# Trinidad and Tobago Multistakeholder Advisory Group Membership Guidelines

This document outlines how organisations can join the Trinidad and Tobago Multistakeholder Advisory Group (hereafter TTMAG) as Members, the responsibilities of Members, and the responsibilities of Stakeholder Groups within the TTMAG.

## Application Guidelines

1. Membership in the TTMAG is available to **organisations only**, not individuals.
2. The organisation must apply for membership as part of one (and only one) of the following TTMAG stakeholder groups:

   - Academia
   - Civil Society
   - Commercial / Business
   - Government
   - Technical Community / ICT Civil Society
   - .tt ccTLD holder
   - Foreign Based Organisations

   The section below on **Stakeholder Group Definitions** is presented to assist prospective member organisations in selecting the most appropriate group.
3. The prospective member organisation shall identify up to two individuals as its representatives in the TTMAG - the primary representative and the secondary representative.
4. The primary representative will be assumed to be that person who will cast any votes required, with the secondary being the alternate.
5. Upon submission of the application form, the application will be reviewed by the TTMAG Board before a decision on approval or non-approval of membership.
6. Each applicant will be notified of the decision, whether or not their application was successful.
7. Once membership is attained, the organisation can update its TTMAG representatives at any time by giving one month's notice, in writing, to the TTMAG Board to that effect.

8. Membership application and registration are free of charge.

9. Foreign Based Organisations are not permitted to have representatives on the Board of Directors, nor are allowed to vote. They can contribute to and participate in TTMAG events and activities.

## Stakeholder Group Definitions

Definitions adapted from the [UNESCO/ICANN Glossary of Internet Governance Terms (2017)](#), p. 31.

| TTMAG Stakeholder Group | Corresponding Stakeholder Group | Definition |
|---|---|---|
| Government | Government institutions or organizations | Executive or administration in control of a state permanently or at a given time being a major stakeholder group in Internet governance. |
| Commercial/ Business | Private sector institutions, organizations, groups or communities | Institutions, organizations, groups or communities of that part of the economy, which is run by private individuals or groups, being a major stakeholder group in Internet governance.<br><br>**NOTE**: The private sector is a means of enterprise for profit, and is not controlled by the state (areas of the economy controlled by the state being referred to as the public sector). |
| Civil Society | Civil society organizations, groups or communities | Organizations, groups or communities of the field of non-governmental organizations and institutions that manifest interests and will of citizens and are a major stakeholder group in Internet governance.<br><br>**NOTE**: Civil society includes the family and the private sphere, referred to as the 'third sector' of society, distinct from government and business. |
| Academia | Academic communities | Institutions, organizations or communities active in the educational system and scientific research at national, regional and international levels and being a major stakeholder group in Internet governance. |

| TTMAG Stakeholder Group | Corresponding Stakeholder Group | Definition |
|---|---|---|
| | | **NOTE**: Together with the technical communities and extensively interacting with and within all stakeholder groups the academic communities make a permanent and valuable contribution to the stability, security, functioning and evolution of the Internet. |
| Technical Community/ ICT Civil Society | Technical communities | Institutions, organizations or communities active in technical fields and being a major stakeholder group in Internet governance.<br><br>**NOTE**: Together with the academic communities and extensively interacting with and within all stakeholder groups technical communities make a permanent and valuable contribution to the stability, security, functioning and evolution of the Internet. |
| Foreign Based Organisations | Foreign Based Organisations | Organisations or entities which are not registered in or based in Trinidad and Tobago including regional, international and intergovernmental organisations. |

# Membership Benefits

1. Members are entitled to vote at the TTMAG Annual General Meeting, including the election of Directors from the organisation's stakeholder group to the TTMAG Board.

2. Members will have access to TTMAG communication channels - e.g. membership mailing list.

3. Members will be entitled to early registration access and registration fee discounts (where applicable) for participation at TTMAG events.

4. Where members' official websites are not on the .tt ccTLD, they will be entitled to a discounted .tt domain.

# Responsibilities of Member Organisations

1. TTMAG member organisations shall accept and uphold the TTMAG bye-laws and any regulations that may be prescribed by the TTMAG Board.

2. The member organisation will be contacted by the TTMAG Secretary every three years, starting from its date of registration, to reconfirm its TTMAG representative(s).

3. TTMAG members are expected to raise and discuss issues pertinent to internet governance and ICT in Trinidad and Tobago, and to advise their representatives on the TTMAG Board.

4. TTMAG members can be called upon to lend their expertise to the Board on matters including but not limited to: policy development, ccTLD marketing, event coordination, and fundraising.

# Responsibilities of Stakeholder Groups

1. Each stakeholder group is represented by two Directors on the TTMAG Board. At the end of a Director's term, the relevant stakeholder group will select an individual to serve as a Director on the TTMAG Board.

2. The stakeholder group should aim to select the Directors by consensus. If, after consultations, there are still multiple nominees for the TTMAG Board position from within the stakeholder group, then there will be a vote by the members of the stakeholder group, within the policy set by the TTMAG Board.