



Tehran ICH Centre

Regional Research Centre For Safeguarding  
Intangible Cultural Heritage in West and Central  
Asia, Under the Auspices of UNESCO

# Report Of the 3rd Governing Council Meeting of Tehran ICH Centre

28-29 May 2017, Tehran

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## Overview

The Regional Research Centre for Safeguarding Of Intangible Cultural Heritage in West and Central Asia Under the Auspices of UNESCO (Tehran ICH Centre), organized its Third Meeting of the Governing Council from 28-30 May 2016, Tehran, Iran.

In 2006, the Islamic Republic of Iran joined the 2003 Convention for the Safeguarding of the Intangible Cultural Heritage, and on 28 April 2010 the agreement regarding the establishment of Tehran ICH Centre was signed by the Government of Iran and UNESCO. The Centre was officially inaugurated in November 2012.

The functions of the centre are: (a) to create and keep up to date an automated information system registering and linking institutions, community organizations and individual experts involved in safeguarding ICH in the Region; (b) to gather and disseminate information on legal, administrative, financial and other measures taken by the States participating in the centre with a view to safeguarding the ICH present in their territories; (c) to gather and disseminate information on safeguarding activities in the States participating in the centre; (d) to organize activities for developing research methodologies and studies concerning the safeguarding of ICH, including studies concerning the development of tourism that is respectful of ICH; (e) to organize activities to identify and promote good safeguarding practices, and to assist States Parties to reinforce their capacities to prepare files proposing such practices to the Intergovernmental Committee as foreseen in Article 18 of the 2003 Convention; (f) to coordinate activities aimed at awareness-raising and capacity-building among holders and practitioners of intangible cultural heritage, so as to allow them to participate actively in the identification, inventorying and managing of their ICH; (g) to foster capacity-building for drafting candidature files for inscription on the two lists of the 2003 Convention and for drafting requests and reports for submission to the Intergovernmental Committee, in particular concerning shared intangible cultural heritage elements; (h) to cooperate and exchange information with other category 2 centres in and beyond Asia, under the auspices of UNESCO, in the field of safeguarding ICH; (i) to inform the Intergovernmental Committee and the Secretariat of

the 2003 Convention about relevant activities in the Region and to assist in the implementation of the 2003 Convention.

The three day meeting brought together representatives from participating states namely, Armenia, Iran (Islamic Republic of), Iraq, Kazakhstan, the Kyrgyz Republic, Pakistan, Tajikistan, Afghanistan and observers from Uzbekistan and Azerbaijan to discuss the Draft Action Plan for 2016, and reflect on the Agreement, Constitution and Governing Council Rules of Procedures.

The Agenda of the meeting was thoroughly followed with extensive discussions. Proposals were gathered, modifications were made in the related documents, and amendments were provided to the draft decisions. The present document has been constituted by all full texts.

## Opening Ceremony

The opening session was chaired by Dr. Mohammad Hassan Talebian, Deputy for Cultural Heritage to the Iranian Cultural Heritage, Handicrafts and Tourism Organization (ICHTO) and the Representative of the Government of the Islamic Republic of Iran to the Governing Council. In the course of this session, Madame Esther Kuisch-Laroche, Director of the UNESCO Tehran Cluster Office and Representative of UNESCO, and Dr. Yadollah Parmoun, Director of Tehran ICH Centre, delivered speeches. These speeches were followed by reports on some safeguarding activities directed toward the ICH on the Region, in which Iran had a determining role.

First, Dr. Talebian welcomed the delegates and provided an overview of the role and planned activities of the Centre in his capacity of Chairperson to the Tehran ICH Centre Governing Council.

Madame Esther Kuisch-Laroche, Director to UNESCO Tehran Cluster Office, appreciated and congratulated Dr. Parmoun and his Colleagues for their hard work for organizing activities during the years of the Centre's establishment, and mentioned the close relationship between the Centre and UTCO and hoped for more cooperation between this two centers.

She mentioned that, the 2016 Action Plan is so ambitious that it enhances the capacity building and implementing 2003 convention in West and Central Asia. She mentioned that the Centre's activities are completely in line with the UNESCO objectives.

