Strengthening national capacities for safeguarding intangible cultural heritage

Training of trainers workshop in Beijing  
10 to 14 January 2011

Version 2.0  
2011-01-08

Contents

[Overview of the capacity-building strategy 1](#_Toc282184431)

[Timetable of the training of trainers workshop: Beijing 7](#_Toc282184432)

[Overview of the workshop modules 11](#_Toc282184433)

[Participant list 17](#_Toc282184434)

# Overview of the capacity-building strategy

## Strengthening national capacities for safeguarding intangible cultural heritage: UNESCO’s strategy for 2010-2011 and beyond

### ICH in the world – 2011

# **States Parties - Asia & Pacific.png**

133 States Parties today, 23 in Asia and the Pacific

### Why capacity building?

* Lack of understanding of the different mechanisms established by the Convention
* Lack of human resources or technical know-how necessary to implement the Convention effectively
* Request from States Parties themselves to organize capacity building activities

### Regular programme for 2010-2011

Excerpt from the 35 C/5:

(…) the assistance given to States Parties in the form of policy advice and capacity-building (…) will also be a key priority, in order that the principles of the Convention can be put into effect at the national, and notably the legislative level

### Extrabudgetary resources being mobilized by ITH

Extrabudgetary resources total some US$9.1 million available in 2010-12

Preliminary earmarking (subject to donor wishes):

* Africa US$2.3 million
* Asia and the Pacific US$1.8 million
* Latin America and Caribbean US$1.4 million
* Arab States US$900,000
* Eastern Europe US$75,000
* Global US$2.7 million

### Aims of the capacity-building activities

* To enhance the capacities of beneficiary countries to safeguard their intangible cultural heritage
* To enhance the capacities of beneficiary countries to benefit from mechanisms of international cooperation and assistance established by the Convention

### Four priority themes (almost) ready in 2010

* Ratification of the Convention
* Implementation of the Convention at the national level
* Community-based ICH inventorying
* Preparing nominations to the Urgent Safeguarding List

### Additional themes to be ready in 2011

* Preparing requests for International Assistance
* Preparing nominations to the Representative List
* Participation of NGOs and civil society in implementing the Convention
* Preparation of periodic reports on implementation of the Convention by States Parties

### Ratification of the Convention

One-day or two-day workshop

* Clarifies the reasons to ratify the Convention
* Details processes and mechanisms for successful ratification
* Provides guidance in solving problems in ratifying the Convention
* Explains the importance of legal or policy reform to integrate ICH safeguarding

### Implementation at the national level

One-day, three-day or five-day workshop

Provides an overview of the 2003 Convention:

* Its objectives
* Key safeguarding concepts
* National obligations of States Parties
* Involvement of communities and other actors
* Mechanisms for international cooperation

Provides a platform for:

* Sharing past and on-going experiences of safeguarding
* Collective reflection on experiences and challenges in safeguarding ICH
* Discussion on sustainable development and ICH

### Community-based ICH inventorying

Eight-day to ten-day workshop

* Details the essential features of inventorying under the Convention
* Clarifies how inventorying contributes to safeguarding
* Provides training on practical technical skills in inventory-making, including a fieldwork practicum

### Preparing nominations to the Urgent Safeguarding List

Five-day workshop

* Uses simulated nominations and walks participants through the process of examination
* Provides understanding of what a good and complete nomination is through participant's own examination of sample files
* Practical experience in developing safeguarding plans
* Emphasizes community participation
* Explains the principle of free, prior and informed consent
* Produce a core of knowledgeable experts able to develop nominations and assess their adequacy

### Modular structure

* Workshops designed to be adapted to diverse situations, settings and audiences
* Trainers can easily introduce new content from local or regional perspective
* Each activity supported by lesson plan, handouts, reference materials
* High-tech, medium-tech and low-tech editions

### Audiences

* Actors at the heart of the Convention:
* Policy-oriented audience for workshop on ratification
* Ministry and local officers, experts, NGOs for workshops on implementation and preparing nominations
* Officers, experts and community members for workshop on inventorying
* Intensive workshops require serious commitments from participants
* Availability and willingness to continue implementing activities after the end of the workshop (e.g. inventories, nominations)
* Respect for parity between genders

