

n 5 SEP. 2008

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*Form ICH-09 (2008) – Request from an NGO for Accreditation***PART 2: THE REQUEST FORMAT****FORM ICH-09**

Request by a Non-Governmental Organization to be Accredited to Provide Advisory Services to the Committee
<p>1. Name of the organization: Asia/Pacific Cultural Centre for UNESCO (ACCU)</p>
<p>2. Address of the organization: Japan Publishers Building, 6 Fukuromachi, Shinjuku-ku, Tokyo, 162-8484 Japan</p>
<p>3. Country or countries in which the organization is active:</p> <p><input type="checkbox"/> national</p> <p><input checked="" type="checkbox"/> international (please specify:)</p> <p style="padding-left: 20px;"><input type="checkbox"/> worldwide</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Africa</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Arab States</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Asia & the Pacific</p> <p style="padding-left: 20px;"><input type="checkbox"/> Europe & North America</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Latin America & the Caribbean</p> <p>Please list the primary country(ies) where it is active:</p> <p>Countries in Asia and the Pacific: Afghanistan, Australia, Bangladesh, Bhutan, Brunei, Cambodia, China, Cook Islands, Fiji, India, Indonesia, Iran, Japan, Kazakhstan, Kiribati, Kyrgyzstan, Lao P.D.R., Malaysia, Maldives, Marshall Islands, Micronesia, Mongolia, Myanmar, Nauru, Nepal, New Zealand, Niue, Pakistan, Palau, Papua New Guinea, Philippines, Rep. of Korea, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, Timor-Leste, Tonga, Turkmenistan, Tuvalu, Uzbekistan, Vanuatu, Viet Nam</p>
<p>4. Date of its founding or approximate duration of its existence: Established in April 1971</p>

*Form ICH-09 (2008) – Request from an NGO for Accreditation***5. Objectives of the organization:***Not to exceed 350 words*

ACCU is a non-profit organisation which was established in 1971, in line with UNESCO's basic principles through the cooperation of private and government sectors in Japan, in order to contribute to mutual understanding and cultural cooperation in Asia and the Pacific. It has been implementing various regional cooperative programmes in the fields of culture, education and personnel exchange in close collaboration with UNESCO and its Member States in the region.

It aims to contribute from the regional perspectives to the realisation of a peaceful and sustainable society where cultural diversity is duly respected, by means of promoting and securing lifelong learning opportunities where each can equally participate.

ACCU programmes are reflecting local needs, and formulated content-specific, needs-based programmes which would benefit countries in the region by providing them with such opportunities as materials development, institutional/personnel capacity building, and information/personnel exchange.

6. The organization's activities in the field of safeguarding intangible cultural heritage**6.a. Domain(s) in which the organization is active:**

- oral traditions and expressions
- performing arts
- social practices, rituals and festive events
- knowledge and practices concerning nature and the universe
- traditional craftsmanship
- other domains - please specify:

6.b. Primary safeguarding activities in which the organization is involved:

- identification, documentation, research (including inventory-making)
- preservation, protection
- promotion, enhancement
- transmission, formal or non-formal education
- revitalization
- other safeguarding measures - please specify:

*Form ICH-09 (2008) – Request from an NGO for Accreditation***6.c. Description of the organization's activities:***Not to exceed 750 words*

ACCU organised two Expert Meetings jointly with UNESCO in order to make a vital contribution to the implementation of the Convention. The "UNESCO-ACCU Expert Meeting on Community Involvement in Safeguarding Intangible Cultural Heritage: Toward the Implementation of UNESCO's 2003 Convention" was co-organised in March 2006 in Tokyo. This Meeting made a significant contribution to UNESCO by providing ideas and recommendations that would be helpful for the preparation of the operational guidelines of the Convention.

In February 2007, the "UNESCO-ACCU Expert Meeting on Transmission and Safeguarding of Intangible Cultural Heritage through Formal and Non-Formal Education" was co-organised in Japan. The experts who participated in the meeting gave presentations on ICH and Education, and after lively discussion, they adopted recommendations for guidelines to implementation of the Convention.

