**CONVENTION FOR THE SAFEGUARDING OF THE
INTANGIBLE CULTURAL HERITAGE**

**GENERAL ASSEMBLY OF THE STATES PARTIES TO THE CONVENTION**

**Sixth session**

**UNESCO Headquarters, Room II**

**30 May to 1 June 2016**

**Item 6 of the Provisional Agenda:**

**Report of the Secretariat on its activities**

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| **Summary**The present document reports activities carried out by the Secretariat from June 2014 to June 2016.**Decision required:** paragraph 89 |

1. Since the time of its previous report to the fifth session of the General Assembly in June 2014 (Document ITH/14/5.GA/4.3), the Secretariat has provided a detailed report on its activities in 2014 to the ninth session of the Committee ([Document ITH/14/9.COM/6](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-6-EN_.doc)) and a cumulative report on its activities during the 2014-2015 biennium to the tenth session of the Committee ([Document  ITH/15/10.COM/7.b](http://www.unesco.org/culture/ich/doc/src/ITH-15-10.COM-7.b_EN.docx)). The present report updates the latter report and presents activities carried out by the Secretariat from June 2014 to June 2016.
2. The structure of the present report seeks to reflect the extent of the Secretariat’s work during the reporting period based on the results framework adopted within the Organization’s Programme and Budget 2014–2017 ([Document 37 C/5 Approved](http://unesdoc.unesco.org/images/0022/002266/226695e.pdf)), and more specifically, the eight performance indicators of Expected Result 6 within Major Programme IV: National capacities strengthened and utilised to safeguard intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention, also evident in the SISTER programme that supports its implementation. This structure constitutes the overarching framework for all of the Secretariat’s activities, whether funded from UNESCO’s Regular Programme or from a variety of extrabudgetary sources. The report also contains two annexes dedicated to the follow-up on the Internal Oversight Service’s (IOS) audits and evaluations.
3. The present report should be read in tandem with the following documents: the report of the Committee to the General Assembly on its activities ([Document ITH/16/6.GA/5](http://www.unesco.org/culture/ich/doc/src/ITH-16-6.GA-5-EN.docx)), the financial report of the Convention’s Fund for the Safeguarding of the Intangible Cultural Heritage included in Document [ITH/16/6.GA/9](http://www.unesco.org/culture/ich/doc/src/ITH-16-6.GA-EN.docx) and the Director-General’s periodic reports to the Executive Board on the execution of the programme adopted by the General Conference (EX/4).
4. **Duties, structure and composition of the Secretariat**
5. The primary responsibilities of the Secretariat, as set out in the Convention, are to assist the Committee and to ‘prepare the documentation of the General Assembly and of the Committee, as well as the draft agenda of their meetings, and […] ensure the implementation of their decisions’ (Article 10 of the Convention).
6. Since 2014, the Section has been composed of two units – a Programme Implementation Unit and a Capacity-building and Heritage Policy Unit. Regional responsibilities are distributed transversally across the two units, with ‘regional officers’ for each of the six regional groups. A new Secretary of the Convention who is also Chief of the Section was appointed in January 2016.
7. The Programme Implementation Unit is responsible for the preparation, efficient conduct and follow-up of meetings of the Governing Bodies of the Convention. The Unit also undertakes treatment of nominations to the Lists of the Convention, International Assistance requests, proposals for Best Safeguarding Practices presented by States Parties, as well as requests for accreditation and renewal of non-governmental organizations and periodic reports; the organisation of thematic meetings and other processes that allow reflection on and development of the Convention also falls under the responsibilities of this Unit, together with overall reporting and fundraising at the Main Line of Action level.
8. The Capacity-building and Heritage Policy Unit is responsible for development and coordination of the global strategy for strengthening national safeguarding capacities to translate the principles of the 2003 Convention for the Safeguarding of the Intangible Cultural Heritage into policies and programmes at country level. As such, it assumes coordination of the planning, implementation, monitoring and reporting of capacity-building programmes undertaken by the Section, Field Offices and Member States. It is also entrusted to develop training materials, maintain the network of expert facilitators and upgrade their competencies.
9. As of this date, the Section includes 13 established posts under the Regular Programme: 5 from ‘general services’ and 8 ‘professionals’. The Secretary of the Convention also functions as Chief of the Section; a Chief of Unit supervises each of the two units.
10. As explained in [Document ITH/13/9.COM/6](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-6-EN_.doc), and in line with the restructuring plan approved by the Director-General, the Culture Sector established a Conventions Common Services Unit in mid-2014 aimed at providing all convention secretariats with a platform of pooled resources for several common needs linked to the logistical aspects of statutory meetings, as well as communication, outreach and partnerships. Since its establishment, the Unit has assisted the Section in the organization of statutory meetings particularly on logistical aspects and on the travel arrangements of meeting participants, as well as administrative and procedural issues linked to cooperation with category 2 centres and the treatment of requests for patronage and use of the Convention’s emblem.
11. **Expected Result and Performance Indicators**
12. The activities of the Secretariat are in line with the new eight-year [Medium Term Strategy (2014–21)](http://unesdoc.unesco.org/images/0022/002278/227860e.pdf) and the four-year Programme and Budget (2014–17) of UNESCO. The Approved Programme and Budget for 2014–2017 (37 C/5) contains one Main Line of Action: Supporting and promoting the diversity of cultural expressions, the safeguarding of the intangible cultural heritage, and the development of cultural and creative industries – for which one Expected Result on the 2003 Convention was established: National capacities strengthened and utilised to safeguard intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention. The following eight Performance Indicators (PIs) have been developed for this Expected Result:

PI 1 Governing bodies of the 2003 Convention exercise sound governance thanks to effective organization of their statutory meetings;

PI 2 Number of supported Member States utilizing strengthened human and institutional resources for intangible cultural heritage and integrating intangible cultural heritage into national policies;

PI 3 Number of safeguarding plans, including indigenous languages and endangered languages, developed and/or implemented by Member States;

PI 4 Number of International Assistance requests submitted and effectively implemented by Member States, nominations submitted by Member States and best practices submitted by Member States and disseminated by them and other stakeholders;

PI 5 Number of periodic reports on implementation of the Convention at national level submitted by States Parties and examined by the Committee, and those addressing gender issues and describing policies promoting equal access to and participation in cultural life;

PI 6 Number of States Parties to the Convention increased;

PI 7 Number of organizations within and outside the United Nations system, civil society, and the private sector contributing to programme delivery;

PI 8 Number of stakeholders involved in implementation of the Convention contributing information to the knowledge-management system.

1. A significant proportion of the services provided by the Secretariat – particularly relating to strengthening institutional and community capacities for effectively safeguarding intangible cultural heritage, raising awareness of such heritage and its significance, and disseminating information about best safeguarding practices – are only possible through the support of the line ‘other functions of the Committee’ of the Plan for the use of the resources of the Intangible Cultural Heritage Fund adopted by the General Assembly. The use of the funds that the fifth session of the General Assembly ([Resolution 5.GA 7](http://www.unesco.org/culture/ich/en/Resolutions/5.GA/7)) allocated for this purpose was approved by the Bureau ([Decision 9.COM 2.BUR 1](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM_2.BUR-Decision-EN.doc)) based in a proposal that already fully integrated the principles of results-based management and was expressed in terms of results, outputs and indicators. Footnotes in this document establish the link between these indicators and those at the MLA level.
2. In order to illustrate the performance indicators identified to measure the achievement of the Expected Result, the following narrative includes both qualitative and quantitative information.

**Performance Indicator 1: Governing bodies of the 2003 Convention exercise sound governance thanks to effective organization of their statutory meetings**

1. The Secretariat’s support to the Convention’s governance mechanisms is most visible immediately before and during the actual sessions of the Committee and General Assembly, but indeed takes place throughout the year and often over the course of several years. For example, nominations assessed by the Evaluation Body in 2015 included three dating from 2012, one from 2013 and seven from 2014. Even while the Evaluation Body met to evaluate nominations for examination by the Committee at its tenth session in 2015, the Secretariat was simultaneously treating nominations submitted for possible examination in 2016 and 2017.
2. During the 24-month reporting period, the Secretariat organized 15 physical statutory meetings and four electronic consultations of the Bureau[[1]](#footnote-1):

Six meetings and four consultations of the governing bodies:

* fifth session of the General Assembly of the States Parties to the Convention for the Safeguarding of the Intangible Cultural Heritage (2 to 4 June 2014);
* ninth and tenth sessions of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage (24 to 28 November 2014 and 30 November to 4 December 2015);
* three meetings of the Bureau of the Committee (13 October 2014, 6 October 2015 and 4 December 2015) and four electronic consultations of the Bureau (June 2014; November 2014; June 2015; and March 2016).

Six meetings for advisory services:

* meeting of the Subsidiary Body (1 to 5 September 2014);
* meeting of the Consultative Body (8 to 11 September 2014);
* four meetings of the Evaluation Body (3 and 4 March 2015; 15 to 19 June 2015;
9 to 11 September 2015; and 10 and 11 March 2016).

Three expert meetings as requested by the Committee:

* one expert meeting on safeguarding intangible cultural heritage and sustainable development at the national level, Istanbul, Turkey (29 September to 1 October 2014);
* one expert meeting on a model code of ethics for intangible cultural heritage, Valencia, Spain (30 March to 2 April 2015);
* one expert meeting on developing a follow-up and evaluation mechanism for capacity‑building activities, Paris, France (1 to 3 June 2015).
1. The fifth session of the General Assembly, where more than 600 delegates and observers participated, in June 2014, debated 15 agenda items and sub-items over the course of 4 days, electing 12 new members of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage and adopting important revisions to the Operational Directives for the implementation of the Convention – notably, the creation of a single ‘Evaluation Body’ (numbering 6 experts representing States Parties to the Convention non-members of the Committee and 6 accredited non‑governmental organizations) whose task is to evaluate all nominations, proposals and requests to the Convention's mechanisms for international cooperation.
2. The ninth session of the Committee in November 2014 held at UNESCO headquarters was the largest ever, with more than 1,070 delegates from 138 countries. Examining 29 agenda items including sub-items over the course of 5 days, the Committee welcomed significant progress made in implementation of the Convention and expressed its appreciation of the overall strategy of capacity‑building set up by UNESCO to support States and communities in their safeguarding efforts. Although the tenth session of the Committee in November-December 2015 coincided with the 2015 United Nations Climate Change Conference (COP21) held in Paris, it still gathered 476 delegates from 109 countries. It examined 30 agenda items including sub-items over the course of 5 days, endorsed twelve ethical principles for safeguarding intangible cultural heritage and approved for submission to the present General Assembly draft Operational Directives on safeguarding intangible cultural heritage and sustainable development at the national level. In anticipation of the ninth and tenth sessions of the Committee, information and exchange meetings were organized respectively on 3 November 2014 and 6 October 2015 to present the provisional agenda and timetable, as well as practical information facilitating the participation of Member States to the sessions of the Committee.
3. In March 2015 and 2016, the Secretariat organized two orientation meetings for the evaluation bodies, which aimed to present the nature and procedures of the tasks to be accomplished and provide a general overview of the files for examination during the following months. Such meetings further determined their working methods and schedule in preparation for the evaluation meetings held in June 2015 and September 2015 for the 2015 cycle and in June and September 2016 for the 2016 cycle. In preparation for these evaluation meetings of advisory services, the Secretariat treated all documents received from State Parties concerning nominations and requests and made them available through a dedicated online interface for members of the evaluation bodies.
4. The Secretariat’s assistance to the General Assembly, Committee and advisory bodies includes all logistical arrangements to allow those bodies to work under conditions most conducive to fruitful debate. Notable among these are the travel arrangements for experts representing States Parties or accredited non-governmental organizations based in developing countries and participating in the sessions of the Committee and its advisory bodies (over 200 trips in the reporting period).
5. The Secretariat is also responsible for providing the working documents of the statutory bodies in English and French for the Committee, and in six languages (also Arabic, Chinese, Russian and Spanish) for the General Assembly, as well as simultaneous interpretation in those same languages during the sessions. Extrabudgetary support has to be mobilized in order to provide interpretation at sessions of the Committee in languages other than English and French. During this reporting period, unlike earlier periods, such support was only obtained for Arabic interpretation at the ninth session of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage.
6. An important part of the Secretariat’s work in preparing documentation of the statutory bodies comes with the treatment of nominations to the List of Intangible Cultural Heritage in Need of Urgent Safeguarding and Representative List of the Intangible Cultural Heritage of Humanity, proposals to the Register of Best Safeguarding Practices, International Assistance requests and periodic reports of States Parties. The Secretariat had been unable to meet the deadlines set out in the Operational Directives for the treatment of files until the 2015 cycle. However, the treatment of the nominations for the 2016 cycle is on track with the Secretariat having managed for the first time to send letters by the deadline of 30 June 2015 to submitting States concerning information needed to complete their files. The treatment of the nominations for the 2017 cycle is ongoing at the time of writing this report.
7. Category VI expert meetings are organized upon the request of the Committee to provide recommendations with regard to specific issues and themes, which may also provide orientation and support to State Parties pertaining to safeguarding plans and measures. At the request of the Committee, UNESCO organized an expert meeting on safeguarding intangible cultural heritage and sustainable development at the national level in Istanbul, Turkey, from 29 September to 1 October 2014, generously funded and hosted by the Turkish National Commission for UNESCO (<http://www.unesco.org/culture/ich/index.php?meeting_id=00454>). The meeting drew up preliminary recommendations for a possible new chapter of the Operational Directives, which were discussed by the Committee first at its ninth session ([Document ITH/14/9.COM/14.b](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-13.b-EN.doc)); the tenth session of the Committee then approved them for submission to the present session of the General Assembly ([Decision 10.COM 14.a](http://www.unesco.org/culture/ich/en/Decisions/10.COM/14.a)). Furthermore, responding to the Committee’s request in Decision 7.COM 6 and to the generous invitation of Spain, the Secretariat organized an expert meeting in Valencia, Spain, from 30 March to 2 April 2015 to initiate work on a model code of ethics that will assist in improving the quality of safeguarding efforts worldwide (<http://www.unesco.org/culture/ich/index.php?meeting_id=00463>). Based on the outcomes of the expert meeting, a set of twelve principles have been elaborated to guide efforts from States Parties to integrate ethical considerations in the safeguarding of the intangible cultural heritage. These twelve ethical principles have been endorsed by the Committee at its tenth session and the Secretariat was requested to develop an online platform with a toolkit based on the ethical principles and comprising practical guidance and examples of existing codes of ethics to facilitate the development of specific codes by national and local entities ([Decision 10.COM 15.a](http://www.unesco.org/culture/ich/en/Decisions/10.COM/15.a)). In addition, an expert meeting held in Paris from 1 to 3 June 2015 was organized with the primary aim of following up on the impact of the capacity-building of the Convention (see paragraph 29). Following the decision of the tenth session of the Committee ([Decision 10.COM 9](http://www.unesco.org/culture/ich/en/Decisions/10.COM/9)), the Secretariat started to prepare an expert meeting to discuss the development of an overall results framework for the Convention, to be held in the second half of 2016 with generous financial support from China. This meeting shall lay the foundation for constructing a framework with clear objectives, time-frames, indicators and benchmarks. Finally, the expert meeting on intangible cultural heritage and climate change ([Decision 8.COM 12](http://www.unesco.org/culture/ich/en/Decisions/8.COM/12)), originally scheduled for the first half of 2015, did not take place as the funding proposed by Viet Nam for this purpose has not yet become available.
8. The Cultural Convention Liaison Group (CCLG), comprising of the heads of the Convention Secretariat and established in 2012 to increase coordination among conventions, continues to hold regular meetings to identify potential synergies. Furthermore, during the 39th session of the World Heritage Committee in Bonn, Germany, the Chairs of the six UNESCO culture conventions (or their representatives) met for the first time on 29 June 2015 to discuss ways of working together more effectively. In the context of the 70th anniversary of UNESCO, this provided a unique opportunity to reflect on the future of the Organization’s standard-setting actions in the face of contemporary challenges and emerging needs. This is particularly important as the international community has adopted the United Nations 2030 Agenda for Sustainable Development, in which linkages between culture, development and peace are more fully recognized and projected forward. At the conclusion of the meeting, the Chairs released a [statement](http://whc.unesco.org/document/137645) outlining their concerns and emphasizing the need for a renewed political will to support UNESCO’s culture conventions and encouraging the United Nations to ensure that the protection, safeguarding and understanding of cultural and natural heritage, cultural diversity and creative expressions worldwide be recognized as a cross-cutting issue in the implementation of the 2030 Development Agenda.