### Pedagogical approaches

* Participation of pedagogical experts in shaping the training modules
* Emphasis on interactivity and active learning
* Simulations and role-playing activities to reinforce learning
* Quizzes to test and reinforce knowledge of participants

### Graphic design

Training materials designed using a tool kit, in order to facilitate:

* Adaptation to specific needs, regional characteristics or national contexts
* Updating and/or revision of texts and materials
* Translation and customization to local requirements

### Languages

* Materials will initially be available in English and French
* Spanish and Arabic to follow soon after (following testing phase)
* Other languages to be available later, as needed
* No restriction on future translations

### Training of trainers, region by region

* Six to eight workshops around the world in January to March 2011, each lasting five days (Monday to Friday)
* Organized in close collaboration with UNESCO field offices
* Participation of eight to ten regional trainers in each workshop
* Trainers will be available to roll out the workshops from March 2011 onwards

*Tentative dates:*

* 10 to 14 January: Beijing
* 24 to 28 January: Harare
* 30 January to 4 February: Libreville
* 27 February to 3 March: Abu Dhabi
* 14 to 18 March: Sofia
* 21 to 25 March: Havana

### Regional and national workshops and activities

* Will start being organized globally from March 2011 onwards
* To be conducted by the trained regional trainers
* Implemented primarily by national counterparts
* Implemented through UNESCO field offices

### Regional and national workshops and activities

* Begin capacity-building programme in developing States Parties in 2011
* Success depends on ability to organize a sequence of workshops, not just one
* Workshops are the most visible activities, but supported by complementary interventions
* Longer-term, sustained efforts supported by extra-budgetary funding and ICH Fund

# Timetable of the training of trainers workshop: Beijing

| **Time** | **Activity** | **Related module** |
| --- | --- | --- |
| **Day 1** | **Monday 10 January 2011** |  |
| 09:00 – 10:00 | Opening ceremony and welcoming remarks |  |
| *10:00 – 10:15* | *Tea break* |  |
| 10:15 – 12:00 | Introductions of participants | INV 8.1 |
| *12:00 – 13:30* | *Lunch* |  |
| 13:30 – 15:30 | Global capacity-building strategy: objectives, modalities, timetable, finances, responsibilities |  |
| *15:30 – 15:45* | *Tea break* |  |
| 15:45 – 17:00 | Training materials and approaches: overview of topics, kinds of activities, kinds of resources, architecture of workshops, methodologies |  |
| 17:00 – 18:00 | Ratification: overview, architecture, guided tour | RAT 2.0 etc. |
| 18:30 | Opening reception, hosted by the Ministry of Culture of the People’s Republic of China and the International Training Centre for Intangible Cultural Heritage in the Asia-Pacific Region |  |
|  |  |  |
| **Day 2** | **Tuesday 11 January 2011** |  |
| 09:00 – 10:15 | Ratification: overview, architecture, guided tour (continued) | RAT 2.0 etc. |
| *10:15 – 10:30* | *Tea break* |  |
| 10:30 – 12:00 | Ratification: developing a role-playing exercise (parliamentary hearing on ratification) (pt 1) |  |
| *12:00 – 13:30* | *Lunch* |  |
| 13:30 – 15:30 | Ratification: developing a role-playing exercise, reporting back (pt. 2) |  |
| *15:30 – 15:45* | *Tea break* |  |
| 15:45 – 18:00 | National implementation: overview, architecture, guided tour | IMP 5.0 etc. |
| *20:00 – 21:30* | *Meeting of UNESCO staff* |  |
|  |  |  |
| **Day 3** | **Wednesday 12 January 2011** |  |
| 09:00 – 10:15 | Nominations to the USL: overview, architecture, guided tour | NOM 5.0 etc. |
| *10:15 – 10:30* | *Tea break* |  |
| 10:30 – 12:00 | Nominations to the USL: practicum in examining nominations | NOM 5.7 |
| *12:00 – 13:30* | *Lunch* |  |
| 13:30 – 14:30 | Nominations to the USL:  reporting back from the practicum | NOM 5.7 |
| 14:30 – 15:00 | Nominations to the USL:  introduction to role-play | NOM 5.11 to NOM 5.13 |
| *15:00 – 15:15* | *Tea break* |  |
| 15:15 – 18:00 | Nominations to the USL: role-play: can this nomination be submitted? |  |
| *19:30 – 21:30* | *Meeting of Chinese participants* |  |
|  |  |  |
| **Day 4** | **Thursday 13 January 2011** |  |
| 09:00 – 10:30 | National implementation: developing a role-playing exercise (ICH and PCPD) (pt. 1) |  |
| *10:30 – 10:45* | *Tea break* |  |
| 10:45 – 12:00 | National implementation: developing a role-playing exercise, reporting back (pt. 2) |  |
| *12:00 – 13:30* | *Lunch* |  |
| 13:30 – 15:30 | Community-based inventorying: overview, architecture, guided tour | INV 8.0 etc. |
| *15:30 – 15:45* | *Tea break* |  |
| 15:45 – 17:00 | Community-based inventorying: overview, architecture, guided tour (continued) |  |
| 17:00 – 18:00 | Working session: do course materials provide what trainers need? (Break-out groups analyse individual modules) | To be identified |
|  |  |  |
| **Day 5** | **Friday 14 January 2011** |  |
| 09:00 – 09:30 | Transversal: evaluation methods | NOM 5.14, RAT 2.9, IMP 5.15 INV 8.21 |
| 09:30 – 10:15, 10:30 – 12:00 | Transversal: Introduction to the Convention: comparing different modules and presentations | NOM 5.2, INV 8.2, CD’s Tartu presentation |
| *10:15 – 10:30* | *Tea break* |  |
| *12:00 – 13:30* | *Lunch* |  |
| 13:30 – 15:00 | Next steps: implementing the capacity-building strategy in the Asia-Pacific region |  |
| *15:00 – 15:15* | *Tea break* |  |
| 15:15 – 16:00 | Evaluation |  |
| 16:00 – 17:00 | Review |  |
| Evening | Peking opera performance, hosted by the Ministry of Culture of the People’s Republic of China, followed by dinner (bus leaves hotel at 18:00) |  |

