://www.unctad.org/cstd/>.

* If your organization/entity is not an Action Line Facilitator, please concentrate on the activities undertaken by your organization/entity in implementation of WSIS targets, recommendations and commitments.

² Please see Annex for a list of WSIS action lines and main themes.