**Summary Records of the Fourth Session**

**of the Governing Board of CRIHAP**

1. The 4th Session of the Governing Board of the International Training Centre for Intangible Cultural Heritage in the Asia-Pacific Region under the auspices of UNESCO (hereinafter referred to as the Session) was held on the morning of March 31, 2015 in Beijing, China, at Tibet Hotel.
2. More than 30 participants attended the meeting, including members of the Governing Board (GB) and Advisory Committee (AC), and representatives from Ministry of Culture of China, Chinese National Commission for UNESCO, UNESCO Beijing Office, the International Information and Networking Centre for Intangible Cultural Heritage in the Asia-Pacific Region under the auspices of UNESCO (ICHCAP) and the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region under the auspices of UNESCO (IRCI).
3. The full list of participants is available in document CRIHAP/2015/4.GB/INF.1.2.
4. The Session was conducted in two languages: Chinese and English.
5. The work for document drafting and session organizing was undertaken by the Secretariat of CRIHAP.

*[9:00a.m., Tuesday, 31 March 2015 Conference Hall, 10F, Building B* *Tibet Hotel]*

* **Item 1 of the Provisional Agenda: Opening of the Session**

1. On behalf of the Secretariat, Mr. ZHANG Jing, Deputy Director of the Secretariat, extended welcome to the members of the GB, AC and the observers, and then he ushered in Mr. WANG Wenzhang, Chairperson of the GB, to host the Session.
2. In his speech, Chairperson pointed out that, CRIHAP successfully reached the indicators in 2014 through organizing international training activities in China and Asia-Pacific region and actively expanded channels and areas of exchanges and cooperation with relevant countries in the Asia-Pacific region through a series of international exchanges and cooperation which enhanced the visibility of CRIHAP. CRIHAP has accumulated wealthy experience and made fully preparations for the further. Meanwhile, CRIHAP is expected to make more achievements under the auspices of all members of the GB.

* **Item 2 of the Provisional Agenda: Adoption of the Agenda of the Fourth Session of the GB**
* **Documents: CRIHAP/2015/4.GB/2**

**CRIHAP/2015/4.GB/INF.2.1**

**CRIHAP/2015/4.GB/INF.2.2**

* **Decision: 4.GB/2**

1. Chairperson invited the Members of the GB to examine the Provisional Agenda, and asked the Secretariat to provide brief explanation.
2. Ms XU Rong, Director-general of the Secretariat introduced the 10 items of the provisional agenda as the following: Opening of the Session, Adoption of the Agenda, Replacement of One Member of the GB, Admission of Observers, Examination and Adoption of the Summary Records of the Third Session of the GB, Examination and Adoption of the Work Report and Financial Statement for FY2014 of the Secretariat, Examination and Approval of the Work Plan and Budget For FY2015 of the Secretariat, Date and Venue of the Fifth Session of the GB, Other Business and Closure of the Session. Secretariat also remarked that CRIHAP Website Launching Ceremony would be held after the agenda of Examination and Adoption of the Work Report and Financial Statement for FY2014 of the Secretariat, and it would be followed by photo-taking and tea-break.
3. With neither comments nor objections, Chairperson declared adoption of Decision 4.GB/2.

* **Item 3 of the Agenda: Replacement of One Member of the GB**
* **Document: CRIHAP/2015/4.GB/3**