**Performance Indicator 2: Number of supported Member States utilizing strengthened human and institutional resources for intangible cultural heritage and integrating intangible cultural heritage into national policies**[[2]](#footnote-2)

1. The Convention’s global capacity-building programme continues to support countries with the development of their national policies and human and institutional resources for safeguarding intangible cultural heritage. Responding to the recommendations of the Internal Oversight Service’s comprehensive 2013 evaluation of the impact and effectiveness of the 2003 Convention ([Document ITH/13/8.COM/INF.5.c](http://www.unesco.org/culture/ich/doc/src/ITH-13-8.COM-INF.5.c-EN.doc)), the Committee specifically asked the Secretariat to ([Decision 8.COM 5.c.1](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.1)):

- strengthen support to countries in developing policies and legislation for intangible cultural heritage;

- establish a follow-up and evaluation mechanism for capacity-building activities to gather data about their effectiveness;

- constantly adapt the content and format of the Convention’s capacity-building programme to respond to the major implementation challenges at the national level.

1. **Capacity-building services effectively delivered to beneficiary countries**
2. As explained extensively in previous reports to the Committee and the General Assembly, the delivery of capacity-building services in countries is at the heart of the capacity-building strategy, often bundling several complementary country programmes within a larger multi‑country package implemented by one or more Field Office(s). Typically such a project extends from 24 to 36 months and aims to address the most urgent requirements in a single country:
* revision of policies and legislation;
* redesign of institutional infrastructures;
* development of inventory methods;
* development of safeguarding measures and plans; and
* effective participation in cooperation mechanisms of the Convention.

All activities within the strategy aim at fully mobilizing all stakeholders (government, civil society and communities) in the decision-making, administration and practical aspects of safeguarding intangible cultural heritage, with due respect to gender equality in terms of different needs, aspirations, capacities and contributions.

1. Capacity-building activities were initiated or implemented in about 70 countries over the last two years, covering all regions of the world. Africa received particular attention in this regard, with 25 beneficiary countries. The capacity-building support took diverse forms; for example, some of them were short-term projects initially only with needs assessment or covering one theme, others were multi-year projects with several training components; projects were funded by extrabudgetary resources, regular budget of UNESCO, with national matching funds in some cases; self-benefitting funded projects were also implemented.
2. One important improvement over the course of the biennium concerns the introduction of in‑depth needs assessments in the project elaboration phase. This new approach facilitates collaborative planning with national counterparts from the start, affords time to clarify the scope and possibilities for support under the global strategy beforehand, strengthens cooperation among national and local partners and ensures that future projects reflect the needs and priorities of the beneficiaries. Such needs assessments were completed in 10 countries. In this regard, the dedicated multi-year needs assessment project carried out in seven countries in Africa and the Arab Region (Comoros, Djibouti, Egypt, Madagascar, Palestine, South Sudan and Sudan) with funding from the UNESCO/Abu Dhabi Tourism and Culture Authority Funds-in-Trust was innovative and exemplary.
3. Training workshops are the most visible delivery modality of the global programme. However, other support is provided, taking the form of advisory services, for policy and legal development. Among the training workshops carried out during the reporting period, community-based inventorying were most frequent. Analytical reports from expert facilitators explain how this component plays a key role in helping countries establish or revise a framework and methodology for inventorying intangible cultural heritage with the participation of communities, groups and relevant non-governmental organizations. The training and pilot activities are typically restricted to a specific region of the country, since the methodology requires participation of communities at local level. Beneficiary countries then use the new knowledge to replicate a similar process in other regions as part of their safeguarding strategies.
4. **Follow-up and evaluation mechanism established and implemented for capacity-building activities to gather data about their effectiveness**
5. The Secretariat advanced the establishment of a follow-up and evaluation mechanism for capacity-building activities to gather data about their effectiveness ([Decision 8.COM 5.c.1](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.1)) by organizing a workshop bringing together in June 2015 national counterparts (including National Commissions for UNESCO), expert facilitators and UNESCO colleagues working in the different regions of the world to develop the conceptual framework and indicators. This initiative should now continue within the framework of a larger exercise that is planned for in the second half of 2016 to construct an overall results framework of the Convention so as to ensure a coherence of approach in terms of objectives, time-frames, indicators and benchmarks. In the meantime, the Secretariat intends to pilot tracer studies in selected number of countries that have benefitted from the capacity-building activities.
6. **Expert facilitators’ network and relevant education institutions strengthened**
7. With a pool of more than 80 expert facilitators from every region of the world, the Secretariat is drawing upon a large resource of expertise when designing and delivering capacity-building activities. Their analytical reports, often on training activities but also on needs assessments, provide a precious source for monitoring and adapting the programme.
8. Expert facilitators from three regions benefitted from workshops to assess lessons learnt from delivering capacity-building services, update their knowledge on recent developments in the life of the Convention and train them on newly developed curriculum materials in areas of safeguarding plans, gender and policy advice. The learning is mutual. While expert facilitators strengthen their knowledge on the subject matter, they at the same time provide valuable advice to UNESCO colleagues from Headquarters and Field Offices on how to further improve the formats and content of the capacity-building strategy. The Secretariat was able to organize three regional workshops during the reporting period thanks to the generous support from different host institutions:
* Review meeting with expert facilitators implementing capacity-building services in Europe and Central Asia, hosted by the Regional Centre for the Safeguarding of Intangible Cultural Heritage in South-Eastern Europe in Sofia, Bulgaria, in September 2014.
* Workshop on safeguarding plans and policy support for intangible cultural heritage for experts facilitators from the Asia-Pacific Region, hosted by the International Training Centre for Intangible Cultural Heritage in the Asia-Pacific Region (CRIHAP) in Shenzhen, China, from 19 to 23 January 2015.
* Workshop on supporting policy development in the field of intangible cultural heritage with expert facilitators implementing capacity-building in Africa, hosted by the National Centre of Research on Prehistory, Anthropology and History (cnrpah) in Algeria and the *Manifestation Constantine, capitale de la culture arabe 2015* in Constantine, Capital of Arab Culture 2015.
* In regions where the demand for capacity-building exceeded the availability of expert facilitators, the Secretariat expanded the network, which was the case for Asia and the Pacific, where four newcomers integrated in the network through their participation in the above-mentioned workshop in Shenzhen. In the Caribbean, mentoring was used to expand the network by bringing on board three incoming experts during the reporting period: an active participant in a capacity-building programme accompanied a senior facilitator in training activities in another country, allowing him or her to acquire the skills required to become a future facilitator. The UNESCO Offices in Harare and Windhoek, with funding from Flanders (Belgium), followed yet another approach. They identified strong participants from capacity-building activities previously implemented in a number of countries in southern Africa, in order to train them to be the future trainers for their respective countries.
1. The Secretariat recognizes the critical role of universities and other relevant institutions in training future decision-makers, administrators and actors in the field of intangible cultural heritage, which are an important complement to UNESCO’s capacity-building efforts in this area. Therefore, the Secretariat, through the UNESCO Bangkok office, convened a regional symposium for tertiary education institutions in Asia and Pacific (2 to 3 November 2015) to encourage the development of postgraduate intangible cultural heritage programmes in universities of the region.
2. UNESCO’s support for strengthening capacities for safeguarding extends beyond those activities it implements directly. In many countries, established universities or organizations can effectively integrate intangible cultural heritage into broader programmes in heritage. In this regard UNESCO provided advisory and technical support for the following capacity-building activities during the reporting period:
* A training for teachers and instructors from universities and specialized non-governmental organizations, hosted by the Norwegian Centre for Traditional Music and Dance in Norway, on community-based inventorying in Trondheim, Norway (October 2015).
* A capacity building workshop hosted by the Lombardy region in Italy and the canton of Graubünden in Switzerland on the implementation of the Convention in Tirano (province of Sondrio, Italy) and Valposchiavo, Switzerland (June 2015).
* A training on community-based inventorying for in-country stakeholders hosted by Monaco (October 2015).
* The first of a series of three capacity-building workshops for staff of the [Hamdan Bin Mohammed Heritage Center](http://hhc.gov.ae/) in Dubai in the United Arab Emirates on the implementation of the Convention (October 2015).
1. **Content and format of the capacity-building programme reviewed and adapted**
2. The capacity-building curriculum is continually reviewed and adapted in order ‘to ensure that it responds to the major implementation challenges at the national level’ ([Decision 8.COM 5.c.1](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.1)). This entails, for instance, updating all curriculum materials to reflect decisions of the Committee and General Assembly. The curricula are also being expanded to cover themes that are of high importance to States Parties. New training materials on gender and on policy development are now available and materials on sustainable development have been updated to reflect references to the recently adopted 2030 development agenda. Existing materials on preparing nominations are being revised to include thematic units on the effects of inscription and on periodic reporting of inscribed elements at the time of writing this report. In addition, new training materials on International Assistance requests are under preparation. Furthermore, the Secretariat developed, tested and peer-reviewed comprehensive training materials on the developing safeguarding plans for intangible cultural heritage for a five-day workshop during this reporting period and organized a first training-of-trainers workshop on their use in January 2015 in Shenzhen, China. In order to help expert facilitators to familiarize themselves with these newly-developed training materials, the Secretariat has adopted a tailored approach providing training sessions in small numbers rather than organizing regional training of trainers workshops.
3. The formats and presentations of the curriculum materials are also subject to continuing improvement. A major restructuring of the materials began in late 2013 and was completed in 2015; converting them into a set of some 50 distinct units rather than four separate courses. In this manner, expert facilitators are now able to select from the sequence of units those that are best adapted to the particular needs of their trainees, assembling a workshop from the different building blocks that can respond to the circumstances and situation of each beneficiary country. All materials have been finalized in English and French during the reporting period with the majority also available in Arabic, Russian and Spanish.
4. **Appropriate capacity-building formats and approaches developed and tested to support countries in the development of legislation and policy**
5. A priority has been the identification of appropriate capacity-building formats and approaches to support beneficiary countries in developing legislation and policy concerning intangible cultural heritage ([Decision 8.COM 5.c.1](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.1)). The Secretariat analysed approaches to policy advice that are used elsewhere in UNESCO and in other agencies to learn from them. It organized a workshop on 25 June 2014 at Headquarters with the participation of colleagues from the Secretariat of the 2003 Convention and that of the 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions and guest speakers from United Nations Environment Programme (UNEP), UNESCO’s Education Sector and the International Institute for Educational Planning (IIEP).
6. The reflections resulted in a comprehensive substantive UNESCO Guidance Note addressed to experts engaged by UNESCO to provide advisory services for policy development in the field of intangible cultural heritage. Accordingly, dedicated budgets for advisory services for policy and legal development were integrated in new multi-year projects developed for 13 countries during the reporting period and needs were assessed for policy development in a further 15 countries. Support to policy and legal development is ongoing in 24 countries in total.
7. The Secretariat has finalized in 2016 a thematic training unit on policy development for intangible cultural heritage, for use in workshops with national counterparts involved in policy‑making, notably officials from the ministries in charge of policy decisions that affect the safeguarding of intangible cultural heritage and other key stakeholders. It draws upon the different papers commissioned by the Section on issues such as the comparative advantages of a stand-alone and comprehensive intangible cultural heritage policy versus the integration of intangible cultural heritage in other policies, either in or outside the field of culture, as well as on the outcomes of discussions held with expert facilitators and UNESCO colleagues from Field Offices at the workshop on supporting policy development in the field of intangible cultural heritage in Africa organized in Constantine, Algeria, in September-October 2015.
8. **Capacity-building programme planning, implementation and monitoring strengthened through improved information systems**
9. The organization, management and implementation of the capacity-building programme require the effective utilization of information systems. The Secretariat is, therefore, developing new information technology functionalities for monitoring and evaluation of capacity-building projects, for curriculum management and information-exchange among expert facilitators. The dedicated capacity-building web interface has been reviewed and the information on strategy and information on the expert facilitators’ network updated, making presentation more succinct and user‑friendly. New web pages now provide consolidated information on projects implemented in cooperation with UNESCO. They present, in particular the budget and timing of all capacity‑building projects managed by the Secretariat along with related news and meetings. A new functionality is available providing expert facilitators with improved access to capacity‑building materials and a complementary tool is under development to help expert facilitators compose their workshops and download all related materials. New utilities to specifically facilitate the monitoring and evaluation of project activities allowing expert facilitators to report and provide information directly through online tools are in the making.
10. **Mobilizing resources for the implementation of the capacity-building strategy**
11. In line with the Organization’s policy of strictly aligning the Regular Programme and the Complementary Additional Programme, the Secretariat’s resource mobilization efforts concentrate essentially on extending the reach and effectiveness of the global strategy. In addition to support from the Intangible Cultural Heritage Fund through the budget line ‘other functions of the Committee’, as described above, supplementary voluntary contributions to the Intangible Cultural Heritage Fund and Funds-in-Trust contributions are essential to the success of capacity-building efforts. During the reporting period, eight donors have contributed to the implementation of the capacity-building strategy (Abu Dhabi Tourism & Culture Authority, Azerbaijan, Belgium [Flanders], Japan, Netherlands, Norway, Republic of Korea and Spain).
12. To inform donors of the funding requirements of the global capacity-building programme, the Secretariat developed a [Concept Note for the 2014–2017 Complementary Additional Programme](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-7_Rev.-EN.doc) entitled ‘Strengthening capacities to safeguard intangible cultural heritage for sustainable development’, available for consultation on UNESCO’s global partnership web page. The Concept Note was approved by the Committee at its ninth session in November 2014 ([Decision 9.COM 7](http://www.unesco.org/culture/ich/en/Decisions/9.COM/7)).

