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

**INTERGOVERNMENTAL COMMITTEE FOR THE  
SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE**

**Meeting of the Bureau**

**UNESCO Headquarters, Paris, Room VIII**

**18 June 2019, 10 a.m. – 1 p.m.**

**Item 3 of the Provisional Agenda:**

**Utilization of the funds allocated for ‘Other functions of the Committee’  
under the Plan for the use of the resources of the Intangible Cultural Heritage Fund**

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| **Summary**  The Plan for the use of the resources of the Intangible Cultural Heritage Fund, approved by the General Assembly for the periods 1 January 2018 to 31 December 2019 and 1 January 2020 to 30 June 2020, provides that 20 per cent of the resources be allocated to ‘Other functions of the Committee’ as described in Article 7 of the Convention and the Operational Directives. The present document provides a specific proposal prepared by the Secretariat for the utilization of these funds for the period 1 January 2020 to 30 June 2020. Exercising the authority delegated to it by the Committee, the Bureau is invited to decide upon the utilization of these funds.  **Decision required:** paragraph 22 |

#### INTRODUCTION

1. The Plan for the use of the resources of the Intangible Cultural Heritage Fund and the budget plan adopted by the General Assembly at its seventh session ([Resolution 7.GA 8](https://ich.unesco.org/en/Resolutions/7.GA/8)) allocates 20 per cent of the total for ‘Other functions of the Committee’ as described in Article 7 of the Convention and in the Operational Directives for the periods 1 January 2018 to 31 December 2019 and 1 January 2020 to 30 June 2020.
2. In its [Decision 12.COM 7](https://ich.unesco.org/en/Decisions/12.COM/7), the Committee decided to continue with the mechanism set in place in previous sessions for authorizing expenditures in this category. In that decision, the Committee delegated ‘to its Bureau the authority to decide upon the utilization of the funds allocated under budget line 3 of the Plan, on the basis of specific proposals to be prepared by the Secretariat’. While deciding on the plan for the utilization of the funds for ‘Other functions of the Committee’ in June 2018 ([Decision 13.COM 2.BUR 3](https://ich.unesco.org/en/decisions-bureau/13.COM%202.BUR/3)), the Bureau of the thirteenth session of the Committee approved a plan for the period 1 January 2018 to 31 December 2019, on the understanding that the Bureau of the fourteenth session of the Committee would be tasked, in mid-2019, with approving the proposal for the utilization of these funds for the period 1 January 2020 to 30 June 2020.
3. As approved by the General Assembly, the amount of US$429,546 is available for this purpose for the period 1 January 2020 to 30 June 2020. Part II of this document, therefore, introduces a specific proposal prepared by the Secretariat for the utilization of these funds for this period; the proposal constitutes the annex to the draft decision proposed below. It is understood that this proposal will have to be absorbed within the proposal for the 2020–2021 biennium, which will be examined by the Bureau of the fifteenth session of the Committee in mid-2020 on the basis of the 40C/5, as adopted by the UNESCO General Conference in October/November 2019. The Bureau will examine the proposal for the 2020–2021 biennium, immediately after the adoption of a new Plan for the use of the resources of the Fund by the eighth session of the General Assembly of the States Parties to the Convention.

#### PROPOSAL FOR THE UTILIZATION OF FUNDS FOR ‘OTHER FUNCTIONS OF THE COMMITTEE’

1. For greater consistency and better integration with the related reports to the governing bodies of both the Convention and UNESCO, the spending plan proposed by the Secretariat is based on a results framework which is fully aligned with the five performance indicators included in the 39C/5 for Major Programme IV on Culture, Main Line of Action 2, and Expected Result 6 ‘Intangible cultural heritage identified and safeguarded by Member States and communities, in particular through the effective implementation of the 2003 Convention’. Only performance indicator 4, dedicated to International Assistance, is not reflected in the proposal since International Assistance is supported by a line of the Fund other than that of ‘Other functions of the Committee’. The Bureau is therefore asked to approve the proposal, in the annex, presented in the form of a results framework with the financial allocations for each Expected Result (ER).
2. The proposal remains in line with the 2018–2019 results framework of the budget line ‘Other functions of the Committee’ and builds on lessons learnt from activities already implemented during 2018, as captured in the report to the Bureau (document [LHE/19/14.COM 2.BUR/INF.3](https://ich.unesco.org/doc/src/LHE-19-14.COM_2.BUR-INF.3-EN.docx)). In this vein, the table below shows that this proposal, for the most part, requests support for the areas that are in line with the approved 39 C/5, with the main focus continuing to be support to Member States for the implementation of the Convention at the national level by strengthening the capacity-building programme (ER2). As in previous biennia, this budget line will also continue to provide precious support to the Convention in areas that sometimes experience difficulties in mobilizing consistent voluntary contributions for their implementation. In this regard, this proposal again allocates funds for the enhancement of the Convention’s knowledge management services (ER1) and the promotion of the Convention through awareness-raising initiatives and the production of outreach materials (ER4). Finally, during the first six months of 2020, it is proposed that this budget line also continue to support the work initiated during the current biennium on the integration of intangible cultural heritage into development plans, policies and programmes (ER3).

