



united nations educational, scientific and cultural organization
organisation des nations unies pour l'éducation, la science et la culture

7, place de Fontenoy, 75352 Paris 07 SP
1, rue Miollis, 75732 Paris CEDEX 15

adresse postale : B.P.3.07 Paris
téléphone : national 01.45.68.10.00
international + (33.1) 45.68.10.00
télégrammes : UNESCO Paris
télèx : 204461 Paris
270602 Paris
téléfax : 01.45.67.16.90

31/01/2003

référence : CL/3651

**Subject Second session of the first intergovernmental meeting of experts
on the preliminary draft convention for the safeguarding of the
intangible cultural heritage**

Sir/Madam,

Pursuant to decision 3.5.2 adopted by the Executive Board at its 164th session, inviting me to convene one or more category II intergovernmental meetings of experts, the first session of the first such meeting took place from Monday, 23 to Friday, 27 September 2002 at UNESCO Headquarters in Paris.

At that first session, the experts recommended that I “convene the second session of this intergovernmental meeting starting in early 2003 to examine the consolidated text of the preliminary draft convention”.

I accordingly have pleasure in inviting your Government to designate one or more representatives, possibly one legal expert and one expert specialized in one or more fields of intangible cultural heritage, to take part in the second session which will take place from Monday, 24 February to Saturday, 1 March (afternoon included).

To this end, I should be grateful if you would complete the enclosed registration card and return it to Ms Alexandra Bochi, Intangible Heritage Section, (a.bochi@unesco.org; tel.: 33 (0)1 45 68 42 50; fax: 33 (0)1 45 68 57 52).

For your information, you will find enclosed the report of the first session of the meeting, with its Annexes I, II and III (Annex IV, containing the list of participants, will be available in the meeting room), the agenda and the draft Rules of Procedure adopted on that occasion, a registration card and an information sheet.

The consolidated text of the preliminary draft convention for the safeguarding of intangible cultural heritage will be sent to you shortly.

In accordance with the established rules, the travel and subsistence expenses of participants in this meeting are to be borne by the Government they represent.

To: Ministers responsible for relations with UNESCO

The working languages of the meeting will be English and French with simultaneous interpretation provided in both languages; depending on the availability of financing, it may be possible to provide interpretation in one or more other working official languages of the General Conference.

Accept, Sir/Madam, the assurances of my highest consideration.

Koïchiro Matsuura
Director-General

Enclosures: 5

cc: National Commissions for UNESCO
Permanent Delegations to UNESCO

APPENDIX I



UNITED NATIONS YEAR FOR CULTURAL HERITAGE
ANNÉE DES NATIONS UNIES POUR LE PATRIMOINE CULTUREL
AÑO DE LAS NACIONES UNIDAS DEL PATRIMONIO CULTURAL
سنة الأمم المتحدة للتراث الثقافي
ГОД КУЛЬТУРНОГО НАСЛЕДИЯ ОРГАНИЗАЦИИ ОБЪЕДИНЕННЫХ НАЦИЙ
联合国文化遗产年

CLT-2002/CONF.203/5
Paris, December 2002
Original: French

REPORT OF THE FIRST SESSION OF THE INTERGOVERNMENTAL MEETING OF EXPERTS ON THE PRELIMINARY DRAFT CONVENTION FOR THE SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE

Paris, UNESCO Headquarters, 23-27 September 2002

I. INTRODUCTION

1. The first session of the Intergovernmental Meeting of Experts on the Preliminary Draft Convention for the Safeguarding of the Intangible Cultural Heritage was held at UNESCO Headquarters in Paris from 23 to 27 September 2002. The meeting was attended by 281 experts from 120 Member States, 10 experts from three Permanent Observer Missions to UNESCO, and numerous representatives of interregional and international governmental and non-governmental organizations (see Annex IV).

2. Pursuant to 164 EX/Decision 3.5.2, the participants were invited to “define the scope and to take forward the work on the preliminary draft of an international convention”. For this purpose, the debates were based on a preliminary draft which was the result of the deliberations of a select drafting group composed of experts who met in their personal capacity on two separate occasions (March and June 2002). A glossary of terms which could be useful for the preparation of such an instrument (drawn up by another similar group of experts in June 2002) was distributed to the governmental experts.