**Performance Indicator 3: Number of safeguarding plans, including indigenous languages and endangered languages, developed and/or implemented by Member States[[3]](#footnote-3)**

1. More than 90 safeguarding plans have been developed and submitted by Member States during the reporting period, including safeguarding plans incorporated in International Assistance requests and nominations to the List of Intangible Cultural Heritage in Need of Urgent Safeguarding and Representative List of the Intangible Cultural Heritage of Humanity.
2. It is to be noted that a total of 81 elements that have been inscribed since 2008 on the Lists established under the Convention belong to the domain of oral traditions and expressions – for which indigenous and endangered languages are the primary vehicle. Safeguarding plans or sets of safeguarding measures have been developed by States Parties and submitted to the Committee as part of the inscription process for all of these elements.
3. The Committee at its eighth session in 2013 called upon States Parties and the General Assembly, as well as the Secretariat, category 2 centres, non-governmental organizations and all other stakeholders to ‘complement the Register of Best Safeguarding Practices by developing alternate, lighter ways of sharing safeguarding experiences such as dedicated websites, e-newsletters, online forums, etc.’ and to ‘strengthen informal sharing of interesting and innovative examples on working on the Convention, including about intangible cultural heritage safeguarding, development of policy and legislation, intangible cultural heritage and sustainable development, innovative partnerships and others’ ([Decision 8.COM 5.c.1](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.1)).
4. Due to time constraints and lack of human resources, the Secretariat has however to date only been able to focus on the Register of Best Safeguarding Practices and on publishing the experiences of selected projects. This concerns the compilation of pedagogic materials about the methodologies and experiences of two safeguarding practices: ‘Education and training in Indonesian batik intangible cultural heritage in Pekalongan, Indonesia’ and ‘Fandango’s Living Museum’. For each practice, a brochure of some 30 pages is available in English and French, together with a 15-minute video and three-minute video on the Convention’s website (<http://www.unesco.org/culture/ich/en/Register>).
5. In addition, the periodic reports of States Parties on their implementation of the Convention at the national level as well as on the status of elements inscribed on the Urgent Safeguarding List constitute a rich and growing resource for drawing lessons about effective safeguarding practices and measures (Documents [ITH/14/9.COM/5.a](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-5.a-EN_.doc), [ITH/14/9.COM/5.b](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-5.b-EN.doc), [ITH/15/10.COM/6.a](http://www.unesco.org/culture/ich/doc/src/ITH-15-10.COM-6.a_EN.docx) and [ITH/15/10.COM/6.b](http://www.unesco.org/culture/ich/doc/src/ITH-15-10.COM-6.b_EN.docx)). These reports offer a wide-ranging picture of safeguarding measures being used by States Parties and constitute a critical mass of experience. From the 2015 cycle, the Secretariat took the initiative to provide a summary of each report on the implementation of the Convention submitted in order to facilitate access to information. However, considering the low number of reports submitted by States Parties – for instance, only six of the 37 reports expected for the 2016 cycle were submitted – the potential of the periodic reporting mechanism as a resource of good practices has not been fully explored.

**Performance Indicator 4: Number of International Assistance requests submitted and effectively implemented by Member States, nominations submitted by Member States and best practices submitted by Member States and disseminated by them and other stakeholders**

1. During the reporting period, a total number of 124 files, including nominations to the List of Intangible Cultural Heritage in Need of Urgent Safeguarding and Representative List of the Intangible Cultural Heritage of Humanity, proposals to the Register of Best Safeguarding Practices and International Assistance requests, were submitted by State Parties to the Secretariat, as follows:

|  | **2014 (from June 2014)** | **2015** | **2016** |
| --- | --- | --- | --- |
| Representative List of the Intangible Cultural Heritage of Humanity | 1 | 40 | 37 |
| List of Intangible Cultural Heritage in Need of Urgent Safeguarding | - | 7 | 5 |
| Preparatory Assistance for elaborating a nomination for inscription on the Urgent Safeguarding List | - | 1 | - |
| List of Intangible Cultural Heritage in Need of Urgent Safeguarding combined with International Assistance | - | 1 | - |
| Register of Best Safeguarding Practices | - | 6 | 1 |
| International Assistance (requests greater than US$25,000) | - | 3 | 2 |
| International Assistance (requests up to US$25,000) | 3 | 14 | 2 |
| Emergency Requests | - | 1 | - |

All of them have been or are being processed by the Secretariat.

1. The geographical distribution of the 124 files submitted[[4]](#footnote-4) to the Secretariat during the reporting period demonstrates the participation of the six regional groups to the international mechanisms established by the Convention, as follows:
2. During the reporting period, a total of 20 requests for international assistance have been examined by the Intergovernmental Committee and Bureau of the eighth, ninth and tenth sessions of the Committee. As previously requested by the Bureau, the Secretariat assessed each of the requests to be examined to the Bureau and prepared a recommendation, which was then submitted to the Bureau for review. Fifteen of these requests were approved as follows:

|  | **2014** | **2015** | **2016** |
| --- | --- | --- | --- |
| Preparatory Assistance for elaborating a nomination for inscription on the Urgent Safeguarding List | 1[[5]](#footnote-5) | 1[[6]](#footnote-6) | - |
| International Assistance (requests greater than US$25,000) | 0 | 2[[7]](#footnote-7) | N/A |
| International Assistance (requests up to US$25,000) | 2 | 4 | 3 |
| Emergency requests | 0 | 2 | - |

1. At its ninth session in November 2014, the Intergovernmental Committee approved on an exceptional basis one International Assistance request due to special circumstances in the submitting State (Sudan). The Committee considered that this request still required further improvement and delegated authority to the Bureau to approve the revised version ([Decision 9.COM 9.c.2](http://www.unesco.org/culture/ich/en/Decisions/9.COM/9.c.2)). With the assistance from the Secretariat and the Field Office such revised request was duly submitted to the Secretariat. The Bureau examined in October 2015 the revised request and considered that it satisfied the preoccupation of the Committee.
2. In order to improve the quality of International Assistance requests to be examined by the Committee and the Bureau, the Secretariat writes detailed and comprehensive letters indicating any missing information and advises the submitting State on how to improve the request so that it may be examined in the best possible situation. Furthermore, in response to the low number of International Assistance requests and the difficulties faced by States Parties to prepare requests that satisfy the criteria, as well as the administrative and financial regulations of UNESCO, the Committee asked the Secretariat to provide, on an experimental basis, technical assistance to States Parties wishing to elaborate such requests ([Decision  8.COM 7.c.](http://www.unesco.org/culture/ich/en/Decisions/8.COM/7.c)). The primary mode of technical assistance offered is consultation through e-mail, telephone and Skype, for up to 10 person-days of expert assistance over the course of three months. A longer period of assistance is made available as appropriate, including the possibility of a mission to provide the opportunity for the expert to work face-to‑face with the national team preparing the request. To date the Secretariat implemented this new mechanism in nine countries, including six in Africa. Having received technical assistance, three States Parties in Africa submitted revised requests, of which one was an emergency request, and all three of them were approved by the Bureau in June and October 2015. Apart from one request which was cancelled at the request of the national authorities and another revised request which is under review by the Secretariat, the revisions of other four requests are on-going at the time of writing this report. All in all, initial results of technical assistance are positive and encouraging, and the approach being used seems to produce the desired improvement in the quality and fundability of the requests and in the likelihood of effective safeguarding.
3. To improve the effectiveness of this experimental mechanism, the Secretariat convened a workshop at UNESCO Headquarters from 20 to 22 July 2015, in order to train a core of facilitators and experts so that they can provide effective technical assistance to States Parties wishing to elaborate International Assistance requests, as requested by the Bureau in its [Decision 9.COM 2.BUR 1](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM_2.BUR-Decision-EN.doc). Centring on experiences to date with the experimental mechanism to provide individualized technical assistance to States Parties requesting International Assistance from the Intangible Cultural Heritage Fund, the workshop also explored other efforts underway or planned by the Secretariat to (i) provide comprehensive information to States Parties about the criteria and procedures for requesting such assistance; (ii) develop practical tools to facilitate the preparation of timetables and budgets for International Assistance requests; and (iii) expand the existing curriculum materials of the global capacity‑building programme to include in-depth treatment of International Assistance.
4. In order to provide guidance to Member States on how to prepare nominations to the List of Intangible Cultural Heritage in Need of Urgent Safeguarding and Representative List of the Intangible Cultural Heritage of Humanity, including the elaboration of safeguarding plans, and pursuant to the request of the eighth session of the Committee (Baku, Azerbaijan, December 2013), two aides-mémoires have been prepared by the Secretariat and made available on the website in 2014. A [third *aide-mémoire*](http://www.unesco.org/culture/ich/doc/src/ICH-04-2017-aide-m%C3%A9moire-EN.doc) that provides submitting States with useful information when elaborating International Assistance requests including for the development of safeguarding plans was also prepared and made available online in English and French in 2015.
5. In conjunction with its decision at its eight session to create an integrated mechanism permitting States Parties to simultaneously nominate an element for inscription on the Urgent Safeguarding List and request International Assistance from the Intangible Cultural Heritage Fund to finance the proposed safeguarding plan, the Committee requested the Secretariat to create a combined ICH-01 and ICH-04 form accordingly and to report at its tenth session on the implementation of this mechanism ([Decision 8.COM 7](http://www.unesco.org/culture/ich/en/Decisions/8.COM/7)). As a result, the form ICH-01bis was elaborated by the Secretariat and was made available on the website in November 2014. At the time of writing, only one request using the new combined form ICH-01bis has been submitted to the Secretariat.
6. During the reporting period, eight elements were inscribed on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding which now numbers 43 elements, and 57 elements were inscribed on the Representative List of the Intangible Cultural Heritage of Humanity. Of the 167 States Parties (as at 23 March 2016), ten including three African States had their first inscriptions on the Representative List of the Intangible Cultural Heritage of Humanity in 2014 and 2015, which now totals 336 elements. At its seventh session, the Committee decided to establish an online resource, the Mechanism for Sharing Information to Encourage Multinational Files ([Document ITH/12/7.COM/14](http://www.unesco.org/culture/ich/doc/src/ITH-12-7.COM-14-EN.doc)), through which States Parties can, on a voluntary basis, announce their intentions to submit files and other States Parties may learn of opportunities for cooperation in elaborating multinational files. The Secretariat prepared this [online platform](http://www.unesco.org/culture/ich/index.php?lg=en&pg=00560&key=117) and integrated it into the website in 2014. At the time of writing, three intentions to nominate an element have been included in the online platform.
7. Pursuant to the Committee’s request for States Parties to avoid unnecessary reference in the titles of elements to specific countries or adjectives of nationality that may inadvertently provoke sentiments contrary to the Convention’s principle of international cooperation ([Decision 9.COM 10](http://www.unesco.org/culture/ich/en/Decisions/9.COM/10)), the Secretariat has worked together with subsequent submitting States to align titles of nominations with the decision of the Committee.