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| **Expected Result** | **1 January – 30 June 2020** |
| ER 1: Sound governance of the 2003 Convention facilitated by enhanced monitoring and knowledge management services | 23% |
| ER 2: Implementation of the Convention in Member States encouraged through a strengthened capacity-building programme | 43% |
| ER 3: Integration of intangible cultural heritage into development plans, policies and programmes supported | 14% |
| ER 4: Objectives of the Convention promoted through awareness-raising and outreach | 20% |
| Total budget | 100% |

## Expected Result 1: Sound governance of the 2003 Convention facilitated by enhanced monitoring and knowledge management services

1. The sound governance of the 2003 Convention relies largely on the capacity of the Secretariat and of States Parties to follow up accurately on the implementation and development of the Convention; this can only be achieved through the knowledge management services provided by the system developed by the Secretariat since 2006. Over the years, the Convention has accumulated a high volume of information generated through various mechanisms and operational activities of the Convention. It is essential that the monitoring tools and knowledge management services continue to improve and adapt to the evolving nature of the normative instrument. Furthermore, information under the 2003 Convention tends to be compartmentalized or buried under layers, away from users. Further developments are needed to simplify access to information and ensure smooth interactions with key systems and stakeholders. Therefore, during the first semester of 2020, work will ensure continuous access to the Convention’s knowledge management services and enhance its usefulness to its diverse constituencies.
2. **Output 1.1**: An increasing number of stakeholders of the 2003 Convention rely on the data and tools provided by its knowledge management system. It is crucial to regularly adapt the backbone of the system to better tackle issues such as saturation, obsolescence, online intrusions or hacking. While some parts are beyond the control of the 2003 Convention Secretariat (for instance server maintenance, internet connectivity or firewalls), technical and security updates of the system will be implemented to avoid applicative shortages of more than half a day per month.
3. **Output 1.2**: As a continuation of the improvements to be made on monitoring interfaces and online workflows, three developments are proposed, which are intended to support the recent developments under the 2003 Convention. Firstly, the online tools corresponding to the evaluation of nomination files need to be adjusted to take into account the experiences of the Evaluation Body over the last several cycles and to accommodate the ‘upstream dialogue’ between the Evaluation Body and submitting States introduced on a provisional basis for the 2019 cycle. Secondly, the knowledge managements system shall be further equipped to manage information on the safeguarding situations of elements inscribed on the Lists of the 2003 Convention. This development corresponds to the reflection launched by the Committee at its thirteenth session in 2018 on the Listing mechanism in general and monitoring of inscribed elements in particular. Finally, it will be important to develop a new set of tools to monitor the implementation of International Assistance granted in order to support the efforts being made by the Committee to fully operationalize this mechanism to support national efforts to safeguard intangible cultural heritage.
4. **Output 1.3**: The usefulness of information collected over the years on various aspects of the Convention depends largely on the ways in which it can be accessed. In 2018 and 2019, the Secretariat started to systematically index this content and, in parallel, initiated the data visualization initiative ‘Dive into Intangible Cultural Heritage’ to explore the thematic interconnectedness of information in the field of intangible cultural heritage. Based on these efforts, the further expansion of data-mining possibilities is proposed in order to offer thematic views and exports and to better explore the multidimensional impacts of intangible cultural heritage safeguarding, for instance through linkages with Sustainable Development Goals, emergencies, cities or indigenous peoples.
5. **Output 1.4**: The sustainability of the knowledge management system developed around the 2003 Convention requires the system to remain ‘open’ to allow harmonious interaction with key stakeholders and UNESCO-wide frameworks. In this regard, further developments will be undertaken to strengthen links with datasets managed by other UNESCO Sectors, UNESCO Chairs, and with UNESCO Digital Asset Management systems such as the new UNESDOC system and the multimedia platform.