# Overview of the workshop modules

Certain modules are shared among several workshops; these are listed first. In some cases these are identical, while in other cases they are similar or overlapping without being identical. For the specific sequence within each workshop, refer to the numbers or to the contents of each workshop.

| **IMP – Implementation of the Convention at the national level** | **RAT – Ratifying the Convention** | **NOM –** **Preparing nominations for the Urgent Safeguarding List** | **INV – Community-based inventorying of intangible cultural heritage** | **Notes** |
| --- | --- | --- | --- | --- |
| Introductory welcome speeches (optional) | Introductory welcome speeches (optional) | Introductory welcome speeches (optional) | Opening ceremony |  |
| IMP 5.1 – Introduction of participants | RAT 2.1 – Introduction of participants | NOM 5.1 – Introduction of participants | INV 8.1 – Introduction of participants | *IMP, RAT, NOM identical* |
| IMP 5.2 – Convention overview | RAT 2.2 – Convention overview | NOM 5.2 – Convention overview | INV 8.2 – Introduction to the Convention | *IMP, RAT, NOM identical* |
| IMP 5.3 – Key concepts | RAT 2.3 – Key concepts | NOM 5.3 – Key concepts | INV 8.3 – Intangible cultural heritage keywords  INV 8.5 – What is intangible cultural heritage, and what forms does it take? | *IMP, RAT, NOM identical; INV devotes two sessions* |
| IMP 5.15 – Evaluation | RAT 2.9 – Evaluation | NOM 5.14 – Evaluation | IMP 8.21 – Evaluation | *All identical methodology; specific questions case by case* |
| IMP 5.6 – ICH inventorying under the Convention | RAT 2.4 – Implementing the Convention at the national level | NOM 5.4 – ICH inventorying under the Convention | INV 8.4 – ICH  inventorying under the Convention | *IMP, NOM similar; INV in greater depth*  *RAT 2.4 overlaps in part with IMP 5.6 and NOM 5.4* |
| IMP 5.10 – Good safeguarding practices | RAT 2.4 – Implementing the Convention at the national level | NOM 5.13 – Safeguarding measures | INV 8.6 – Safeguarding ICH: core concepts and key safeguarding measures | *IMP, NOM similar; INV different pedagogy*  *RAT 2.4 overlaps in part with IMP 5.10 and NOM 5.13* |
| IMP 5.4 – Who can do what?  IMP 5.7 – Involving the communities concerned | RAT 2.6 – Participation of communities and roles of stakeholders in safeguarding | NOM 5.12 – Community participation |  | *Content similar among IMP, RAT and NOM, with greater detail in IMP* |
| IMP 5.11 – Visit to safeguarding project |  | NOM Opt – Visit to safeguarding project  (optional session) |  | *IMP, NOM similar* |
| IMP 5.12 – Implementing the Convention at the international level | RAT 2.5 – Implementing the Convention at the international level | NOM 5.5 – International assistance  NOM 5.6 – Nominations overview |  | *IMP, RAT similar* |
| IMP 5.14 – Summary and conclusion |  |  | INV 8.22 – Overall review of training workshop |  |
|  |  |  |  |  |
| IMP 5.5 – Awareness-raising |  |  |  |  |
| IMP 5.8 – Encouraging practice and transmission of ICH |  |  |  |  |
| IMP 5.9 – Income generation and safeguarding |  |  |  |  |
| IMP 5.13 – Policies and institutions (Creating an enabling legal and institutional structure for safeguarding) |  |  |  |  |
|  | RAT 2.7 – Ratification procedures |  |  |  |
|  | RAT 2.8 – Country experiences |  |  |  |
|  |  | NOM 5.7 – Introducing the sample nominations |  |  |
|  |  | NOM 5.8 – Technical assessment of nominations |  |  |
|  |  | NOM 5.9 – Examining the revised nominations |  |  |
|  |  | NOM 5.10 – Inscription (optional session) |  |  |
|  |  | NOM 5.11 – Identifying an element |  |  |
|  |  |  | INV 8.7 – Who to ask, entry into communities |  |
|  |  |  | INV 8.8 – Starting to design an inventory |  |
|  |  |  | INV 8.9 – Interviewing methods: how to ask, how to gain consent and how to respect it |  |
|  |  |  | INV 8.10 – How to operate audio recorders  INV 8.11 – Basics of operating digital cameras |  |
|  |  |  | INV 8.12 – Practice interview session |  |
|  |  |  | INV 8.13 – Finalizing a framework for inventorying |  |
|  |  |  | INV 8.14 – Briefing on field research sites |  |
|  |  |  | INV 8.15 – Organizing research data: good practices  INV 8.16 – Organizing research data: practicum |  |
|  |  |  | INV 8.17 – Fieldwork practicum |  |
|  |  |  | INV 8.18 – Fieldwork debriefing: reports from each team |  |
|  |  |  | INV 8.19 – Organizing research data: working sessions |  |
|  |  |  | INV 8.20 – Revising the inventory framework and planning next steps |  |