1. Chairperson invited the Secretariat to present information about Item 3.
2. The Secretariat introduced members of the GB: Mr. WANG Wenzhang, Chairperson of the GB, members: Mr. PU Tong, Mr. DU Yue, Mr. Johei SASAKI, Ms KIM Yennsoo, Mr. Timothy CURTIS, Mr. LU Pintian, Mr. CHAOGEJIN, Mr. WEN Rihuan, Mr. Mounir BOUCHENAKI, Mr. GAO Bingzhong, Ms XU Rong, 12 persons in total. Mr. DU Yue failed to attend the meeting; Mr. Johei SASAKI was represented by Mr. Mitsuhiro IKEHARA, Director, National Institution for Cultural Heritage, Japan; Ms KIM Yennsoo was represented by Mr. RYU Shi-yung, Deputy Director, International Cooperation Division, Cultural Heritage Administration of the Republic of Korea.
3. The Secretariat remarked that: As per the Article 8.1 of the Agreement, The GB shall be composed of up to three representatives of the Member States of UNESCO making a substantial contribution to the Centre and to the field of ICH; As informed by the Cultural Heritage Administration of the Republic of Korea, Ms. KIM Yeonsoo, the Director of the International Cooperation of the Cultural Heritage Administration of the Republic of Korea, had been proposed to replace Mr. PARK Hee-ung,as the representative of the Republic of Korea to be the member of the GB.
4. Chairperson proposed to welcome the new member of the GB with applause.

*[Chairperson presented certificates of appointment to the new member of the GB. Mr. RYU Shi-yung received the certificate on behalf of Ms. KIM Yeonsoo. Chairperson presented a letter of appreciation to Mr. PARK Hee-ung, which was also received by Mr. RYU Shi-yung.]*

* **Item 4 of the Agenda: Admission of Observers**
* **Document: CRIHAP/2015/4.GB/4**
* **Decision: 4.GB/4**

1. Chairperson invited the Secretariat to present the information of observers.
2. The Secretariat remarked that in conformity with Rule 6 of the *Rules of Procedure of the GB*, the Directors of other Category 2 centres under the auspices of UNESCO or his/her representatives, members of the AC, representatives of Member States of UNESCO, representatives of intergovernmental organizations /non-governmental organizations and experts, scholars or individuals active in the field of ICH safeguarding may attend as observers and subject to the provisions of Rule 14.3.
3. The Secretariat introduced observers who were 6 members of AC, 3 representatives of Chinese Government Officials, 1 member of National Commission of the People's Republic of China for UNESCO, 2 members of UNESCO Office in Beijing, 2 representatives of ICHCAP and 1 of IRCI.
4. With neither comments nor objections, Chairperson declared adoption of Decision 4.GB/4.

* **Item 5 of the Agenda: Examination and Adoption of the Summary Records of the Third Session of the GB**
* **Document: CRIHAP/2015/4.GB/5**
* **Decision: 4.GB/5**

1. The Chairperson invited the members of the GB to examine the Summary Records of the 3rd Session of the GB and the Secretariat to brief it.
2. The Secretariat recalled the 3rd Session of the GB which was held in Beijing on 28th May 2014. The core items of the 3rd Session of the GB were as the following: Item 3, Replacement of two members of the GB; Item 4, Announcing the proposed new Director-General of CRIHAP; Item 5, Approval of the replacement of members of the AC; Item 8, Examination and adoption of the Secretariat on its Work and Financial Statements for FY2013; Item 9, Examination and approval of the Secretariat on its Work Plan and Budget for FY2014. Afterwards, Summary Records of the 3rd Session were distributed to members of the GB for opinions, and were amended and integrated later accordingly.
3. With neither comments nor objection, Chairperson declared adoption of Decision 4.GB/5.

* **Item 6 of the Agenda: Examination and Adoption of the Work Report and Financial Statement for FY2014 of the Secretariat**
* **Document: CRIHAP/2015/4.GB/6**
* **Decision: 4.GB/6**