## Expected Result 2: Implementation of the Convention in Member States encouraged through a strengthened capacity-building programme

1. The global capacity-building programme remains a high priority among States Parties as it adapts to effectively respond to the increasing and evolving demands that emerge in implementing the Convention worldwide. The membership has successfully increased and the development of innovative training approaches and materials has advanced in several new thematic areas requested by the Committee, such as periodic reporting under the Convention, the safeguarding of intangible cultural heritage in emergencies as well as the integration of intangible cultural heritage into education programmes. Therefore, the current challenge is to ensure that the network is well-equipped to assume responsibility for delivering training and advisory services in all areas of the expanded curriculum. To this end, the Secretariat is envisioning a diversification of specializations within the network, taking into account priority demands and the particular strengths of individual network members. Accordingly, the Secretariat will adopt a more specialized thematic and interdisciplinary approach by offering tailored training activities to thematically build more specialized groups of facilitators. A second methodological innovation concerns capacity building for periodic reporting, which will follow a regional cycle as of 2020. Accordingly, the Secretariat foresees regional training activities for national focal points in charge of preparing the periodic reports in their respective countries. In addition, the Secretariat will pursue its ongoing work on translating new training materials, improving programme monitoring and networking with universities active in the field of intangible cultural heritage.
2. **Output 2.1**: The facilitators’ network remains essential for the effective implementation of the capacity-building programme at the national level. Facilitators provide a crucial link between the global approach of the programme and the needs and priorities of communities at the local level. The nature of the network has evolved since its creation as facilitators become more experienced in taking on specific thematic areas relevant to the work of the Convention. The interregional working group was established during the last biennium to support this strategic shift and reflect on issues relating to the development of the network. In this regard, a new approach for the network will focus on establishing thematic working groups to facilitate the sharing of expertise and experience around specific themes. To this end, the training of trainers workshops will be more specialized, with an initial workshop focusing on monitoring and periodic reporting for facilitators in Latin America and the Caribbean in conformity with the regional cycle of reporting adopted by the Committee ([Decision 13.COM 8](https://ich.unesco.org/en/Decisions/13.COM/8)). Another theme to be granted priority during the first part of 2020 is intangible cultural heritage and education; a core group of ten facilitators will be trained on this topic. Finally, the webpage on the facilitators’ network will be enhanced by highlighting the profiles of facilitators and introducing a new search function that will help to easily identify thematic areas of experience.
3. **Output 2.2**: Under this output, the Secretariat will implement the new innovative training format on periodic reporting that it developed, by holding – for the first time – a training session for national focal points in charge of preparing the periodic reports of their respective countries. This regional training workshop will be held in Latin America and the Caribbean (pending co-financing from a host country), as it is the first region to report under the above-mentioned regional reporting cycle modality. The Secretariat will work with two lead facilitators and use the set of training materials developed by the Secretariat. Moreover, the Secretariat will translate the set of training materials on periodic reporting together with new materials on policy development into French to make them available in three languages (English, Spanish and French). Finally, the Secretariat will update the materials browser to facilitate access to the capacity-building materials.
4. **Output 2.3**: In line with the overall results framework for the Convention, the Secretariat will continue to monitor the capacity-building programme and share information with relevant partners. It will maintain the online planning and reporting tool for capacity-building activities and further improve the functionalities to be able to analyse the data on participants’ profiles. Furthermore, the capacity-building programme pamphlet developed in 2019 will be translated and made available in the six UN languages.
5. **Output 2.4**: The Secretariat increasingly recognizes the important role that tertiary education institutions play in training future decision-makers, planners and administrators to work in the field of safeguarding living heritage. Through recent university networking, it has also been observed that teaching about intangible cultural heritage is highly dispersed throughout different disciplines (heritage studies, anthropology, the environment, etc.). Building on the success of networking activities from the past two biennia, the Secretariat proposes increasing the number of universities engaged in networking across the globe by bringing ten additional universities on board, ensuring a maximum regional balance.