II. OPENING OF THE MEETING

3. In his opening address, the Director-General, Mr Koïchiro Matsuura, noted the accelerating pace of globalization, which was undermining cultural diversity, and underscored the key role to be played by the intangible cultural heritage in sustainable development. The Director-General referred to the Third Round Table of Ministers of Culture held in Istanbul on 16 and 17 September 2002, at which 74 ministers of culture adopted a final declaration making the intangible cultural heritage and cultural diversity a priority on their political agendas. In particular, that declaration stressed the urgent need to identify mechanisms at the international level for action to safeguard the intangible cultural heritage, and expressed the view that the elaboration of “an appropriate international convention” could be a “positive step” towards that end. The Director-General therefore emphasized the need for deep interaction between national policies and international action. The President of UNESCO’s General Conference, H.E. Mr Ahmad Jalali, said that the UNESCO Universal Declaration on Cultural Diversity made numerous references to the intangible cultural

heritage, which should therefore be the subject of appropriate safeguarding policies at the national and international levels. He pointed out that the intangible cultural heritage was created and recreated by each generation, a process which gave the communities concerned a feeling of continuity and fostered a rich dialogue between cultures and civilizations. In the face of the new challenges of globalization, Mr Jalali invited the participants to reflect on the ways and means of preserving and conserving such heritage.

III. ELECTION OF THE BUREAU AND ORGANIZATION OF THE MEETING

5. Mr Mohammed Bedjaoui (Algeria) was elected Chairperson of the meeting; Mr Scovazzi (Italy), Mr Berke (Hungary), Mr Kim (Republic of Korea) and Mr Yaï (Benin) were elected Vice-Chairpersons; and Mr Barrios (Bolivia) was elected Rapporteur. Following a lengthy debate on the draft agenda, the draft agenda as amended (Annex II) was adopted. The draft rules of procedure (Annex III) were also amended and adopted. The Assistant Director-General for Culture, Mr Bouchenaki, spelled out the objectives of the meeting. To begin with, he stressed that the intangible cultural heritage was threatened with disappearance. Then, in view of the very relative success of the 1989 Recommendation on the Safeguarding of Traditional Culture and Folklore, and the widespread success of the 1972 Convention for the Protection of the World Cultural and Natural Heritage among the international community, he reminded the meeting that the General Conference had expressed itself in favour of the drafting of an international convention.

IV. GENERAL DEBATE

6. In the course of the discussions over the five days of the meeting, the experts stressed the need to give recognition to (i) the interaction between the tangible and the intangible cultural heritage; (ii) the live, evolving nature of the intangible cultural heritage; (iii) the cross-border dimension of the intangible cultural heritage; (iv) the urgent need for protective measures; (v) the need for great flexibility in the negotiation process in order to secure the broadest possible consensus; and (vi) the importance of safeguarding the intangible cultural heritage at the local, national and international levels.

7. In addition, there was broad agreement on the following points:

A. General considerations

- (i) In accordance with the choice expressed by the General Conference in November 2001, to adopt an international convention in view of the incentive force and the implementational guarantees of such a legal instrument, rather than a mere recommendation. In view of the specificity of the intangible cultural heritage, the 1972 Convention should be taken more as a source of inspiration than as a model;
- (ii) To take into account the traditional dimension of the intangible cultural heritage (which gives communities a sense of continuity and cohesion), while stressing its contemporary, creative and evolving dimension;
- (iii) To link the future convention to UNESCO's programme on the Proclamation of Masterpieces of the Oral and Intangible Heritage of Humanity (clarifying its status with respect to the principle and the mechanism of a "list");
- (iv) To take account of "documentation" work as an integral part of the identification of the intangible cultural heritage;

- (v) To adopt the notion of “revitalization” so long as it does not underpin a policy of artificial “reactivation” of a given form of the intangible cultural heritage;
- (vi) To ensure an appropriate distribution of tasks between States and local communities.

B. Preamble

To make reference to human rights in the Preamble.