**Performance Indicator 5: Number of periodic reports on the implementation of the Convention at the national levels submitted by States Parties and examined by the Committee, and number addressing gender issues and describing policies promoting equal access to and participation in cultural life**

1. According to the Operational Directives and the guidelines adopted by the Intergovernmental Committee, the Secretariat informed the 19 States Parties that had ratified the Convention in 2007, the 19 States Parties that had ratified the Convention in 2008 and the 13 States Parties that had ratified the Convention in 2009 of the 15 December deadline for submission of their periodic reports one year prior to the deadline. To these 51 States should be added 37 States that, for different reasons, did not submit complete reports in previous cycles. The Secretariat prepared an *aide-mémoire* for completing the reporting form that provides submitting States with useful information when preparing their reports. Of the total 88 States Parties expected to submit their periodic reports for examination during the 2014, 2015 and 2016 cycles, 57 submitted a final report.
2. Of these 57 reports, 17 were final reports from States that had initially submitted them during prior cycles (1 in the 2012 cycle, 15 in the 2013 cycle, and 1 in the 2014 cycle) but wished to take additional time to provide missing information identified by the Secretariat. The remaining 40 reports were submitted for the first time in December 2013, December 2014 and December 2015; the Secretariat registered them, sent a letter to the States Parties to acknowledge receipt, and began its internal examination. In accordance with paragraph 165 of the Operational Directives, the Secretariat contacted those States Parties to inform them about missing information and advised them on how to complete their report. Thirty-four final reports were then submitted and, together with the 17 mentioned above, were examined by the Committee. Twenty-seven reports were examined by the Committee at its ninth session in 2014 and 24 reports were examined by the Committee in 2015. Furthermore, six reports (including three reports expected respectively in 2010, 2013 and 2014) will be examined by the Committee at its eleventh session in 2016. The Secretariat is working on systematically generating summaries of periodic reports to improve their accessibility.
3. Starting from 2014, in the overview of the reports the Secretariat has also included an in‑depth study on a specific topic: inventory-making for the 2014 cycle and transmission and education measures for the 2015 cycle. For 2016, the Committee requested the Secretariat to prepare a ‘cumulative focus on measures taken by States Parties concerning the integration of intangible cultural heritage and its safeguarding in cultural and other policies’. This provides the Committee with a comprehensive cumulative analysis on those topics based on all reports submitted since the first cycle in 2011.
4. In addition to the reports on implementation of the Convention and in accordance with the Operational Directives (paragraphs 160 to 164), the Secretariat received a total of 18 reports on elements inscribed on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding:
* Of the 12 reports expected for elements inscribed in 2009, eight were submitted on time and examined by the Committee during the 2014 cycle.
* Of the four reports expected for elements inscribed in 2010, only one was submitted, as well as two extraordinary reports for elements inscribed in 2013, which were examined by the Committee in 2015.
* Of the 11 reports expected for elements inscribed in 2011, six reports submitted on time, as well as one report expected for an element inscribed in 2009, will be examined by the Committee in 2016.
1. At its tenth session in 2015, in accordance with the Operational Directives (paragraphs 168 and 169), the Committee examined the report submitted by a State non-party to the 2003 Convention on its two elements inscribed on the Representative List, which had previously been proclaimed Masterpieces. This report was duly submitted by the Russian Federation in December 2014.
2. Based on internal evaluation carried out by the Secretariat, 74% of reports examined by the Committee in 2014 and 29% reports examined in 2015 addressed gender issues and described policies promoting equal access to and participation in cultural life. Further detailed analysis of the reports is provided in Documents [ITH/14/9.COM/5.a](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-5.a-EN_.doc) and [ITH/15/10.COM/6.a](http://www.unesco.org/culture/ich/doc/src/ITH-15-10.COM-6.a_EN.docx).

**Performance Indicator 6: Number of States Parties to the Convention increased**

1. During the reporting period, six countries newly ratified the Convention (Cabo Verde, Ghana, Guinea-Bissau, Ireland, Kuwait and Marshall Islands). At the time of writing, the total number of States Parties has reached 167. Meanwhile, the Secretariat continues efforts to further promote ratification of the Convention. For instance, the Secretariat supported the organization by the International Training Centre for Intangible Cultural Heritage in the Asia and the Pacific Region (CRIHAP) of a workshop in Sydney, Australia, in November 2015 for States of the Pacific region which have not ratified the Convention.

**Performance Indicator 7: Number of organizations within and outside the United Nations system, civil society, and the private sector contributing to programme delivery**

1. **Category 2 centres supported to contribute to programme delivery**
2. The Convention’s primary external partners are its network of category 2 centres under the auspices of UNESCO, established and funded by Member States to contribute to the achievement of UNESCO’s objectives by way of global, regional, sub-regional or interregional activities. The Secretariat maintains active relations with eight such centres: seven are devoted exclusively to intangible cultural heritage and the eighth has a dual mandate in world heritage and intangible heritage. The Secretariat manages a dedicated web page (<http://www.unesco.org/culture/ich/en/Category2/>) with key documents for each centre including its recent work plans and annual reports, together with reference documents about the category 2 centre network.
3. During the reporting period, the Secretariat organized the second and third annual coordination meetings of category 2 centres in the field of intangible cultural heritage, respectively in June 2014 in Paris (<http://www.unesco.org/culture/ich/index.php?meeting_id=00436>) and from 6 to 8 July 2015 in Guiyang, China, hosted by CRIHAP (<http://www.unesco.org/culture/ich/index.php?meeting_id=00478>). These two coordination meetings constituted platforms for participants to take stock of recent developments in the life of the Convention and larger trends underway at UNESCO concerning category 2 centres and to facilitate joint efforts for the integration of the Organization’s medium-term strategy (37 C/4) and programme and budget (37 C/5) into the medium-term and short-term planning of the respective centres. It also offered the occasion to brief the centres fully about the new Integrated Comprehensive Strategy for Category 2 Institutes and Centres adopted in 2013 by the UNESCO General Conference ([37/C Resolution 93](http://www.unesco.org/ulis/cgi-bin/ulis.pl?database=gctd&req=2&by=2&ord=1&sc1=1&pn=1&look=two_col&sc2=1&dc=37+c/resolutions)), and the need for the centres to align their work plans to UNESCO’s expected results in the field of intangible cultural heritage, in close coordination with the Intangible Cultural Heritage Section. Whereas the first two meetings in 2013 and 2014 aimed at establishing a common understanding of UNESCO’s global strategy, the third annual meeting focused on peer-to-peer exchanges on the themes of information and networking, collaboration with UNESCO in the global capacity-building programme, programme planning and budgeting, governance, cooperation with Member States, and evaluation and renewal of category 2 centres. The fourth annual coordination meeting will be held immediately after the present session of the General Assembly on 3 June 2016 in Paris.
4. The evaluation and renewal process of the Regional Centre for the Safeguarding of the Intangible Cultural Heritage of Latin America (CRESPIAL) in Cusco, Peru, has been completed. A similar process for the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (IRCI) in Sakai, Japan, the International Information and Networking Centre for Intangible Cultural Heritage in the Asia‑Pacific Region (ICHCAP) in Jeonju, Republic of Korea, and the Regional Heritage Management Training Centre “Lucio Costa” in Rio de Janeiro, Brazil are underway.
5. **Cooperation strengthened with organizations within the United Nations system**
6. With regard to questions of intellectual property, the Secretariat participated in an expert meeting convened in June 2014 by the United Nations Special Rapporteur in the field of cultural rights and the Office of the High Commissioner for Human Rights (OHCHR) on the ‘the impact of intellectual property regimes on the enjoyment of the right to science and culture’ within the framework of the International Covenant on Economic, Social and Cultural Rights (1976). Furthermore, the Secretariat collaborated with the World Intellectual Property Organization (WIPO) in organizing a conference on ‘Intellectual Property, Intangible Cultural Heritage and Traditional Medicine in the context of policies for the safeguarding of the intangible cultural heritage in the countries of South-Eastern Europe’ hosted by the Regional Centre for the Safeguarding of Intangible Cultural Heritage in South-Eastern Europe in Sofia, Bulgaria, from 23 to 24 April 2015. The workshop allowed mapping and analysis of some of the key issues related to harnessing intellectual property rights for safeguarding intangible cultural heritage, but also showed that more expert reflection and training is required to effectively advise States Parties of the 2003 Convention on this matter. Therefore, it was agreed with WIPO to collaborate on jointly developing training materials for capacity-building on this theme. The Secretariat also participated in a WIPO seminar organized from 23 to 25 June 2015 in Geneva, Switzerland, on issues relevant to the work of the Intergovernmental Committee on Intellectual Property and Genetic Resources, Traditional Knowledge and Folklore. The seminar contributed to the global debate initiated by WIPO on effective protection of traditional knowledge, traditional cultural expressions and genetic resources, exploring initial ideas for cooperation to create synergies with relevant standard-setting instruments, including the 2003 Convention. UNESCO will pursue this collaboration in the context of its capacity-building programme.
7. The Secretariat enhanced its cooperation with the World Bank for revision of the World Bank’s environmental and social safeguarding policies, including its policy on physical cultural resources. In this regard, the Secretariat participated in the World Bank workshop on developing guidance for implementing the World Bank safeguarding standard for protecting cultural heritage in development projects, organized from 27 to 28 April 2015 in Paris, France. The Secretariat shared its expertise and made various suggestions to ensure that key principles of the Convention were reflected. The need for free, prior and informed consent of indigenous people and local communities was particularly highlighted and was integrated in the draft [Environmental and Social Framework](http://consultations.worldbank.org/Data/hub/files/consultation-template/review-and-update-world-bank-safeguard-policies/en/materials/clean_second_draft_es_framework_final_draft_for_consultation_july_1_2015.pdf) developed by the World Bank.
8. Intangible cultural heritage is at the core of people’s identity and has increasingly been targeted in conflicts and crisis situations over past years resulting in an increasing number of requests to the Secretariat to take action to safeguard intangible heritage in such contexts. While intangible cultural heritage cannot be disconnected from the communities who are its bearers, safeguarding intangible cultural heritage in a crisis situation means first and foremost to protect the bearers, i.e. the populations, from oppressive restrictions in engaging in their living heritage. Examining UNESCO’s role and responsibilities for culture in conflict areas at its 196th session in April 2015 and at its 197th session in October 2015, the Executive Board of UNESCO invited the Director-General ‘to continue and enhance efforts to protect culture in times of armed conflict and transition, notably by strengthening the capacity of UNESCO […] through the operationalization of the relevant provisions of the various UNESCO cultural conventions’, ‘to enhance UNESCO’s role within the United Nations system in order for the cultural dimension to be taken in due consideration’ ([Decision 196  EX/29](http://unesdoc.unesco.org/images/0023/002328/232890e.pdf)) by ‘embedding the protection of cultural heritage and cultural diversity in humanitarian action, global security strategies and peace building processes, by means of all pertinent United Nations mechanisms and in collaboration with the relevant United Nations Departments’ ([Decision 197 EX/10](http://unesdoc.unesco.org/images/0023/002351/235180e.pdf)). To this end, the proposed ‘Operational Directives on ‘Safeguarding intangible cultural heritage and sustainable development at the national level’ include dedicated provisions to peace and security (Document ITH/16/6.GA/7). At country level, considering UNESCO’s mandate and operational means, the Secretariat is developing initiatives to integrate capacity-building for the safeguarding of intangible cultural heritage in emergency responses carried out by the international community. In Syria, a pilot capacity-building activity is under preparation in the context of a larger project funded by the European Union on emergency safeguarding of the Syrian cultural heritage. It aims to build knowledge of staff from international organizations, local NGOs and peacekeeping forces that intervene in conflict zones to understand the concepts and provisions of international law in the field of cultural diversity in general and intangible cultural heritage in particular, and enable them to act in support of its safeguarding. Given the limited scale of the human and financial resources UNESCO can realistically bring to bear, such upstream interventions offer the greatest likelihood of real impact and effectiveness. Based on the results of this pilot activity, the programme could be expanded to other crisis situations.
9. **Cooperation enhanced with civil society**
10. According to the Operational Directives (paragraphs 90 and 96), non-governmental organizations shall be involved by States Parties in the implementation of the Convention at the national level, *inter alia* in identifying and defining intangible cultural heritage and in other appropriate safeguarding measures, and may be invited to provide advisory services to the Committee, as provided in Article 9 of the Convention. The General Assembly has to date accredited 178 non-governmental organizations, including 22 during the reporting period ([Resolution 5.GA 6](http://www.unesco.org/culture/ich/en/Resolutions/5.GA/6)). In addition, at its tenth session in 2015, the Committee recommended to the present session of the General Assembly that 24 non-governmental organizations be accredited to provide advisory services to the Committee ([Decision 10.COM 16](http://www.unesco.org/culture/ich/en/Decisions/10.COM/16)).
11. Paragraph 94 of the Operational Directives foresees that every four years following accreditation of a non-governmental organization, the Committee reviews the contribution and commitment of the advisory organization and its relations with it, taking into account the perspective of the non-governmental organization concerned. In line with the Operational Directives, the renewal process was completed for the 97 non-governmental organizations accredited by the General Assembly in 2010 ([Resolution 3.GA 7](http://www.unesco.org/culture/ich/en/Resolutions/3.GA/7)). The Secretariat reviewed the 69 reports submitted by these non-governmental organizations. In 2015, the Committee decided to terminate relationships with 38 organizations given that their contribution and commitment to the work of the Committee were deemed insufficient with reference to paragraphs 94 and 95 of the Operational Directives or given that they had not submitted any quadrennial report allowing the Committee to appreciate their contribution and commitment to its work ([Decision 10.COM 16](http://www.unesco.org/culture/ich/en/Decisions/10.COM/16)).
12. Furthermore, considering that the network of UNESCO Chairs can serve as a bridge builder between academia, civil society, local communities, research and policy-making, the Secretariat reviews all applications to establish a UNESCO Chair in a field related to intangible cultural heritage, taking into consideration their potential and capacities to inform policy decisions, establish new teaching initiatives, generate innovation through research and contribute to the enrichment of existing university programmes while promoting the principles of the Convention at the regional or sub-regional levels and strengthening North-South-South cooperation. The network of UNESCO Chairs comprises 11 UNESCO Chairs carrying out activities related to the safeguarding of intangible cultural heritage in 11 different countries.