## Expected Result 3: Integration of intangible cultural heritage into the development plans, policies and programmes supported

1. Integrating intangible cultural heritage into development plans, policies and programmes has proved effective in supporting the attainment of the objectives of the 2030 Sustainable Development Agenda and the SDGs. In this regard, over the past two years, some progress has been made in integrating intangible cultural heritage into formal and non-formal education, which directly contributes to SDG 4 target 7 and is a high priority under the 2003 Convention.
2. **Output 3.1**: Given the increasing interest from States Parties in the new priority on ‘Safeguarding intangible cultural heritage through formal and non-formal education’ and in order to facilitate work in this area, at the global level, UNESCO has established a clearing house for knowledge sharing, cooperation, training and innovation on intangible cultural heritage and education. Building on this work, the Secretariat will ensure that the webpage and resources are available in two languages (English and French) and that the accompanying information pamphlet is produced in the six UN languages. Furthermore, the Secretariat will reach out to indigenous peoples and associations that are actively engaged in integrating their living heritage into formal and non-formal education programmes to reflect their experiences in the UNESCO clearing house for knowledge sharing, cooperation, training and innovation on intangible cultural heritage and education. This effort is in response to the Committee, which recognized the importance for indigenous peoples worldwide of ensuring the sustainability, learning, use and transmission of their languages as fundamental vehicles of intangible cultural heritage. The Committee invited the Secretariat to pursue its work in this area ([Decision 13.COM 20](https://ich.unesco.org/en/Decisions/13.COM/20)). Information from the clearing house and progress on the priority thus far will be disseminated through a side event at the eighth session of the General Assembly of State Parties, to be held in June 2020.
3. **Output 3.2**: The Secretariat will build on its experiences from its participation in the eighteenth session of the United Nations Permanent Forum on Indigenous Issues, held in 2019, to strengthen ties with other UN agencies working in the field of culture and sustainable development. These exchanges are important for updating partner agencies on the latest developments in the implementation of the Convention and the creation of synergies with their work. In addition to this, the work plan for the first six months of 2020 seeks to continue the fruitful exchanges maintained between UNESCO and other partners in the UN system, such as the World Intellectual Property Organization and the Convention for Biological Diversity.

## Expected Result 4: Objectives of the Convention promoted through awareness-raising and outreach

1. Increasing effective awareness and outreach to promote the objectives of the Convention is an ongoing work in process. Further to the progress in the last biennium towards generating a greater understanding of the importance of safeguarding intangible cultural heritage, the Secretariat will continue its work in demonstrating the relevance of intangible cultural heritage in today’s society, as well as communicating the experiences of the wide range of actors involved in the implementation of the 2003 Convention.
2. **Output 4.1**: The pilot outreach initiatives implemented in 2019, according to the outreach and communication plan, will continue to guide and shape the development and implementation of impactful communication of the Convention. The Secretariat will proceed with the production of communication materials focusing on key thematic areas related to safeguarding, namely intangible cultural heritage in emergencies, as well as the wide dissemination of existing materials and their translation into different languages. Moreover, communication activities will be organized to promote the impact of the work of the Convention at key strategic events, such as an event marking the closing of the International Year of Indigenous Languages at the eighth session of the General Assembly of States Parties to the 2003 Convention. These actions will also be supported by the enhancement of the necessary web tools.

#### OTHER PROVISIONS AND DRAFT DECISION

1. In order to avoid interruptions or delays in execution, the Committee decided ([Decision 12.COM 7](https://ich.unesco.org/en/Decisions/12.COM/7)) to authorize the Secretariat to make transfers between ERs included within the specific proposals approved by the Bureau up to a cumulative amount equivalent to 2 per cent of the initial total allocation proposed to the General Assembly for this purpose. This is equivalent to US$8,590. The Secretariat would then inform the Bureau in writing, at the session following such action, of the details and reasons for such transfers. As decided by the Committee, any transfers larger than that amount would require the Bureau’s prior approval of a revised plan of expenditure.
2. The Bureau may wish to adopt the following decision:

DRAFT DECISION 14.COM 2.BUR 3

The Bureau,

1. Having examined document LHE/19/14.COM 2.BUR/3 and its annex as well as document LHE/19/14.COM 2.BUR/INF.3,
2. Approves the Proposal for the utilization of the funds for ‘Other functions of the Committee’, as annexed to this Decision;
3. Requests that the Secretariat report on the implementation progress and the way in which the funds are spent;
4. Invites the Chairperson of the Committee to bring this decision to the attention of the Committee at its fourteenth session.

**ANNEX**

**Proposal for the utilization of the funds for ‘Other functions of the Committee’  
for the period 1 January 2020 to 30 June 2020**

The funds shall be used in conformity with the Financial Regulations of the Special Account for the Fund for the Safeguarding of the Intangible Cultural Heritage and the Financial Regulations of UNESCO to cover all costs in line with the full budgeting principles to achieve the objectives of the project. These costs include: training, seminars and meetings; the preparation of technical reports; monitoring and evaluation; subcontracts; staff; travel; equipment; and any other item necessary to implement the activities of the project.