C. General provisions

- (i) To restrict the definition of the intangible cultural heritage, while taking into account its dynamic, evolving nature;
- (ii) To narrow the scope of application (*ratione materiae*), given that the scope of the definition and the annex is considered to be too broad;
- (iii) To include the notion of transmission from generation to generation in the definition so as to ensure that the definition covers only such intangible cultural heritage as has stood the test of time;
- (iv) To seek to harmonize the definition of the intangible cultural heritage with that used in the Proclamation of Masterpieces of the Oral and Intangible Heritage of Humanity, and to give it a stronger legal and operational meaning.

D. Article 4 (General framework for safeguarding the intangible cultural heritage)

To involve the actors and cultural communities concerned in the safeguarding process.

E. Considerations relating to other articles

- (i) With regard to relations between UNESCO and WIPO, to take into account the work undertaken by WIPO by referring to intellectual property law and by seeking to avoid any overlap in the fields of competence of the agencies and conflicts regarding standards;
- (ii) To maintain inventories, registers and/or lists, without neglecting the particular dynamic of the intangible cultural heritage;
- (iii) With regard to the possible establishment of an intangible cultural heritage committee, to create a body which is smaller and more representative than the World Heritage Committee (WHC), to be composed of members chosen by the States on the basis of their scientific skills.

8. On the other hand, the experts expressed divergent views on the following matters:

- (i) Whether or not to include languages in the scope of the convention; for some participants, languages were already covered by specific UNESCO programmes, such as that on languages in danger of disappearing;
- (ii) Whether or not to accept the principle of a list of items of the intangible cultural heritage. For various participants, efforts should be made to draw up either (i) a list of items of the intangible cultural heritage of specific and exceptional value, including the

intangible cultural heritage in danger, or (ii) a list of items of the intangible cultural heritage at risk, or (iii) a world inventory of the intangible cultural heritage; or (iv) a list of “best practices”;

- (iii) To elaborate various funding mechanisms, either (i) a mechanism which is binding for all States, or (ii) a non-binding mechanism, taking into account the financial possibilities of each party, or (iii) to make an appeal for extrabudgetary funds;
- (iv) To determine the status of the annex: whether or not it should be an integral part of the future convention.

V. CONCLUSION

9. Before proceeding to examine the draft recommendation prepared by the Secretariat (Annex I), the Chairperson outlined the forthcoming phases, and the method of work to be adopted:

- (a) in accordance with the Director-General’s circular letter (CL/3629), all Member States would be invited to communicate their amendments, comments and remarks by the end of November 2002, in order to enable the Secretariat to prepare a new consolidated version of the preliminary draft of the convention;
- (b) with regard to the definition of the scope of application, a consolidated version would be presented of Article 2 and of the Annex containing the various proposals made on the basis of the written amendments received by the Secretariat.

10. After inviting the Rapporteur to present his oral report, the Chairperson submitted the draft recommendation to the plenary meeting. A wide-ranging debate ensued, leading to the approval of the greater part of the proposed text, with a number of amendments.

11. The Chairperson congratulated the participants on the progress achieved in understanding and elaborating the preliminary draft of the convention. Underscoring the scale of the further efforts necessary in order to discharge the mandate given by the General Conference to the Director-General by 31 C/Resolution 30 and 164 EX/Decision 3.5.2, the participants agreed that it was necessary to continue the current meeting of governmental experts. Mr Bedjaoui therefore announced that the first meeting would not be brought to a close, but would merely be adjourned, and that consequently, the Bureau would be maintained until a further session was convened and held in early 2003. He also indicated that no drafting committee could be convened without the express agreement of the Committee of Governmental Experts, and that such a drafting committee would in any case have to be a direct emanation of the Committee of Governmental Experts. The Chairperson again encouraged all the participants to make good use of the time before the next meeting to communicate their amendments to the Secretariat; the task of the group of experts was to help the Director-General in the drafting process, contributing to his reflection by making constructive proposals. Final responsibility for the report to the General Conference at its 33rd session lay with the Director-General.

