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SCIENTIFIC AND CULTURAL ORGANIZATION

**Bureau of the Intergovernmental Council for the Information for All Programme**  
Third Meeting  
25 April 2003

UNESCO House, Paris, Room XIII (Bonvin Building)

**Draft Report**

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## Introduction

1. The third meeting of the Bureau of the Intergovernmental Council for the Information for All Programme was held at UNESCO House, Paris, on 25 April 2003.

2. The following members of the Bureau participated:

<b>Chairperson:</b>	Ms Graciela Fernandez Baca	Peru
<b>Vice-Chairpersons:</b>	Ms Martha B. Stone	Canada
	Ms Olayemi Olubummi Omolayole	Nigeria
	Mr. Ali Al-Mashat	Iraq
<b>Members:</b>	Ms Magdalena Pohlodova	Slovakia
	Mr. Carlos Eduardo Balen y Valenzuela	Colombia
	Mr. Carlos Briceno	Peru
<b>Rapporteur:</b>	Mr. Laurence Zwimpfer	New Zealand

3. The Director-General of UNESCO was represented by by Mr. Philippe Quéau, Secretary to the Information for All Council and by Mr. Abdul Waheed Khan, Assistant Director-General for Communication and Information for the Closure of the Meeting.

### Item 1 Opening of the meeting

4. Ms Graciela Fernandez Baca (Peru, Chairperson of the Council for the Information for All Programme) opened the meeting by welcoming participants.

### Item 2 Adoption of the Agenda

5. The Agenda (see Annex I) was approved with the addition of the following items to Item 8 (Miscellaneous):

- (a) Database of Best Practices
- (b) Approval of Report from the Second Session of the Bureau (2-3 September 2002)
- (c) 32 C/5 and the role of IFAP
- (d) Change to Article 7 in the Statutes

### Item 3 Follow-up to decisions taken by the IFAP Council at its 2<sup>nd</sup> session (22-24/4/03)

6. The Bureau of the Intergovernmental Council for the Information for All Programme,

- 1. Having examined document IFAP-2003/Bureau.III/3 “*Decisions Adopted at the 2<sup>nd</sup> Session of the Intergovernmental Council for the Information for All Programme*”;
- 2. Identified the following three priority matters requiring further debate and decision:
  - (a) The use and development of the IFAP Special Fund;

(b) Involvement of the IFAP Council in the World Summit;

(c) Implementing virtual meetings

These items were discussed as part of the following Agenda items.

#### **Item 4 IFAP Special Fund**

7. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Notes that there is a sum of approximately US\$250,000 currently available in the IFAP Special Fund;<sup>1</sup>
2. Notes that the Secretariat had prepared a Provisional List of Project Proposals, as set out in document IFAP-2003/BUREAU.III/6, with funding requests for 13 sample projects totally approximately US\$2.5 million;
3. Expresses concern that no project priorities had been identified by the Secretariat, nor was a plan tabled as to how the Special Fund might be allocated;
4. Requests the Secretariat to further develop the project proposal form, taking special note of partner contributions and other channels potentially available for funding the project (e.g. Regular Programme, Participation Programme);
5. Suggests that the Secretariat consider the following criteria in evaluating proposals:
  - High leverage to secure larger investments
  - High visibility to raise awareness of IFAP and help generate new funds
  - A focus on rural initiatives
6. Suggests that priority be given to projects that are unlikely to be funded through other mechanisms, whether within UNESCO or beyond;
7. Expresses reluctance to use scarce IFAP funds to make up the shortfall on existing projects that have been under-funded or have suffered from budget cuts;
8. Recognizes the need for transparency and accountability in processes used by the Bureau for allocating funds, but at the same time wishes to move with speed in seeding some projects;
9. Agrees to communicate to all Member States that very limited funding is available, inviting the submission of proposals by 30 June 2003, to assist the Secretariat and the Bureau in targeting funding requests;
10. Agrees to the following timetable for the processing of project proposals in the longer term:

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<sup>1</sup> This funding is quite separate to the funds-in-trust (totaling some US\$600,000, mainly from Spain and France). The funds-in-trust are expected to be allocated to projects identified by the donor countries in consultation with recipient countries; IFAP has no decision-making role with respect to these funds, although it could make recommendations to the donor countries.