1. Chairperson invited the Secretariat to brief the work and financial statements for FY2014.
2. The Secretariat reported on the over-all work of CRIHAP in FY2014 （March 2014 - March 2015）. The report pointed out that, CRIHAP further defined its overall objectives and immediate ones and steadily promoted its work in accordance with *Medium-Term Strategy (2014-2021) (37/C4)* and *Approved Programme and Budget (2014-2017) (37/C5)*. CRIHAP also enriched the content and broadened the scope of its work in accordance with the Medium-Term Development Strategy (CRIHAP/2012/1.GB/5) approved at the 1st session of the GB, the Work Plan for FY 2014(CRIHAP/2014/3/3.GB/9) reviewed and approved at the 3rd session of the GB and the Guidance adopted at the 2nd session of the AC. According to the *Medium-Term Development Plan (2012 - 2015) (CRIHAP/2012/1.GB/5)* adopted at the 1st session of the GB of CRIHAP in 2012, the objectives and measuring indicators of CRIHAP are as follows: *Ⅰ.To organize country-specific trainings in the Region for at least 12 countries including China within 3 years from 2012 through 2014; Ⅱ. To organize trainings for a group of countries within the same cultural sphere (e.g.: Southeast Asian cultural sphere and Northeast Asian cultural sphere) from 2015 and on, covering at least 4 countries in Asia-Pacific region; Ⅲ. The number of trainees: 10-20 people for each workshop, 160-320 accumulatively by the end of 2017*. From 2012 to 2014, CRIHAP has trained more than 200 person-times from 21 countries. The training measuring indicators set in the *Medium-Term Development Strategy (2011-2015)（CRIHAP/2012/1.GB/5）*have already been reached in general. In FY2014, CRIHAP has organized 5 training activities. 1) *Workshop on Community-Based ICH Documentation and Inventorying in Siem Reap, Cambodia--* the first workshop organized by CRIHAP abroad:it was cooperated with Ministry of Culture and Fine Arts of Cambodia and UNESCO Office in Phnom Penh; 2) *Workshop on Ratification and Implementation of the Convention in Chengdu*: it aimed to strengthen the capacity of South-Pacific countries to participate in the international cooperative mechanism of the Convention; 3) *Workshop on Inheritance and Development of Traditional Festivals in the Modern Age in Shanghai and Suzhou:* it was supported by Ministry of Culture of P.R.China and discussed contemporary inheritance of traditional festivals and share experience of participating countries in the safeguarding and inheritance of traditional festivals. The workshop served as a good platform for exchanges among nearly 40 participants engaged in traditional festive activities from related countries and regions; 4) *Workshop on Revitalization of Indigenous Architecture and Sustainable Development of Building Skills in South Pacific in Samoa*: it was cooperated with Ministry of Education, Sports and Culture, Samoa and UNESCO Office in Apia. The workshop came up with an outcome document named Suggestions on Safeguarding and Rejuvenating Constructing Skills of Traditional Houses in South Pacific Islands; 5) *Training of Trainers Workshop on Safeguarding Plans and Policy Support for Intangible Cultural Heritage for Facilitators from the Asia-Pacific Region*: this was the second time that CRIHAP host workshop of training of trainers. Meanwhile, CRIHAP organized *Networking on Safeguarding Intangible Cultural Heritage* which was attended by DING Wei, Vice Minister of Culture of P.R.China, WANG Wenzhang, Chairperson of CRIHAP and President of Chinese National Academy of Arts, HUANG Zhenchun, Deputy Director-General of National Museum and Getachew Engida, Deputy Director-General of UNESCO. In addition, CRIHAP cooperated with ICHCAP on the *Report of Information on the Current Status of ICH Safeguarding Efforts in the Asia-Pacific Region (China)*, participated international meetings and activities, published CRIHAP newsletter,built the bilingual website, employed new staffs and improved facility in 2014.Among them, 2 Workshops were postponed, for the reason and the detailed information of work report and financial statement were available in document CRIHAP/2015/4.GB/6 and its annex.
3. Chairperson invited members of the GB to examine the Work Report and Financial Statement for FY2014 and to express their comments.
4. Mr. Monir BOUCHENAKI, member of the GB, highly appreciated the work of CRIHAP. He held the opinion that, the training activities organized by CRIHAP under the framework of capacity building were  in conformity with the spirit of the Convention for the Safeguarding of the Intangible Cultural Heritage (hereinafter referred to as the Convention) so the number of trainees increased continuously. Meanwhile, he considered the work of CRIHAP also served the region over the Asia-Pacific and improved local ICH safeguarding.
5. Mr. Timothy CURTIS, member of the GB, acknowledged contributions made by CRIHAP to the capacity building strategy of intangible cultural heritage safeguarding under the auspices of UNESCO, appreciated what CRIHAP had done in the past few years, and it was understandable that CRIHAP’s failed to hold two training activities as scheduled.
6. On behalf of the Ministry of Culture of P.R.China, Mr. PU Tong, member of the GB, extended welcome to representatives from institutions concerned both domestic and abroad. He also spoke highly of the achievements made by CRIHAP in recent years, hoping that CRIHAP could broaden its horizon and draw on experience from other international counterparts by attending conferences and activities organized by UNESCO so as to make greater progress in the future.
7. With neither comments nor objection, Chairperson declared adoption of Decision 4.GB/6.
8. CRIHAP Website Launching Ceremony. There are 6 parts included, which are “About Us”, “News & Events”, “Asia-Pacific”, “Programms”, “Partners”, “Resources”. The website provides the information about latest news of CRIHAP, basic knowledge of the Convention and “the Lists and Register” and etc. At the ceremony, Mr. WANG Wenzhang, Mr. Mounir BOUCHENAK, Mr. Timothy CURTIS, Mr. PU Tong and Ms XU Rong launched the website with touching the electronic ball together. Mr. WANG Wenzhang sent the first email to all the members of the GB and AC through the website mailbox.