As one of the follow-up activities to the recommendations adopted at the Expert Meeting held in 2007, ACCU organised for the first time the "Contest for Better Practices in Communities' ICH Revitalisation". It aims to identify and document past and current practices that have proven to be successful in safeguarding or revitalising ICH, and to collect case studies, in order to provide a rich source of creative and innovative approaches to problem-solving, proven solutions, practical information, lessons learned and hints useful for other communities. Awarded communities in the International Jury Meeting were invited to the "Workshop for Youth Participation for Safeguarding the Intangible Cultural Heritage and Community Development", bringing together the representatives of the selected communities.

With the Japanese government's "Law on the Promotion of International Cooperation for Protection of Cultural Heritage Abroad" in June 2006, ACCU launched the "International Partnership Programme for Safeguarding of Intangible Cultural Heritage" with the Agency for Cultural Affairs (Bunkacho) in 2007, including Training Course for Safeguarding ICH. This programme is to be carried out at three stages. Firstly, Japanese and international networks are formed for better implementation of the programme. Secondly, the Training Course for Safeguarding of ICH will be organised for those who have been working to safeguard of ICH in the Asia-Pacific region. A series of lectures in the Training Course will be videotaped and uploaded in ACCU's Asia-pacific Database on ICH, at the final stage.

The Database provides extensive information and ideas on ICH, for instance, streaming videos of some performing arts in Asia, and full texts of the reports of ACCU meetings and workshops on ICH. It also provides a full Japanese-language version of UNESCO's website on "Proclamation of Masterpieces of the Oral and Intangible Heritage of Humanity" with the permission of the Intangible Heritage Section of UNESCO.

In the field of materials development, ACCU has published a visually attractive quality book on ICH, "Animals in Asian Tradition—Intangible Cultural Heritage around Us" as a model educational material in 2007. It aims to inform young people about the wealth of traditional performing arts, festivals and other ICH existing around them, and to stimulate their interest through attractive presentation. While promoting dissemination of the English version, ACCU will encourage publication of vernacular versions based on the situations and needs of different countries.

*Form ICH-09 (2008) – Request from an NGO for Accreditation***7. Its experiences cooperating with communities, groups and intangible cultural heritage practitioners:***Not to exceed 350 words*

Reflecting to UNESCO's recommendation which recognises the crucial role of communities, ACCU launched the Community-Based Project on safeguarding of ICH in 2007. The project focuses on communities that have proven to be successful in revitalising their endangered local performing arts through participation of younger generations.

The project is carried out in the 3 stages; firstly, ACCU calls for entries from communities for revitalising of their performing arts which were under threat of disappearing, or lacking in successors, in the UNESCO Member States of Asia-Pacific, Arab states, Africa, Latin America and the Caribbean. The International Jury which consists of experts from inside and outside of Japan gather and the Jury Meeting is held in Japan, for selecting 6 communities for awards.

ACCU invites representatives, including young generation and practitioners from each awarded community to the workshop, to present their case studies. It is expected that the participants share their information and experiences with other communities which have suffered from the same kinds of problems, through presentations, discussion and a field trip to one of the awarded communities in Japan.

ACCU publishes outcomes of the workshop as a case study report, and distribute it widely to UNESCO and its Member States. The digital contents such as presentations and introduction videos of the awarded communities uploaded in the Website in both English and Japanese.

The second contest is now calling for entries, and the International Jury Meeting is planned in early 2009.

8. Documentation of the operational capacities of the organization:

Please substantiate the operational capacities of the organization with appropriate documentation, as described in paragraph 94 of the Operational Directives.

8.a. Membership and personnel

Please submit supporting documents.

8.b. Recognized legal personality

Please submit supporting documents..

8.c. Duration of existence and activities

Please submit supporting documents.

Form ICH-09 (2008) – Request from an NGO for Accreditation

9. Contact person for correspondence:

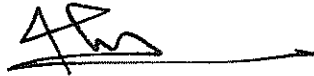
Ms. OHNUKI Misako

Director

Culture Division

Asia/Pacific Cultural Centre for UNESCO (ACCU)

10. Signature:

A handwritten signature in black ink, appearing to be 'SATO Kunio', written over a horizontal line.

SATO Kunio

Director-General

Asia/Pacific Cultural Centre for UNESCO (ACCU)

Board of Directors (as of September 2008)Directors

President

SHIRAIISHI Masaru Former Chairman of the Board, Representative Director, Bungei Shunju Ltd.

