

## FACTSHEET

### QUESTIONNAIRE FOR COMPLETION BY THE SECRETARIATS OF UNESCO'S INTERNATIONAL AND INTERGOVERNMENTAL BODIES

#### 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions

#### 1. Commission/Committee/Council/Institute/Convention

##### (a) Mandate and objectives

Intergovernmental Committee	Conference of Parties
<p>The Intergovernmental Committee for the Protection and Promotion of the Diversity of Cultural Expressions (hereinafter 'the Committee') is composed of representatives of 24 States Parties to the Convention, elected for a term of four years by the Conference of Parties, to which the Committee reports. It was established in June 2007.</p> <p>The <b>main functions</b> of the Committee:</p> <ul style="list-style-type: none"> <li>– to promote the objectives of this Convention and to encourage and monitor the implementation thereof;</li> <li>– to prepare and submit for approval by the Conference of Parties, upon its request, the operational guidelines for the implementation and application of the provisions of the Convention;</li> <li>– to transmit to the Conference of Parties reports from Parties to the Convention, together with its comments and a summary of their contents;</li> <li>– to make appropriate recommendations to be taken in situations brought to its attention by Parties to the Convention in accordance with relevant provisions of the Convention, in particular Article 8;</li> </ul>	<p>The Conference of Parties is the plenary and supreme decision-making body of the Convention. It was established in 2007.</p> <p>The <b>functions of the Conference of Parties</b> shall be to:</p> <ul style="list-style-type: none"> <li>– elect the Members of the Intergovernmental Committee;</li> <li>– receive and examine reports of the Parties to this Convention transmitted by the Intergovernmental Committee;</li> <li>– approve the operational guidelines prepared upon its request by the Intergovernmental Committee;</li> <li>– take whatever other measures it may consider necessary to further the objectives of this Convention.</li> </ul> <p>Article 22 of the 2005 Convention</p>

<ul style="list-style-type: none"> <li>– to establish procedures and other mechanisms for consultation aimed at promoting the objectives and principles of this Convention in other international forums;</li> <li>– to perform any other tasks as may be requested by the Conference of Parties.</li> </ul> <p>Article 23.6 of the Convention</p>	
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(b) Do you have any specific objectives for the work planned for the current biennium?

Intergovernmental Committee	Convention of Parties	Comments
<p>The Committee is implementing the work plan adopted at its ninth ordinary session held in December 2015 in Paris. The work plan adopted is in line with the priorities identified and the future activities determined by the Parties at the fifth ordinary session held in June 2015 in Paris.</p> <p>See Annex to Decision 9.IGC 5 “Work plan for the activities of the Committee and Resource Requirements June 2015-June 2017”, available here:</p> <p><a href="http://fr.unesco.org/creativity/sites/creativity/files/sessions/9igc_decisions_en_final.pdf">http://fr.unesco.org/creativity/sites/creativity/files/sessions/9igc_decisions_en_final.pdf</a> (see Annex to Decision 9.IGC 5)</p> <p>At its most recent and <b>tenth ordinary session held in December 2016</b>, the Committee’s main decisions focused on:</p> <ul style="list-style-type: none"> <li>– - Convention implementation in the digital age: adoption of draft operational guidelines on the implementation of the Convention in the digital environment, and a ministerial panel held on “Formulating digital policies for development”</li> </ul>	<p>The sixth ordinary session will be held in Paris in June 2017.</p> <p>The 145 Parties will have the opportunity to:</p> <ul style="list-style-type: none"> <li>- discuss the Convention’s implementation both nationally and internationally;</li> <li>- elect half of the members of the Committee;</li> <li>- approve the draft operational guidelines on the implementation of the Convention in the digital environment;</li> <li>- identify the priorities of the Parties to implement the Convention and determine future activities of the</li> </ul>	<p>The Intergovernmental Committee meets twice every biennium.</p> <p>The Conference of Parties meets once every biennium.</p>

<p>examining the use of digital technologies and electronic commerce in cultural industries today.</p> <ul style="list-style-type: none"> <li>– International Fund for the Promotion of Culture (IFPC): approval of six new projects.</li> <li>– Civil society: first working session held between civil society organizations and members of the Bureau of the Intergovernmental Committee of the 2005 Convention, as well as a civil society panel on creativity in the digital age.</li> <li>– Periodic reports: transmission to the Conference of Parties at its sixth ordinary session of the periodic reports submitted and the 2015 Global Report</li> <li>– Review and update the Operational Guidelines for the Integration of Culture in Sustainable Development, approved by the Parties in 2009</li> </ul>	<p>Committee's future work plan for the period 2017-2019.</p>	
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(c) Number of members and duration of their term of office

Intergovernmental Committee	Conference of Parties
<p>The Committee is composed of <b>24 members</b> (Article 23.4 of the Convention) elected by the Conference of Parties for a four-year term of office (see table below of current Committee members).</p> <p>Half of its members are <b>renewed every two years</b> at the session of the Conference of Parties. Next election for half of its members: June 2017</p> <p>Outgoing members of the Committee shall not be re-elected for a second consecutive term of office (unless an electoral group has the same number of candidates as the number of seats available).</p>	<p>As at 31 December 2016, <b>145 Parties</b>:</p> <ul style="list-style-type: none"> <li>– 144 States Parties;</li> <li>– 1 economic regional integration organization.</li> </ul> <p>Once the UNESCO Member States ratify the Convention, they become Parties to the Convention. As such, they acquire rights and obligations to implement this legal instrument nationally and internationally.</p>

<b>Group I</b>			
Germany Austria	2015- 2019 2013- 2017	France United Kingdom of Great Britain and Northern Ireland	2015- 2019 2013- 2017
<b>Group II</b>			
Belarus	2013- 2017	Czech Republic	2015- 2019
Lithuania	2013- 2017	Slovakia	2015- 2019
<b>Group III</b>			
Brazil	2015- 2019	Saint Lucia	2013- 2017
Paraguay	2015- 2019	Uruguay	2013- 2017
Peru	2015- 2019		
<b>Group IV</b>			
Afghanistan	2013- 2017	Indonesia	2015- 2019
Australia	2013- 2017		
<b>Group V(a)</b>			
Côte d'Ivoire	2015- 2019	Nigeria	2015- 2019

Ethiopia	2013-2017	Democratic Republic of the Congo	2015-2019		
Madagascar	2013-2017				
<b>Group V(b)</b>					
United Arab Emirates	2013-2017	Tunisia	2013-2017		
Morocco	2015-2019				
<i>Rule 16 of the Rules of Procedure of the Conference of Parties.</i>					

(d) Are the members organized by electoral group?

Intergovernmental Committee	Conference of Parties
<p><b>YES</b>, the election of the Members of the Committee shall be conducted on the basis of the composition of the electoral groups of UNESCO, as determined by the UNESCO General Conference at its most recent session.</p> <p>See table above for current members of the Committee presented by electoral group.</p> <p><i>Rule 15.1 of the Rules of Procedure of the Conference of Parties.</i></p>	<p>NOT APPLICABLE</p>

(e) Intergovernmental or personal capacity/expert capacity of members

Intergovernmental Committee	Conference of Parties	Comments
<p>Representatives of Members of the Committee and of the Conference of Parties represent their countries and not themselves.</p> <p>Certain members of the Bureau are exceptions:</p> <p>The <b>Chairpersons</b> and <b>Rapporteurs</b> of the Convention's governing bodies, the Committee and the Conference of Parties, are appointed and exercise their respective functions during the sessions in a personal capacity. As such, they do not represent their countries.</p> <p>The <b>Vice-Chairpersons</b> of the Convention's governing bodies, the Committee and the Conference of Parties, are appointed to represent their countries, and exercise their functions in their governmental capacity.</p>		<p>The same procedure applies to both governing bodies</p>

(f) Have Chairpersons and/or Member States received an introduction to the work and working methods?

Intergovernmental Committee	Conference of Parties
<p>YES</p> <p>For every session of the Committee, the Secretary to the Convention and members of the Secretariat meet with:</p> <ul style="list-style-type: none"> <li>– the <b>Chairperson</b>, regularly and before the sessions by electronic means and face to face before the session. During these meetings, the Secretary discusses the session agenda, the Chairperson's role, the Rules of Procedure and the working methods. The Chairperson is given a file containing all the documents.</li> <li>– the members of the <b>Committee</b> in the month before the session to discuss the different items on the agenda.</li> </ul> <p>The Secretariat also gives the <b>Rapporteur</b> as much support as necessary during the session. On the first day, a face to face meeting is</p>	<p>YES</p> <p>For every session of the Conference of Parties, the Secretary to the Convention and members of the Secretariat meet with:</p> <ul style="list-style-type: none"> <li>– the <b>Chairperson</b>, just before the session, because the Chairperson is identified by the regional group and not elected until the first day of the session. During this meeting, the Secretary discusses the session agenda, the Chairperson's role, the Rules of Procedure and the working methods. The Chairperson is given a file containing all the documents.</li> <li>– The <b>Parties</b>, in the weeks before the session, to discuss the different items on the agenda.</li> </ul>

held to explain the functions, role and working methods to the Rapporteur.	The Secretariat also gives the <b>Rapporteur</b> as much support as necessary during the session. On the first day, a face to face meeting is held to explain the functions, role and working methods to the Rapporteur.
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(g) Are observers authorized to participate and/or take the floor?