*[Photo-taking & Tea Break]*

* **Item 7 of the Agenda: Examination and Approval of the Work Plan and Budget for FY2015 of the Secretariat**
* **Document: CRIHAP/2015/4.GB/7**
* **Decision: 4.GB/7**

1. Chairperson invited the Secretary to present the work plan and budget for FY2015.
2. Firstly, the Secretariat introduced the process of the files drafting. This work plan was finalized through fully communication with the UNESCO HQ and members of GB and AC. The Secretariat reported on the work plan for FY2015 and reminded that, the work plan was made with considering of 5 aspects: Ⅰ. Organizing workshops based on requirements in general; Ⅱ. Organizing workshops under the framework of the Capacity Building on 4 thematic areas of basic training (ratification, implementation, inventorying and nomination) supplemented by ICH related theories such as safeguarding, transmission, cultivation of talents and sustainable development; Ⅲ. Formulating a 3-year (2015-2017) training guidance with both a specific country and neighbouring countries either in the same area to be covered and 180-360 person-times to be benefited; Ⅳ. Improving and expanding partner network; Ⅴ.Integrating resources and cooperating with other C2 centres. In FY2015, CRIHAP planned to organize 5 training workshops as follows: 1) *Workshop on Implementation of the Convention for the Safeguarding of the ICH: Digital Preservation, Cambodia*: it was conducted in March 2015, in cooperation with UNESCO Office in Phnom Penh and Ministry of Culture and Fine Arts of Cambodia. No less than 3-year systematic training service would be provided for Cambodia to improve its capacity in safeguarding ICH based on suggestion of Ministry of Culture and Fine Arts of Cambodia; 2)