Director-General

SATO Kunio Director-General, Asia/Pacific Cultural Centre for UNESCO

Directors

ADACHI Naoki President, Toppan Printing Co., Ltd.

AMAGI Isao Former Administrative Vice-Minister for Education

ANZAI Yuichiro President, Keio University

ASAKURA Kunizo President, Asakura Publishing Co., Ltd.

IIDA Kazuro Managing Director, Asia/Pacific Cultural Centre for UNESCO

ISHII Yoneo Director General, Japan Center for Asian Historical Records, National Archives of Japan

ISHIHARA Kunio President, Tokio Marine & Nichido Fire Insurance Co., Ltd.

KANEHARA Yu President, Igaku-Shoin Ltd.

KITAJIMA Yoshitoshi President, Dainippon Printing Co., Ltd.

KOMINE Norio President, Japan Book Publishers Association

KUROHA Ryoichi Honorary Professor, National Institution for Academic Degrees and University Evaluation

MOGI Yuzaburo Chairman and Chief Executive Officer, Kikkoman Corporation

NISHIMURA Yasushi Director, Cultural Heritage Protection Cooperation Office, ACCU

NOGUCHI Noboru Director-General, National Federation of UNESCO Associations in Japan

NOMA Sawako President, Kodansha Ltd.

SAKATO Masaru Executive Director, Japan Foundation

SUEMATSU Yasuharu Advisor, National Institute of Informatics

SUZUKI Shoichiro President, Oji Paper Co., Ltd.

YAMAGUCHI Masahiro President, Kyodo Printing Co., Ltd.

Auditors

OGA Masahiro President, Shogakukan Inc.

SUZUKI Isao Chairman, Nihon-Kodokai

Councillors

AIKAWA Noriko	NAGAI Taeko
AOKI Tamotsu	NAKAMURA Masatomo
AOYAGI Masaki	NITTA Mitsuo
ARIMA Akito	OKADA Seitaro
CHIBA Akihiro	OKADA Yoshihiro
FUJII Tomoaki	OKAMOTO Takeshi
FURUOKA Hideki	ONO Motoyuki
HASEGAWA Kazutoshi	SAGARA Noriaki
HASHIMOTO Hirotake	SAITO Yukiko
HIRANO Kenichiro	SASAKI Masamine
HIRAYAMA Ikuo	SATO Teiichi
IMAMURA Masaki	SHIMIZU Hideo
ITANI Masaki	SHIMIZU Minoru
KAMIUCHI Toshio	SUGIURA Kohei
KATO Reiko	SUMA Akira
KAWAMURA Tsuneaki	SUZUKI Shinichi
KISO Isao	TANABE Ikuo
KONDO Shinji	TANUMA Takeyoshi
KONISHI Masatoshi	TOGO Yoshihisa
KONO Toshiyuki	TSUKADA Keiichi
KOTAKI Hirotake	TSURUTA Yoshinobu
KUROKI Masafumi	YAMAGUCHI Osamu
MATSUI Tadashi	YAMASHITA Tadashi
MATSUMOTO Takeshi	YAMAZAKI Masaru
MITARAI Yasushi	YASUJIMA Hisashi
MIZUNO Masakazu	YOSHIDA Shigeru
MONJI Kenjiro	WATANABE Akiyoshi
MOMO Yuriko	

Advisors

HATTORI Toshiyuki
INUMARU Tadashi
KUSABA Muneharu
MISUMI Tetsuo
MIYAMOTO Shigeo
NAKANISHI Koji
SASAOKA Taichi
SUZUKI Kazuo

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ASIA/PACIFIC CULTURAL CENTRE FOR UNESCO
STATUTES

CHAPTER ONE – GENERAL PROVISIONS

Article 1 (Appellation)

This juristic person shall be called the “Asia/Pacific Cultural Centre for UNESCO”

Article 2 (Location of Headquarters)

The Headquarters of the Centre shall be located at No, 6 Fukuromachi,
Shinjuku-ku, 162 Tokyo, Japan.

Article 3 (Subordinate Offices)

The Centre may establish subordinate offices at places of need following the decision of the Governing Board.