Intergovernmental Committee	Conference of Parties
<p><b>YES</b></p> <p>The observers are:</p> <ul style="list-style-type: none"> <li>– Parties to the Convention, which are not Members of the Committee;</li> <li>– The representatives of Member States of UNESCO not Parties to the Convention, Associate Members and permanent observer missions to UNESCO;</li> <li>– Representatives of organizations of the United Nations system which have concluded mutual representation agreements with UNESCO;</li> <li>– Intergovernmental organizations;</li> <li>– Non-governmental organizations.</li> </ul> <p><i>Rule 7 of the Rules of Procedure of the Committee</i></p> <p>The observers may participate in and address the session, without the right to vote.</p> <p><i>Rule 7.1 of the Rules of Procedure of the Committee</i></p> <p><i>See Rule 20 of the Rules of Procedure of the Committee for the order of speeches</i></p> <p>Civil society organizations make a specific contribution to the work of the Committee; their role and participation is particularly important to the</p>	<p><b>YES</b></p> <p>The observers are:</p> <ul style="list-style-type: none"> <li>– The representatives of Member States of UNESCO not Parties to the Convention, Associate Members and permanent observer missions to UNESCO;</li> <li>– Representatives of organizations of the United Nations system which have concluded mutual representation agreements with UNESCO;</li> <li>– Intergovernmental organizations;</li> <li>– Non-governmental organizations.</li> </ul> <p><i>Rule 2 of the Rules of Procedure of the Conference of Parties</i></p> <p>The observers may participate in and address the session, without the right to vote.</p> <p><i>Rule 2.1 of the Rules of Procedure of the Conference of Parties</i></p> <p><i>See Rule 9 of the Rules of Procedure of the Conference of Parties for the order of speeches</i></p> <p>The first world forum for civil society organizations with an interest and activities in the areas covered by the Convention will be held on 12 June 2017.</p>

<p>implementation of the Convention (See Article 11 of the Convention and the attached operational guidelines).</p> <p>For example:</p> <ul style="list-style-type: none"> <li>– since 2015, the agenda of every session includes an item in which civil society can present a written and/or verbal report;</li> <li>– civil society organizations submit information reports on activities defined as priorities by the Parties to the Committee;</li> <li>– lastly, since 2016, a working meeting is held for the Bureau and civil society representatives before each session to identify which items on the session agenda are considered priorities for civil society.</li> </ul>	
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(h) Frequency and duration of meetings

<b>Intergovernmental Committee</b>	<b>Conference of Parties</b>
<p>The Intergovernmental Committee met for the first time in December 2007 in Ottawa, Canada.</p> <p>The Committee meets in ordinary session <b>annually</b> at the UNESCO Headquarters in Paris.</p> <p>It may meet in extraordinary session at the request of at least two thirds of its Members.</p> <p><i>Rules 2 and 4.2 of the Rules of Procedure of the Committee</i></p>	<p>The Conference of Parties met for the first time in June 2007 at the UNESCO Headquarters in Paris, three months after the Convention came into force.</p> <p>The Conference meets in ordinary session <b>every two years</b> in June at the UNESCO Headquarters in Paris.</p> <p>It may meet in extraordinary session if it so decides or if the Committee receives a request to that effect from at least one third of the Parties.</p> <p><i>Rule 3 of the Rules of Procedure of the Conference of Parties</i></p> <p><i>Resolution 1.CP 4</i></p>



(i) How many languages are interpreted during a meeting?

Intergovernmental Committee	Conference of Parties
<p>The <b>two working languages</b> are English and French and are funded by the regular budget.</p> <p>Extrabudgetary funding can be used to facilitate the use of the other official languages of the United Nations as working languages. For example, at the Committee's last session in December 2016, Saudi Arabia funded the interpretation of the entire session into Arabic.</p> <p><i>Rule 40 of the Rules of Procedure of the Committee</i></p>	<p>The <b>six working languages</b> are English, Arabic, Chinese, Spanish, French and Russian.</p> <p><i>Rule 12 of the Rules of Procedure of the Conference of Parties</i></p>

(j) Where do the meetings take place?

Intergovernmental Committee	Conference of Parties	Comments
<p>At UNESCO Headquarters in Paris.</p> <p><i>Rule 4.1 of the Rules of Procedure of the Committee</i></p>	<p>At UNESCO Headquarters in Paris.</p> <p><i>Rule 2.2 of the Rules of Procedure of the Conference of Parties</i></p>	

(k) Overall budget, including corresponding funding sources broken down as follows:

	Regular programme	Other sources
Organizing meetings	1,222,500	NO
Operational activities	Not applicable	7,666,856
UNESCO staff (approximate budget in lump sum)	2,366,800 <i>2016-2017 Biennium (38 C/5)</i>	Not applicable

**2. Bureau (if applicable)**

(a) Number of members, duration of term of office, number of possible re-elections

Intergovernmental Committee	Conference of Parties
<p>The Bureau of the Committee usually consists of <b>six members</b>, the Chairperson, one or more Vice-Chairpersons and a Rapporteur.</p> <p>The Bureau is elected annually at each ordinary session and its members remain in office until the next bureau is elected, that is to say <b>one year</b> later.</p> <p>The members of the bureau are not immediately re-eligible.</p> <p><i>Rules 11 and 12 of the Rules of Procedure of the Committee</i></p>	<p>The Bureau of the Conference of Parties usually consists of <b>six members</b>, the Chairperson, one or more Vice-Chairpersons and a Rapporteur.</p> <p>The Bureau is elected annually at its ordinary session (first item on the agenda) and its members remain in office until the next bureau is elected, that is to say <b>one year</b> later.</p> <p><i>Rule 5 of the Rules of Procedure of the Conference of Parties</i></p>

(b) Intergovernmental or personal capacity/expert capacity?

Intergovernmental Committee	Conference of Parties	Comments
<p>The <b>Chairpersons</b> and <b>Rapporteurs</b> of the Convention's governing bodies, the Committee and the Conference of Parties, are appointed and exercise their respective functions in the sessions in a <b>personal capacity</b> and as such, do not represent their countries.</p> <p><b>Vice-Chairpersons</b> of the Convention's governing bodies, the Committee and the Conference of Parties, are appointed for the countries they represent and therefore exercise their functions in a governmental capacity.</p>		<p>The same procedure applies to both governing bodies.</p>

(c) Frequency and duration of meetings

Intergovernmental Committee	Conference of Parties	Comments
<p>The Bureau meets during the sessions of the Committee <b>as frequently</b> as it deems necessary. Usually, the Bureau meets once, the day after the beginning of the session of the Committee.</p> <p><i>Rule 11 of the Rules of Procedure of the Committee</i></p>	<p>The Bureau meets as deemed necessary.</p>	

(d) Are observers allowed to participate and/or address the meeting?

Intergovernmental Committee	Conference of Parties	Comments
<p>Only elected members of the Bureau are allowed to participate in meetings of the Bureau.</p> <p>Since 2016, a working meeting is organized between civil society organizations and members of the Bureau prior to the session, in order to establish the priority agenda items for civil society.</p>	<p>Only elected members of the Bureau are allowed to take part in meetings of the Bureau.</p>	

(e) Interpretation during the meetings?

Intergovernmental Committee	Conference of Parties	Comments
NO	NO	

(f) How many languages are interpreted during the meetings?

Intergovernmental Committee	Conference of Parties	Comments
Not applicable	Not applicable	

(g) Are minutes taken during meetings of the Bureau? Are the minutes distributed, and to whom?

Intergovernmental Committee	Conference of Parties	Comments
When the session continues its work, the Chairperson presents a report of the Bureau's meeting to the Members of the Committee if necessary.	When the session continues its work, the Chairperson presents a report of the Bureau's meeting to the Parties to the Convention if necessary.	

### 3. Rules of Procedure

(a) Who adopts the rules of procedure?

Intergovernmental Committee	Conference of Parties	Comments
<p>The Committee adopts its Rules of Procedure <i>Rule 46 of the Rules of Procedure of the Committee</i></p> <p>The Committee shall submit to the Conference of Parties, for approval, its own Rules of Procedure. <i>Article 23.8 of the Convention</i></p>	<p>The Conference of Parties adopts its Rules of Procedure <i>Rule 20 of the Rules of Procedure of the Conference of Parties</i></p>	

(b) Meeting preparation

(i) Who decides the agenda?

Intergovernmental Committee	Conference of Parties	Comments
<p>The <b>Secretariat</b> shall prepare the provisional agenda.</p> <p>The Committee adopts the agenda at the beginning of each session.</p> <p>The provisional agenda of an ordinary session of the Committee may include:</p> <p>"(a) Any question required by the Convention or the present Rules;</p> <p>(b) Any question referred by the Conference of Parties to the Convention;</p> <p>(c) Any question the inclusion of which has been decided by the Committee at a previous session;</p> <p>(d) Any question proposed by Members of the Committee;</p> <p>(e) Any question proposed by Parties to the Convention which are not Member of the Committee;</p> <p>(f) Any question proposed by the Director-General."</p> <p><i>Article 24.2 of the Convention</i></p> <p><i>Rule 8 of the Rules of Procedure of the Committee</i></p>	<p>The <b>Secretariat shall prepare</b> the provisional agenda</p> <p><i>Article 24.2 of Convention</i></p> <p>The Conference of Parties adopts the agenda at the beginning of each session.</p> <p>The provisional agenda of an ordinary session of the Conference of Parties may include:</p> <p>(a) Any question required by the Convention or the present Rules;</p> <p>(b) Any question the inclusion of which has been decided by the Conference at a previous session;</p> <p>(c) any question referred by the Committee;</p> <p>(d) Any question proposed by the Parties to the Convention;</p> <p>(e) Any question proposed by the Director-General.</p> <p><i>Article 24.2 of the Convention</i></p> <p><i>Article 4 of the Rules of Procedure of the Conference of Parties</i></p>	

<i>Rule 9 of the Rules of Procedure of the Committee</i>		
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(ii) When are the documents sent out?

<b>Intergovernmental Committee</b>	<b>Conference of Parties</b>	<b>Comments</b>
Documents are made available on the Convention's website at the latest four weeks before the beginning of the session. <i>Rule 41 on the Rules of Procedure for the Committee</i>	The documents are made available on the Convention's website at least 30 days before the opening of the session of the Conference. <i>Rule 19.3 of the Rules of Procedure for the Conference of Parties</i>	

(iii) Are they sent out as paper versions?

<b>Intergovernmental Committee</b>	<b>Conference of Parties</b>	<b>Comments</b>
NO, the documents are made available on the Convention's website. Hard copies of the documents are distributed to Members of the Committee/Parties to the Conference during the session. A USB key containing all the documents is available to observers.		

(iv) Can you opt out of receiving printed documents?

<b>Intergovernmental Committee</b>	<b>Conference of Parties</b>	<b>Comments</b>
See response 3.iii		

(v) Who decides the timetable?

Intergovernmental Committee	Conference of Parties	Comments
The provisional calendar is prepared by the Secretariat based on the provisional agenda.		

