



United Nations
Educational, Scientific and
Cultural Organization



Intangible
Cultural
Heritage



ALECSO



الجلسة
الوطنية
للثقافة
والفنون
والآداب

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

**GLOBAL STRATEGY FOR STRENGTHENING NATIONAL CAPACITIES FOR SAFEGUARDING
INTANGIBLE CULTURAL HERITAGE:**

ARAB REGION REVIEW MEETING

Kuwait City, 10-11 May 2014

PROVISIONAL TIMETABLE

Day 1: Saturday 10 May 2014

Time	Session	Duration	Documents	Moderator
Part I: Introduction and assessment of the previously held regional workshop				
9 - 9.30 a.m.	Presentation of the agenda and the objectives of the meeting	30 min	Background note	UNESCO Staff
9.30 - 10.30 a.m.	Update on UNESCO's global strategy for strengthening national capacities for safeguarding intangible cultural heritage <i>Presentation and discussion</i>	60 min	Power Point on Global strategy	UNESCO Staff
10.30 – 11 a.m.	Tea or Coffee	30 min		
11 – 12 a.m.	Assessing the discussions of the regional workshop in light of UNESCO's approach to policy advice in the field of ICH: <ul style="list-style-type: none"> • What did we hear? • What conclusions for our capacity-building work? • What role(s) for facilitators? <i>Introduction by Susanne Schnuttgen recalling the present approach to policy advice in UNESCO's ICH capacity-building strategy followed by discussion</i> Outputs: A list of issues and practical suggestions to further strengthen the policy advice component in UNESCO's ICH capacity-building strategy	60 min	Power Point slide on current approach to policy advice	UNESCO Staff
Part II: Implementing capacity-building projects / activities effectively				
12 a.m. – 12.30 p.m.	Initial lessons learnt from implementing the global strategy through the multi-country project in Mauritania, Morocco and Tunisia <ul style="list-style-type: none"> • What has been going well? • What have been the challenges so far? <i>Presentation by Mohamed Ould-Khattar, UNESCO Rabat followed by feedback from the two facilitators involved in the project. Questions and answer</i>	30 min	Power Point from UNESCO Rabat	UNESCO Staff
12.30 – 2 p.m.	Lunch	1h30		
2 – 3.30 p.m.	Organization and running of country activities <ul style="list-style-type: none"> • How did the coordination work out between ITH, Field Offices and facilitators? • How did the coordination work out with national counterparts? • How were participants identified and selected? • Were the facilitators' contract arrangements adequate? • What went well in the preparation process and what was lacking or could be further improved? 	1h30	Check-list for preparing workshops and TOR for facilitators	Plenary: UNESCO Staff Group 1: UNESCO Staff Group 2: UNESCO Staff

Time	Session	Duration	Documents	Moderator
	<p><i>Two groups work in parallel and then share highlights and recommendations in plenary</i></p> <p>Outputs: Suggestions to improve the check-list for the preparation of training activities and the standard TOR for facilitators</p>			
3.30 – 4 p.m	<p>Initial lessons learnt from carrying out needs assessments for the design of capacity-building projects/activities</p> <p><i>Presentation by Annie Tohme-Tabet followed by a discussion</i></p> <p>Outputs: List of key lessons learnt and suggestions to further improve the assessment questionnaire developed by UNESCO</p>	30 min	Needs assesment questionnaire	UNESCO Staff
4 – 4.30 p.m.	Tee or coffee	30 min		
4.30 – 5.30 p.m	<p>Analysis and customization of workshop structure, content, materials and pedagogic approaches (<i>to be continued the next day</i>)</p> <ul style="list-style-type: none"> • Strengths and weakness of existing materials • How did you address language-related issues of comprehension? • Which experiences with customization? What challenges? • How much time needed to tailor the workshop to specific audience and adapt the materials? Which input from national counterparts? • How has preparation and facilitating in tandem worked? Which work distribution? • Which pedagogic approaches for which themes? For which audiences? <p>Outputs: Proposals for further improvement of the existing materials and development of future materials</p>	60 min		UNESCO Staff

Day 2: Sunday 10 May 2014

Time	Session	Duration	Documents	Moderator
Part III: Delivering the ICH capacity-building curriculum - continued				
9 – 10 a.m.	Analysis and customization of workshop structure, content, materials and pedagogic approaches - continued	60 min		UNESCO Staff
10 – 10.30 a.m.	Reporting and information-sharing <ul style="list-style-type: none"> How to report on activities? Quick sharing of key insights and comprehensive analytical reporting How to improve experience-sharing among the facilitators network (on-line forum)? How to contribute to the visibility of capacity-building activities? <p>Outputs: Feedback on reporting template, and proposals for improved processes for experience-sharing</p>	30 min	Reporting template	UNESCO Staff
10.30 – 11 p.m.	Tea or Coffee			
Part IV: Looking to the future				
11 – 11.45 a.m.	Presentation of the new unit system of the materials followed by discussion	45 min		UNESCO Staff
11.45 – 12.30 p.m.	Presentation of additional materials on inventorying	45 min		UNESCO Staff
12.30 – 2 pm	Lunch	1h30		
2 – 3 p.m.	New content on Gender in ICH capacity building <ul style="list-style-type: none"> Why gender and ICH? How does gender play out in ICH? How to move to a gender-responsive capacity-building programme? <p>Short introduction by Susanne Schnuttgen and brainstorming</p> <p>Outputs: List of suggestions on how to make the capacity-building programme gender-responsive</p>	60 min		UNESCO Staff
3 – 3.30 p.m.	New content on elaborating safeguarding plans using a simulation game <i>Presentation and questions and answers</i>	30 min		UNESCO Staff
3.30 to 4 pm	Additional materials for nominations: Aide-mémoire for completing nomination forms <i>Presentation and questions and answers</i>	30 min		UNESCO Staff
4 - 4.30 p.m.	Tea or coffee	30 min		
4.30 – 5.30 p.m.	Summary presentation of outputs from different sessions followed by discussion and completion of evaluation form	1h	Evaluation form	UNESCO Staff
5.30 – 5.45 p.m.	Closing UNESCO, ALECSO and the Host Country	15 min		