

# UA EAI WG Meeting

15 April 2025

## Attendees

Mark Svancarek (MarkSv)  
Nitin Walia  
Jim DeLaHunt  
Harsha Wijayawardhana  
Emmanuel Oruk

Muhammed Awal  
Riyadh Zehrah  
Lavish Mawuena Mensah  
Seda Akbulut

Apologies by Anil Kumar Jain, Nosipho Nandipha Ntsaluba.

## Meeting Agenda:

1. Welcome and roll call
2. Continue working on the [SOW](#) on EAI self-certification training videos
  1. incorporating the suggestions from scenario11
  2. time keeping
3. Suggested topics by Jim:
  1. Clarifications from leadership about the [recent blog](#) for next UA steps
  2. Q&A with WG members about the shutdown.
  3. Are we in fact having a May meeting?
  4. What unfinished tasks we want to complete, or open issues we want to resolve by 30 June 2025.

Meeting recording: [Link](#); Passcode: .i+WH.a\$\$3

## Meeting notes:

- This meeting focused on completing the SOW. The WG started to review the comments and scenes from page 11-scene 11 onwards. Changes were made on the [SOW](#) document.
- Comments were incorporated in the scenes.
- Deliverables:
  - Subtitles will be prepared in English by vendor, and be translated by ICANN
  - Jim: An explanation of subtitle formats in video, if you are interested: <https://matesub.com/resources/subtitle-file-formats>
  - Seda: In the previous video we used .srt format for the subtitles with timing.
- SOW has been completed along with the deliverables.

## AOB:

Quick updates were provided about the path forward for UA work and UASG:

<https://www.icann.org/en/blogs/details/universal-acceptance-aligning-resources-and-the-path-forward-30-04-2025-en>

**Next meeting:** TBD

## Action items:

No.	Action Item	Owner
1		
2		