ANNEX I

Recommendation of the Intergovernmental Meeting of Experts on the Preliminary Draft Convention for the Safeguarding of the Intangible Cultural Heritage

Bearing in mind the eminent value, the importance, and the extreme vulnerability of intangible cultural heritage, and the consequent urgency of taking action to safeguard, revitalize and promote intangible cultural heritage and to develop international cooperation in a spirit of constructive solidarity, in close cooperation with relevant international organizations, more specifically, by establishing an appropriate international convention that would fill a gap in current international law,

Recalling 31 C/Resolution 30, and pursuant to 164 EX/Decision 3.5.2,

The Intergovernmental Meeting of Experts on the Preliminary Draft Convention for the Safeguarding of the Intangible Cultural Heritage convened in Paris (UNESCO Headquarters, 23-27 September 2002) recommends to the Director-General:

1. to take forward the work on the preliminary draft of an international convention for the safeguarding of the intangible cultural heritage within an intergovernmental framework;
2. to prepare a consolidated preliminary draft convention on the basis of the debates of the present meeting, integrating amendments proposed and comments as well as observations to be submitted to the Director-General by Member States and by observers by the end of November 2002 as requested by the Director-General in his letter CL/3629 and requests the Director-General to circulate this text as soon as possible to all Member States and observers;
3. to provide Member States with a list of multilateral international instruments in force directly relevant to the intangible cultural heritage; and
4. to convene the second session of this intergovernmental meeting starting in early 2003 to examine the consolidated text of the preliminary draft convention.

ANNEX II

Distribution limited

CLT-2002/CONF.203/1 Rev.
Paris, 23 September 2002
Original: English/French

**INTERGOVERNMENTAL MEETING OF EXPERTS ON
THE PRELIMINARY DRAFT CONVENTION FOR THE SAFEGUARDING
OF THE INTANGIBLE CULTURAL HERITAGE**

Paris, UNESCO Headquarters, 23-27 September 2002

AGENDA

1. Opening of the meeting
2. Election of the Chairperson
3. Adoption of the agenda
4. Adoption of the Rules of Procedure
5. Election of Vice-Chairpersons and of the Rapporteur
6. Introductory statement by the Secretariat concerning the objectives of the meeting and of the working documents
7. Determination of the scope of the preliminary draft convention
8. Results of the work of the governmental experts concerning the elaboration of the preliminary draft convention
9. Recommendations of the meeting to the Director-General

ANNEX III

Distribution limited

CLT-2002/CONF.203/2 Rev.
Paris, September 2002
Original: English/French

INTERGOVERNMENTAL MEETING OF EXPERTS ON THE PRELIMINARY DRAFT CONVENTION FOR THE SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE

Paris, UNESCO Headquarters, 23-27 September 2002

RULES OF PROCEDURE

I. Composition of the Meeting

Article 1: Participants

The participants shall be representatives of Member States of UNESCO who have been invited to participate by the Director-General after consulting the Executive Board of UNESCO; they shall have the right to vote.

Article 2: Observers

Representatives of Associate Members of UNESCO and States Members of the United Nations, as well as representatives of Palestine and those of intergovernmental and non-governmental organizations invited in conformity with a decision of the UNESCO Executive Board participate in the work of the meeting, as observers, without the right to vote.

II. Organization of the Meeting

Article 3: Election

The Meeting shall elect its Chairperson, four Vice-Chairpersons and a Rapporteur.

Article 4: Subsidiary bodies

The Meeting may establish such working groups as are necessary for the conduct of its work. Each of these bodies shall elect its Chairperson and its Rapporteur. The provisions of these Rules of Procedure shall apply *mutatis mutandis* to the Chair and to the discussions of the subsidiary bodies, in the absence of any decision to the contrary by them or by the Meeting, when the Rules of Procedure so permit.

Article 5: Duties of the Chairperson

1. The Chairperson shall open and close each plenary session. He/she shall direct the discussions, ensure observance of these Rules, accord the right to speak to the representatives, put questions to the vote and announce decisions. He/she shall rule on points of order and, subject to the present Rules, shall control the proceedings of each session and the maintenance of order.