30 June:	Deadline for receipt of project proposals from Member States
July:	Secretariat evaluates proposals, draws up priority list and submits to Bureau
August:	Bureau comments on priorities
October	Funding allocated by Bureau

11. Recognizes that in the meantime, support for a project in Iraq would help in rapidly delivering a concrete result, especially for libraries and archives, which have been destroyed and looted as a consequence of the events in the country;
12. Requests that an immediate approach be made to the Director-General to ensure that a specialist librarian/ archivist be included in the UNESCO mission to Iraq;
13. Asks the Secretariat to seek advice from the specialist agencies such as IFLA and ICA how IFAP could best contribute to the reconstruction of libraries and archives with seed money up to \$100,000;
14. Agrees to develop a specific proposal (as an IFAP Bureau Proposal, but developed in consultation with the Secretariat and specialized agencies), to be distributed to Bureau members by email by mid May, with a view to finalizing approval by mid June.

#### **Item 5 Representation of the IFAP Council at WSIS, Geneva 10-12 December 2003**

8. The Bureau of the Intergovernmental Council for the Information for All Programme,
  1. Notes that there will be two UNESCO-organized side events at the World Summit - one on “Preserving Diversity in knowledge societies” and the other on “Education and Sciences in knowledge societies”;
  2. Requests the Secretariat to include the Chair of the IFAP Council as a panelist in the side-event on *Preserving Diversity*;
  3. Notes the need to lobby country representatives attending the Summit to encourage them to include specific reference to UNESCO in their position papers and to support the four principles that are being promoted by UNESCO;
  4. Recommends that the Chair of the IFAP Council write to National Commissions and Permanent Delegates requesting that countries take note of the UNESCO principles and include comment in their presentations at the Summit;
  5. Requests the Secretariat to further develop the four principles to strengthen UNESCO’s position at the Summit and provide country delegates with clear and well-supported arguments.
  6. Requests the Secretariat to ensure that IFAP information packs are available at the Summit for distribution to delegates.

**Item 6 Virtual Meetings of the IFAP Council and its Bureau**

9. The Bureau of the Intergovernmental Council of the Information for All Programme,
1. Noting that the second session of the Intergovernmental Council for the Information for all Programme at its meeting on 22-24 April 2003 requested the Bureau to “enhance the use of asynchronous discussion forums to implement the duties conferred to the Bureau by the Council” and “to cooperate with the Secretariat in order to implement the schedule outlining the sequence of face-to-face and virtual meetings of the Bureau”;
  2. Also noting the need for the IFAP Council and Bureau to demonstrate the effective use of ICTs in improving the efficiency of meetings, in order to provide leadership in new methods of working and modalities to other groups and sectors in UNESCO;
  3. Understanding that Article 6 of the Statutes of the Council permits the Bureau to meet as frequently as it desires, “at the request of the Council, or of the Director-General of UNESCO or of the majority of the members of the Bureau”;
  4. Agrees to schedule the first trial multilingual audioconference for the Bureau during the second week of June, specifically to decide on the preliminary project for libraries/archives in Iraq, on the understanding that a costed proposal has been circulated by email in advance;
  5. Notes that Mr Al-Mashat and Mr Zwimpfer would assist the Secretariat, as required, in specifying the technical requirements for this trial multilingual (English-French-Spanish) audioconference;
  6. Agrees that the next in-person meeting of the Bureau would be held during, or immediately after, the General Conference (Monday 29 September to Friday 17 October 2003), noting that members who are unable to attend would be invited to join by audioconference, and also noting the Bureau Members preference for Thursday 9<sup>th</sup> or Friday 10<sup>th</sup> October, immediately after Commission V meets (Monday 6<sup>th</sup> – Wednesday 8<sup>th</sup> October);
  7. Requests the Secretariat to continue to assist the Bureau explore innovative ways to make use of both synchronous and asynchronous technologies for electronic meetings.