CHAPTER TWO – PURPOSES AND FUNCTIONS

Article 4 (Purposes)

The purposes of the Centre shall be to promote, in co-operation with UNESCO, cultural exchanges mainly among Asian countries and to provide co-operation to them in the preservation and presentation of their traditional cultures, thereby contribution to the promotion of their cultures and mutual understanding among them.

Article 5 (Functions)

To realize the purposes set forth in Article 4, the Centre will:

- (1) exchange information of measures concerning cultures and their development;
- (2) promote exchange of persons for cultural development;
- (3) co-operate in research, preservation and presentation of traditional cultures; and
- (4) conduct such other works as are necessary for the realization of the purposes.

CHAPTER THREE – ASSETS AND FINANCIAL OPERATIONS

Article 6 (Components of assets)

The assets of the Centre shall comprise:

- (1) Property donated at the time of establishment of the Centre as are listed in the annexed inventory;
- (2) Fruits gained from the assets;
- (3) Income arising out of activities;
- (4) Membership fee;
- (5) Donations in cash or in kind; and
- (6) Other income.

Article 7 (Classification of assets)

1 The assets of the Centre shall be classified into categories:

Endowment Fund and functionable assets.

2 The Endowment Fund shall consist of the assets listed under the part titled “Endowment Fund” in the annexed inventory and those which may be incorporated in that Fund in the future.

3 Functionable assets shall be the assets other than the Endowment Fund.

4 Donations in cash or in kind, of which a specific designation has been made by the donor or donors, shall be disposed of in compliance with that designation.

Article 8 (Administration of assets)

The assets of the Centre shall be administered by the President, Cash held by the Endowment Fund shall be kept by the President in the form of sound securities, fixed amount postal savings, trust with

reliable trust banks or time deposits, following the decision of the Governing Board.

Article 9 (Restriction on disposition of the Endowment Fund)

The Endowment Fund shall not be disposed of nor offered as security. However, when inevitable causes exist in connection with the execution of the work of the Centre, only a part of the Endowment Fund may be disposed of or offered as a security, following the decision of the Governing Board, and with the approval of the Minister for Foreign Affairs and the Minister of Education, Science and Culture.

Article 10 (Defrayment of expenses)

The expenses required for the execution of work of the Centre shall be defrayed from the functionable assets such as the fruits gained from the assets and income arising out of activities.

Article 11 (Programme and budget)

Programme of work for the Centre and corresponding budget estimates for each financial year shall be prepared by the President for adoption by the Governing Board. The programme and budget thus adopted shall be submitted to the Minister for Foreign Affairs and the Minister of Education, Science and Culture prior to the beginning of the financial year concerned. The same procedures shall be followed with regard to the modification of the budget.

Article 12 (Closing of accounts)

1 The statement on the settlement of accounts of the Centre shall be prepared by the President. Such statement, together with the inventory of property, the balance sheet, the report on the work and statement of reasons for increase/decrease of property, and accompanied by the statement of opinions of the Auditors, shall, following the approval by the Governing Board, be submitted to the Minister for Foreign Affairs and the Minister of Education, Science and Culture within two months of the closing date of each financial year.

2 A part of the whole of the surplus, if any, resulting from the settlement of accounts shall be incorporated in the Endowment Fund or carried over to the following financial year, in accordance with the decision of the Governing Board.

Article 13 (Assuming of additional liabilities, etc.)

Apart from those provided for in the budget, assuming of additional liabilities or surrendering of titles shall be the subject of decision of the Governing Board and that of approval of the Minister for Foreign Affairs and the Minister of Education, Science and Culture. The same shall apply to the borrowing of money, except for temporary borrowings returnable from income within the same financial year.

Article 14 (Financial year)

The financial year of the Centre shall begin on 1 April of every year and end on 31 March of the following year.

CHAPTER FOUR – OFFICERS, COUNCILLORS ETC. AND STAFF

Article 15 (Officers)

The Centre shall have the following officers:

- (1) Directors: Twenty or more but not more than twenty-six persons including one President, two Vice-Presidents and one Director-General. One Executive Director may be elected as and when necessary.
- (2) Auditors: Two or three persons.

