

# UA EAI Working Group Meeting

30 July 2019

## Attendees:

1. Ahmed Bakhat Masood
2. Ajay Data
3. Ashwin Reddy
4. Cheryl Langdon Orr
5. Jay Paudyal
6. Jothan Frakes
7. Hanan Khatib
8. Mark Svancarek
9. Nabil Benamar
10. Nitin Walia
11. Jiankang Yao
12. Zied Bouziri
13. Sarmad Hussain

## Meeting Notes

Action items from the previous meetings were reviewed:

- finalize charter
- list email tools, utilities and services

The working group members started with developing the purpose and outcome of the charter.

For purpose, it was noted that there is an initial set of technical gaps and tools identified in the work done previously. It was suggested to find that documentation and circulate it to the group. The earlier work had noted that most of email traffic goes through few systems; like big email service providers such as Gmail, Hotmail, Yahoo, etc. and a few clients and applications, e.g. outlook, Gmail client on phones, iPhone email clients, etc. And there are open source email projects. Strategies for reaching out to such companies were also developed previously, with some engagement with Tencent and Yandex. It was also noted that an initial set of documents was issued by UASG on technical details of email, including SMTP and EAI, and the working group can build on that. Training documents are also needed, which not only include training for coders to note how to support EAI in software but also training for email administrators to select and configure tools to deploy EAI support in their respective organizations.

The EAI working group specified details of the purpose of the working group. Beyond technology and outreach, it was suggested to develop low bandwidth but high-quality training in collaboration with other working groups for the community. Training in multiple languages may also be needed.

The working group developed the list of outcomes, to be refined further over email:

- Review the levels/phases of EAI support already developed and refine these as needed
- Develop an inventory of proprietary and open source tools and applications for EAI along with their contacts
- Develop an inventory of email service providers along with their contacts

- Prioritize and outreach to these tool and service providers' contacts to support EAI and maintain the status of the engagement with them (e.g. encourage one service provider to support EAI per year)
- Develop baseline metrics for measuring EAI support
- Define requirements for technical validation of EAI
- Undertake review of EAI technology and services to determine their support for EAI in conjunction with measurements WG
- Review, update and develop technical documentation and make its translations available
- Develop training materials for EAI deployment for email administrators, email tools, application developers and web-developers (e.g. including advice for managing ASCII and non-ASCII usernames)
- Develop and undertake training dissemination, by organizing webinars, training courses on ICANN learn, face-to-face training and other effective mechanisms
- Develop communication materials (blog, case studies, etc.) to acknowledge the support of EAI by various proprietary and open source tools and services

The group also went through the [uasg.tech](http://uasg.tech) website to see the various documents related to EAI, including those which list the relevant RFCs, a quick guide and a detailed overview.

#### Action Items

No.	Action Item	Owner
1	Identify the earlier documentation from EAI WG on technical gaps and list of utilities and circulate to the WG	Sarmad Hussain
2	Review the charter document and send feedback on the whole document, especially the sections on purpose, outcome and membership	All members