2. Should the Chairperson find it necessary to be absent during the session or any part thereof, a Vice-Chairperson designated by him/her shall replace him/her. A Vice-Chairperson sitting as Chairperson shall share the same powers and responsibilities as the Chairperson.

3. The Chairpersons of the working groups shall have the same duties in respect of the bodies which they are required to chair.

III. Conduct of business

Article 6: Publicity of sessions

All plenary sessions shall, unless the Meeting decides otherwise, be held in public.

Article 7: Order and duration of speeches

1. The Chairperson shall call upon participants in the order in which they signify their wish to speak.
2. To facilitate the conduct of business the Chairperson may limit the time to be allowed to each speaker.
3. With the consent of the participants, the Chairperson may call upon an observer who has expressed his/her wish to speak.

Article 8: Points of order

During a discussion, any participant may rise to a point of order. Such points of order shall be immediately decided by the Chairperson. An appeal may be made against the ruling of the Chairperson. Such appeal shall be put to the vote immediately.

Article 9: Adjournment and closure

Any participant may at any time move the adjournment or closure of the debate or of the session. Such motions shall be immediately put to the vote in the following order:

- to suspend the session;
- to adjourn the session;
- to adjourn the debate on the item under discussion;
- for the closure of the debate on the item under discussion.

Article 10: Working languages

English and French are the working languages of the Meeting and of the working groups.

Article 11: Voting

1. Each Member State shall have one vote. Voting shall normally be by show of hands but any participant may request vote by roll-call. The decisions shall be taken by a simple majority of the participants present and voting. Nevertheless, in all matters, participants shall endeavour to take decisions by consensus.

2. For the purpose of the present Rules, the expression “participants present and voting” means participants casting an affirmative or negative vote. Participants abstaining from voting shall be considered as not voting.

IV. Secretariat of the Meeting

Article 12: Secretariat

The Secretariat of the Meeting and of its subsidiary bodies shall be provided by the UNESCO staff designated for this purpose by the Director-General.

Article 13: Duties of the Secretariat

1. It shall be the duty of the Secretariat to receive, translate and distribute documents, reports and resolutions, to provide for the interpretation of speeches made at the Meeting and to perform all other work necessary for the smooth functioning of the Meeting or of its subsidiary bodies.
2. The Secretariat may, at any time, upon the Chairperson’s approval, make statements, either written or oral, at the Meeting or at its bodies, concerning any matter under consideration.

V. Amendment of the Rules of Procedure

Article 14

The present Rules may be amended by a decision of the participants taken in plenary session.

APPENDIX II



United Nations Educational, Scientific and Cultural Organization
Organisation des Nations Unies pour l'éducation, la science et la culture

CLT-2002/CONF.203/1 Rev.
Paris, January 2003
Original: English/French

**SECOND SESSION OF THE INTERGOVERNMENTAL MEETING OF
EXPERTS ON THE PRELIMINARY DRAFT CONVENTION FOR THE
SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE**

Paris, UNESCO Headquarters, 24 February-1 March 2003

AGENDA

1. Opening of the meeting
2. Election of the Chairperson
3. Adoption of the agenda
4. Adoption of the Rules of Procedure
5. Election of Vice-Chairpersons and of the Rapporteur
6. Introductory statement by the Secretariat concerning the objectives of the meeting and of the working documents
7. Determination of the scope of the preliminary draft convention
8. Results of the work of the governmental experts concerning the elaboration of the preliminary draft convention
9. Recommendations of the meeting to the Director-General

APPENDIX III



United Nations Educational, Scientific and Cultural Organization
Organisation des Nations Unies pour l'éducation, la science et la culture

Distribution limited
Distribution limitée

CLT-2002/CONF.203/2 Rev.
Paris, January 2003
Original: English/French

SECOND SESSION OF THE INTERGOVERNMENTAL MEETING OF EXPERTS ON THE PRELIMINARY DRAFT CONVENTION FOR THE SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE

Paris, UNESCO Headquarters, 24 February-1 March 2003

RULES OF PROCEDURE

I. Composition of the Meeting

Article 1: Participants

The participants shall be representatives of Member States of UNESCO who have been invited to participate by the Director-General after consulting the Executive Board of UNESCO; they shall have the right to vote.

