

Meeting Memorandum

Adopted at WeGO 2012 Executive Committee Meeting
held in Chengdu(成都市), Sichuan Province
on 3 September 2013

Meeting Schedule

- Dates: 2-5 September 2013
- Host: Chengdu City
- Venue: Jinjiang Hotel
- Language: English
- Meeting Schedule:

Day 1 : Monday, 2 September (Arrival & Welcome Dinner)

18:00- 20:00 Welcome Dinner

Day 2 : Tuesday, 3 September (All-day Meeting)

09:00-09:10	Opening Announcement
09:10-09:15	Introduction to Participants and Meeting Schedule
09:15-09:20	Announcement on Meeting Procedures
09:20-09:25	Briefing on Executive Committee
09:25-09:45	Progress Report 2012-2013
09:45-10:40	Agenda 1. Dates of 3 rd General Assembly 2014 Agenda 2. Opening of Regional Offices
10:40-11:00	Coffee Break
11:00-11:05	Highlight Video on WeGO e-Government Training 2013
11:05-11:10	Financial Report
11:10-12:30	Agenda 3 Review of Existing Projects and Discussion for Improvement Agenda 4 New Membership and Funding Strategies
12:30-14:00	Lunch
14:00-16:00	Agenda 5 Good Practice Sharing Agenda 6 Discussion on Future Growth of WeGO: A Framework for an Exchange Program for Member Cities
16:00-16:30	Coffee Break
16:30-17:00	Meeting Memorandum
17:00-17:20	Pre-Dinner Refreshments
17:20-17:40	Opening Ceremony of Regional Office

Day 3 : Wednesday, 4 September (Tour)

Day 4 : Thursday, 5 September (Departure)

Meeting Participants

City	Name	Job Title
Chengdu	Laizhao Zhong	Deputy Director General of Chengdu Municipal Foreign Affairs
	Shipin Zhao	Deputy Director General of Chengdu Municipal e-Government Office
	Dagong Zhang	Chief of Translation Department of Chengdu Foreign Affairs Service Center
Edmonton	Chris Moore	Chief Information Officer
Frankfurt	Volker Stein	Head of Department for Infrastructure
	Carsten Bobe	Program Officer of Department for Infrastructure
Jakarta	Sylviana Murni	Assistant Secretary for Government Affair, Jakarta Capital City Government
	Sulastri Gultom	Head of Division of Governmental Affairs, Central Jakarta Municipal
	Edi Sumantri Syamsu	Head of Local Tax Services Unit, South Jakarta Municipal
	Dewi Mustika Tafal	Head of Division of Software Infrastructure, Jakarta Capital City Government
Khartoum State	Algilani Omer Hassan	General Secretary of General Secretariat
	Ahmed Abdulgadir Salih Musa	Chief Information Officer of Information Center
Maputo	Adelaide Beatriz Lemos Souto	Director of Maputo Municipality Information System
	Nilton Alexandre Mate	Technician of Maputo Municipality International Relations
Nairobi	Benter Aoko Ogot	Director of Nairobi City County ICT
Paris	Vincent Morel	Head of Digital Office
Sennar State	Idris Ahmed Idris Ali	Adviser of Sennar State if IT
	Hisham Siddig Mohamed	Director of Office of Sennar State
Seoul	Gunso Kim	Chief Information Officer
	Dongsuk Park	Deputy Director of Information Planning Division
	Jayne Lee	Manager of Information Planning Division
	Sunyoung Jung	Manager of Information Planning Division
Ulaanbaatar	Bat-Ulzii Batchuluun	Head of Metropolitan Information Technology
Ulyanovsk Region	Svetlana Vladimirovna Openysheva	Deputy Chairman of Ulyanovsk region Government
	Liudmila Nikolayevna Dedushkina	Head of the Department for External Affairs
*NIC, Sudan	Mubarak Mohamed Ahmed	General Manager of NIC Sudan

✓ * Note: The delegation of NIC, Sudan attends the meeting as observers.

Meeting Agenda: post-meeting notes

Agenda 1. Dates of 3rd General Assembly 2014

In full consideration of the preferred dates of the host city and other member cities, the Executive Committee agreed to host the 3rd General Assembly 2014 in Chengdu on 3-6 November, 2014.

Agenda 2. Regional Offices

In accordance with the WeGO Statute, the establishment of Regional Offices should be approved by Executive Committee. At the EXCOM 2013, the Executive Committee listened to the bidding proposals of Chengdu and Ulyanovsk Region for Regional Offices and voted for decision making. As a result, the Executive Committee approved the establishment of Asian Regional Office in Chengdu and European Regional Office in Ulyanovsk Region, with the consent of more than half of the members present.

Agenda 3. Review of Existing Projects of WeGO and Discussion for Improvement

The Executive Committee shared the importance of sustainable training programs for more members of WeGO. Chengdu, Sennar State, and Ulyanovsk Region expressed interest in organizing on-site training sessions in their own cities, while Edmonton proposed to organize a webinar (or a web seminar) for online training. Secretariat will request and combine the training plan of each member city to develop the integrated training opportunities for members in 2014.

Agenda 4. New Membership and Funding Strategies

The Executive Committee shared different ideas of extending the membership to corporate member and friend member. After a long discussion, the Committee decided to table this agenda to the next meeting of Executive Committee for further discussion.

Agenda 5. Good Practice Sharing

In an effort to share knowledge and practices among members, 5 members of Chengdu, Khartoum State, Paris, Seoul, and Ulyanovsk Region presented good practices on municipal e-governance at the meeting.

Agenda 6. Discussion on Future Growth of WeGO: A Framework for an Exchange Program for Member Cities

Secretariat will request members to complete the Urban e-Gov. Diagnostic & Solution Framework and will identify common challenges facing the member cities accordingly. Cities in the same challenge group will explore solutions through the workshops of the next meeting of General Assembly to be held in Chengdu in 2014. The results of workshop will be reflected in the Framework for an Exchange Program for Member Cities.