# Participant list

**Regional experts**

| **Family Name** | **Given Name** | **Address** | **E-mail Address** |
| --- | --- | --- | --- |
| Chaudhuri | Shubha (Ms) | 447 Tower II, Mount Kailash, East of Kailash  110065 New Delhi  INDIA | shubhac@yahoo.com;   shubhachau@gmail.com |
| Dao | The Duc (Mr) | Xua & Nay magazine  Association of Vietnamese Historians  216 Tran Quang Khai Street  Hanoi  VIET NAM | [daotheduc@gmail.com](mailto:daotheduc@gmail.com) |
| Goswami | Rahul (Mr) | Goa Heritage Acton Group  c/o M. Boman Patell  Tehmi Terrace  74 Turner Road  Bandra West  Mumbai 400050  INDIA | [makanaka@pobox.com](mailto:makanaka@pobox.com) |
| Jiang | Dong (Mr) | Deputy Director  Dance Research Institute Chinese National Academy of Arts (CNAA)  A 1, Hui Xin Bei Li  Chaoyang District  Beijing, 100029  PEOPLE'S REPUBLIC OF CHINA | lei\_jd@hotmail.com |
| Ogge | Sue (Ms) | 3 Spottiswoode Park Road  088630, SINGAPORE | suzanneogge@hotmail.com; ogge@studiomilou.sg; karine.ang@studiomilou.sg |
| Parmoun | Yadollah (Mr) | Directorate for Protection and Rehabilitation of Intangible and Natural Heritages  Iranian Cultural Heritage, Handicrafts, and Tourism Organization  Massoudieh Monument, Ekbatan St.  Baharestan Sq.  Tehran  IRAN (ISLAMIC REPUBLIC OF) | yadollahparmoun@yahoo.com |
| Qalubau | Setoki (Mr) | iTaukei Institute of Language & Culture  FIJI | [setoki.qalubau@govnet.gov.fj](mailto:setoki.qalubau@govnet.gov.fj) |
| Suminguit | Vellorimo J. (Mr) | Central Mindanao University  Musuan, Maramag, Bukidnon  PHILIPPINES | [vel.suminguit@gmail.com](mailto:vel.suminguit@gmail.com) |
| Vandal | Sajida  Haider (Ms) | 43 G, Gulberg 111  Lahore  PAKISTAN | [sajidavandal@gmail.com](mailto:sajidavandal@gmail.com) |
| Waluyo | Harry (Mr) | Centre for Research and Development of Culture  Resource Development Board of Culture and Tourism  The Ministry of Culture and Tourism of the Republic of Indonesia  Jalan Medan Merdeka Barat 17, 22nd Floor  Jakarta 10110  INDONESIA | [harry.waluyo@budpar.go.id](mailto:harry.waluyo@budpar.go.id); harry.waluyo@gmail.com |

**UNESCO personnel and experts**

| **Family Name** | **Given Name** | **Address** | **E-mail Address** |
| --- | --- | --- | --- |
| Duvelle | Cécile (Ms) | UNESCO  CLT/CIH/ITH  1, rue Miollis  75732 Paris Cedex 15  FRANCE | c[.duvelle@unesco.org](mailto:C.Duvelle@unesco.org) |
| Proschan | Frank (Mr) | UNESCO  CLT/CIH/ITH  1, rue Miollis  75732 Paris Cedex 15  FRANCE | [f.proschan@unesco.org](mailto:f.proschan@unesco.org) |
| Zhang | Min (Ms) | UNESCO  CLT/CIH/ITH  1, rue Miollis  75732 Paris Cedex 15  FRANCE | [m.zhang@unesco.org](mailto:m.zhang@unesco.org) |