*Workshop on Implementation of the Convention for the Safeguarding of Intangible Cultural Heritage, Indonesia:* it would be held in May with cultural officials, researchers, and relevant representatives’ participation aims to make participants’ understanding of the convention deepened and their capacity on nomination strengthened; 3) *Workshop on Practices of ICH Safeguarding, Fujian, China:* it would cooperate with ICHCAP to build a platform for discussing on and sharing experience of the programmes practiced well in ICH safeguarding, transmitting, talents cultivation and sustainable development in the region of Asia-Pacific and this activity is also to celebrate the 70th anniversary of UNESCO; 4) *Workshop on Inventorying of ICH, Uzbekistan*: it would be held in August with cooperation of UNESCO Office in Tashkent and UNESCO Office in Alma-Ata, and trainees will be cultural officials, researchers and other representatives engaged in ICH safeguarding in Uzbekistan; 5) *Workshop on Ratification and Implementation of the Convention for the Safeguarding of Intangible Cultural Heritage, Australia:* it planned to provide training services for the island nations by providing them basic knowledge on implementation and ratification of the Convention. Meanwhile, programmes of Fujian puppetry exchange in Asia-Pacific Region would be carried out in Cambodia, Indonesia, Fujian China and Australia. Detailed information of work plan and budget for FY2015 was available in document CRIHAP/2015/4.GB/7 and its annex.

1. Chairperson invited Members of the GB to examine the Work Plan and Financial Budget for FY2015 and to express their comments.
2. Mr. CHAOGEJIN, member of the GB, praised achievement of CRIHAP, holding that it was important for CRIHAP to take regional balance into consideration while carrying out trainings, and suggesting that CRIHAP should include Northeast Asia and its cultures into future trainings.
3. Mr. Monir BOUCHENAKI gave his encouragement and support to work plan for FY2015 and attached great importance to the constantly enhanced cooperation between CRIHAP and other C2 centres. He spoke highly of the workshop held by CRIHAP in Cambodia and suggested that CRIHAP should pay more attention to the effective combination of intangible cultural heritage safeguarding and cultural heritage safeguarding in future. He also emphasized that the younger generation played an important part in safeguarding and inheriting intangible cultural heritages. Additionally, he congratulated CRIHAP on its launch of a bilingual website.
4. Mr. Timothy CURTIS praised and agreed with the work plan for FY2015 and encouraged CRIHAP to organize trainings for Non-State Parties and regions, hoping that more countries and regions would ratify the Convention. Meanwhile, he suggested CRIHAP could draft a new medium-term plan based on the 3-year training guidance and hoped CRIHAP could carry out activities according to this plan. He also congratulated CRIHAP on its achievements made in recent years.
5. Mr. Mitsuhiro IKEHARA, representative of Mr. Johei SASAKI (member of the GB), also congratulated CRIHAP on its launch of a bilingual website and agreed with the work plan for FY2015 of CRIHAP. He looked forward to more cooperation with CRIHAP in future.
6. Mr. PU Tong pointed out the importance of enhancing international cooperation so CRIHAP should strengthen cooperation with related institutions including C2 Centres and hoped these institutions could give more support to CRIHAP. He considered the workshop in Uzbekistan would play a positive role in strengthening the cultural exchange in the Silk Road Economic Belt and Chinese government would give relevant assistance.
7. Mr. GAO Bingzhong, member of the GB, considered the work carried out by CRIHAP was professional, holding that participation of communities of intangible cultural heritage safeguarding and the internet was an effective way to expand participation. Therefore, he proposed that CRIHAP could enhance its visibility through the internet with experts’ knowledge involved.
8. Mr. CHAOGEJIN agreed to Mr. GAO Bingzhong and pointed out that the internet gave a more convenient way for the younger generation to acquire intangible cultural heritage knowledge, which would improve the transmission and safeguarding.
9. Mr. LU Pintian, member of the GB, appreciated achievement of CRIHAP, hoping that CRIHAP could make more progress by implementing the work plan for FY2015 which includes editing and publishing newsletters, operating bilingual website and so on.
10. Mr. WEN Rihuan, member of the GB, agreed with the work plan for FY2015. Meanwhile, he suggested CRIHAP cooperated with experts and scholars to make the work more professional and more theoretical. Additionally, he considered that intangible cultural heritages of cross-border ethnic groups should be included into the training and be discussed from a theoretical perspective.
11. With neither comments nor objection, Chairperson declared adoption of Decision 4.GB/7.