**Performance Indicator 8: Number of stakeholders involved in the implementation of the Convention contributing information to the knowledge management system**

1. **Knowledge management services optimized and utilized for effective implementation and information-sharing[[8]](#footnote-8)**
2. Knowledge management has become more and more indispensable as the Convention’s growth continues, and management of the large quantity of information associated with the work of the Committee and General Assembly is made possible only through the Section’s purpose-built knowledge management system supported entirely through the Intangible Cultural Heritage Fund. Based on [Resolution 5.GA 7](http://www.unesco.org/culture/ich/en/Resolutions/5.GA/7) and Decision [9.COM 2.BUR 1](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM_2.BUR-Decision-EN.doc) about the use of the resources of this Fund, work has continued since June 2014 on improving both the functioning of the Convention’s knowledge management system and its usefulness and accessibility to its diverse constituencies.
3. In 2014, the Secretariat released dedicated web pages to present all of the projects undertaken by the Convention whether implemented by States Parties after approval of financial assistance requests by the Committee or implemented directly by UNESCO with financing from its regular programme budget or extrabudgetary funds. The online meeting registration tool was also enhanced to automatically inform Permanent Delegations of ongoing registrations.
4. The Secretariat launched in November 2015 a fully renovated website with the objective to improve browsing experience and provide more user-friendly interfaces. This website should allow States Parties members of the Secretariat and the public to follow more closely all the processes linked to implementation of the Convention (nominations under process, International Assistance requests and implementation status, capacity-building projects, status of States Parties vis-à-vis periodic reporting and linkage between inscribed elements and related periodic reports). This renovated website also includes a search engine to facilitate searches for web pages, elements, decisions, projects, etc. Simultaneously, all decisions of the Committee and resolutions of the General Assembly are being individually indexed in the database, which will considerably improve their accessibility.
5. Furthermore, intensive work is underway to provide easier access to statutory meeting documents and decisions. The Secretariat is processing all past statutory meeting documents to systematically insert cross-linking and include them into UNESDOC – the UNESCO-wide repository of documents.
6. In addition to improving access to existing information, the Secretariat is developing new online tools to elaborate and submit online International Assistance requests. This new functionality should significantly accelerate the circulation and treatment of these requests. By the end of the year, expert-facilitators will also be able to fill-in online their reports on every workshop organized and the Secretariat will benefit from a new tool: a dashboard that will consolidate information on the diverse tasks each of the Section’s staff members is responsible for, together with deadlines and status updates.
7. Overall, the number and type of stakeholders contributing to and benefitting from the knowledge management system are significantly increasing, from meeting participants (more than 1400 during the reporting period) to representatives of Member States requesting International Assistance (around 20 submissions a year), capacity-building facilitators and Evaluation Body members.
8. **Better visibility of intangible cultural heritage and awareness of its significance ensured through publication and dissemination[[9]](#footnote-9)**
9. The editorial preparation of the [2014 edition of the Basic Texts of the Convention](http://unesdoc.unesco.org/images/0023/002305/230504e.pdf) – integrating the amendments to the Operational Directives adopted by the fifth session of the General Assembly and amendments to the Committee’s Rules of Procedure adopted at its eighth session – was completed in the six working languages of the General Assembly. Electronic versions of these publications are made available online. Moreover, the information kit on the Convention has been reprinted with two additional thematic brochures on gender and sustainable development.
10. The website of the Section provides updated information on a regular basis with additional multilingual web content. For instance, 79 news items have been published during the reporting period (17 in the second half of 2014, 49 in 2015 and 13 in 2016 at the time of writing). Videos of elements inscribed on the Urgent Safeguarding List and Representative List are made available by the Secretariat through a cooperative arrangement with [YouTube](https://www.youtube.com/user/unesco). These continue month after month constituting more than 80% of videos viewed online from UNESCO – a remarkable rate (see the monthly reports of the Division of Public Information). The Committee’s sessions also continue to rank among the highest-visibility events in UNESCO’s calendar, with appreciable increases in web page visits and peaks of news coverage in print and electronic media.
11. The Secretariat also receives requests for patronage and use of the emblem of the Convention, which are then processed by the Conventions Common Services Unit. During the reporting period, 30 such requests were received and 27 resulted in the granting of the Convention’s patronage. States that are granted patronage are requested to report on the use of the Convention’s emblem and the relevant activities’ impact on the visibility of UNESCO and the Convention with specific target audiences; the Intangible Cultural Heritage Section is making a systematic effort to collect such reports and make them available on the Convention’s website. Furthermore, during the same period, the Intangible Cultural Heritage Section received 67 requests for the use of copyrighted multimedia materials available on the website of the Section. Fifty-eight such requests were approved for the use of a total of 1,156 photos and videos by external partners.
12. **Follow-up on audits and evaluations**
13. **Progress report on the twenty-four recommendations of the evaluation of UNESCO’s standard-setting work of the Culture Sector, concerning the Convention for Safeguarding of the Intangible Cultural Heritage**
14. In line with its biennial plan for 2012-2013, UNESCO’s Internal Oversight Service (IOS) completed in 2013 the evaluation of UNESCO’s standard-setting work of the Culture Sector, Part I of this evaluation concerns the 2003 Convention for the Safeguarding of the Intangible Cultural Heritage ([Document IOS/EVS/PI/129 REV.](http://unesdoc.unesco.org/images/0022/002230/223095e.pdf)). The purpose of the evaluation was to generate findings and recommendations regarding relevance and effectiveness of the normative framework, with a focus on its impact on legislation, policies, and strategies of States Parties to UNESCO’s culture conventions.
15. Preliminary findings were presented to the Executive Board at its 192nd session in 2013 ([Document 192 EX/5 Part II](http://unesdoc.unesco.org/images/0022/002224/222446f.pdf)) and the complete evaluation was presented to the Executive Board, at its 194th session in 2014, within the Annual Report of IOS ([Document 194 EX/22](http://unesdoc.unesco.org/images/0022/002268/226876f.pdf)). Annex III to Document 194 EX/22 includes the preliminary cross-cutting findings and conclusions related to the standard-setting work of the Culture Sector.
16. Furthermore, the evaluation was presented to the Committee at its eighth session in 2013 ([Document ITH/13/8.COM/5.c](http://www.unesco.org/culture/ich/doc/src/ITH-13-8.COM-5.c-FR.doc)). During that session the Committee considered the recommendations of the evaluation and adopted [Decision 8.COM 5.c.1](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.1). The table in annex I presents subsequent decisions by the Committee during its ninth and tenth sessions, planned actions with deadlines and the status of such actions taken for each of the twenty-four recommendations of the evaluation.
17. **Progress report on the follow-up on the four recommendations of the audit report of the working methods of all six culture conventions**
18. UNESCO’s IOS completed in 2013 an audit of the working methods of all six cultural conventions in the field of culture to assess the adequacy and efficiency of the working methods of UNESCO’s standard-setting work in the Culture Sector ([Document IOS/AUD/2013/06](http://unesdoc.unesco.org/images/0022/002232/223256e.pdf)). As a result, the audit generated four recommendations that essentially seek to streamline and rationalize various statutory processes and achieve cost efficiencies.
19. The IOS report, ‘Audit of the Working Methods of Cultural Conventions’ including the recommendations, was presented to the Committee at its eighth session ([Document ITH/13/8.COM/5.c](http://www.unesco.org/culture/ich/doc/src/ITH-13-8.COM-5.c-EN.doc)). During that session the Committee considered the recommendations of the audit and adopted [Decision 8.COM 5.c.2](http://www.unesco.org/culture/ich/en/Decisions/8.COM/5.c.2). A summary of the IOS report was also presented to the Executive Board at its 192nd session. The table in annex II presents subsequent decisions by the Committee during its ninth and tenth sessions and actions planned or taken and the status for the implementation of the Audit’s recommendations.
20. **Conclusion and prospects**
21. The Secretariat has concentrated its efforts around two pillars: support for the governance of the Convention (in particular the organization of General Assembly, evaluation bodies, Committee) and the treatment of nominations, requests and reports submitted through statutory mechanisms on one hand, and the expansion, on the other, of the capacity-building programme to a larger number of beneficiary countries. As a whole, steady progress has been made to meet the targets and benchmarks for the biennium and quadrennium. The principle that runs behind every aspect of the work of the Secretariat has been to provide with the most conducive environment for encouraging international cooperation and better implementation of the Convention at the national and international levels for the benefit of communities, groups and individuals for whom intangible cultural heritage is crucial for their identity and continuity.
22. Under the reporting period the Secretariat responded to the requests of the governing bodies by helping the international community to address a number of cross-cutting thematic areas such as sustainable development, codes of ethics, post-conflict and post-disaster management and the role of gender. In addition, improvements have been sought in terms of increasing the efficiency in supporting States Parties be it introducing new methodologies such as Technical Assistance for revising or elaborating International Assistance requests, streamlining of processes, or better access to information about the Convention. Similarly, action has been taken to start developing a monitoring mechanism that would allow qualitative and quantitative evaluation of the effectiveness both short-term and longer-term of the capacity‑building programme that should complement in the near future the development of an overall results framework of the Convention.
23. The situation concerning human resources of the Secretariat remains very difficult, given the high responsibilities and large volume of tasks assigned to it by the Convention, Operational Directives, governing bodies and the Organization. While the Secretariat is grateful for the support it is receiving from States Parties in the form of detachments, associate experts and project appointments, it must also be recalled that assignments of limited duration require a substantial investment in training and does not provide a sustainable solution. The financial constraints facing UNESCO call once again for creative solutions of focusing and prioritizing the Secretariat’s work so that it can continue to be in a position to offer the highest quality service possible to the Committee, General Assembly and to Member States.
24. The General Assembly may wish to adopt the following resolution:

**DRAFT RESOLUTION 6.GA 6**

The General Assembly,

1. Having examined document ITH/16/6.GA/6,
2. Welcomes the new structure of the report of the Secretariat by performance indicators as well as the inclusion of the annexes of the report detailing follow-up actions carried out in response to the Internal Oversight Service’s audits and evaluations;
3. Commends the Secretariat for ensuring the effective implementation of the decisions of the Committee and of the General Assembly as well as the efficient organization of statutory meetings, and appreciates a number of improvements made in the working methods of the Secretariat such as the provision of technical assistance, summaries for periodic reports, the timely treatment of nominations as well as a fully renovated website that facilitates access to existing information;
4. Expresses satisfaction on the expanded reach and continued effectiveness of the global capacity-building programme and also appreciates the regular review, adaptation and enrichment of its content and format to respond effectively to major implementation challenges at the national level;
5. Thanks the States Parties that have generously provided extrabudgetary support to make the global capacity-building strategy possible and to support the other statutory functions of the Secretariat and invites States Parties to offer further support, particularly in the form of contributions to the sub-fund for enhancing the human resources of the Secretariat in order to allow it to address ongoing demands for the continued effective implementation of the Convention;
6. Acknowledges that the Secretariat has made good progress in response to the recommendations of the IOS evaluation and audit as well as of its corresponding decisions, and wishes that such effort be continued as planned;
7. Takes note with interest that an expert meeting will be organised in the second half of 2016 in order to lay the foundation upon which an overall results framework of the Convention could be constructed and thanks the People’s Republic of China for its generous offer of a voluntary supplementary contribution to the Intangible Cultural Heritage Fund to support the organization of such meeting;
8. Further appreciates the efforts of the Secretariat to coordinate the growing network of category 2 centres and stimulate their ability to contribute effectively to UNESCO’s strategic objectives in the field of intangible cultural heritage;
9. Requests the Secretariat to report on its activities for the period between January 2016 and December 2017 for examination by the General Assembly at its seventh session, and to use this biennial format for future reports thereafter.