(vi) Who convenes the meeting?

Intergovernmental Committee	Conference of Parties	Comments
<p>Sessions of the Committee are convened by the Chairperson, in consultation with the Director-General of UNESCO.</p> <p>The Secretariat sends an invitation and the provisional agenda not less than sixty days in advance.</p> <p>Rule 3 of the Rules of Procedure of the Committee</p>	<p>The Secretariat sends an invitation and the provisional agenda not less than sixty days in advance.</p> <p>No specific rule applies.</p>	

(vii) Do you allow video conferencing?

Intergovernmental Committee	Conference of Parties	Comments
The 10th session of the Committee was entirely webcast.	A webcast of the entire 6th session of the Conference of Parties in June 2017 is planned.	

(viii) Can extraordinary sessions be held?

1. If yes, what are the modalities?

Intergovernmental Committee	Conference of Parties	Comments
<p><b>YES</b></p> <p>The Committee may meet in extraordinary session at the request of at least two thirds of its Members.</p> <p><i>Rule 2 of the Rules of Procedure of the Committee</i></p>	<p><b>YES</b></p> <p>The Conference may meet in extraordinary session if it so decides, or if the Committee receives a request to that effect from at least one third of the Parties.</p> <p><i>Rule 3 of the Rules of Procedure of the Conference of Parties</i></p>	

(ix) Do you appoint subgroups or subcommittees?

1. If so, for what duration and for what tasks?

Intergovernmental Committee	Conference of Parties	Comments
<p>In 2009, the Committee decided to create a panel of experts to evaluate requests for funding from the International Fund for Cultural Diversity.</p> <p>Members of the panel of experts have a four-year mandate. Half are renewed every two years.</p> <p>The Committee may establish subsidiary bodies as it deems necessary for the conduct of its work. No subsidiary body has been created to date.</p> <p><i>Rule 19 of the Rules of Procedure for the Committee</i></p>	<p>NO</p>	



(c) Decision-making

(i) Who prepares draft decisions?

Intergovernmental Committee	Conference of Parties	Comments
Draft decisions are proposed by the Secretariat in all the working documents. Members of the Committee/Parties may propose draft decisions.		

(ii) Until when can Member States suggest new draft decisions or amendments?

Intergovernmental Committee	Conference of Parties	Comments
Draft decisions/resolutions and amendments may be proposed by Members of the Committee/Conference of Parties and must be transmitted in writing to the Chairperson/Secretariat of the Conference in English and in French. In practice, Members of the Committee/Parties to the Conference may submit new draft decisions/resolutions and amendments thereto at any time before <b>the decision/resolution has been adopted</b> . As a general rule, no draft decision/resolution shall be discussed or put to the vote unless it has been circulated reasonably in advance to all participants in all the working languages. <i>Rule 13 of Rules of Procedure for the Conference of Parties</i> <i>Rule 21 of the Rules of Procedure for the Committee</i>		

Are observers allowed to participate in and/or address the meetings?

Intergovernmental Committee	Conference of Parties	Comments
<p>NO, when a draft decision/resolution is being adopted, observers may not participate or take the floor. They do not have the right to vote.</p> <p>Observers may ask the Chairperson for the floor during debates.</p>		

(iv) How are decisions adopted?

Intergovernmental Committee	Conference of Parties	Comments
<p>Decisions/resolutions are made based on <b>consensus</b>.</p> <p>If consensus is not reached, decisions/resolutions are voted.</p> <p>Neither the Committee nor the Conference of Parties can decide on any matter unless a quorum is present.</p> <p><i>Rule 16 of the Rules of Procedure of the Committee</i></p> <p><i>Rule 8 of the Rules of Procedure of the Conference of Parties</i></p>		

**4. Relation to the General Conference and Executive Board and to other intergovernmental bodies**

(a) Do you formally submit proposals for the UNESCO programme and budget (C/5)?

(i) If yes, how? N/A

Intergovernmental Committee	Conference of Parties	Comments
The elected Chairperson does not present proposals for the programme and budget (C/5) The Secretariat DOES.		

(b) How do you follow up General Conference resolutions?

Intergovernmental Committee	Conference of Parties	Comments
By including the items requested by the General Conference in the provisional agenda for governing body sessions and during the debates of these items in the sessions.		

(c) Do you input into the Executive Board in your area of competence?

Intergovernmental Committee	Conference of Parties	Comments
Regular contributions are made to the Executive Board through the governing bodies working documents and/or answers/discussions arising from debates in the sessions. The Secretariat also responds to the questions asked by Member States, formulated from proposals for the C/5.		

- (d) Do you report on your activities to the General Conference and/or the Executive Board more than once during each four-year programme period?

Intergovernmental Committee	Conference of Parties	Comments
<p>The report on programme implementation and, consequently, on the work of the governing bodies of the Convention, contributes to the results of document C/5 through document EX/4 (the Director-General's report to the Executive Board) and document C/3 (the Director-General's report to the General Conference for the implementation of document C/5).</p> <p>Furthermore, on this subject, the Rules of Procedure of the Committee state:</p> <p>"Rule 43 – Summary record. The Secretariat shall prepare a detailed draft summary record of the Committee's meetings in the two working languages for approval at the opening of the next session. This draft summary record shall be published electronically simultaneously in the two working languages at the latest three months after the closure of the session.</p> <p>Rule 44 – Communication of documentation: The list of decisions and the final summary record of the debates in public meetings shall be transmitted by the Director-General to the Members of the Committee and to the organizations, individuals and observers under Rules 6 and 7."</p> <p>The governing bodies produce regular summary records of the activities and work conducted for the governing bodies of UNESCO (Secretariat, Executive Board, General Conference).</p>		

- (e) How do you follow-up on Executive Board decisions?

Intergovernmental Committee	Conference of Parties	Comments
<p>By including the items requested by the Executive Board in the provisional agenda of governing body sessions and during debates on these items during sessions.</p>		

(f) Does a specific framework exist to collaborate with other international and intergovernmental bodies?

Intergovernmental Committee	Conference of Parties	Comments
<p>YES</p> <p>Organizations from the United Nations system and other intergovernmental organizations are invited by the Director-General to participate in governing body meetings.</p> <p>For each session, around twenty intergovernmental organizations with interests and activities in the areas covered by the Convention are invited to participate.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>– United Nations Conference on Trade and Development</li> <li>– United Nations Development Programme</li> <li>– United Nations Entity for Gender Equality and the Empowerment of Women</li> <li>– International Labour Organization</li> <li>– World Bank</li> <li>– International Telecommunication Union</li> <li>– World Intellectual Property Organization</li> <li>– United Nations Industrial Development Organization</li> <li>– World Trade Organization</li> <li>– World Tourism Organization</li> <li>– Parliamentary Assembly of La Francophonie</li> <li>– Council of Europe</li> <li>– Arab League Educational, Cultural and Scientific Organization (ALECSO)</li> <li>– Organization of Ibero-American States for Education, Science and Culture</li> <li>– International Organisation of La Francophonie</li> <li>– Islamic Educational, Scientific and Cultural Organization (ISESCO)</li> <li>– Latin Union</li> </ul>		

**5. Any other comments regarding the governance of international and intergovernmental bodies**

During the 10th ordinary session of the Committee in December 2016, several Members of the Committee acknowledged a number of improvements in the efficiency of the governing bodies of the 2005 Convention. They also agreed that many of the recommendations made by

the External Auditor did not reflect the realities of the intergovernmental bodies, and recalled that the General Conference had only adopted three of these recommendations. Furthermore, Members of the Committee voiced the need for a wider consultation process and therefore requested the Secretariat to add this item to the provisional agenda for the 6th ordinary session of the Conference of Parties (12 to 15 June 2017).

The document presented at the 10th session of the Committee and the decision adopted are contained in the Annex.

**6. Please provide the reference and, if possible, the hyperlink to the relevant statutory documents, including the General Conference Resolutions that established the bodies and the relevant Executive Board decisions**

33 C/Resolution 41 <http://unesdoc.unesco.org/images/0014/001428/142825e.pdf>



United Nations  
Educational, Scientific and  
Cultural Organization



Diversity of  
Cultural Expressions

# 10 IGC

DCE/16/10.IGC/5  
Paris, 10 November 2016  
Original : French

## INTERGOVERNMENTAL COMMITTEE FOR THE PROTECTION AND PROMOTION OF THE DIVERSITY OF CULTURAL EXPRESSIONS

**Tenth Ordinary Session  
Paris, UNESCO Headquarters  
12-15 December 2016**

**Item 5 of the Provisional Agenda:** Secretariat's Report on the follow-up to the recommendations of the External Auditor's "Report on the Governance of UNESCO and Dependent Funds, Programmes and Entities"

The UNESCO General Conference has invited all intergovernmental programmes, committees and convention bodies to include in their agenda, if possible in 2016, an item relating to the follow-up to the recommendations from the External Auditor's "Report on the Governance of UNESCO and Dependent Funds, Programmes and Entities", contained in Document 38 C/23 (Resolution 38 C/101). This document presents a status report on the follow-up to the External Auditor's recommendations.

Decision required: paragraph 15.