| Smeets | Rieks (Mr) | Hoogzwanenstraat 112  6211 BZ Maastricht  NETHERLANDS | rieks.smeets@gmail.com |
| Deacon | Harriet (Ms) | 8 Windmill Avenue  Epsom KT17 1LL  UNITED KINGDOM | harriet@conjunction.co.za |
| Kaldun | Beatrice (Ms) | UNESCO Office Beijing  Jianguomenwai 5-14-1  Beijing, 100600  PEOPLE'S REPUBLIC OF CHINA | [b.kaldun@unesco.org](mailto:b.kaldun@unesco.org) |
| Glenat | Julien (Mr) | UNESCO Office Beijing  Jianguomenwai 5-14-1  Beijing, 100600  PEOPLE'S REPUBLIC OF CHINA | [j.glenat@unesco.org](mailto:j.glenat@unesco.org) |
| Li | Jiangping (Jane) (Ms) | UNESCO Office Beijing  Jianguomenwai 5-14-1  Beijing, 100600  PEOPLE'S REPUBLIC OF CHINA | [jp.li@unesco.org](mailto:jp.li@unesco.org) |
| Cassar | Brendan (Mr) | UNESCO Kabul Office  Sherpour Area, H # 1143  Centeral Square Sherpour  Kabul  AFGHANISTAN | [b.cassar@unesco.org](mailto:b.cassar@unesco.org) |
| Curtis | Timothy (Mr) | UNESCO Bangkok  Asia-Pacific Regional Bureau for Education  Mom Luang Pin Malakul Centenary Building  920 Sukhumvit Road  Prakanong, Klongtoey  Bangkok 10110  THAILAND | [t.curtis@unesco.org](mailto:t.curtis@unesco.org) |
| Duong | Bich Hanh (Ms) | National Office to Vietnam.  23 Cao Ba Quat  Hanoi  VIET NAM | [db.hanh@unesco.org](mailto:db.hanh@unesco.org) |
| Favis | Ricardo (Mr) | UNESCO Bangkok  Asia-Pacific Regional Bureau for Education  Mom Luang Pin Malakul Centenary Building  920 Sukhumvit Road  Prakanong, Klongtoey  Bangkok 10110  THAILAND | [r.favis@unesco.org](mailto:r.favis@unesco.org) |
| Gul | Farhat (Ms) | UNESCO Office, Serena Business Complex,  7th Floor, Sector G-5 Islamabad  PAKISTAN | [f.gul@unesco.org](mailto:f.gul@unesco.org) |
| Hong | Makara (Mr) | 38 Samdech Sothearos Blvd  P.O. Box 29  Phnom Penh  CAMBODIA | [m.hong@unesco.org](mailto:m.hong@unesco.org) |
| Khanom | Shahida (Ms) | GPO Box 57  Dhaka, 1207  BANGLADESH | [s.khanom@unesco.org](mailto:s.khanom@unesco.org) |
| Makino | Takahiko (Mr) | UNESCO House  B-5/29, Safdarjung Enclave  New Delhi - 110 029  INDIA | [t.makino@unesco.org](mailto:t.makino@unesco.org) |
| Nagaoka | Masanori (Mr) | Galuh II no 5, Kebayoran Baru  Jakarta  DKI Jakarta 12110  INDONESIA | m.nagaoka@unesco.org |
| Sadeghian | Ladan (Ms) | Bahman Building, Sa'adabad Complex, Darband Sq, Tajrish Sq,  Tehran 19894  IRAN | [l.sadeghian.utco@gmail.com](mailto:l.sadeghian.utco@gmail.com) |
| Sherpa | Gomba (Mr) | UNESCO Office in Kathmandu  P.O.Box 14391  Sanepa-2, Lalitpur  NEPAL | [g.sherpa@unesco.org](mailto:g.sherpa@unesco.org) |
| Takahashi | Akatsuki (Ms) | UNESCO Office in Apia  P.O. Box 615  Matautu-Uta, Apia  SAMOA | [a.takahashi@unesco.org](mailto:a.takahashi@unesco.org) |