Article 16 (Appointment of officers)

Directors and Auditors shall be appointed by the Board of Councillors. The President, Vice

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Presidents, Director-General and Executive Director shall be elected by the Directors from among themselves.

Article 17 (Functions of Directors)

- 1 The President shall represent the Centre and preside over the affairs of the Centre.
- 2 The Vice-Presidents shall assist the President, and, when the president is prevented from performing his functions or when the presidency has fallen vacant, shall act in his behalf or perform his functions as the case may be, according to the seniority accorded by the President in advance.
- 3 The Director-General shall represent the Centre within the scope as laid down by the President, and shall assist the President by administering the operation of the Centre.
- 4 When the Director-General is prevented from performing his functions or when his post has fallen vacant, the Executive Director, for one of the Directors designated by the President if the Executive Director has not been elected, shall act in behalf of the Director-General or perform the functions of the Director-General as the case may be.
- 5 The Executive Director shall assist the Director-General, and shall engage in daily operation of the Centre on the basis of decisions of the Governing board.
- 6 The Directors shall be associated in the Governing Board, and, as such, shall take decisions on and execute the operation of the Centre.

Article 18 (Functions of Auditors)

The Auditors shall exercise the following functions in regard to the operation and property of the Centre:

- (1) To audit the situations of property of the Centre;
- (2) To audit the situations of management by the Directors;
- (3) To report to the Governing Board and the Board of Councillors or to the Minister for Foreign Affairs and the Minister of Education, Science and Culture on any matters found unlawful in respect of the situations of property or of management, and
- (4) To convene the Governing Board or the Board of Councillors when it is necessary to make a report under Item (3) above.

Article 19 (Term of office of Officers)

- 1 The term of office of the Officers of the Centre shall be two years, with eligibility for immediate reappointment.
- 2 The Officers appointed to fill vacancies or increase the number of Officers shall serve for the remainder of the term of office of their predecessors or of the current incumbents as the case may be.
- 3 The Officers shall, even after the expiration of their term of office, perform their functions until their successors take their office.

Article 20 (Dismissal from office of Officers)

Should an Officer fall under any of the following categories, he may be dismissed from office by decision taken by two-thirds majority of the respective current numbers of the Directors and the Councillors:

- (1) In case it is considered hardly possible for him to continue to perform his functions on account of mental or physical disability,
- (2) In case it is considered that he has acted against his duties as an Officer or otherwise acted inappropriately as an Officer.

Article 21 (Reward to Officers)

The Officers may be rewarded on a regular basis.

Article 22 (Selection of Councillors)

- 1 The Centre shall have Councillors whose number shall be fifty-five or more but not more than sixty.

- 2 The Councillors shall be selected by the Governing Board and appointed by the Presidents.
- 3 The provisions of Articles 19 and 20 shall apply mutatis mutandis to the Councillors. In this case, the word “Officers” shall read “Councillors”.

Article 23 (Functions of Councillors)

The Councillors shall be associated in a board of Councillors, and, as such, shall perform the matters as prescribed in these Statutes. In addition, the Board of Councillors shall reply on the matters consulted by the Governing Board, and shall make advice to the President on matters considered necessary.

Article 24 (Honorary posts)

- 1 The Centre shall have one Honorary President and not more than fifteen Advisers.
- 2 The Honorary Presidency and Advisership shall be honorary posts, which shall be offered by the President following the decision of the Governing Board.
- 3 The Honorary President may attend the sessions of the Governing Board and make statement on his views.
- 4 The Advisers may, upon the request of the President on matters of importance, attend the sessions of the Governing Board and make statements on their views.

Article 25 (Consultants)

- 1 The Centre may have Consultants, who shall be appointed by the President following the decision of the Governing Board.
- 2 The Consultants shall make research or conduct other activities on specialized matters.

Article 26 (Supporting Members)

- 1 The Centre may have Supporting Members.
- 2 The Supporting Members shall be natural or juristic persons who support the purposes and work of the Centre and pay supporting membership fee as prescribed separately.
- 3 Necessary matters regarding the Supporting Membership shall be laid down separately following the decision of the Governing Board.

Article 27 (Staff)

- 1 The Centre shall have a staff required for the disposal of affairs.
- 2 Members of the staff shall be appointed by the President.
- 3 Members of the staff shall receive salaries.