Article 2: Observers

Representatives of Associate Members of UNESCO and States Members of the United Nations, as well as representatives of Palestine and those of intergovernmental and non-governmental organizations invited in conformity with a decision of the UNESCO Executive Board participate in the work of the meeting, as observers, without the right to vote.

II. Organization of the Meeting

Article 3: Election

The Meeting shall elect its Chairperson, four Vice-Chairpersons and a Rapporteur.

Article 4: Subsidiary bodies

The Meeting may establish such working groups as are necessary for the conduct of its work. Each of these bodies shall elect its Chairperson and its Rapporteur. The provisions of these Rules of Procedure shall apply *mutatis mutandis* to the Chair and to the discussions of the subsidiary bodies, in the absence of any decision to the contrary by them or by the Meeting, when the Rules of Procedure so permit.

Article 5: Duties of the Chairperson

1. The Chairperson shall open and close each plenary session. He/she shall direct the discussions, ensure observance of these Rules, accord the right to speak to the representatives, put

questions to the vote and announce decisions. He/she shall rule on points of order and, subject to the present Rules, shall control the proceedings of each session and the maintenance of order.

2. Should the Chairperson find it necessary to be absent during the session or any part thereof, a Vice-Chairperson designated by him/her shall replace him/her. A Vice-Chairperson sitting as Chairperson shall share the same powers and responsibilities as the Chairperson.

3. The Chairpersons of the working groups shall have the same duties in respect of the bodies which they are required to chair.

III. Conduct of business

Article 6: Publicity of sessions

All plenary sessions shall, unless the Meeting decides otherwise, be held in public.

Article 7: Order and duration of speeches

1. The Chairperson shall call upon participants in the order in which they signify their wish to speak.
2. To facilitate the conduct of business the Chairperson may limit the time to be allowed to each speaker.
3. With the consent of the participants, the Chairperson may call upon an observer who has expressed his/her wish to speak.

Article 8: Points of order

During a discussion, any participant may rise to a point of order. Such points of order shall be immediately decided by the Chairperson. An appeal may be made against the ruling of the Chairperson. Such appeal shall be put to the vote immediately.

Article 9: Adjournment and closure

Any participant may at any time move the adjournment or closure of the debate or of the session. Such motions shall be immediately put to the vote in the following order:

- to suspend the session;
- to adjourn the session;
- to adjourn the debate on the item under discussion;
- for the closure of the debate on the item under discussion.

Article 10: Working languages

English and French are the working languages of the Meeting and of the working groups.

Article 11: Voting

1. Each Member State shall have one vote. Voting shall normally be by show of hands but any participant may request vote by roll-call. The decisions shall be taken by a simple majority of

the participants present and voting. Nevertheless, in all matters, participants shall endeavour to take decisions by consensus.

2. For the purpose of the present Rules, the expression “participants present and voting” means participants casting an affirmative or negative vote. Participants abstaining from voting shall be considered as not voting.

IV. Secretariat of the Meeting

Article 12: Secretariat

The Secretariat of the Meeting and of its subsidiary bodies shall be provided by the UNESCO staff designated for this purpose by the Director-General.

Article 13: Duties of the Secretariat

1. It shall be the duty of the Secretariat to receive, translate and distribute documents, reports and resolutions, to provide for the interpretation of speeches made at the Meeting and to perform all other work necessary for the smooth functioning of the Meeting or of its subsidiary bodies.
2. The Secretariat may, at any time, upon the Chairperson’s approval, make statements, either written or oral, at the Meeting or at its bodies, concerning any matter under consideration.

V. Amendment of the Rules of Procedure

Article 14

The present Rules may be amended by a decision of the participants taken in plenary session.

APPENDIX IV

Second Session of the Intergovernmental Meeting of Experts on the Preliminary-Draft Convention for the Safeguarding of Intangible Cultural Heritage

Deuxième session de la Réunion intergouvernementale d'experts sur l'avant-projet de convention pour la sauvegarde du patrimoine culturel immatériel

24 February-1 March 2003/24 février-1er mars 2003

Registration Card / Fiche d'inscription

(Please use capital letters / Prière d'écrire en majuscules.)