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| **ANNEX I****Progress report on the twenty-four recommendations of the evaluation of UNESCO’s standard-setting work of the Culture Sector, concerning the Convention for Safeguarding of the Intangible Cultural Heritage** |
| **Recommendation 1: Revise all relevant documents and forms (including the Operational Guidelines, the Periodic Reporting Formats, and nomination files) to include gender-specific guidance and questions.** |
| **Management Response:** Reporting forms have been amended accordingly, and a new paragraph to be included in the Operational Directives has been submitted to the Committee at its ninth session (December 2014) for discussion and was endorsed at its tenth session (December 2015). Revised Operational Directives are submitted to the General Assembly for adoption at the present session in June 2016. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Revise nomination forms ICH-01 (Urgent Safeguarding List) and ICH-02 (Representative List). | November 2014 | * The gender specific guidance was integrated in October 2015 in the ICH‑01 and ICH-02 nomination forms for the 2017 cycle(**action completed**).
 |
| Revise Form ICH-10 on periodic reporting (Reports by States Parties on the implementation of the Convention).  | November 2014 | * ICH-10 form revised in December 2014 (**action completed**).
 |
| Include gender paragraph in the draft Operational Directives on sustainable development. | June 2016 | * In 2015, the tenth session of the Committee endorsed the amendment of the Operational Directives to include ‘gender equality’ in the section concerning ‘Safeguarding Intangible Cultural Heritage and Sustainable Development at national level’ ([Decision 10.COM 14.a](http://www.unesco.org/culture/ich/en/Decisions/10.COM/14.a)).
* This amendment is submitted for adoption by the present session of the General Assembly in June 2016 ([Document ITH/16/6.GA/7](http://www.unesco.org/culture/ich/doc/src/ITH-16-6.GA-7-EN.docx)).
 |
| **Recommendation 2: Promote increased NGO and community involvement in the development of policy, legislation, safeguarding plans and sustainable development plans.** |
| **Management Response**: This recommendation is fully in line with the Convention and the Operational Directives. Although the implementation of this recommendation is the direct responsibility of the States Parties, the Secretariat uses every opportunity, in particular in the capacity-building programme and supporting material, to remind States of the importance of such involvement. Additionally, the Committee during its ninth session adopted amendments to the Operational Directives encouraging States Parties when preparing their Periodic Reports to complement the data gathered on the implementation of the Convention with information provided by relevant non-governmental organizations. Revised Operational Directives are submitted to the General Assembly for adoption at the present session in June 2016. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Integrate and/or strengthen these aspects in the capacity-building material and training of trainers workshops. |  February 2016 | * The role of non-governmental organizations and community involvement was part of the training for expert facilitators for the Asia-Pacific (January 2015) and Africa (September 2015).
* A UNESCO guidance note on providing advisory services for policy development in the field of intangible cultural heritage, made available in June 2015, underlines the role of non-governmental organizations and community involvement.
* An independent training material unit on policy and legal development was made available in English in February 2016, integrating the importance of non-governmental organizations and community involvement. Other linguistic versions in French and Spanish of the training material are currently under preparation.
 |
| Revise Operational Directives to encourage States Parties when preparing their Periodic Reports to complement the data gathered on the implementation of the Convention with information provided by relevant non-governmental organizations | June 2016 | * The Committee during its ninth session adopted amendments to the Operational Directives encouraging States Parties when preparing their Periodic Reports to complement the data gathered on the implementation of the Convention with information provided by relevant non-governmental organizations ([Decision 9.COM 13.a](http://www.unesco.org/culture/ich/en/Decisions/9.COM/13.a)). Revised Operational Directives are submitted to the General Assembly for adoption at the present session in June 2016.
 |
| Integrate these aspects in the *aide-mémoire* for elaborating nomination files and for periodic reports. | October 2016  | * The February 2015 version of the *aide-mémoire* mentions in several places the importance of non-governmental organizations and community involvement.
* If the amendments to the Operational Directives are adopted by the General Assembly the updated version of the *aide-mémoire* on periodic reporting will further emphasize the role of non-governmental organizations.
 |
| **Recommendation 3: Enhance cooperation with sustainable development experts for integrating ICH into non-cultural legislation and policy, and for other work related to ICH and sustainable development.** |
| **Management Response**: Although the implementation of this recommendation is the direct responsibility of the States Parties, the Secretariat is also integrating and/or strengthening these aspects in its capacity-building (curriculum and training of trainers), and when developing new Operational Directives on Intangible Cultural Heritage and sustainable development. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Integrate and/or strengthen these aspects in the capacity-building material and training of trainers workshops. | Ongoing | * As regards the integration of intangible cultural heritage into non-cultural legislation and policy, greater cooperation with the sustainable development experts allowed:
* the elaboration of a new format for policy and legal support in the capacity-building programme
* the elaboration of a dedicated unit (Unit 8) on intangible cultural heritage and sustainable development under the capacity-building material
* the elaboration of a UNESCO guidance note on providing advisory services for policy development.
* The regional workshop for expert facilitators from Africa (Constantine, Algeria, September 2015) focused on supporting policy development in the field of intangible cultural heritage in Africa and also discussed the difficulties of integrating intangible cultural heritage policy into non‑cultural legislation and policies.
 |
| Develop new Operational Directives on Safeguarding Intangible Cultural Heritage and Sustainable Development. | June 2016 | * Development experts participated in the elaboration of the draft amendment of the Operational Directives on Intangible Cultural Heritage and Sustainable Development; this amendment was submitted to the ninth session of the Committee for debate and was endorsed at the tenth session of the Committee in 2015. ([Decision 10.COM 14.a](http://www.unesco.org/culture/ich/en/Decisions/10.COM/14.a));
* Draft Operational Directives on Safeguarding Intangible Cultural Heritage and Sustainable Development at the national level are submitted for adoption to the present session of the General Assembly in June 2016.
 |
| **Recommendation 4: Support State Parties with the development of legislation and policy as part of the ongoing 2003 Convention capacity building programme and design appropriate capacity building formats to do so.** |
| **Management Response**: The Secretariat is strengthening its policy and legal advisory services in all current and future capacity-building activities. New training material to be developed, training of trainers to be conducted accordingly. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Design and use new training materials. | February 2016 | * A workshop on developing a new format for policy advice in the Convention’s capacity-building programme was held in June 2014 at UNESCO headquarters.
* Three papers were drafted on issues and experiences of policy and legal development in the field of intangible cultural heritage.
* A UNESCO guidance note providing advisory services for policy development in the field of intangible cultural heritage was produced and made available in June 2015 in English and French.
* New training material for workshops with national counterparts on policy development was prepared and made available online in English in February 2016.
 |
| Train trainers. | Ongoing | * The issue was addressed during the training of expert facilitators for the Arab states (May 2014); Europe and Central Asia (September 2014); and Asia and the Pacific (January 2015).
* A training workshop for expert facilitators for Africa was held on ‘Supporting policy development in the field of intangible cultural heritage in Africa’ (September 2015).
 |
| Integrate new specialized trainers in policy development in the network of trainers. | Ongoing | * Four new trainers specialized in cultural policy development have been integrated in the Convention’s network of expert facilitators.
* Trainers specialized in cultural policy will participate in a multi-year capacity-building project planned in countries from Asia and the Pacific.
* Trainers will participate in future policy support activities of the capacity‑building programme.
 |
| **Recommendation 5: Cooperate with sustainable development experts when supporting State Parties with the integration of ICH into non-cultural legislation and policy, and with other work related to ICH and sustainable development.** |
| **Management Response**: Sustainable development experts are being integrated in the Intangible Cultural Heritage UNESCO trainers’ network, in order to complement those experts/trainers less familiar with the broader development issues. This should be considered in tandem with actions planned and undertaken in response to recommendation 3.  |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Publish and disseminate brochure ‘Intangible Cultural Heritage and Sustainable Development’ (ITH info kit).  | October 2015 | * A brochure was published in October 2015 and distributed at the tenth session of the Committee; it continues to be distributed by the Secretariat and by UNESCO Field Offices (**action completed**).
 |
| Revise final reporting template for training to include a question on participating sustainable development experts. | 2016 | * The template for reporting on training has been revised to include questions on expertise in different areas of sustainable development, and an online reporting tool is currently being developed to reflect these evolutions, and to facilitate data input, export and analysis.
 |
| Guide for field offices to be elaborated. | March 2016 | * The Intangible Cultural Heritage Section, having consulted its Field Offices, drafted a guidance note that has been disseminated to them together with the above-mentioned brochure.
 |
| **Recommendation 6: Establish, with the full involvement of UNESCO field office and in cooperation with National Commissions, a follow-up mechanism for capacity building activities to gather data about their effectiveness.** |
| **Management Response**: Consultations have to be conducted in order to put in place this follow-up mechanism. The mechanism should be in place on a pilot basis in a selected region by the end of the year. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Define the methodology and work plan to align with overall theory of change. | June 2015 | * The Intangible Cultural Heritage Section consulted IOS, expert facilitators, selected national counterparts and UNESCO Field Offices, who provided consultation on methodology; the work process is defined with a budget estimate (**action completed**).
 |
| Put in place the mechanism. | 2016 | * The mechanism is currently being put in place.
 |
| **Recommendation 7: Review (and adapt if necessary) the content and format of the capacity building strategy to ensure that it responds to the major implementation challenges at the national level.** |
| **Management Response**: Review meetings are conducted regularly in order to assess the content and format of the capacity-building strategy, in particular to adapt it to the evolving needs at the national level. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Initial adaptations reflected in updated logframe based on IOS evaluation. | Ongoing | * The progress and final reporting templates of capacity-building projects were revised with an updated logframe to include information of major implementation challenges at the national level.
 |
| Review meetings and competence upgrading with expert facilitators and Field Offices. | Ongoing | * The Secretariat received recommendations for further revisions from Africa, the Arab Region, Asia and the Pacific, Central Asia and Europe.
 |
| Draw lessons from a consolidated analysis of all expert facilitators’ report by region.  | 2016 | * A cross-regional analysis of the expert facilitators’ reports is being finalized and will be shared with expert facilitators.
 |
| Specific activities and financial provisions for policy assessments integrated in capacity building programme. | Ongoing | * The budget of new capacity-building projects systematically includes provisions for policy assessments/development.
 |
| Introduce new units on gender, sustainable development and policy development. | February 2016 | * New training units on gender (Units 48 and 49), as well as an information brochure on the topic in question made available in June 2015.
* A new training unit on sustainable development has been revised and aligned to the UN 2030 Sustainable Development Agenda and has been made available in February 2016.
* A training unit on policy development (Unit 55) has been prepared and made available in February 2016 (**action completed**).
 |
| **Recommendation 8: Promote the USL by re-positioning it as an expression of State Parties’ commitment to safeguarding and to the implementation of the Convention, and especially recognise those State Parties that submit nominations to the USL.** |
| **Management Response**: Publication of digital version of USL is intended to put emphasis on its importance. All opportunities in communication, media, and speeches are seized in order to emphasise its importance. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Stop the publication of leaflet of yearly inscribed elements and publish Brochures only on Urgent Safeguarding List and Best Safeguarding Practices. | Ongoing | * Yearly publication on inscribed elements has stopped.
* Brochures on USL and BSP for elements and practices inscribed and selected in 2012 and 2013 have been published electronically in 2014. Electronic brochures on USL and BSP for elements and practices inscribed and selected in 2014 and 2015 are under preparation.
 |
| USL, IA and RL purpose highlighted in presentations, speeches, media interviews, media kit, etc. | Ongoing | * The purpose of USL, IA and RL is highlighted in presentations, speeches, etc.
 |
| **Recommendation 9: Clarify to State Parties and other stakeholders all misconceptions regarding the purpose and use of the Representative List.** |
| **Management Response**: All opportunities in communication, media, and speeches are seized in order to emphasise the purpose and use of the Representative List. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Highlight USL, IA and RL purpose in presentations, speeches, media interviews, media kit, etc. | Ongoing | * The purpose of USL, IA and RL is highlighted in presentations, speeches, media interviews, media kit, etc.
 |
| **Recommendation 10: Ensure that inscription of elements to the Representative List reflect more closely the criteria and procedures specified in Chapter I.2 of the Convention’s Operational Guidelines.** |
| **Management Response**: To be applied by the Committee and its Evaluation Body; Secretariat includes this point in training sessions for Evaluation Body. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Prepare evaluation of the implementation of previous decisions of the Committee in connection with the inscription of elements, selection of proposals to the Register of Best Safeguarding Practices, and approval of requests for International Assistance. | December 2014 | * The Secretariat prepared the evaluation and presented it as a working document for examination by the Committee at its ninth session ([Document  ITH/14/9.COM/13.d](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-13.d-EN.doc)) (**action completed**).
 |
| Secretariat to include this point in training sessions for Evaluation Body.  | Ongoing | * Members of the Evaluation Body trained in April 2015 and March 2016.
* New members of the Evaluation Body to be trained in each cycle.
 |
| **Recommendation 11: Suspend the Subsidiary Body, so that all nominations are evaluated by one common and independent body.** |
| **Management Response**: Operational Directives adopted for one single Evaluation Body and the new Evaluation Body started its operations in 2015. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Operational Directives adopted for one single Evaluation Body. | June 2014 | * The General Assembly, during its fifth session, decided ([Resolution  5.GA 5.1](http://www.unesco.org/culture/ich/en/Resolutions/5.GA/5.1)) that ‘the evaluation [of files] shall be accomplished by a consultative body of the Committee established in accordance with Article 8.3 of the Convention, to be known as the "Evaluation Body'" (paragraph 27 of the Operational Directives)(**action completed**).
 |
| Single Evaluation Body operational. | October 2015 | * The first Evaluation Body evaluated all files under the 2015 cycle (**action completed**).
 |
| **Recommendation 12: Reconsider and complement the Register of Best Safeguarding Practices by developing alternate, lighter ways of sharing safeguarding experiences such as dedicated websites, e-newsletters, online forums, etc. (This recommendation is linked to Recommendation 19.)** |
| **Management Response**: Different stakeholders, and in particular NGO Forum, have to be consulted on lighter and alternative ways. Best practices can be identified through the analysis of periodic reports. Given limited financial and human resources, more substantial actions promoting examples of good safeguarding practices could not be initiated. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Consult different stakeholders, and in particular with NGO Forum, on lighter and alternative ways. | September 2014 | * NGO Forum representatives were consulted in December 2013, Members of the Consultative Body in September 2014 and category 2 centres in October 2014 (**action completed**).
 |
| Identify best practices through the analysis of periodic reports. | Ongoing | * The syntheses of the 27 and 24 periodic reports submitted for examination by the Committee at its ninth and tenth sessions respectively contain information on safeguarding practices.
 |
| **Recommendation 13: Give priority to International Assistance requests within the ceiling of files to the Convention’s mechanisms** |
| **Management Response**: Was proposed by the Secretariat to the Committee at its eighth session ([Document ITH/13/8.COM/5.c](http://www.unesco.org/culture/ich/doc/src/ITH-13-8.COM-5.c-EN.doc)) but not accepted by the Committee. The Secretariat is nevertheless giving important support to International Assistance request mechanism and follow-up. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Propose amendment of the Operational Directives to increase the ceiling of International Assistance requests that can be approved by the Bureau (currently up to US$25,000). | December 2015 | * The proposal to increase the ceiling to US$100,000 was endorsed by the Committee at its tenth session (**action completed**).
 |
| Present to the General Assembly amendment of the Operational Directives to increase the ceiling of International Assistance requests that can be approved by the Bureau (currently up to US$25,000).  | June 2016 | * The General Assembly to approve at its current session in 2016 amendments to the Operational Directives (chapter I.8, I.10, I.14 and I.15) to increase the ceiling of International Assistance requests that can be approved by the Bureau to US$100,000.
 |
| **Recommendation 14: Promote International Assistance as a capacity building mechanism for State Parties.** |
| **Management Response**: The Secretariat is providing important and frequent feedback on International Assistance requests, including technical assistance, integrating this work as a capacity-building exercise. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Provide technical assistance for International Assistance elaboration as appropriate and promote other forms than just donations. | Ongoing | * Following the Committee’s request, the Secretariat ‘devise[d] a means, to offer technical assistance, through the provision of experts, as described in Article 21 of the Convention, to States Parties wishing to elaborate requests for International Assistance’ ([Decision 8.COM 7.c](http://www.unesco.org/culture/ich/en/Decisions/8.COM/7.c)).
* Eight countries have already benefited from this mechanism.
* The Secretariat will promote the use of international assistance in forms other than just donations, as per Article 21 of the Convention ([Document ITH/15/10.COM/8](http://www.unesco.org/culture/ich/doc/src/ITH-15-10.COM-8_EN.docx)).
 |
| Integrate and track trainings on International Assistance elaboration within CAP projects. | December 2016 | * International Assistance was integrated in workshops on the different curriculum areas (safeguarding, nominations, etc.).