## CONTEXT

1. In 2013, the General Conference decided that a “strategic performance review of all governing bodies [...] shall be carried out [...] with a view to formulating governance reform and cost-saving measures, as appropriate” (Resolution 37 C/96, Document 37 C/49 and Add.). In this context, it invited “all governing bodies, intergovernmental programmes, committees and organs established by conventions [...] to perform a self-assessment covering the overall relevance of their work in relation to their specific terms of reference as well as the efficiency and effectiveness of their meetings, including the impact and utility of experts’ time; the outcome of these self-assessments should be reported by January 2015”. The General Conference requested that a common assessment framework be delivered to all entities concerned to facilitate this self-assessment.
2. As a reminder, at its seventh ordinary session (December 2013), the Intergovernmental Committee for the Protection and Promotion of the Diversity of Cultural Expressions (hereinafter referred to as “the Committee”), established under the Convention on the Protection and Promotion of the Diversity of Cultural Expressions (hereinafter referred to as “the Convention”), welcomed Document 37 C/49 (point 6.4) on governance reform. In this regard, the Committee invited all Parties to participate in the self-assessment exercise within the common framework delivered by the External Auditor and requested that the Secretariat facilitate this work (Decision 7.IGC 13).
3. To comply with Resolution 37 C/96 and Committee Decision 7.IGC 13, a self-assessment questionnaire was distributed to the Chairpersons of the Convention’s governing bodies for the 2013-2014 period, to gather feedback from Members of the Committee and the Parties, and to transmit the results to the External Auditor.
4. At the eighth ordinary session of the Committee (in December 2014), the Secretariat transmitted a report concerning the audit of the governance of UNESCO and dependent funds, programmes and entities, which focused, in particular, on the ongoing self-assessment process as it related to the Committee and the Conference of Parties (see Document CE/14/8.IGC/6). The Committee examined the Report and, during its debates, the Chairpersons of the governing bodies who had participated in the self-assessment shared their experiences with the Members of the Committee. In particular, they provided information on the chosen methodology and process<sup>1</sup>. The Committee took note of the audit and of the exercise undertaken thereon (Decision 8.IGC 6). At its fifth ordinary session (June 2015), the Conference of Parties invited the Committee to continue monitoring the implementation of recommendations, notably those arising from the external audit (Resolution 5.CP 14). The results of the self-assessment by the governing bodies were included in the External Auditor’s Report<sup>2</sup>.
5. Responses to the questionnaires for the self-assessment exercise were prepared in close cooperation with the members of the Bureau and then sent to the Parties for their feedback. Their comments were incorporated into the final version of the responses to the questionnaires. As concerns the main conclusions drawn from this exercise, the Parties confirmed the relevance of the Convention’s existing institutional model. They also confirmed that the governing bodies function in a satisfactory manner and that they have become increasingly effective over time. In terms of resource allocation, the Parties expressed a clear need for the strengthening of human and financial resources available to the Secretariat of the Convention. As the lack of resources can sometimes prevent implementation of the resolutions and decisions adopted by the governing bodies, the

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<sup>1</sup> See the detailed summary record of the eighth ordinary session of the Committee, Document CE/15/9.IGC/3, paragraphs 94 to 100.

<sup>2</sup> See Document 197 EX/28, Annex, paragraphs 9 to 12, August 2015.



comments underlined the need to implement an effective fundraising strategy, as well as to enhance the visibility of the Convention. No specific comments were made on the issues of transparency or conflicts of interest, and although there has never been a reason to adopt such a strategy, they welcomed the suggestion as a means to further strengthen the governing bodies of the Convention. The Parties welcomed the Report and did not issue any further comments.

## **WORKING GROUP ON GOVERNANCE AND IMPLEMENTATION OF ITS RECOMMENDATIONS**

6. At its 197<sup>th</sup> session (October 2015), the Executive Board examined the Final Report on the Audit of the Governance of UNESCO and Dependent Funds, Programmes and Entities (see Information Document DCE/16/10.IGC/INF.7). It then recommended that the General Conference, at its 38<sup>th</sup> session:
  - establish an open-ended working group to discuss the Auditor's Report and its recommendations in greater detail;
  - start implementation of recommendations 1, 11 and 13 (Decisions 197 EX/28 and 44).
7. At its 38<sup>th</sup> session (November 2015), the General Conference endorsed the two recommendations from the Executive Board and reaffirmed the need for a holistic and comprehensive reform of UNESCO, particularly of its governing bodies, in order to ensure greater effectiveness and efficiency in the governance of the Organisation and to facilitate strategic decision-making (Resolution 38 C/101). The General Conference decided to establish an open-ended working group<sup>3</sup> on governance, procedures and working methods of UNESCO's governing bodies. It also requested that the Director-General begin implementation of recommendations 1, 11 and 13 of the External Auditor's Report.
8. In addition, in its Resolution 38 C/101, the General Conference invited all intergovernmental programmes, committees and organs of the conventions to include, if possible in 2016, an item on their agenda concerning the follow-up to the recommendations of the External Auditor's Report contained in Document 38 C/23, to improve governance through concrete measures, and to report on their proposals to the Chairperson of the open-ended working group. Pursuant to this resolution, an item was placed on the agenda of the tenth ordinary session of the Committee.
9. In order to facilitate the Committee's discussions, the Secretariat has prepared a table on the status of the follow-up to the External Auditor's recommendations which have an impact on the governing bodies of the Convention (see Annex).

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<sup>3</sup>

Pursuant to Resolution 38 C/101, the mandate of the working group is to examine the governance, procedures and working methods of the governing bodies of UNESCO, on the basis of the views and proposals received from Member States, the External Auditor's Report on the Governance of UNESCO and Dependent Funds, Programmes and Entities, relevant evaluations and audits by the Internal Oversight Service (IOS), as well as previous decisions and resolutions related to governance. The working group has been tasked to formulate a series of recommendations, including their likely impact and financial consequences, that will be submitted in 2017 to the 202<sup>nd</sup> session of the Executive Board, which will transmit them – along with its observations – to the General Conference.

10. The table shows that several of the External Auditor's recommendations have already been examined by the governing bodies of the Convention and, in some cases, have been implemented. For example, Recommendation 3 (ii), underlining the need to shorten the duration of statutory meetings and to shorten agendas. This recommendation has already been implemented since 2013, in so far as the duration of the Committee meetings has been reduced from 5 to 3 or 4 days, and the Committee has also reduced the number of items on its agenda, from 16 in 2013 to 12 in 2016, in order to better target its main priorities in accordance with the work plan<sup>4</sup> it adopts.
11. The table also shows that other recommendations from the External Auditor that were already examined by the Committee were previously rejected, for example, Recommendation 3 (ii) on grouping sessions. During the seventh ordinary session, the Members of the Committee underlined the importance of allowing sufficient time between the governing bodies meetings of the different cultural conventions to allow members of the different committees adequate time to prepare, thereby achieving increased efficiency in terms of decision making.
12. Progress has also been made regarding the implementation of Recommendation 14 concerning the evaluation of the governing bodies and the actions taken by the Secretariat in this respect. For example, the Secretariat distributes a survey on the preparation and organisation of statutory meetings. It then transmits the responses it has collected to the governing bodies at the end of each statutory meeting. The responses are accompanied by lines of action to improve and ensure the efficiency of subsequent meetings.
13. Moreover, the Committee in its review of the status of the follow-up to the External Auditor's recommendations, shall also take into account the status of the follow-up to recommendations from other audits/evaluations concerning, on the one hand, issues of governance and, on the other, the evaluation and monitoring of the implementation of the Convention, and which were examined by the Executive Board (Document 194 EX/22) :
  - Evaluation of the pilot phase of the International Fund for Cultural Diversity (IOS/EVS/PI/116), a report published in 2012 by UNESCO's Internal Oversight Service (hereinafter referred to as "IOS");
  - The audit of the working methods of the six conventions in the field of culture to assess the adequacy and efficiency of UNESCO's standard-setting working methods in the Culture Sector (IOS/AUD/2013/06), which resulted in the publication of a report by IOS in September 2013;
  - The evaluation of UNESCO's standard-setting work of the Culture Sector, Part IV – 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions (IOS/EVS/PI/134 REV), a desk study published in April 2014 by IOS.

<sup>4</sup>

After each Conference of Parties (on odd years), the Committee adopts a work plan which sets out the priorities as well as the various activities planned, and includes a tentative timeline based on the financial and human resources available from the regular programme and available extra-budgetary funds available. The Committee adopted a work plan in 2013 and 2015.

14. Status reports on the implementation of the recommendations have been presented regularly to the governing bodies over recent years<sup>5</sup>. Most of the recommendations from these three audits/evaluations have already been implemented by the governing bodies of the Convention, including some that appear in the External Auditor's Report, as mentioned above. As for the implementation of the Convention, the first Global Report monitoring the implementation of the Convention was published in 2015 and allows the results to be disseminated worldwide.

15. The Committee may wish to adopt the following decision:

### **DRAFT DECISION 10.IGC 5**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/5 and its Annex and Document DCE/16/10.IGC/INF.7,*
2. *Recalling Resolution 5.CP 14 paragraph 4 of the Conference of Parties and its Decisions 7.IGC 13 and 8.IGC 6,*
3. *Also recalling the audit of the working methods of cultural conventions and the evaluation of UNESCO's standard-setting work in the Culture Sector by the Internal Oversight Service (IOS),*
4. *Notes with satisfaction the work carried out to improve and streamline the working methods of the 2005 Convention's governing bodies,*
5. *Takes note of the status report on the follow-up to the recommendations of the audit on the governance of UNESCO and dependent funds, programmes and entities,*
6. *Requests the Secretariat to transmit Document DCE/16/10.IGC/5 and Decision 10.IGC 5 to the Chairperson of the open-ended working group on governance, procedures and working methods of the governing bodies.*

<sup>5</sup>

See the following working documents:

- Evaluation of the pilot phase of the IFCD and the implementation of recommendations, Document CE/13/4.CP/INF.6;
- Status Reports on UNESCO's standard-setting work in the Culture Sector. Part IV - 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions, Document CE/14/8.IGC/5b, Annex II; CE/15/5.CP/8, Annex – Status report on the implementation of IOS recommendations;
- Report of the Secretariat, Document CE/15/9.IGC/4, Annex III – Status report on the implementation of IOS recommendations (IOS/EVS/PI/134 REV);
- Activities of the Committee (2013-2014), Document CE/13/7.IGC/13;
- Report of the Internal Oversight Service. Report on the audit of the working methods of cultural conventions, Document CE/14/8.IGC/5a, Annex II – Implementation of the IOS recommendations.