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|  | **Total budgetary allocation: US$429,546** |

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| **39C/5 Performance Indicator 1** | | **Sound governance exercised through the adoption and implementation of strategic resolutions/decisions of the governing bodies of the 2003 Convention** | |
| **ICH Fund – Budget Line 3  Expected Result 1** | | **Sound governance of the 2003 Convention facilitated by enhanced monitoring and knowledge management services** | |
| **Budgetary allocation: US$97,187** | |
|  | *Outputs* | | *Indicators (benchmarks) 1 January 2020 to 30 June 2020* |
| 1.1 | Online services maintained and continuously available | | * Less than three-day knowledge management service shortage attributable to maintenance by the Secretariat |
| 1.2 | Processes and response time optimized thanks to monitoring interfaces and online workflows | | * Three new monitoring interfaces |
| 1.3 | Clearing-house function of the Knowledge Management System enhanced | | * One new data-mining product |
| 1.4 | Interaction with key stakeholders strengthened for improved synergies | | * One new interconnection implemented |

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| **39C/5 Performance Indicator 2** | | **Number of supported Member States utilizing strengthened human and institutional resources for the safeguarding of intangible cultural heritage** | |
| **ICH Fund – Budget Line 3  Expected Result 2** | | **Implementation of the Convention in Member States encouraged through a strengthened capacity-building programme** | |
| **Budgetary allocations: US$183,301** | |
|  | *Outputs* | | *Indicators (benchmarks) 1 January 2020 to 30 June 2020* |
| 2.1 | Facilitators’ network strengthened | | * Network coordination and thematic work supported through the interregional working group of the facilitators’ network |
| * 10 to 15 facilitators trained (in LAC) on the implementation of the overall results framework and periodic reporting, including new members (pending co-financing from host country) |
| * 10 facilitators trained (in Arab States) in one thematic area (pending co-financing from host countries) |
| * 10 facilitators trained in safeguarding intangible cultural heritage in formal and non-formal education |
| * Webpage on facilitators’ network maintained |
| 2.2 | Content and format of the capacity-building programme further developed to respond to major implementation challenges and decisions of statutory organs | | * 34 national focal points for periodic reporting trained in periodic reporting in LAC (pending co-financing from host country) |
| * Training materials on periodic reporting and policy development available in three languages |
| * Materials browser maintained |
| 2.3 | Monitoring of the capacity-building programme ensured and information shared with relevant partners | | * Online planning and reporting tool for capacity-building activities further revised to track participants’ profiles related to inclusion |
| * Programme information pamphlet available in the six UN languages |
| 2.4 | Networking and partnerships with tertiary educational institutions strengthened | | * 10 additional universities engaged in networking activities, including the Arab States region |

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| **39C/5 Performance Indicator 3** | | **Number of supported Member States which have integrated intangible cultural heritage into their plans, policies and programmes, in particular, as a contribution towards the achievement of SDGs in a gender-responsive manner** | |
| **ICH Fund – Budget Line 3 Expected Result 3** | | **Integration of intangible cultural heritage into development plans, policies and programmes supported** | |
| **Budgetary allocation: US$62,715** | |
|  | *Outputs* | | *Indicators (benchmarks) 1 January 2020 to 30 June 2020* |
| 3.1 | Global clearing house for knowledge sharing, cooperation, training and innovation on intangible cultural heritage and education functioning | | * Webpage and resources for the clearing house available in two languages |
| * Programme information pamphlet available in the six UN languages |
| * Side event organized at the GA on progress achieved under the new funding priority |
| * Experiences of indigenous peoples with safeguarding their living heritage in formal and non-formal education included in the work of UNESCO’s clearing house on this topic |
| 3.2 | Synergies between the 2003 Convention and work of the UN system in the framework of the 2030 Agenda for sustainable development strengthened | | * Follow-up to the participation in the UN Permanent Forum on Indigenous Issues |

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| **39C/5 Performance Indicator 5** | | **Number of initiatives undertaken by supported Member States which have enhanced knowledge and understanding of intangible cultural heritage safeguarding and of the 2003 Convention** | |
| **ICH Fund – Budget Line 3 Expected Result 4** | | **Objectives of the Convention promoted through awareness-raising and outreach** | |
| **Budgetary allocation: US$86,343** | |
|  | *Outputs* | | *Indicators (benchmarks) 1 January 2020 to 30 June 2020* |
| 4.1 | Communication and outreach tools developed and implemented to promote the objectives of the Convention | | * Outreach tool/material/activity produced and disseminated |