<input type="checkbox"/> Mr M. <input type="checkbox"/> Mrs Mme <input type="checkbox"/> Miss Mlle	LAST NAME / NOM: -----	FIRST NAME / PRENOM: -----
--	---------------------------	-------------------------------

Telephone / Téléphone: _____	Fax / Télécopie: _____	E-mail/Courrier électronique : _____
------------------------------	------------------------	--------------------------------------

COUNTRY OR ORGANIZATION / PAYS OU ORGANISATION
Name / Nom: _____

POSITION IN DELEGATION / POSTE DANS LA DELEGATION
<input type="checkbox"/> Leader Chef <input type="checkbox"/> Delegate Délégué <input type="checkbox"/> Alternate Suppléant <input type="checkbox"/> Adviser Conseiller <input type="checkbox"/> Other Autre

FUNCTION IN COUNTRY OR ORGANIZATION / FONCTION DANS PAYS OU ORGANISATION

POSTAL ADDRESS / ADRESSE POSTALE

LANGUAGES SPOKEN / LANGUES PARLEES
<input type="checkbox"/> English <input type="checkbox"/> Français <input type="checkbox"/> Other / Autre _____

Registration card to be returned before / Fiche d'inscription à retourner avant

Monday, 17 February 2003/Lundi 17 février 2003

Addressed to / Adressée à: Ms Alexandra Bochi

<i>Pour information For information</i>	UNESCO Division du patrimoine culturel 1, rue Miollis 75732 Paris Cedex 15 FRANCE	Telephone: +33 (0)1 45 68 42 50 Telefax: +33 (0)1 45 68 57 52 @: a.bochi@unesco.org
--	---	---

APPENDIX V



United Nations Educational, Scientific and Cultural Organization
Organisation des Nations Unies pour l'éducation, la science et la culture

Distribution limited
Distribution limitée

CLT-2002/CONF.203/INF.1.Rev
Paris, January 2003
Original : English/French

SECOND SESSION OF THE INTERGOVERNMENTAL MEETING OF EXPERTS ON THE PRELIMINARY-DRAFT CONVENTION FOR THE SAFEGUARDING OF INTANGIBLE CULTURAL HERITAGE

Paris, UNESCO Headquarters, 24 February-1 March 2003

PRACTICAL INFORMATION

1. Registration of participants

It will take place **on Monday 24 February 2003 from 8 a.m.** at the desk next to Room XII (Fontenoy building).

2. Working rooms

Plenary sessions will be held in Room XII (Fontenoy, 1st basement) from 9 a.m. till 1 p.m. and from 2.30 p.m. till 6.30 p.m. from Monday 24 February to Saturday 1 March 2003.

Office S 377 (in the 1st basement) is at the disposal of delegations for the whole duration of the meeting. It is equipped with two computers with keyboards in English and French, permanent internet connection and email facilities (addresses: pcimmateriel@unesco.org and intangiblech@unesco.org). A printer is also available.

(Experts are reminded that the Secretariat is only able to provide typing or translation of working documents for the meeting. To facilitate the work of the interpreters and of the Assembly, participants are requested to give in advance to the Secretariat any amendment, note or speech delivered during the meeting)

3. Catering

The Director general will offer a cocktail on Monday 24 February 2003 from 6.30 p.m. at the UNESCO Restaurant (Fontenoy, 7th floor).

Tea and coffee are served at 11 a.m. and 4.30 p.m. every day. Hot drinks can also be found at the distribution machines located next to Room XII (cost of 0.50 euro).

From Monday to Friday, lunch is possible at the UNESCO Restaurant or at the Cafeteria (Fontenoy, 7th floor). The Cafeteria of the other UNESCO building, 1, rue Miollis, 75015 (lower ground floor), is also open to the participants.

4. Security

All participants are requested to wear the badge they received from registration in the most visible manner possible.

5. Cash point machines

A cash point machine can be found on the ground floor at Fontenoy, near the exhibition area. There is a post office opposite to UNESCO on 3, avenue de Saxe, which also has a cash point machine.

(Français au verso)