Dr. Yadollah Parmoun, Director of Tehran ICH Centre thanked and welcomed the representatives from different countries as well as special guests and he continued with reporting on the drastic progress in the course of the past years, and especially during the period between the 2<sup>nd</sup> Ordinary Meeting in 2015 and the present 3<sup>rd</sup> Meeting, then presenting a report on activities of the Centre during the past four years.

At the end of the Opening Session, participants took the floor and expressed their ideas over the mentioned achievements. They, also, provided their ideas and advice

over the promotion of regional synergy in this regard. Then they went to have their coffee break and took group photos.

## **The Debates**

The first among the reports that followed the abovementioned opening speeches and report ([cf. annex 03, working document 02](#)) was delivered by Ms. Shabnam Khani, Programme Specialist for Documentation to Tehran ICH Centre, provided the participants with a report on the activities of the Centre, international Expert meeting on ICH, Publications, information sharing across the West and Central Asia, Promoting ICH in West and Central Asia, Encouraging Public Cooperation and raising Awareness on ICH in the Region.

Mr. Mohammad Hosein Askarpour , Advisor to the Director of the Centre in Financial and Administrative Affairs, delivered reports on budget of the Centre for the year 2015, and provided participants with a report on Staff salary and expenditure, Technical costs, and expenditure including Capacity building and Research, Training and Promotion.

The proposals, draft decisions and other issues discussed in the meeting were then elaborated and adopted by the participants. The present section comprises the full texts of the decisions and documents adopted in the course of the third Ordinary Meeting of the Governing Council of the Centre.

The purpose of the meeting was to discuss issues on the objectives and commitments of the Centre and the Rules of Procedure of the Governing Council and, more specifically, on the report of the 2015 activities of the Centre, adoption of the Centre permanent Logo, adoption of a minor amendment in the agreement on the establishment of the Centre to meet the requirements of equal representation of UNESCO electoral groups in the Centre's Governing Council, adoption of the proposal on the establishment of the Centre's Executive Board, election of expert members for the period May 2017- May 2021, election the representatives of the Members States to the GC, discussion on the Draft Action Plan for 2016, and magnitude and availability of its financial resources, while considering the UNESCO overall objectives and priorities, interventions by member states and special guests to report on their expectations of the Centre to plan the 2017 activities, adoption of the agenda, date and venue of the next (extra)ordinary meeting of the Governing Council,

as well as methods of promoting the participation of Member States in the activities of the Centre.

Tehran ICH Centre has received advice from participants on encouraging member states to participate in the activities of the Centre in 2016 and it will remain in search of further such advice through establishing and keeping constant relations both with the states over the Region, and with various groups and individuals involved with ICH worldwide.

Following the debates among the members on the agenda items, eleven decisions were adopted.





## Decisions

**Decision 01/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

**Adoption of the Agenda**

The Governing Council

1. Takes note that the Director of Tehran ICH Centre has provided its 3<sup>rd</sup> Ordinary Meeting with an Agenda ([cf. annex 01, working document 01](#));
2. Further takes note that the Agenda mentioned under 1 above is composed of six sessions of the Governing Council, as well as an Inauguration Ceremony and a Closing Ceremony, and that it has been planned for two days of work (i.e. 28-29 May 2016) in the City of Tehran, Iran;
3. Having studied the contents of the abovementioned Agenda;
4. Decides to adopt the Agenda mentioned under 1-3 above, as the Agenda of the 3<sup>rd</sup> Ordinary Meeting of the Governing Council of Tehran ICH Centre, for its work.

**Decision 02/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

**Official Recognition of the Participants**

The Governing Council

1. Takes note that its 3<sup>rd</sup> Ordinary Meeting has been attended by 17 participants ([cf. annex 02, List of Participants](#));
2. Further takes note of the official letters and documents on the participation of the abovementioned;
3. Officially recognizes the participation of the following individuals in the 3<sup>rd</sup> Ordinary Meeting of the Governing Council to Tehran ICH Centre:
4. Further takes note of the **Decision 11/TICH/GC-001/11-12** adopted in the course of the 1<sup>st</sup> Ordinary Meeting of the Governing Council, as well as **Paragraph 6-3** of the Rules of Procedure of the Governing Council of the Centre adopted in the course of

the 1<sup>st</sup> Extraordinary GC Meeting on 13 May 2013, where the presence of the Director of the Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia, Under the Auspices of UNESCO (Tehran ICH Centre) as the Permanent Secretary of the Governing Council Sessions was stipulated, to do the follow up of the Agenda;