**ANNEX**

**Status report on the follow-up to the recommendations of the External Auditor's Report on the Governance of UNESCO and Dependent Funds, Programmes and Entities**

RECOMMENDATION <sup>1</sup>	STATUS
<p><b>Recommendation n° 3</b> : The External Auditor recommends that the General Conference (i) delegate the steering and management of the following 10 actions to the Bureau of the Executive Board; (ii) to that end, provide the Board with the appropriate means to ensure, after obtaining the opinion of each of the governing bodies, consulted as needed and in the most efficient way, the adoption, at the 39<sup>th</sup> session of the General Conference, of a guide to best practices applicable to the whole of UNESCO and its dependent funds, programmes and entities:</p>	<p><b>Not applicable (N/A)</b></p>
<p>- accelerate the <b>shortening</b> of sessions,</p>	<p>During its past three ordinary sessions, the Committee has completed its work in 3 days (Decisions 7.IGC 14 and 8.IGC 15) or in 4 days (Decision 9.IGC 11), instead of the 5 days it previously required.</p> <p>Since its first ordinary session, in 2007, the Conference of Parties has completed its work in 2 days (2007, 2009, 2011) or in 3 days (2013 and 2015).</p>
<p>- <b>group</b> meetings together,</p>	<p>This recommendation was presented to the Committee at its seventh ordinary session. The Members of the Committee underlined the importance of allowing sufficient time between meetings of the governing bodies of different cultural conventions to allow members of the different committees adequate time to prepare, thereby achieving increased efficiency in terms of decision making.</p>

<sup>1</sup> As a reminder, the General Conference requested the Director General to start implementation of Recommendations 1, 11 and 13 of the External Auditor concerning UNESCO governing bodies.

RECOMMENDATION <sup>1</sup>	STATUS
<p>- make <b>annual meetings biennial, and biennial meetings quadrennial,</b></p>	<p>The Convention sets the frequency of meetings: annual for the Committee (Article 23.2) and biennial for the Conference of Parties (Article 22.2). The provisions in the Convention are reflected in the Committee's Rules of Procedure (Rule 2.1) as well as those of the Conference of Parties (Rule 3). Changing the frequency of statutory meetings would require an amendment to the Convention (Article 33).</p> <p>The Committee emphasised the importance of holding its statutory meetings on an annual basis, because it allows for the necessary decisions for the implementation of the Convention to be taken, for instance, decisions related to the management of the International Fund for Cultural Diversity, and to the implementation of its work plan.</p>
<p>- make more <b>use of teleconferences,</b></p>	<p>It would be difficult to hold intergovernmental meetings by teleconference, because they bring together participants from around the world. For practical and logistical reasons (time differences, the specific procedure for debates and voting), it would be complicated to convene over 300 participants, which is the average number of people attending meetings of the governing bodies, at a precise date and time and over a period of several days.</p>
<p>- convene <b>essential meetings only and finance them through the regular budget,</b></p>	<p>The Convention sets the frequency of the meetings of its governing bodies, all of which are <i>de facto</i> mandatory.</p> <p>Meetings of the governing bodies are all financed through the regular programme budget and are all held at UNESCO headquarters in Paris.</p>

RECOMMENDATION <sup>1</sup>	STATUS
<p>- <b>reduce the number of meeting participants,</b></p>	<p>The rules of procedure of the governing bodies (Section I for the Conference of Parties; Section III for the Committee) set forth the conditions for participation in statutory meetings.</p> <p>It is up to the Parties and the Members of the Committee to decide whether to reduce the number of participants in their delegations who attend sessions of the governing bodies.</p> <p>However, the governing bodies have expressed their wish to have more experts participating in their meetings, both as part of the Parties' delegations and as civil society observers. Aware of the financial constraints, the Secretariat is looking for ways to include more participants in the governing bodies' sessions using social networking tools.</p>
<p>- <b>shorten agendas</b> by prioritising and delegating minor decisions,</p>	<p>At its three last ordinary sessions, the Committee has reduced the number of items on its agendas, with a decrease from 16 in 2013 and 2014 to 13 in 2015, and 12 in 2016, in order to better target its main priorities, in line with the work plan it adopts.</p>
<p>- increase the <b>delegation of authority to the bureaus,</b></p>	<p>At its ninth ordinary session, the Committee decided to organise a working session between civil society representatives and the Bureau, prior to the meetings of the governing bodies, in order to address, inter alia, specific issues of importance to civil society (Decision 9.IGC 9).</p>
<p>- simplify and improve the <b>dissemination of results,</b></p>	<p>Since 2013, a knowledge management system has been implemented, which simplifies and improves communication and the dissemination of the governing bodies results (decisions of the Committee, resolutions of the Conference of Parties, working and information documents, including analytical summary records of meetings of the governing bodies).</p> <p>In 2015, the first Global Report monitoring the implementation of the Convention was published, disseminating its results worldwide.</p>

RECOMMENDATION <sup>1</sup>	STATUS
<p>- encourage <b>best practices</b>.</p>	<p>Since the fourth session of the Conference of Parties (June 2013):</p> <ul style="list-style-type: none"> <li>- the Secretariat has distributed a satisfaction survey on the preparation and organisation of statutory meetings. It then sends the responses it receives to the governing bodies. The responses are accompanied by lines of action to improve and ensure the efficiency of subsequent meetings.</li> <li>- after each Conference of Parties (on odd years), the Committee adopts a work plan which sets out the priorities as well as the various activities planned, and includes an estimated timeline based on the financial and human resources of the programme and the extra-budgetary funds available. The Committee adopted a work plan in 2013 and 2015.</li> </ul>
<p><b>Recommendation n° 5:</b> On a provisional trial basis, the External Auditor recommends that the General Conference :</p> <ul style="list-style-type: none"> <li>(i) decide to <b>elect, from 2016, the same States Parties to the governing bodies of the heritage-related conventions</b> and that the governing bodies thus constituted shall hold their respective sessions in a single joint session, under appropriate legal arrangements,</li> <li>(iii) request the Secretariat consequently to merge the secretariats of these conventions by 1 September 2016.</li> </ul>	<p><i>The 2005 Convention is not a “heritage-related convention”.</i></p> <p>The choice to ratify an international convention is a national decision taken by UNESCO Member States. This is the reason that not all Member States are Parties to all the conventions.</p> <p>Electing the same State Parties to the governing bodies of cultural conventions would imply that the Member States have ratified the same conventions, which is not the case.</p>
<p><b>Recommendation n° 7:</b> The External Auditor recommends:</p> <ul style="list-style-type: none"> <li>(i) <b>drawing up a draft governance code in 2016, under the supervision of the Bureau for the Executive Board, that harmonises and systematises the rules of procedure</b>, texts and practices of the governing bodies of all UNESCO universe entities,</li> <li>(ii) ensuring that this document is regularly updated through a repertoire of practice prepared by the Secretariat and submitted for approval to the Executive Board,</li> <li>(iii) adopting the decisions needed to implement this system at the 39<sup>th</sup> session of the General Conference.</li> </ul>	<p>The secretariats of the cultural conventions are preparing a comparison of the different rules of procedure for each of the conventions in order to identify the main differences between them.</p> <p>The elaboration of a code for governance would have an impact on the governing bodies' respective rules of procedure, which would then need to be harmonised.</p> <p>Only the Committee (Rule 47) and the Conference of Parties (Rule 21) may make amendments to their own rules of procedure and modify them.</p>

RECOMMENDATION <sup>1</sup>	STATUS
<p><b>Recommendation n° 8:</b> The External Auditor recommends:</p> <p>(i) examining means of introducing a <b>screening system for individual candidates for the offices of chair and vice-chair of governing bodies</b>, based on robust and transparent criteria of competence,</p>	<p>The governing bodies have adopted a practice for the election of their Chair and Rapporteur, based on geographic rotation of electoral groups.</p> <p>Neither the Committee's, nor the Conference of Parties', Rules of Procedure contain provisions on this issue.</p> <p>Only the Committee (Rule 47) and the Conference of Parties (Rule 21) may make amendments to their own rules of procedure and modify them.</p>
<p>(ii) adopting a resolution <b>to limit the total length of consecutive terms of office</b> (e.g. to four years), <b>for the same delegate in a governing body</b> so that delegates can gain sufficient experience but the bodies can at the same time be periodically renewed,</p> <p>(iii) that Member States candidates for a seat on a governing body <b>undertake to nominate a full member or alternate with sufficient experience</b> in that body's field,</p> <p>(iv) introducing <b>mandatory training for the offices of chair and vice-chair</b> of a governing body, tailored to the experience of the new officers.</p>	<p>Members of the Committee are elected for a four-year term.</p> <p>A Member may not be elected for two consecutive mandates unless:</p> <ul style="list-style-type: none"> <li>- a regional group presents the same number of candidates as the number of seats to be filled; or</li> <li>- the number of Parties within a regional group is less than the number of seats to be filled.</li> </ul> <p>This provision has rarely been used by the governing bodies.</p> <p><i>Rule 16 of the Rules of Procedure of the Conference of Parties</i></p> <p>The governing bodies shall elect their Chairpersons and Bureau members taking into account the principle of geographical rotation between the electoral groups and the skills of the individuals elected.</p> <p>The Parties and the Members of the Committee (Rule 5 of the Rules of Procedure of the Committee) have the right to limit the mandate of a delegate participating in meetings of the governing bodies, or to designate a specialised member or alternate member from their delegation.</p> <p>The Secretariat provides briefings for all regional groups, at their invitation, including Bureau members, the Chairperson and Vice-Chairpersons, before each session of the governing bodies.</p> <p>There is no formal training programme.</p>



RECOMMENDATION <sup>1</sup>	STATUS
<p><b>Recommendation n° 9:</b> The External Auditor recommends <b>establishing an open working group</b>, under the direction of the Chair of the Executive Board and with the assistance of the Secretariat of the governing bodies, in order to prepare <b>a proposal</b>, along the lines of practice in other international organisations, to be examined at the 39<sup>th</sup> session of the General Conference, <b>for systematic voting on a specific set of issues under debate</b>, in each category of governing body, and according to arrangements to be specified.</p>	<p>The General Conference established the working group at its 38<sup>th</sup> session in 2015 (Resolution 38 C/101).</p> <p>Procedures related to the vote are set out in the Committee's Rules of Procedure (Section VII) as well as in those of the Conference of Parties (Rule 14). Only the Committee (Rule 47) and the Conference of Parties (Rule 21) may make amendments to their own rules of procedure and modify them.</p>
<p><b>Recommendation n° 14:</b> The External Auditor recommends that the General Conference set up an <b>independent biennial governance evaluation under the supervision</b> of the Executive Board and with the relevant support of the Secretariat. <b>This would include the actions of the secretariats of convention and programming governing bodies</b>, and the first report of the evaluation would be reviewed by the independent audit committee and then by the General Conference in 2017.</p>	<p>The implementation of this recommendation is dependent on decisions that will be taken concerning audits in progress, including the audit of the working methods of the governing bodies of cultural conventions.</p> <p>Since the fourth session of the Conference of Parties (June 2013), the Secretariat distributes a satisfaction survey on the preparation and organisation of statutory meetings. It then sends the responses it receives to the governing bodies following each statutory meeting. The responses are accompanied by lines of action to improve and ensure the efficiency of subsequent meetings.</p> <p>An evaluation and audit of the International Fund for Cultural Diversity (IFCD) is carried out every 5 years (paragraph 22 of the Guidelines on the Use of the Resources of the IFCD). An evaluation took place in 2012 and the next one is scheduled for 2017.</p>