**Item 7 Organisation of the work of the 3<sup>rd</sup> Session of the Intergovernmental Council for the Information for all programme**

10. The Bureau of the Intergovernmental Council for the Information for All Programme,
1. Having examined document IFAP-2003/Bureau.III/2, entitled *Organization of the Work of the 3<sup>rd</sup> Session of the Intergovernmental Council for the Information for All Programme*;
  2. Supports the inclusion of an open half-day thematic debate on “Harnessing ICTs for Education”, to be held as an integral component of the meeting of the Council and preferably scheduled before discussion on Item 8 *Guidelines for the Development*

*and Promotion of Public Domain Information*, and to which all interested UNESCO staff and Permanent Delegations should be invited;

3. Recognising the need for the IFAP Council to demonstrate leadership in the use of ICTs, encourages the use of ICTs to enhance the thematic debate presentations, noting that this could include remote presentations by videoconference and a multilingual video-streaming demonstration (with the proceedings of the debate being transmitted in real time to the web in all UNESCO's official languages);
4. Decides that the 3<sup>rd</sup> Session of the Council shall be from Monday 19 to Wednesday 21 April 2004 in Paris, France;
5. Adopts the Provisional Agenda of the 3<sup>rd</sup> Session of the Council, as set out in Annex II to this report;
6. Notes the Provisional Timetable for the 3<sup>rd</sup> Session of the Council, as set out in Annex III to this report;
7. Requests that the Director-General included in his report specific mention of "the status of IFAP National Committees and the programmes, projects and activities being carried out at the national, regional and international level", as requested by the Council at its 2<sup>nd</sup> Session (22-24 April 2003);
8. Encourages Member States to provide written information on IFAP-related developments in their countries to distribute at the Council meeting;
9. Requests the Secretariat to prepare the working documents for the 3<sup>rd</sup> Session of the Council, in accordance with Chapter VII, paragraph 16 of the Rules of Procedure of the Council.

#### **Item 8 Miscellaneous**

11. **Database of Best Practices:** The Bureau Member for Columbia reported that most of the work in designing the database had been completed by Columbia. Its implementation required little funding since the database relies on web tools and resources currently available to UNESCO and data being input by Member Countries). He also expressed disappointment that the paper he had prepared and submitted to the Secretariat in November 2002 could not be translated in time to meet the publication deadlines for documents for the Second meeting of the Council. Mr Khan advised that the Secretariat does plan to translate the paper for distribution to Council members, and will do everything possible to implement the proposals presented by Columbia.

12. **Approval of Report from the 2<sup>nd</sup> Session of the Bureau (2-3 September 2002):** The Rapporteur would re-distribute this report by email to Bureau Members with a request that any amendments be notified to the Rapporteur no later than 10 May 2003, at which point it would be assumed the Report is adopted.

13. **32 C/5 and the Role of IFAP:** The Bureau Member for Canada sought clarification on the process for IFAP to comment on the draft 32 C/5. While Member States would be commenting at the General Conference from a country perspective, she felt that the IFAP Council (or Bureau) should also be making comment from the perspective of the Information

for All Programme. It was agreed that a discussion on this would be held by email, with the aim of developing a common viewpoint.

**14. Change to Article 7 in the Statutes :** The 2<sup>nd</sup> Session of the Council requested the Bureau 'to ensure appropriate changes to Article 7 of the Statutes of the Council to enable the provisions of Annex 1 to document IFAP-2003/COUNCIL.II/7, as amended, to be implemented as soon as possible'. The changes proposed by the Council would permit the entry of observers to meetings of the Bureau. On the advice of the Secretariat, the Rapporteur proposed the insertion of the phrase: 'including those of the Bureau' in paragraph 3 of Article 7. The amended text would therefore read as follows:

**Article 7, para 3**

The Council shall lay down the conditions under which other intergovernmental or international non-governmental organizations may be invited to participate in its proceedings, including those of the Bureau, without the right to vote. The Council shall also lay down the conditions under which certain particularly well-qualified persons might be consulted on matters within their competence.