* New comprehensive training materials on elaborating International Assistance were commissioned and will be available in English by the end of 2016.
 |
| **Recommendation 15: Strengthen UNESCO’s cooperation with WIPO over traditional knowledge and culture to ensure an ongoing exchange and learning between the two organizations and their Member States, especially in the context of WIPO’s current discussions about a new international standard-setting instrument for the protection of the intellectual property rights of communities** |
| **Management Response**: To the extent possible considering its human resources, the Secretariat will increase its cooperation with WIPO, in particular in organizing joint events/meetings and in participating in WIPO’s governing bodies meetings as observer. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Strengthen UNESCO’s cooperation with WIPO to ensure ongoing exchange and learning between the two organizations and their Member States concerning traditional knowledge and cultural expression. | Ongoing | * To ensure the strengthening of UNESCO’s cooperation with WIPO, the Bureau of the Committee approved funds for this purpose in the spending plan for the use of ITH Funds dedicated to ‘other functions of the Committee’.
* The Secretariat of the 2003 Convention participated in an expert meeting convened in June 2014 by the United Nations Special Rapporteur on the subject ‘the impact of intellectual property regimes on the enjoyment of the right to science and culture’.
* The Secretariat collaborated with WIPO in organizing a conference on ‘Intellectual Property, Intangible Cultural Heritage and Traditional Medicine in the context of policies for the safeguarding of the intangible cultural heritage in the countries of South-Eastern Europe’ hosted by the Regional Centre for the Safeguarding of Intangible Cultural Heritage in South-Eastern Europe in Sofia, Bulgaria, in April 2015.
* The Secretariat participated in a seminar organized by WIPO in June 2015 on ‘Intellectual Property and Genetic Resources, Traditional Knowledge and Folklore’ to discuss the effective protection of traditional cultural expressions, knowledge and genetic resources, exploring initial ideas for cooperation to create synergies with relevant standard-setting instruments, including the 2003 Convention.
 |
| **Recommendation 16: Create opportunities for joint thinking, exchange of experiences, cooperation and synergies between UNESCO’s culture conventions of 1972, 2003 and 2005 and establish appropriate mechanisms for this.** |
| **Management Response**: The Cultural Conventions Liaison Group, comprising the Secretaries of the respective conventions and senior CLT management, is meeting regularly and sharing information. Sub-groups on different topics (periodic reports, international assistance, etc.) are also sharing resources and methodologies. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Participate in the CCLG, comprising the Secretaries of the conventions and senior CLT management.  | Ongoing | * The Secretariat informed the Committee on progress made during its ninth session ([Document ITH/14/9.COM/13.h](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-13.h-EN.doc) and [Decision 9.COM 13.h](http://www.unesco.org/culture/ich/en/Decisions/9.COM/13.h)).
 |
| Facilitate thinking on synergies between 2003 and 2005 in the field of capacity building. | Ongoing | * The Secretariat reported to the Committee on progress achieved during its ninth session ([Document ITH/14/9.COM/13.h](http://www.unesco.org/culture/ich/doc/src/ITH-14-9.COM-13.h-EN.doc) and [Decision 9.COM 13.h](http://www.unesco.org/culture/ich/en/Decisions/9.COM/13.h)).
* Since the ninth session of the Committee, the Secretariat:
	+ organized a workshop on ‘How to provide policy advice effectively?’ with the participation of the 2003 and 2005 Convention Secretariats
	+ adapted the policy advice format of the 2003 Convention’s capacity‑building programme to promote synergy
	+ organized a workshop for expert facilitators on providing effective policy support in Africa that included experts from the 2005 Convention.
 |
| Integrate the services of the CLT/CCS effectively into the work of the Section. | Ongoing | * The Common Convention Services Unit (CLT/CCS) supported the organization of the ninth and tenth sessions of the Committee, as well as of the present session of the General Assembly.
 |
| Facilitate meetings between Chairpersons of the six UNESCO culture conventions. | Ongoing | * In June 2015, during the 39th session of the World Heritage Committee in Bonn, Germany, the Chairs of the six UNESCO culture conventions met for the first time to discuss ways of working together more effectively.
* In their statement, the Chairs emphasized the need for renewed political will to support UNESCO’s culture conventions and encouraged the United Nations to ensure that the protection, safeguarding and understanding of cultural and natural heritage, cultural diversity and creative expression worldwide be recognized as a cross-cutting issue in implementation of the interrelated goals of the Post-2015 Development Agenda.
* The statement also recommends that the Chairpersons meet regularly to evaluate progress and form a common vision going forward.
 |
| **Recommendation 17: Encourage representatives of accredited NGOs to participate in IGC debates prior to voting on agenda items and include the outcomes of the NGO forums (such as the NGO Statements) in the Committee agendas** |
| **Management Response**: NGO Forum report already integrated during in the timetables of the ninth and tenth sessions of the Committee, and NGOs have been given the floor when requested on several items of the agenda.  |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Integrate NGO Statement in the agenda Encourage NGOs to prepare their interventions prior to the session. | Ongoing | * The NGO statement was integrated in the timetable of the ninth and tenth sessions of the Committee.
* The NGO Statement will continue to be integrated in the timetable of the Committee sessions.
 |
| **Recommendation 18: Revise the accreditation process and criteria for NGOs to ensure that all accredited NGOs have the required experience and capacity to provide advisory services to the Committee** |
| **Management Response**: The General Assembly at its fifth session in June 2014 rejected the draft Directives prepared by the Secretariat revising the criteria of accreditation to ensure that all accredited NGOs have the required experience and capacity to provide advisory services to the Committee. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| The General Assembly at its fifth session in June 2014 rejected the draft Operational Directives prepared by the Secretariat revising the criteria of accreditation ([Document ITH/14/5.GA/5.1](http://www.unesco.org/culture/ich/doc/src/ITH-14-5.GA-5.1-EN.doc)). |  | None |
| **Recommendation 19: Encourage a debate on the role of the private sector and of private/public partnerships in safeguarding ICH at all levels (national, regional and international) in order to better define its potential for cooperation and involvement.** |
| **Management Response**: To be implemented at the Culture Sector level. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Identify specific fund-raising strategies for the 2003 Convention to feed into the overall Culture sector fund-raising strategy.Explore options to integrate in CAP activities and consult on potential methodology.Coordinate with the overall Culture sector fund-raising strategy. | Ongoing | * The Convention Secretaries and the Conventions Common Services Unit (CLT/CCS) met with members of BSP/CFS to discuss forming a common resource mobilization strategy.
* Additionally, CCS has proposed workflows in respect of private sector resource mobilization to the Conventions Secretaries.
* A resource mobilization strategy document has not been conceptualized yet as this has proved to be a challenging undertaking because of the very distinct working practices of the conventions, in particular as the various secretariats need to respond to requests by their respective committees. Additionally, the guidelines and practices are not harmonized between the different conventions.
* CCS has prepared a table that summarizes the different objectives of each convention in terms of resource mobilization, as well as the potential for each convention to attract funding. This work will be shared with BSP/CFS in order to align orientations with that of UNESCO, as per decisions of the Executive Board.
* At the level of the 2003 Convention, the planned development of the overall results framework is foreseen to contribute to the fund-raising strategy.
 |
| **Recommendation 20: Strengthen informal sharing of interesting and innovative examples on working on the Convention, including about ICH safeguarding, development of policy and legislation, ICH and sustainable development, innovative partnerships and others** |
| **Management Response**: See action under recommendations 12 and 19 |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| See action under recommendations 12 and 19. |  |  |
| **Recommendation 21: Revise the periodic reporting form to include specific questions on policy, legislation and gender, and to ensure that the reports focus on results rather than on activities.** |
| **Management Response**: The periodic reporting forms have been revised to include specific questions on policy, legislation and gender. Draft Operational Directives have been proposed to ninth session of the Committee and endorsed. The General Assembly at its present session (June 2016) to adopt the amended Operational Directives. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Revise Form ICH-10 (Reports by States Parties on the implementation of the Convention).Propose draft Operational Directives in order to ensure that Periodic Report include these issues. | June 2016 | * The Committee, at its ninth session, discussed and endorsed draft amendments to the Operational Directives on periodic reporting and recommended that the General Assembly approves these amendments at its present session ([Decision 9.COM 13.a](http://www.unesco.org/culture/ich/en/Decisions/9.COM/13.a)).
* The draft amendments to the Operational Directives are submitted for approval to this session of the General Assembly in June 2016.
* ICH-10 form (Reports by States Parties on the implementation of the Convention) was revised in December 2014.
 |
| **Recommendation 22: Develop an overall results framework for the Convention, linked to a Convention Theory of Change and including clear objectives, time-frames, indicators and benchmarks.** |
| **Management Response**: Considering the importance for all stakeholders to adhere to an overall results framework for the Convention, an open-ended working group of the Committee should be organized to discuss results framework; extrabudgetary funding for such a working group should be mobilized. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Organise working group of the Committee to discuss results framework.Mobilize extrabugetary funding for such working group. | Second half of 2016 | * At its ninth session, the Committee decided to convene an open-ended intergovernmental working group during the course of 2016 to examine preliminary recommendations of possible directives, subject to the condition that voluntary supplementary contributions are received in due course to the Intangible Cultural Heritage Fund ([Decision 9.COM 13.e](http://www.unesco.org/culture/ich/en/Decisions/9.COM/13.e)).
* The Committee approved at its tenth session China’s offer to support organization in the second semester of 2016 of an expert meeting on developing an overall results framework for the Convention.
* A category VI expert meeting on this issue will be held in China in July 2016.
 |
| **Recommendation 23: Complement the data gathered on the implementation of the Convention through Periodic Reports submitted by State Parties with information provided by NGOs.** |
| **Management Response**: Periodic reporting form ICH-10 was revised on 15 December 2014. States reporting in 2016 will be able to integrate such contributions. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Encourage States to complement the data gathered on the implementation of the Convention with information provided by relevant non-governmental organizations. Revise the forms for periodic reporting accordingly.  | December 2014 | * ICH-10 form revised in December 2014 (**action completed**).
 |
| Propose draft Operational Directives in order to encourage States Parties to involve NGOs in the preparation of Periodic Reports. | June 2016 | * The draft amendments to the Operational Directives are submitted for approval to the present session of the General Assembly in June 2016.
 |
| **Recommendation 24: Strengthen monitoring and evaluation of the implementation of the Convention at the national level.** |
| **Management Response**: Although addressed to States Parties, the Secretariat will address this recommendation and integrate and/or strengthen these aspects in the capacity-building material and training of trainers workshops as well as in the *aide-mémoire* for Periodic Reports. |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Integrate and/or strengthen these aspects in the capacity-building material and training of trainers workshops.Integrate these aspects in the *aide-mémoire*. | 2017/2018 | * Training materials to be developed and *aide-mémoire* updated once the overall results framework for the Convention is available (see Recommendation 22).
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| **ANNEX II****Progress report on the follow-up on the four recommendations of the audit report of the working methods of all six culture conventions** |
| **Recommendation 1: We recommend that the convention secretariats formulate proposals to the Governing Bodies of UNESCO and/or of the Convention(s) to:** 1. Supplement the current funding structure with General Trust funds formed out of contributions from the Contracting (State) Parties on compulsory or voluntary basis to cover the ordinary expenditures of the secretariats, including staffing, administrative costs, preparation and translation of documents,
2. prioritize the current work load of the convention secretariats to align it with available resources,
3. reduce the frequency, when feasible, duration and agenda of the meetings of State Parties and that of the Intergovernmental Committees and synchronize the meetings of the State Parties to the conventions, when efficiencies can be achieved,
4. harmonize the translation and interpretation requirements across the convention meetings and seek extrabudgetary funding for additional languages, and
5. modify the financial rules and regulations if necessary to allow application of cost recovery policy.
 |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| (a) Remind States regularly of the existence of the Convention’s sub-fund.  | Ongoing | * The Committee, at its ninth and tenth sessions, was reminded and encouraged States to contribute as indicated in [Decision 9.COM 7](http://www.unesco.org/culture/ich/en/Decisions/9.COM/7) and [Decision 10.COM 9](http://www.unesco.org/culture/ich/en/Decisions/10.COM/9).
* For the biennium 2014-2015 the Secretariat received voluntary contributions totaling US$414,875, i.e. less than one fourth of the target of US$2,200,000 per biennium.
 |
| (b) Apply the decisions of the Committee to limit the number of files to be treated each year by the Secretariat so as to allocate sufficient resources to address other demands from States Parties concerning international assistance, capacity-building and cross-cutting issues.  | Ongoing | * The Committee, at its ninth session, decided on 50 files per cycle for 2016 and 2017 ([Decision 9.COM 12](http://www.unesco.org/culture/ich/en/Decisions/9.COM/12)).
* The Committee, at its tenth session, decided on 50 files per cycle for 2017 and 2018 ([Decision 10.COM 13](http://www.unesco.org/culture/ich/en/Decisions/10.COM/13)).
* No non-governmental organizations accreditation item in the 9.COM session but examined in the 10.COM session and once every two years thereafter.
 |
| Develop mechanisms and tools to facilitate and streamline support provided by Secretariat to States Parties. | Ongoing | * On an experimental basis, technical assistance to States Parties wishing to elaborate International Assistance requests was introduced ([Decision 8.COM 7.c](http://www.unesco.org/culture/ich/en/Decisions/8.COM/7.c)).
 |
| (c) Reduce timetable of the sessions of the Committee. | Ongoing | * The Committee, during its ninth session, by [Decision 9.COM 13.g](http://www.unesco.org/culture/ich/en/Decisions/9.COM/13.g) encouraged the Secretariat to strengthen its efforts in coordinating meetings of the States Parties for the different conventions, taking particular care to schedule them as far ahead as possible and with adequate time between them.
* The duration of the ninth and tenth sessions of the Committee was 5 days (one day less than the previous session).
* The planned duration of the present session of the General Assembly is 3 days (one day less than the previous session).
* Draft amendments to the Operational Directives on the schedule of non-governmental organizations accreditation were endorsed by the Committee at its tenth session in 2015, the Committee recommended the General Assembly to approve them at the present session in June 2016.
 |
| (d) Remind States that additional languages only offered if extrabudgetary funding secured. | Ongoing | * Arabic and Spanish speaking States were reminded before the ninth and tenth sessions of the Committee that interpretation in additional languages would be offered if extrabudgetary funding could be secured.
* Saudi Arabia generously financed Arabic interpretation for the ninth session of the Committee.
 |
| (e) The existing financial rules and regulations of the Organization and of the Intangible Cultural Heritage Fund allow the application of the cost recovery policy. |  | * The Committee, during its eight session, took note ‘of the Organization’s cost recovery policy (Administrative Manual, item 5.9); and request[ed] the Secretariat to apply the policy consistently when using the resources of the [Intangible Cultural Heritage] Fund’ ([Decision 8.COM 11](http://www.unesco.org/culture/ich/en/Decisions/8.COM/11)).
* The Secretariat has started applying cost recovery on funds allocated for financial assistance from the Intangible Cultural Heritage Fund(**action completed**).
 |
| **Recommendation 2: We recommend that the convention secretariats, where applicable, explore more efficient ways of the obtaining advisory services and consider potential chargeback mechanisms to the nominating State Parties and/or earmarked fund and formulate proposals to the respective Governing Bodies for possible economies and financial sustainability in the advisory service fees.** |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| (e) During its sixth session the Committee took note that ‘the consolidation of evaluation of all nominations within a single body would produce significant economies, while offering other advantages; reaffirm[ed] its recommendation to the General Assembly along those lines (Decision 6.COM 15); and further consider[ed] that potential chargeback mechanisms to the nominating State Parties and/or earmarked funds, as suggested in Recommendation 2, would not therefore be needed’ (Decision 8.COM 5.c.2). | November 2014 | * The General Assembly, at its fifth session, adopted amendments to the Operational Directives to establish a single Evaluation Body ([Resolution 5.GA 5.1](http://www.unesco.org/culture/ich/en/Resolutions/5.GA/5.1)).
* The first Evaluation Body was established in November 2014 ([Decision 9.COM 11](http://www.unesco.org/culture/ich/en/Decisions/9.COM/11)), which evaluated the files for the 2015 cycle (**action completed**).
 |
| **Recommendation 3: We recommend that the CLT Sector should expand its common logistics unit to include additional services that add value and provide cost-effective solutions to support the work of all convention secretariats. The platform can function under the guidance of the Cultural Convention Liaison Group.** |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| Establish a Culture Conventions Common Service Platform.  | July 2014 | * Common Services Unit established in July 2014 (**action completed).**
 |
| **Recommendation 4: We recommend that the CLT Sector formulate, in consultation with BSP/CFS, a coordinated fund raising strategy for all conventions secretariats and form a common resource mobilization team.** |
| **Actions Planned** | **Expected Date of Implementation** | **Status** |
| The Conventions Common Services Unit will be in charge of developing the coordinated fund raising strategy for all conventions and resources mobilization. | 2016 | * The Convention Secretaries and the Conventions Common Services Unit (CLT/CCS) met with members of the BSP/CFS to discuss the elaboration of a common resource mobilization strategy. Additionally, CCS has proposed workflows in respect of private sector resource mobilization to the Conventions’ Secretaries.
* A resource mobilization strategy document has not been conceptualized yet as this has proved to be a challenging undertaking because of the very distinct working practices of the conventions, in particular as the various secretariats need to respond to requests by their respective committees. Additionally, the guidelines and practices are not harmonized between the different conventions.
* CCS has prepared a table that summarizes the different objectives of each convention in terms of resource mobilization, as well as the potential for each convention to attract funding. This work will be shared with BSP/CFS in order to align orientations with that of UNESCO, as per decisions of the Executive Board.
 |