5. Further takes note of the **Decision 08/TICHC/GC-001/11-12** adopted in the course of the of the 1<sup>st</sup> Ordinary Meeting of the Governing Council, where Mr. Yadollah Parmoun was elected by the Governing Council Members as the Director of the Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia, Under the Auspices of UNESCO (Tehran ICH Centre), as well as the Permanent Secretary of the Governing Council Sessions, responsible for the follow up of the Agenda;

6. Further decides to adopt the presence of Mr. Yadollah Parmoun, the Director of Tehran ICH Centre, as the Secretary of the 3<sup>rd</sup> Ordinary Meeting of the Governing Council.

**Decision 03/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

### **Adoption of the Report by the Secretary**

The Governing Council

1. Considers the need for a report by the Director of Tehran ICH Centre to follow up the Agenda of its 3<sup>rd</sup> Ordinary Meeting;
2. Takes note of the Report prepared by the Secretariat to Tehran ICH Centre ([cf. annex 03, working document 02.A, working document 02.B](#)), presented on the activities of the Centre during the period between its 2<sup>nd</sup> and 3<sup>rd</sup> Ordinary Meetings;
3. Having reviewed the Report mentioned under 2 above;
4. Having considered the documents accompanying the Report mentioned under 2 and 3 above;
5. Decides to adopt the abovementioned Report, for its accuracy;

6. Further requires the Director of the Centre to take the necessary measures to distribute the mentioned Report among the concerned sides, while archiving a copy of it for further references in future.

**Decision 04/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

### **Adoption of the Permanent Logo of the Centre**

The Governing Council

1. Having listened to the report on the International Competition on the Design of the Permanent Logo of Tehran ICH Centre, prepared by the Secretary ([cf. annex 04, working document 03](#));
2. Having considered the criteria on the design of the mentioned logo published by the Centre;
3. Having reviewed the report on the procedure of work of the Evaluative Body responsible for selecting the top design for the Permanent Logo of Tehran ICH Centre;
4. While acknowledging the efforts accomplished by the Director, as well as the other members of the mentioned Evaluative Body, and the Staff of the Centre, in planning and executing the abovementioned international competition;
5. Decides to adopt Design No. 10 by **Studio Whale** as the Permanent Logo of the Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia, under the Auspices of UNESCO (Category 2) (Tehran ICH Centre), while requesting the Centre to consider minor changes to the frame;
6. Requires the Director of the Centre to do the follow up to substitute the approved Permanent Logo for the Temporary Logo of the Centre;
7. Further, considering the signing of the Agreement on the Use of the ICH Emblem by Tehran ICH Centre and UNESCO ICH Section, requires the Director of the Centre to take the necessary measures to combine the UNESCO ICH Emblem with the Permanent Logo of the Centre, and both with the UNESCO Emblem, as required by the related rules and regulations;

8. While adopting the approved make-up as the basic form of the Centre's Permanent Logo, Further allows the Secretariat to remain free in modifying the mentioned logo in size or colour, or through changing the flat design into a three-dimensional one, as is deemed suitable regarding the artistic requirements of various types of media on which the Permanent Logo is going to be utilized;
9. Considering the role of the Website of the Centre as the most efficient medium for promoting regional and international relations of the Centre, and its functioning as a member of the network of the UNESCO C2Cs worldwide, further requires the Centre's website team to update the Website with the Centre's Permanent Logo;
10. While acknowledging the artistic and content features of the adopted Permanent Logo of the Centre, further requires the Secretariat to follow the internationally established standards Intellectual Property Rights through signing a standard Cession of Rights Document;
11. Further requires the Secretariat to keep an original copy of the Cession of Rights Document mentioned under Paragraph 10 above in the Archive of the Documents of the Centre.