* **Item 8 of the Agenda: Date and Venue of the Fifth Session of the GB**
* **Document: CRIHAP/2015/4.GB/8**
* **Decision: 4.GB/8**

1. Based on the suggestion of the Secretariat, the 5th Session of the GB will be held in March, 2016, Beijing, China.
2. The Secretariat presented that the time of the 5th Session (March, 2016) was match with the financial year so as to settle accounts for previous year and budget for next year.
3. With neither comments nor objection, the Chairperson declared adoption of Decision 4.GB/8.

* **Item 9 of the Agenda: Other Business**

1. The Chairperson opened the floor for observers for their opinions on related works of CRIHAP.
2. Mr. Monir BOUCHENAKI congratulated CRIHAP on its work and achievements once again and wished its work in 2015 a great success.
3. Mr. ZHANG Shijun, Deputy Director-General, Department for Personnel, Ministry of Culture, P.R.China, considered this session was a complete success and wished CRIHAP greater achievements in 2015. Apart from that, he proposed that social resources could also be introduced to the safeguarding of intangible cultural heritage.
4. Mr. Akio ARATA, Director-General of IRCI, appreciated achievement of CRIHAP and hopes the annual meeting of C2 centres in the field of ICH to be held this June could further enhance the exchanges and cooperation among three centres in the Asia-Pacific region. He also suggested that the Secretariat of UNESCO could give guidance to these three centres on evaluation. He also mentioned that the GB of IRCI would convene in this September, CRIHAP would be invited.
5. Mr. PARK Seong-Yong, Deputy Director-General, ICHCAP, congratulated CRIHAP on its achievements, hoping ICHCAP could cooperate closely with C2 centres of China and Japan to carry out ICH safeguarding in the Asia-Pacific region better.
6. Mr. LAN Jing, member of the AC, Deputy Director-General of China Art Science and Technology Institute, appreciated work of CRIHAP. He suggested CRIHAP organize workshops based on requirements and hopes workshop be more professional so as to contribute to capacity building. He also proposed courses and other trainings recourses be put online systematically so that professionals and the public could be involved more.
7. Mr. MA Shengde, Deputy Director-General, Department of Intangible Culture Heritage, Ministry of Culture of P.R.China, congratulated on the achievements of CRIHAP. Meanwhile, he held that CRIHAP should promote excellent cases from training activities of previous years.
8. Ms. ZHANG Min, member of the AC, Director, Chinese Cultural Centre in Copenhagen, UNESCO facilitator for Intangible Cultural Heritage, appreciated the professionalization and internationalization of CRIHAP and the close cooperation between CRIHAP and the HQ of UNESCO.
9. Mr. Hans THULSTRUP, Programme Specialist for Culture a.i. of UNESCO Office in Beijing, congratulated on the work of CRIHAP. He also pointed that the new cultural official in charge of related activities would assume office in June. He wished for a better cooperation between C2 centres including CRIHAP and the Office in order to make more contribution to intangible cultural heritage safeguarding.
10. Mr. Gaura MANCACARI TADIPURA, member of the AC, Expert Advisor to the Deputy Minister for Culture, Ministry of Education and Culture of Indonesia, congratulated on the achievements made by CRIHAP in 2014 and hoped that the workshop in collaboration with CRIHAP in Indonesia this May could be a success.
11. Ms. Ritu SETHI, member of the AC, Chairperson of the Craft Revival Trust in India, spoke highly of the achievements made by CRIHAP in the past four years and also congratulated on the launch of CRIHAP’s bilingual website.

* **Item 10 of the Agenda: Closure of the Session**

1. Chairperson expressed gratitude to all the members of the GB for their support and attention towards CRIHAP, and hopes that they could continue to contribute to the development of CRIHAP. He also extended thanks to all participants to the Session.
2. Chairperson officially declared the closure of the 4th session of the GB *[closed].*