CHAPTER FIVE – SESSIONS

Article 28 (Convening etc. of sessions of the Governing Board)

- 1 The Governing Board shall be convened twice a year by the President for ordinary sessions. In addition, when considered necessary by the President or when he is requested by one third or more of the current number of the Directors specifying subject-matters, an extraordinary session must be convened by the President at not more than 30 days notice.
- 2 The presiding officer of the sessions of the Governing Board shall be the President.

Article 29 (Quorum etc. of sessions of the Governing Board)

- 1 Business of the Governing Board cannot be transacted unless two-thirds or more of the current number of the Directors are present. However, those who have indicated their intention in writing in advance on the agenda items shall be regarded as being present.
- 2 Unless otherwise specifically provided for in these Statutes, decisions of the Governing Board shall be taken by a simple majority of the Directors present, and in case of a tie, the presiding officer shall decide the issue.

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Article 30 (Function etc. of the Board of Councillors)

1 Prior consultation must have been made by the Governing Board to the Board of Councillors on the following matters.

- (1) Matters concerning programme and budget;
- (2) Matters concerning report on activities and settlement of account;
- (3) Matters concerning purchasing of real estate, disposing of the Endowment Fund and offering of security; and
- (4) Other important matters bearing on the operation of the Centre regarded necessary by the Governing Board.

2 The provisions of Article 28 and 29 shall apply mutatis mutandis to the Board of Councillors. In this case, the words “Governing Board” and “Directors” in those Articles shall read “Board of Councillors” and “Councillors”

Article 31 (Records of sessions)

Records shall be prepared of all sessions and shall be archived with signatures and seals put by the presiding officer and two or more of the representatives of the attendants of the session.

CHAPTER SIX – AMENDMENT TO THE STATUTES AND DISSOLUTION

Article 32 (Amendments to the Statutes)

The present Statutes may not be amended unless the consent has been obtained from two-thirds or more of the respective current numbers of the Directors and the Councillors and authorizaion has been granted by the Minister for Foreign Affairs and the Minister of Education, Science and Culture.

Article 33 (Dissolution)

For the dissolution of the Centre, there must be the consent obtained from three quarters or more of the respective current numbers of the Directors and the Councillors and the authorizaion granted by the Minister of Foreign Affairs and the Minister of Education, Science and Culture.

Article 34 (Disposition of surplus assets)

The property remaining at the time of dissolution of the Centre shall, with the consent of all of the Directors and the authorization granted by the Minister for Foreign Affairs and the Minister of Education, Science and Culture, be donated to the Government or to a juristic person relation to public interests having purposes similar to those of the Centre.

CHAPTER SEVEN – ADDITIONAL PROVISIONS

Article 35 (Documents and books to be kept)

1 The following documents and books shall be kept in the headquarters of the Centre, unless other documents and books which are to replace the said documents and books are kept in compliance with the provisions of relevant laws and regulations:

- (1) The Statutes;
- (2) Name lists and curriculum vitae of officers, and members of officers, and members of the staff;
- (3) Inventory of property;
- (4) Ledgers of assets and of liabilities;
- (5) Books and vouchers of income and expenditure;
- (6) Documents for the business of the Governing Board and of the Board of Councillors;
- (7) Day-book of management of affairs;
- (8) Letters addressed to and from or otherwise governmental offices; and
- (9) Other necessary documents and books

2 The documents and books mentioned in the preceding paragraph shall be kept eternally, with the exception of books and documents under Item 5 of the preceding paragraph which shall be kept for 10 years or more, and documents and books under Item 7 to 9 which shall be kept for three years or

more.

Article 36 (Particular provisions)

Particular provisions required for the enforcement of these Statutes shall be laid down separately following the decision of the Governing Board.

SUPPLEMENTARY PROVISIONS

These Statutes shall come into force on the day of authorization of establishment of the Centre by the Minister for Foreign Affairs and the Minister of Education, Science and Culture (i.e.26 April 1971).

SUPPLEMENTARY PROVISIONS

These Statutes as amended shall come into force on the day of authorization of partial amendment by the Minister for Foreign Affairs and the Minister of Education, Science and Culture (i.e.10 June 1983).