**Decision 05/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

**Adoption of the Proposal on a Minor Amendment in Agreement on Establishment of  
Tehran ICH Centre, Concerning GC Composition**

The Governing Council

1. Takes note of the Proposal by the Secretariat ([cf. annex 05, working document 04](#)) on a Minor Amendment in the Agreement on the Establishment of Tehran ICH Centre, Concerning GC Composition;
2. Further, takes note of the fact that an increase in the number of States Members to the Governing Council from 2 to 6 will prepare the ground for effective representation of all of the three Electoral Groups participating in the Centre;

3. Further, considers as essential for the proper functioning of the Centre as a Category 2 Centre under the auspices of UNESCO with Regional undertakings, providing the states from all of the UNESCO Electoral Groups participating in it with equal rights and share;
4. Decides to adopt the proposal on the minor amendment mentioned under 1 above;
5. Requires the Director of the Centre to take the necessary measures to bring the present Decision to the attention of the concerned sides in Iran and at UNESCO Headquarters, to re-draft the Agreement on the establishment of the Centre through taking into account the mentioned amendment, and prepare it for signing by the two sides at the time of renewal of the mentioned in 2018;
6. Further requires the Director of the Centre to take the necessary measures to introduce the adopted amendments into the text of the Centre's Basic Documents, following the signing of the re-drafted Agreement in 2018.

**Decision 06/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

### **Adoption of the Proposal on the Establishment of the Centre's Executive Board**

The Governing Council

1. Takes note of the Working Document 05 of its 3<sup>rd</sup> Ordinary Meeting ([cf. annex 06, working document 05](#)), titled "Proposal on the Establishment of the Centre's Executive Board", and information and arguments provided therein;
2. Further, takes note of the full-text Reference Documents annexed herewith, i.e. "[the Agreement on the Establishment of the Centre](#)", "[the Centre's Constitution](#)", and "[the Rules of Procedure of the Centre's Governing Council](#)", and considers the rules and regulations on the GC Composition, the Composition of the Executive Board, and especially the requirement that the Governing Council must be supported and advised by a standing Executive Board, with its members elected by the GC Members;
3. Takes note that the period between this 3<sup>rd</sup> Ordinary Meeting and the 4<sup>th</sup> Ordinary Meeting in May 2017 constitutes the only legally supported time frame for the 1<sup>st</sup>

Executive Board of the Centre to start its activities before the Governing Council's renewal in 2017;

4. Adopts the establishment of Tehran ICH Centre's Executive Board, as proposed in the [Working Document 05](#);

5. Further, requires the Secretariat to take the necessary measures and to prepare the ground for the election of the Members of the First Executive Board of Tehran ICH Centre in the course of this 3<sup>rd</sup> Ordinary Meeting of the Governing Council;

6. Having considered the regulations on the establishment of Tehran ICH Centre's Executive Board mentioned in [Working Document 05](#), further requires the Secretariat to draft the Rules of Procedures of the Executive Board for adoption in the first meeting of the Executive Board.

7. Further, decides to adopt Paragraph C.5 of the Working Document 05 as the "titles of the activities of the 1<sup>st</sup> Executive Board of the Centre for the period between its 3<sup>rd</sup> and 4<sup>th</sup> Ordinary GC Meetings".

8. Requires the Secretariat to take the needed care for the 1<sup>st</sup> Executive Board sessions to be held in a timely manner, and in a way that the 4<sup>th</sup> Ordinary Governing Council Meeting will be provided with a detailed report by the Executive Board including recommendations concerning the strategy and the long-term and the mid-term programmes of the Centre, as well as the approved Rules of Procedure of the Executive Board in the course of the abovementioned period.

**Decision 07/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

### **Election of Members of the Centre's Executive Board for the Year 2016**

The Governing Council

1. Takes note of the Working Document 05 ([cf. annex 06, working document 05](#)) of its 3<sup>rd</sup> Ordinary Meeting, titled "Proposal on the Establishment of the Centre's Executive Board", and information and arguments provided therein;