United Nations  
Educational, Scientific and  
Cultural Organization



Diversity of  
Cultural Expressions

# 10 IGC

DCE/16/10.IGC/Dec.  
Paris, 15 December 2016  
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**INTERGOVERNMENTAL COMMITTEE  
FOR THE PROTECTION AND PROMOTION OF THE DIVERSITY  
OF CULTURAL EXPRESSIONS**

**Tenth Ordinary Session  
Paris, UNESCO Headquarters  
12 - 15 December 2016**

**DECISIONS**

**Item 1 of the Agenda:** Adoption of the Agenda

**Decision 10.IGC 1**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/1REV;*
2. *Adopts the agenda of the session contained in the above-mentioned document.*

**Item 2 of the Agenda:** Approval of the list of Observers

**Decision 10.IGC 2**

*The Committee,*

1. *Having examined the list of Observers;*
2. *Approves the list of Observers.*

**Item 3 of the Agenda:** Adoption of the detailed summary record of the ninth ordinary session of the Committee

**Decision 10.IGC 3**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/3 and its Annex;*
2. *Adopts the detailed summary record of the ninth ordinary session of the Intergovernmental Committee for the Protection and Promotion of the Diversity of Cultural Expressions included in the above-mentioned document, as amended.*

**Item 4 of the Agenda:** Secretariat's report on its activities in 2016**Decision 10.IGC 4**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/4 and its Annexes as well as Information Documents DCE/16/10.IGC/INF.3, DCE/16/10.IGC/INF.4, DCE/16/10.IGC/INF.6, DCE/16/10.IGC/INF.7, DCE/16/10.IGC/INF.8, DCE/16/10.IGC/INF.9 and DCE/16/10.IGC/INF.10;*
2. *Takes note and underscores the quality of the Secretariat's report on its activities for the period 2016 and congratulates it for its work;*
3. *Invites each Party to determine the most appropriate mechanisms to support the activities carried out by the Secretariat at Headquarters and in the Field Offices identified in the Programme 38 C/5 and the Resolutions of the fifth ordinary session of the Conference of Parties for the implementation of the Convention at the country level;*
4. *Encourages Parties to provide extrabudgetary resources for the Secretariat's capacity-development programme and implementation of the Knowledge Management System, and to support the reinforcement of the Secretariat by the appointment of an Associate Expert or a secondee with experience in the implementation of the Convention;*
5. *Requests the Secretariat to present, at its eleventh ordinary session, a report on its activities for the 2016-2017 Biennium.*

**Item 5 of the Agenda:** Secretariat's report on the follow-up to the Recommendations of the External Auditor's "Report on the governance of UNESCO and dependent funds, programmes and entities"**Decision 10.IGC 5**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/5 and its Annex and Information Document DCE/16/10.IGC/INF.7;*
2. *Recalling Resolution 5.CP 14 paragraph 4 of the Conference of Parties, its Decisions 7.IGC 13 and 8.IGC 6, as well as Resolution 38 C/101 of the General Conference;*
3. *Also recalling the audit of the working methods of cultural conventions and the evaluation of UNESCO's standard-setting work in the Culture Sector by the Internal Oversight Service (IOS);*
4. *Notes with satisfaction the work carried out to improve and streamline the working methods of the 2005 Convention's governing bodies;*
5. *Takes note of the status report on the follow-up to the recommendations of the audit on the governance of UNESCO and dependent funds, programmes and entities;*
6. *Requests the Secretariat to transmit Document DCE/16/10.IGC/5 and Decision 10.IGC 5 to the Chairperson of the open-ended working group on governance, procedures and working methods of the governing bodies;*
7. *Suggests the Conference of Parties include in its agenda, in its sixth session in June 2017, an item on governance, procedures and working methods of the governing bodies.*

**Item 6 of the Agenda:** Report on the involvement of civil society in the implementation of the Convention

**Decision 10.IGC 6**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/6;*
2. *Recalling its Decisions 1.IGC 5C, 1.EXT.IGC 5, 5.IGC 4, 8.IGC 7a, 9.IGC 9 and Conference of Parties' Resolutions 2.CP 7 and 4.CP 13;*
3. *Invites the Parties, the Secretariat and civil society organizations to continue developing and exchanging on mechanisms to strengthen the participation of civil society organizations in the implementation of the Convention, including the organization of a biennial forum preceding sessions of the Conference of Parties;*
4. *Encourages the Parties to support, financially or otherwise, the increased participation of civil society and their organizations in the meetings of the governing bodies;*
5. *Requests the Secretariat to continue its work with civil society representatives to develop and implement indicators to better measure the involvement and the range of civil society engagement in the implementation of the Convention and report back to the Committee;*
6. *Also requests the Secretariat to include an item on the agenda of its eleventh ordinary session concerning the role of civil society organizations in the implementation of the Convention, and invites civil society organizations to present a report (orally and/or written) on the activities carried out in 2017, and submit it to the Secretariat by 30 September 2017;*
7. *Further requests the Secretariat to organize a working session between civil society representatives and the Bureau prior to each of the sessions of the governing bodies.*

**Item 7 of the Agenda:** Preliminary draft operational guidelines on the implementation of the Convention in the digital environment

### Decision 10.IGC 7

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/7 and its Annex, as well as Information Document DCE/16/10.IGC/INF.4;*
2. *Recalling Resolutions 5.CP 12, paragraph 3, 5.CP 14, paragraph 4 and 4.CP 13, paragraph 6, of the Conference of Parties, as well as its Decisions 6.IGC 17, paragraph 5, 7.IGC 5, paragraph 7, 7.IGC 13, paragraphs 3 and 7, 8.IGC 12, paragraph 7, and 9.IGC 7;*
3. *Adopts the draft operational guidelines on the implementation of the Convention in the digital environment, annexed to this Decision;*
4. *Commends the Secretariat for the excellent work in elaborating the draft operational guidelines and facilitating debates between Parties and the civil society;*
5. *Requests the Secretariat to submit the draft operational guidelines on the implementation of the Convention in the digital environment to the Conference of Parties for approval at its sixth ordinary session in June 2017.*

### ANNEX TO DECISION 10.IGC 7

#### Draft operational guidelines on the implementation of the Convention in the digital environment

##### General considerations

1. These guidelines provide a strategic framework for understanding, interpreting and implementing the Convention on the Protection and Promotion of the Diversity of Cultural Expressions in a digital environment where cultural goods and services are created, produced, distributed, disseminated, consumed and/or stored electronically. These goods and services transmit cultural expressions through, for example, a computer program, a network, a text, a video, an image or an audio recording and are distributed through constantly evolving digitally-encoded platforms.
2. The distinctive nature of cultural activities, goods and services as vehicles of identity, values and meaning does not change in the digital environment. Consequently, the recognition of the dual nature of cultural goods and services (cultural and economic) is also applicable to cultural expressions in the digital environment or those produced with digital tools.
3. Protecting and promoting human rights and the freedom of creation, expression, information and communication in the digital environment means supporting the principles of Internet universality that promote a Human Rights-based open Internet, which is accessible to all and characterized by multi-stakeholder participation.
4. There are significant differences in the rate at which digital technologies are adopted and accessed around the world. The resulting digital divide exists between and within countries and between women and men as well as urban and rural areas, in both developed and developing countries. This has an impact on the way in which cultural goods and services are created, produced, distributed and accessed in the digital environment.

5. The accelerated expansion of social networks and user generated content (UGC), the explosion of data, the complexity of distribution models, and the proliferation of connected multimedia devices in the hands of the users have had a huge impact on the creative sector in all parts of the world. Technological changes have also led to the emergence of new players and new logics, and will continue to provide new challenges and opportunities to promote the diversity of cultural expressions and, in particular, to design relevant public policies.
6. Recalling that technological neutrality is affirmed as a principle in the Convention, these guidelines shall be interpreted and applied in relation to the Convention as a whole, thus promoting a transversal approach to the diversity of cultural expressions in the digital environment. They complement all relevant provisions of the Convention and existing guidelines that refer to digital issues and new information and communication technologies.
7. All stakeholders are encouraged to respect and promote the Convention and these guidelines, which are interlinked with the United Nations Sustainable Development Goals (Agenda 2030) and the United Nations Guiding Principles on businesses and human rights, as well as international human rights instruments and principles. They primarily address public authorities. Non-governmental organizations, cultural and creative industries from the public and private sectors, including global digital platforms, Internet service providers (ISP) and other actors in the digital environment, are also encouraged to follow them.