1. . Virtual consultations are organized in two working languages (English and French) and require the same amount of preparation by the Secretariat as for physical statutory meetings. [↑](#footnote-ref-1)
2. . This performance indicator also reflects the outcomes of the Secretariat’s work under the Expected Result 1 ‘Capacity-building programme strengthened to effectively support countries in developing their national policies and human and institutional resources for intangible cultural heritage’ of the results framework that was approved by the Bureau (Decision 9.COM 2.BUR 1) and that guides the Secretariat’s utilization of the funds made available from the Intangible Cultural Heritage Fund for ‘other functions of the Committee’ for the periods of 1 January 2014 to 31 December 2015 and 1 January to 30 June 2016. [↑](#footnote-ref-2)
3. . This performance indicator reflects the outcomes of the Secretariat’s work under the Expected Result 3 ‘Guidance provided on best safeguarding practices and recommendations made on measures for the safeguarding of the intangible cultural heritage’ of the results framework approved by the Bureau (Decision 9.COM 2.BUR 1). [↑](#footnote-ref-3)
4. . The total of 124 files includes five multinational files involving States Parties from different regional groups. [↑](#footnote-ref-4)
5. . The request for Preparatory Assistance for elaborating a nomination for inscription on the Urgent Safeguarding List was approved by the Bureau of the Committee in 2014 (Decision 9.COM 4.BUR/2). The corresponding contractual arrangements were completed and the assistance is currently being implemented until mid-2016. [↑](#footnote-ref-5)
6. . The request for Preparatory Assistance for elaborating a nomination for inscription on the Urgent Safeguarding List was approved by the Bureau of the Committee in 2015 (Decision 10.COM 3.BUR/1). The corresponding contractual arrangements are under discussion with the State Party at the time of writing and the assistance is foreseen to be ongoing at the time of the present session of the General Assembly. [↑](#footnote-ref-6)
7. . In addition, the Committee delegated its authority to the Bureau to take any appropriate decision regarding one request for International Assistance for an amount greater than US$25,000. [↑](#footnote-ref-7)
8. . This performance indicator reflects the outcomes of the Secretariat’s work under the Expected Result 2 ‘Knowledge management services optimized and utilized for effective implementation and information‑sharing’ of the results framework approved by the Bureau (Decision 9.COM 2.BUR 1). [↑](#footnote-ref-8)
9. . This performance indicator reflects the outcomes of the Secretariat’s work under the Expected Result 4 ‘Better visibility of the intangible cultural heritage and awareness of its significance ensured through publication and dissemination’ of the results framework approved by the Bureau (Decision  9.COM  2.BUR 1). [↑](#footnote-ref-9)