2. Further, takes note of the full-text Reference Documents annexed herewith, i.e. “[the Agreement on the Establishment of the Centre](#)”, “[the Centre’s Constitution](#)”, and “[the Rules of Procedure of the Centre’s Governing Council](#)”, and considers the rules and regulations on the GC Composition, the Composition of the Executive Board, and especially the requirement that the Governing Council must be supported by a standing Executive Board, with its members elected among the GC Members;
3. Further, takes note of **Decision 06/TICH Ct/GC-O-003/05-16** on the establishment of the Centre’s 1<sup>st</sup> Executive Board for the year 2016;
4. Having had discussions on the subject, as well as the requirement that the Executive Board must enjoy the membership of five individuals among the official members of the Governing Council;
5. Having examined all of the debates to this effect;
6. Decides to elect the following individuals, among its members, as the Members of Tehran ICH Centre’s 1<sup>st</sup> Executive Board for the year 2016:

- Kazakhstan
- Tajikistan
- Iran (Islamic Republic of)
- MS. Atousa Momeni
- Mr. Mohammad Mirshokraei

7. Further, decides to adopt Paragraph C.5 of the Working Document 05 ([cf. annex 06, working document 05](#)), as the “titles of the activities of the 1<sup>st</sup> Executive Board of the Centre for the period between its 3<sup>rd</sup> and 4<sup>th</sup> Ordinary GC Meetings”;
8. Having considered the regulations on the establishment of Tehran ICH Centre’s Executive Board mentioned in Working Document 05, further requires the Secretariat to take the necessary measures to plan and execute the renewal of the Centre’s Executive Board in the course of the Centre’s 4<sup>th</sup> Ordinary Governing Council Meeting, and following the renewal of the Centre’s Governing Council in the course of the same;
9. Requires the Secretariat to take the needed care for the 1<sup>st</sup> Executive Board sessions to be held in a timely manner, and in a way that the 4<sup>th</sup> Ordinary Governing Council



Meeting will be provided with a detailed report by the Executive Board including recommendations concerning the strategy and the long-term and the mid-term programmes of the Centre, as well as the approved Rules of Procedure of the Executive Board in the course of the abovementioned period.

**Decision 08/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

### **Election of Expert Members of the Governing Council for the Period**

**May 2017- May 2021**

The Governing Council

1. Takes note of the Working Document 06 ([cf. annex 07, working document 06](#)), prepared by the Secretary, titled Election of Expert Members of the Governing Council for the Period 2017-2021, and the documents accompanying it;
2. Further, takes note of the 2010 Agreement on the Establishment of the Centre, as well as the Constitution of the Centre, and the Rules of Procedure of the Governing Council, with special attention to the sections on the structure of the Governing Council and the method and requirements of electing its members;
3. Further considers the requirement to fulfill decision-making on the renewal of the Governing Council in the course of every third year in the history of every round of the Governing Council, to provide the mentioned Governing Council with the needed background to continue its work without interruption;
4. Having reviewed the history of the Centre and the activities of the Expert Section of the Governing Council;
5. Extending gratitude to the Expert Section of the Governing Council in the course of the 2012-2016 for its delicate work;
6. Having reviewed the correspondences between the Secretariat and the UNESCO Headquarters on the methods having the Expert Section of the Governing Council renewed;

7. Having reviewed the Curriculum Vitae of the candidates for occupying the seats of experts in the Governing Council for the 2017-2021 period;

8. Decides to elect the following individuals as the Expert Members of the Governing Council of Tehran ICH Centre for the period May 2017- May 2021:

- MS. Janet Blake

- Mr. Rahul Goswami

- Mr. Gaura Mancacaritadipura

9. Considering the fact that the date of the 4<sup>th</sup> Ordinary Meeting of the Governing Council has been scheduled as May 2017, further decides to extend the term of office of the present Expert Members of Tehran ICH Centre's Governing Council until the 4<sup>th</sup> Ordinary Meeting of the Governing Council in 2017.