### **Guiding Principles**

8. Complementing the goals and principles set out in Articles 1 and 2 of the Convention, these guidelines aim to:
  - 8.1 reaffirm the Convention's principle of technological neutrality;
  - 8.2 reaffirm the recognition of the dual nature (cultural and economic) of cultural goods and services, whatever the means and technologies used;
  - 8.3 encourage the use of digital tools and provide for digital competencies through education programmes;
  - 8.4 reaffirm the Parties' sovereign right to formulate, to adopt and to implement policies and measures for the protection and promotion of the diversity of cultural expressions in the digital environment;
  - 8.5 safeguard, following the principle of Internet neutrality, equal and non-discriminatory treatment of data traffic in the provision of Internet access services and related end-users' rights (in order to prevent data traffic management practices which block or slow down specific applications that could affect the circulation of local cultural goods and services);
  - 8.6 promote equitable access and balance in the flow of cultural goods and services in the digital environment, in particular through the application of preferential treatment provisions for works created or produced by artists and cultural professionals, enterprises and independent organizations from developing countries;
  - 8.7 recognize the complementarity of economic, educational, and cultural aspects of sustainable development in national digital strategies as well as within international assistance programmes that support digital programmes and projects;
  - 8.8 promote international cooperation for development to enable greater and more affordable access to digital technologies, to develop related skills and competencies and to support mechanisms that are required for the emergence of dynamic cultural and creative industries in the digital environment;

- 8.9 promote respect for fundamental freedoms of expression, information and communication and for privacy and other human rights as pre-requisites for the creation, distribution and access to diverse cultural expressions. This includes promoting artistic freedom as a corollary to freedom of expression, the social and economic rights of authors and artists working in the digital environment and connectivity of all partners to partners with those of their choice;
- 8.10 promote respect for human rights in the digital environment, including gender equality and the empowerment of women and girls through support for their participation in the cultural and creative industries as creators, producers and consumers of cultural expressions in the digital environment;
- 8.11 affirm that the same rights that people have offline must also be protected online, in particular freedom of expression, which is applicable regardless of frontiers and through any media of one's choice, in accordance with Articles 19 of the Universal Declaration of Human Rights and the International Covenant on Civil and Political Rights.

### **Parties strengthen systems of governance for culture in the digital environment**

- 9. Pursuant to Articles 5, 6, and 7 of the Convention and to these guidelines, Parties shall aim to adopt or update existing policies and measures to protect and promote the diversity of cultural expressions in the digital environment paying due attention to the special circumstances and needs of women as well as various social groups.
- 10. These policies and measures shall aim to address all areas - creation, production, distribution, dissemination, as well as access and enjoyment - taking into account the profound changes to the value chain and the arrival of new actors.
- 11. Parties are invited to update their legislative and regulatory frameworks for public service, private and community media as well as independent media organizations to promote the diversity of cultural expressions and the diversity of media in the digital environment, taking into account the increasing convergence of operations across the value chain.
- 12. Parties are encouraged to strengthen the level of digital competencies of the cultural sector and the general public, and to promote know-how and skills needed to fully participate in the ongoing changes to the creation, production, distribution, dissemination and access to diverse cultural expressions in the digital environment.
- 13. Parties are encouraged to establish interministerial groups on digital issues that would bring together representatives of relevant Ministries and institutions (including those responsible for culture, research, trade, industry, telecommunications and education), and involve the Convention's contact point and civil society representatives in their work.
- 14. At the stage of **creation**, Parties shall aim to support new forms of creativity in the digital environment, including artistic practices that are interactive and occur in real-time. This may include national, regional or local policies and programmes and funding schemes that:
  - 14.1 provide direct support to artists and other cultural professionals working with digital tools;
  - 14.2 contribute to creation and to the fair remuneration of creators and performers;
  - 14.3 establish new training programmes and education curricula for artists and other cultural professionals in the use of digital technologies to deepen their knowledge and skills for improved participation in a digital environment;
  - 14.4 provide spaces dedicated to digital creativity and innovation that enable artistic experimentation and collaboration such as incubators and laboratories, artist residences and centres that promote international cooperation through networking activities;



- 14.5 promote cooperation among artists, educational and cultural professionals working in the cultural and creative industries, with actors in the digital environment, including designers, programmers, engineers and scientists;
- 14.6 recognize and value the work of creators in the digital environment, by promoting:
  - equitable and fair remuneration for artists and cultural professionals;
  - transparency in the distribution of income between digital distributors, Internet service providers (ISP) and rights holders as well as among rights holders;
  - access to necessary bandwidth;
  - respect for and protection of intellectual property rights, allowing for collective management, if applicable, and for collective bargaining of digital rights; and
  - electronic legal deposit systems to document and archive their works.
15. At the stage of **production**, Parties shall aim to support the modernization of the cultural and creative industries. Measures relating to the production of cultural expressions in the digital environment should aim to:
  - 15.1 promote digitization and the incorporation of technological tools into the cultural and creative industries' production processes, in particular among micro, small and medium-sized enterprises and civil society organizations;
  - 15.2 provide support to cultural entrepreneurs, civil society organizations, local production companies or incubators wishing to expand their activities in the digital environment;
  - 15.3 promote new forms of financing for cultural and creative industries in the digital environment and encourage new types of partnerships between the public and private sectors in the digital environment;
  - 15.4 recognize the role played by artists using digital technologies in research and development, which is a benefit to society and produces new and different communication tools.
16. At the stage of **distribution/dissemination**, Parties shall aim to support and provide opportunities for works to be distributed in the digital environment as well as promote and consolidate the development of emerging and local digital markets. Measures at this stage of the value chain should aim to:
  - 16.1 encourage the diversity of digital media including the multiplicity of digital distributors of cultural goods and services and digital actors (online platforms, Internet service providers (ISP), search engines, social networks), while also ensuring visibility and discoverability of national and local cultural content;
  - 16.2 promote dialogue between private operators and public authorities in order to encourage greater transparency in the collection and use of data that generates algorithms, and encourage the creation of algorithms that ensure a greater diversity of cultural expressions in the digital environment and promote the presence and availability of local cultural works;
  - 16.3 work toward the standardisation and interoperability of electronic communications networks and services, of formats, protocols, software, interfaces and metadata in order to achieve diverse digital environments for the distribution of cultural goods and services;
  - 16.4 adapt and modernise online transaction mechanisms and processes in order to facilitate and secure e-commerce;

- 16.5 encourage a fair, transparent, sustainable and ethical trade in the exchange of cultural goods and services in the digital environment, in particular with developing countries;
  - 16.6 develop the legal framework for online distribution of cultural goods and services such as ratification of relevant international copyright and related rights treaties, contractual arrangements and measures to protect and combat piracy and the illicit trafficking of cultural goods online;
  - 16.7 promote cooperation between online platforms (video, audio and other aggregators) and the rights holders of these goods and services (including licensing agreements and deployment of technical tools) in order to improve the online distribution of cultural goods and services and to better find the content being disseminated.
17. At the stage of **access**, Parties shall aim to ensure the free and permanent access to diverse cultural expressions as well as to increase participation in cultural life in the digital environment. This includes measures which aim to ensure continuous access to digital technologies, know-how and diverse cultural goods and services and should aim to:
- 17.1 introduce greater transparency and readability of indexing and content referencing modes in order to ensure that the digital mechanisms (recommendation algorithms), determining the content available to the users, provide a wide range of diverse cultural expressions in the digital environment;
  - 17.2 invest, develop and strengthen telecommunications infrastructures to improve access to diverse cultural expressions in the digital environment;
  - 17.3 encourage the implementation of digital preservation measures and the development of infrastructure to ensure universal and continuous access to cultural content, despite the constant and rapid evolution of the digital environment;
  - 17.4 support linguistic diversity and translation interfaces in the digital environment;
  - 17.5 encourage public cultural institutions to provide online access to diverse cultural expressions;
  - 17.6 supply the necessary digital equipment to public institutions such as schools, libraries and cultural centres;
  - 17.7 set up programmes for digital literacy, public education and awareness on using the Internet and on mastering digital tools;
  - 17.8 encourage legislative measures that allow for the fair remuneration of rights holders.

### **Rebalancing the flow of cultural goods and services**

18. In the context of international solidarity and cooperation, Parties shall aim to introduce preferential treatment provisions to facilitate more balanced flows of cultural goods and services from developing countries in the digital environment, pursuant to Article 16 of the Convention. Parties may:
- 18.1 improve the distribution of cultural goods and services in the digital environment produced by artists and cultural professionals, enterprises and independent organizations from developing countries, including through artistic and cultural collaboration, co-production and co-distribution agreements;
  - 18.2 take into account the provisions of international trade agreements they have concluded and will conclude, and their respective mechanisms with a view to offering preferential treatment in favour of cultural goods and services from developing countries in the digital environment.

19. Consistent with their obligation in Article 21 of the Convention to promote the objectives and principles of the Convention in other international fora, and in order to foster an integrated approach in the area of culture, trade and investment in the digital environment, Parties are encouraged to promote:
  - 19.1 complementarity and coherency among the various legal instruments addressing the diversity of cultural expressions in the digital environment;
  - 19.2 transparency in bilateral, regional or multilateral negotiations having an impact on cultural goods and services in the digital environment;
  - 19.3 close coordination between national authorities responsible for culture and trade, as well as other relevant public authorities and bodies and civil society representatives;
  - 19.4 the consideration of introducing cultural clauses in international bilateral, regional or multilateral agreements, namely provisions that take into account the dual nature of cultural goods and services, including preferential treatment clauses, with particular attention to the status of e-commerce that shall recognize the specificity of cultural goods and services;
  - 19.5 the incorporation of explicit references to the Convention and these Guidelines on the digital environment in trade and investment agreements, as well as provisions that enable their implementation, including the preservation of the capacity to design new public policies when necessary.

#### **Integration of culture in sustainable development frameworks**

20. In the context of the United Nations 2030 Agenda for Sustainable Development and its Sustainable Development Goals (SDGs) and pursuant to Articles 13 and 14 of the Convention, Parties may elaborate national development policies and international assistance programmes that recognise the importance of cultural aspects and the complementarity of the economic, social and environmental dimensions of sustainable development in the digital environment.
21. Parties shall integrate culture into their information and communication technologies (ICTs) plans and digital strategies, by including references to the Convention and to its aims and principles.
22. Parties shall support at the national and international levels capacity-building activities, the transfer of know-how and sustainable technologies (hardware and software), as well as the development of infrastructure.
23. At the *national* level, measures should aim to:
  - 23.1 raise awareness of and promote the consumption of local cultural content and, as a result, foster the development of viable cultural and creative industries in the digital environment at the local, regional and national levels;
  - 23.2 assess specific technological needs in order to promote geographical equity in the distribution of cultural resources as well as equitable access to those resources for various individual and social groups, as foreseen in Article 7 of the Convention;
  - 23.3 encourage inter-ministerial collaboration to integrate culture into the programmes of other ministries working on digital matters;
  - 23.4 reinforce and improve development policies in the digital environment in other sectors such as education, public health, security, research and urban planning.