It was agreed that this amendment would be recommended to the Executive Board by Peru, as a current member of that Board.

**Item 9 Closure of the meeting**

15. The Chairperson closed the meeting by thanking Bureau members, the Secretariat and the Interpreters for their contributions to the meeting. The Assistant Director-General for Communication and Information, Mr. Abdul Waheed Khan, added his thanks to Bureau members for their support.



## ANNEX I

### **Annex I: Agenda for the Third Session of the Bureau for the Information for All Programme (25 April 2003)**

- 1 Opening of the meeting
- 2 Adoption of the Agenda
- 3 Follow-up to decisions taken by the IFAP Council at its 2<sup>nd</sup> session (22-24.4.03)
- 4 IFAP Special Fund
- 5 Representation of the IFAP Council at WSIS, Geneva 10-12 December 2003
- 6 Virtual meetings of the IFAP Council and its Bureau
- 7 Organization of the work of the 3<sup>rd</sup> Session of the Intergovernmental Council for the Information for all programme
- 8 Miscellaneous
  - (a) *Database of Best Practices*
  - (b) *Approval of Report from the Second Session of the Bureau (2-3 September)*
  - (c) *32 C/5 and the Role of IFAP*
  - (d) *Change to Article 7 in the Statutes*
- 9 Closure of the meeting

ANNEX II

**Annex II: Provisional Agenda of the 3rd Session of the Intergovernmental Council for the Information for All Programme, April 2004**

1. Opening of the Session by the Director-General or his representative
2. Elections of the Bureau of the Council (Chairperson, other officers)
3. Adoption of the Agenda
4. Adoption of the Final report of the 2nd Session of the Intergovernmental Council for the Information for All Programme (22-24 April 2003)
5. Report by the Director General on the implementation of the Information for All Programme (including a report on the World Summit on the Information Society (WSIS), on the follow-up to the Recommendation concerning the Promotion and Use of Multilingualism and Universal Access to Cyberspace and the Charter on the Preservation of the Digital Heritage, as well as on the activities of National IFAP Committees and on the situation of the IFAP special fund)
- ~~7.6.~~ Thematic debate on “Harnessing ICTs for education”
- ~~8.7.~~ Policy Guidelines for the Development and Promotion of Public Domain Information
- ~~12.8.~~ Miscellaneous
- ~~13.9.~~ Adoption of the recommendations
- ~~14.10.~~ Closure of the meeting

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## ANNEX III

**Annex III: Provisional Timetable for the 3rd Session of the Intergovernmental Council for the Information for All Programme, April 2004**

<b>Date</b>	<b>Time</b>	<b>Subject</b>	<b>Item</b>	<b>Document</b>
<b>DAY 1</b>	10.00	Opening of the Session by the Director-General or his representative	1	
		Elections of the Bureau of the Council	2	
		Adoption of the Agenda	3	
		Adoption of the Final Report of the 2nd Session of the Council	4	
	13.00	<b>Lunch Break</b>		
15.00	Report by the Director-General	5		

<b>DAY 2</b>	10.00	Thematic Debate	6	
	13.00	<b>Lunch Break</b>		
	15.00	Report by the Director-General (continued)	5 (cont.)	

<b>DAY 3</b>	10.00	Policy Guidelines for the Development of Public Domain Information	7	
		Miscellaneous	8	
	13.00	<b>Lunch Break</b>		
	15.00	Miscellaneous (continued)	8 (cont.)	
		Adoption of the Recommendations	9	
		Closure of the meeting	10	