10. Further requires the Director of the Centre to take the necessary measures to include the report of the present decision among the archived documents of the Centre for references in future;

11. Further requests the Centre's Executive Board to make recommendations regarding the selection of future Expert Candidates to the Governing Council

**Decision 09/TICH Ct/GC-O-003/05-16**

**Adopted-28/05/2016**

**Election of Representatives from two Member States for Membership in the Centre's  
Governing Council for the Period May 2017- May 2021**

The Governing Council

1. Takes note of the Working Document 07 ([cf. annex 08, working document 07](#)) prepared by the Secretary, titled "Election of Representatives of Member States to the Governing Council for the Period May 2017- May 2021", and the documents accompanying it;

2. Further, takes note of the 2010 Agreement on the Establishment of the Centre, as well as the Constitution of the Centre, and the Rules of Procedure of the Governing Council, with special attention to the sections on the structure of the Governing Council and the method and requirements of electing its members;
3. Further considers the requirement to fulfill decision-making on the renewal of the Governing Council in the course of every third year in the history of every round of the Governing Council, to provide the mentioned Governing Council with the needed background to continue its work without interruption;
4. Having reviewed the history of the Centre and the constructive advice and support on the part of representatives of Kazakhstan and Tajikistan, as Members of the Governing Council;
5. While acknowledging the constructive advice and fruitful Membership of Kazakhstan and Tajikistan in the 1<sup>st</sup> Governing Council of Tehran ICH Centre in the period 2012-2016, and extending warm gratitude in this regard;
6. Having reviewed the correspondences between the Secretariat and the Member States on their willingness to stand as candidates for membership of the Governing Council in the Period May 2017-May 2021;
7. Having completed the debates on this issue;
8. Decides to Defer the election of the Member Countries of the Governing Council of Tehran ICH Centre to the next Governing Council Meeting;
9. Further requires the Secretariat to do the needed follow up to obtain the advice of the Centre's Executive Board on election procedures and draft the needed documents for adoption by the Governing Council in its next meeting.
10. Considering the fact that the date of the 4<sup>th</sup> Ordinary Meeting of the Governing Council has been scheduled as May 2017, further decides to extend the term of office of representatives from Kazakhstan and Tajikistan as Members of the Centre's Governing Council to the 4<sup>th</sup> Ordinary Meeting of the Governing Council in 2017.
11. Further requires the Director of the Centre to take the necessary measures to include the report of the present decision among the archived documents of the Centre for references in future;

## Decision 10/TICH Ct/GC-O-003/05-16

Adopted-29/05/2016

### Adoption of 2016 Action Plan

The Governing Council

1. Having investigated the document titled "Tehran ICH Centre: Action Plan, Period 2016" ([cf. annex 09, working document 08](#)) thoroughly;
2. Having, further, studied the compatibility of the document mentioned under 1 above with UNESCO programming standards, especially the, so called, Expected Results framework, defined under RBM;
3. Taking into consideration the amendments proposed by GC Members, Decides to adopt the document "Tehran ICH Centre: Action Plan, Period 2016" as the "Action Plan of Tehran ICH Centre for 2016".
4. Requires the Centre to circulate the amended Action Plan to all Governing Council Members within one month following the present GC Meeting;
5. Requires the Director, as well as the Secretariat directed by the same individual, to bring to the 4<sup>th</sup> Ordinary Meeting of the Governing Council detailed reports on the implementation of the "Action Plan of Tehran ICH Centre for 2016", while including in the same report, the exact amount of the specified and spent budgets;
6. Further requests the Centre's Executive Board Members, to closely monitor the proper implementation of the Action Plan mentioned under 3 and 4 above, and collaborate with the Director of the Centre in preparing and submitting the related report mentioned under 4 above;
7. Having investigated the arguments presented by the Secretariat on the advantages of making balances with the fiscal year in the Islamic Republic of Iran, further decides to adopt April 1<sup>st</sup> of every new year (12 Farvardin in the Calendar of the Islamic Republic of Iran) as the beginning of the year in the calendar of Tehran ICH Centre to follow its activities;

8. Further suggests the proposals for May 2017-May 2018 activities of the Centre to be collected by the Secretariat from Member States and submitted to the Executive Board, at least, three months before the 4<sup>th</sup> Ordinary GC Meeting.