24. At the *international* level, measures should aim to support developing countries by:
- 24.1 updating cultural cooperation agreements so that they take into account the impact of digital technologies, particularly in the implementation of co-production and co-distribution agreements;
  - 24.2 developing new forms of cooperation that facilitate the co-production and co-distribution of networked artistic works, regardless of distances between creators;
  - 24.3 prioritizing bottom-up cultural cooperation initiatives involving local actors, over top-down initiatives which, for example, restrict them to simple donations in kind (of equipment, software, content and connectivity);
  - 24.4 ensuring equitable access to resources and cultural content in the digital environment through educational and public awareness activities on the uses of the Internet and digital tools;
  - 24.5 supporting projects linked to the application of the Convention in the digital environment, particularly through regular voluntary contributions to the International Fund for Cultural Diversity (IFCD).

### **Role of civil society**

25. Pursuant to Article 11 of the Convention and its Guidelines, partnership with civil society organizations is essential in the digital environment by contributing to monitoring the evolution of the digital world, and may take the form of:
- 25.1 initiatives to raise awareness of the potential of the digital environment through the use of digital technologies (such as social networks, mobile applications, online discussion platforms), the organization of events and the creation of communication tools (such as shared-work platforms, real-time interactive exchange platforms, blogs, electronic information bulletins);
  - 25.2 efforts to consult actors in the cultural sector on digital matters, and to share the results with the Convention's governing bodies through the submission of written documents (information documents) and oral contributions to the Conference of Parties and the Intergovernmental Committee;
  - 25.3 active contribution to the preparation of the Parties' quadrennial periodic reports, by providing relevant information on the opportunities and challenges for artists and other cultural professionals and practitioners arising from digital technologies;
  - 25.4 collaboration between civil society representatives, including artists and cultural professionals, academics, researchers and experts, to provide input for reflection within other international organizations and to directly or indirectly focus on issues relating to the diversity of cultural expressions in a digital environment.

### **Gathering and sharing of information and good practices**

26. When implementing Articles 9 and 19 of the Convention, Parties shall:
- 26.1 systematically include information in their quadrennial periodic reports on policies to address the opportunities and challenges linked to the protection and promotion of the diversity of cultural expressions within a digital environment;
  - 26.2 encourage the collection of comparative statistics on the uses, practices and markets for cultural goods and services in the digital environment;
  - 26.3 support discussions and share good practices in developing countries on the opportunities and challenges for the diversity of cultural expressions in the digital environment.

### **Role of the UNESCO Secretariat**

27. Pursuant to Article 19 of the Convention, the Secretariat shall, in an intersectorial manner and in collaboration with the Parties, civil society and relevant international organizations:
  - 27.1 gather, analyse and disseminate information and statistics on the protection and promotion of the diversity of cultural expressions in the digital environment, including on related technological developments;
  - 27.2 set up and maintain, through its Knowledge Management System, a list of good practices;
  - 27.3 strengthen dialogue with the Parties and civil society in order to strengthen cooperation with other international actors concerned by digital technologies, particularly those responsible for trade, intellectual property and telecommunications, to raise their awareness of the Convention and to share information with all Convention stakeholders;
  - 27.4 encourage discussions among Parties and report to the governing bodies on the opportunities and challenges for promoting the diversity of cultural expressions in the digital environment.

**Item 8 of the Agenda:** Secretariat's report on the implementation of the International Fund for Cultural Diversity (IFCD)

**Decision 10.IGC 8**

*The Committee,*

1. Having examined Document DCE/16/10.IGC/8 and its Annexes and the Information Document DCE/16/10.IGC/INF.5;
2. Takes note of the total amount available in the IFCD of US\$ 986,462 on 30 June 2016 for the seventh funding cycle of the IFCD as set out in Annex V of this document;
3. Also takes note of the comments and recommendations of the Panel of Experts;
4. Decides that the projects presented in Annex II and annexed to this decision will receive financial support from the IFCD, including cost recovery for 2017;
5. Decides to issue a new call for funding requests in 2017;
6. Recognizes the progress of the overall implementation of the IOS recommendations, takes note of the financial implications of the implementation of IOS recommendations in 2017 on the RBM framework, encourages Parties to provide extrabudgetary resources to fully implement these recommendations and requests the Secretariat to report on the updated status of the implementation of the IOS recommendations at its eleventh ordinary session;
7. Takes note of the Terms of Reference for the 2017 evaluation mentioned in Annex IX, decides to allocate an amount of US\$ 40,000, to be paid from unassigned funds, for this evaluation and requests the Secretariat to report on the IOS evaluation and to present its results at its eleventh ordinary session;
8. Requests the Secretariat to implement the fundraising and communication activities for 2017 outlined in Document DCE/16/10.IGC/8 corresponding to phase three of the IFCD fundraising strategy and to prepare and submit to its eleventh ordinary session a report on the implementation of the IFCD fundraising strategy and decides to allocate US\$ 53,416 for the foreseen fundraising activities for 2017 from unassigned funds in the IFCD Special Account;
9. Takes note of the financial statements of the IFCD for the period from 1 January to 31 December 2015 and from 1 January to 30 June 2016 as set out in Annex IV and adopts the budget for 2017 as set out in Annex V;
10. Decides to dedicate 70% of the funds available on 30 June 2017 for the provisional draft budget for 2018;
11. Requests the Secretariat to submit, at its eleventh ordinary session, a detailed report on the use of the IFCD financial resources;
12. Thanks all the contributors that have supported the IFCD since its last ordinary session and encourages Parties to provide a regular voluntary contribution on an annual basis equivalent to at least 1% of their total contribution to UNESCO;
13. Requests the Director-General to launch in 2017 a new call to all Parties to the Convention for contributions, quoting the amount of 1% contributed by each Member State to UNESCO's Regular Budget.

## ANNEX TO DECISION 10.IGC 8

Score	Beneficiary countries	Beneficiaries	Project No.	Applicant	Project title	Funding request (US\$)	Recommended amount (US\$)	Applicants' co-financing	Decision by the Committee (US\$)
32.5	Colombia	NGO	9209	Chamber of Commerce of Bogotá - CCB	Cartography and capacity building for cultural industries in Bogotá	99,987	99,987	102,488	99,987
32.5	Palestine	NGO	9073	Leaders Organization	Promoting startups in cultural and creative industries in Palestine	99,350	99,350	75,400	99,350
31.5	Togo	Party	9068	Regional Institute for Higher Education and Cultural Development Research (IRES-RDEC)	Regional capacity-building workshops for artists, cultural promoters and local administrators on the implementation of local cultural policies	39,100	31,600	400	31,600
30	Madagascar	NGO	9133	T-Movie	Encourage the use of cinema as a means of expression among youth with a view to developing a film industry	99,975	99,975	0	99,975
30	Namibia	NGO	7773	Museums Association of Namibia	Engage disadvantaged communities in Namibia in the international music market	87,125	87,125	23,542	87,125
30	Paraguay	Party	8817	Directorate-General of Culture and Tourism – Municipality of Asunción	Voices of the ASU : emerging cultural expressions of the young people in Asunción	96,680	85,205	60,500	85,205
<b><u>Total amount :</u></b>									<b>503,242</b>

**Item 9 of the Agenda:** Quadrennial periodic reports: transmission of new reports**Decision 10.IGC 9**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/9 and its Annex;*
2. *Recalling Resolutions 4.CP 10, 5.CP 9a and 5.CP 9b of the Conference of Parties and its Decisions 8.IGC 7a, 8.IGC 7b and 9.IGC 10;*
3. *Takes note of the executive summaries of quadrennial periodic reports on the implementation of the Convention submitted by Parties in 2016 and as presented in the Annex to Document DCE/16/10.IGC/9;*
4. *Requests the Secretariat to forward to the Conference of Parties at its sixth ordinary session the quadrennial periodic reports together with the Committee's comments, and the 2015 edition of the Global Report;*
5. *Invites the Parties whose reports are due in 2017 to submit them to the Secretariat in a timely manner, if possible in both working languages of the Committee as well as in other languages, and encourages the Parties that have not yet submitted their reports to do so at their earliest convenience;*
6. *Encourages the Parties to engage in multi-stakeholder consultations in the preparation of their reports, involving various government ministries, regional and local governments and, in particular, civil society organizations, and to share their experiences;*
7. *Further encourages the Parties to provide extra-budgetary resources to expand the Secretariat's capacity-building programme on the preparation of the reports, and for the implementation of a global Knowledge Management System, and to support the third Global Report (2019) to monitor the implementation of the Convention;*
8. *Requests the Secretariat, following this session, to make available on the Convention website the quadrennial periodic reports to the public for information;*
9. *Proposes to the Conference of Parties to make publicly available on the Convention website the quadrennial periodic reports received before each session of the Committee and to amend the Operational Guidelines on Article 9 accordingly.*



**Item 10 of the Agenda:** Report of the Committee on its activities and decisions to the Conference of Parties

**Decision 10.IGC 10**

*The Committee,*

1. *Having examined Document DCE/16/10.IGC/10REV and its Annex;*
2. *Adopts the report on its activities and decisions taken since the fifth ordinary session of the Conference of Parties, as amended;*
3. *Submits the report to the sixth ordinary session of the Conference of Parties.*

**Item 11 of the Agenda:** Date of the next session of the Committee

**Decision 10.IGC 11**

*The Committee,*

*Decides to convene its eleventh ordinary session at UNESCO Headquarters in Paris from 13 to 15 December 2017, and an exchange session with civil society to take place on 12 December 2017.*

**Item 12 of the Agenda:** Election of the members of the Bureau of the eleventh ordinary session of the Committee

**Decision 10.IGC 12**

*The Committee,*

1. *Decides to suspend the application of Rule 12.1 of its Rules of Procedure in order to elect its Chairperson as well as one of its Vice-Chairpersons;*
2. *Elects Mr Mohammed Lotfi M'Rini (Morocco) as Chairperson of the Committee;*
3. *Elects Mr Aman Wirakartakusumah (Indonesia) as Rapporteur of the Committee;*
4. *Elects Côte d'Ivoire, Czech Republic, France and Paraguay as Vice-Chairpersons of the Committee.*