**Observers**

| **Family Name** | **Given Name** | **Address** | **E-mail Address** |
| --- | --- | --- | --- |
| Bai | Bing (Ms) | Ministry of Culture of China 10 Chaoyangmen North Street Beijing 100020 CHINA | guojichu@chinaculture.org |
| Bamo | Qubumo (Ms) | China Folklore Society (CFS), Division of Literary Theory and Criticism  Oral Traditions Research Center, Executive Director  Institute of Ethnic Literature  Chinese Academy of Social Sciences  FL-1111, West-wing, 5 Jiannei Dajie,  Beijing 100732  CHINA | silver@cass.org.cn |
| Gao | Yu (Ms) | Chinese National Academy of Arts  Room 6601  No.1 Huixinbeili Chaoyang District,  Beijing 100029  CHINA | gaoyu\_01@yahoo.com.cn |
| Qin | Han (Ms) | Chinese National Academy of Arts  Room 6601  No.1 Huixinbeili Chaoyang District,  Beijing 100029  CHINA | qin-han67@163.com |
| Wang | Lizhen (Ms) | Department of Minority Language and Literature,  Minzu University of China  27 Zhongguancun South Street  Haidian District  Beijing 100081  CHINA | lizhenwang2001@yahoo.com.cn |
| Yang | Lihui (Ms) | Institute of Folklore and Cultural Anthropology  Beijing Normal University,  Beijing 100875, China | lihuiyang2002@gmail.com |
| Zhang | Ling (Ms) | Ministry of Culture of China 10 Chaoyangmen North Street Beijing 100020 CHINA | guojichu@chinaculture.org |
| Zhu | Gang (Mr) | China Folklore Society (CFS), Division of Literary Theory and Criticism  Oral Traditions Research Center  Institute of Ethnic Literature  Chinese Academy of Social Sciences  FL-1111, West-wing, 5 Jiannei Dajie,  Beijing 100732  CHINA | zhugang@cass.org.cn |