**Decision 11/TICH Ct/GC-O-003/05-16**

**Adopted-29/05/2016**

### **Adoption of the Agenda, Date and Venue of the Next [Ordinary] Meeting of the Governing Council**

The Governing Council

1. Taking note that the 4<sup>th</sup> Ordinary Meeting of the Governing Council of the Centre has been scheduled to be held one year after the 3<sup>rd</sup> Ordinary Meeting, unless decided otherwise on an Extra-ordinary Meeting decided upon within the framework of the Centre's Rules and Regulations;
2. Regarding Decisions made in the course of the present 3<sup>rd</sup> Ordinary Governing Council Meeting;
3. Further considering that the adopted Action Plan for 2016 will immediately be followed by the Centre after this meeting;
4. Further considering that two Centre's Executive Board Meetings have been adopted to be held before the 4<sup>th</sup> GC Meeting to supervise the proper follow up of the mentioned Action Plan, among the other jobs;
5. Further suggests the period from 1 to 15 May 2017 to be considered for the date of the next Governing Council Meeting, and for the meeting to take place in a city other than Tehran, Islamic Republic of Iran.

## **Closing Ceremony**

The meeting was closed under the Chairmanship of Dr. Mohammad Hassan Talebian, the Chairman to the Governing Council and he thanked the delegates and special guests for their active involvement in the two-day meeting.

At the end of the Meeting, Dr Janet Blake, Advisor to Director of Tehran ICH Centre, delivered speech about priorities in the area of safeguarding ICH for UNESCO by the help of state parties to develop policy and regulatory frameworks that both ensure the future sustainability of their ICH and also allow for the potential of ICH to contribute towards sustainable forms of development. At last she focused on the methodology for safeguarding ICH over the Region by the survey of current research in the field and of the other available literature (e.g. UNESCO documents, policy and legal instruments etc.), questionnaire to be prepared by her and to be shared with the Member Countries of the Tehran ICH Centre.

The third Ordinary Meeting of the Governing Council of the Centre was ended on 29 May 2016 with a group photo of the participants and visit of some activities in the field of Intangible Cultural Heritage.

## **Side Event I: Dinner Ceremony**

On Saturday 28 May, representatives from Member States including Armenia, Kazakhstan, Kyrgyzstan, Iran (Islamic Republic of), Iraq, representative from Lebanon Embassy, Pakistan, Ambassador of Tajikistan, and other representatives from the Embassies over the Region were invited to Golestan Palace for Dinner Ceremony.

This ceremony included several cultural performances which was performed by several groups from Bandar-e Turkmen, Musical performance (Rabab) from Afghanistan, video Clip of the Tehran ICH Centre, and at the end of the Ceremony guests had their dinner.

## **Side Event II:**

On Monday 30 may, the representatives of member states visited the Milad Tower, Tehran, Iran.



# Annexes



**Annex 01**  
**Working Document 01**  
**Agenda**

26 and 27 May 2016  
Arrival of the guests

Day 1 (28 May 2016)  
Morning

Agenda Item	Time	Duration
Registration and distribution of documents	09:00-09:30	30 min

Agenda Item	Time	Duration	
<b>Inauguration Ceremony</b>	Recitations from the Holy Koran and National Anthem of the Islamic Republic of Iran	09:30-9:40	10 min
	Welcome speech by Mr. Yadollah Parmoun Director, Tehran ICH Centre and Secretary to 3 <sup>rd</sup> GC Meeting	09:40-09:47	7 min
	Welcome speech by Mr. Mohammad Hassan Talebian Chairman to Governing Council	09:50-09:57	7 min
	Speech by Madam Esther Kuisch-Laroche Director and Representative, UTCO	10:00-10:07	7 min
<b>Break</b>	Coffee break	10:10-10:30	20 min
<b>Session 1</b>	Official announcement of the start of the meeting by Chairman to GC	10:30-10:35	05 min
	Adoption of Agenda	10:35-10:45	10 min
	Official Recognition of the participants	10:45-10:55	10 min
	Adoption of the Report of the 2015 a- Report on activities b- Financial Report c- Open-floor discussions d- Adoption of the Draft Decision	10:55-11:45	50 min
	Adoption of the Permanent Logo of Tehran ICH Centre a- Report by the Secretary b- Introduction by the designer c- Video presentation d- Adoption of the Permanent Logo of the Centre	11:45-12:35	50 min

	Adoption of a minor amendment in the Agreement on the Establishment of the Centre to meet the requirements of equal representation of UNESCO Electoral Groups in the Centre's Governing Council	12:35-13:00	20 min
<b>Break</b>	Group photo	13:00-13:15	15 min
	Lunch	13:15-15:00	105 min

**Day 1 (28 May 2016)**

**Afternoon**

<b>Agenda Item</b>		<b>Time</b>	<b>Duration</b>
<b>Session 2</b>	Adoption of the proposal on the establishment of the Centre's Executive Board	15:00-15:45	45 min
	Election of Expert Members of the Governing Council for the period 2017-2021	15:45-16:30	45 min
	Election of the Representatives of the States Members to the Governing Council	16:30-17:00	30 min
<b>Break</b>	Coffee break	17:00-17:30	30 min
	Dinner ceremony, cultural performance	19:00-21:30	150 min

**Day 2 (29 May 2016)**

**Morning**

<b>Agenda Item</b>		<b>Time</b>	<b>Duration</b>
<b>Session 3</b>	Discussion on the Draft Action Plan for 2016	09:00-10:30	90 min
<b>Break</b>	Coffee break	10:30-11:00	30 min
<b>Session 4</b>	Discussion on the Draft Action Plan for 2016	11:00-13:00	120 min
<b>Break</b>	Lunch break	13:00-15:00	120 min

**Day 2 (29 May 2016)**

**Afternoon**

<b>Agenda Item</b>		<b>Time</b>	<b>Duration</b>
<b>Session 5</b>	a- Discussion on the Draft Action Plan for 2016 b- Final adoption of the Action Plan for 2016	14:30-16:00	90 min

<b>Break</b>	Coffee break	16:00-16:30	30 min
<b>Session 6</b>	interventions by Member States and special guests to report on their expectations of the Centre to plan the 2017 activities	16:30-18:00	90 min
	Adoption of the Agenda, Date and Venue of the Next Ordinary / Extraordinary Meeting of the Governing Council	18:00-18:10	10 min

**Day 2 (29 May 2016)**

**Afternoon**

	<b>Agenda Item</b>	<b>Time</b>	<b>Duration</b>
<b>Closing Ceremony</b>	Speech by Mr. Mohammad Hassan Talebian Chairman to Governing Council	18:10-18:17	7 min
	Speech by Mrs. Janet Blake Advisor to Director of Tehran ICH Centre	18:20-18:27	7 min
	Speech by Mr. Sa'dollah Nasiri Qeydari Secretary General, Iranian National Commission for UNESCO	18:30-18:37	7 min
<b>Break</b>	Group photo	18:40-19:00	20 min
	Dinner	20:30	

**Day 3 (30 May 2016)**

**Full day**

**Excursion**

	<b>Agenda Item</b>	<b>Time</b>	<b>Duration</b>
	Visits, tours, lunch	08:00-18:00	10 hours

**Departure**

**30 and 31 May 2016**

## Annex 02

### List of participants

### List of Participant

No	Name	Surname	Country	Organization	Position	Email
1.	Aziza	Okeyeva	Kyrgyz Republic	National commission of Kyrgyz Republic for UNESCO	Expert for Culture	aziza.okeyeva@gamail.com
2.	Aysel	Yagubova	Azerbaijan	Embassy of Azerbaijan in IRAN	First Secretary	a.sh.yagubova@gmail.com
3.	Atusa	Momeni	Iran	Expert Iranology Foundation	Expert	atusa.momeni@yahoo.com
4.	Esther	Kuisch-Laroche	Iran	UNESCO Tehran Cluster Office	Director	e.kuisch-laroche@unesco.org
5.	Eldor	Askarov	Uzbekistan	Uzbekistan Embassy in IRAN	Attaché	uzembiri@mail.ru
6.	Iman	Alogili	Iraq	Ministry of Culture, tourism and Antiquities	Responsible for International Organizations	emanalokayly@yahoo.com
7.	Janet	Blake	Iran	Shahid Beheshti University	Associated Professor	j-blake@sbu.ac.ir
8.	Mohammad Hassan	Talebian	Iran	ICHTO	Deputy for Cultural Heritage	mh.talebian@gmail.com
9.	Morad	Buriboev	Tajikistan	Embassy of Tajikistan in Iran	Counselor	tajemb.iran@gmail.com
10.	Mazdak	Anoushe	Iran	Tehran University	Expert	mazdakanoushe@ut.ac.ir

11.	Mohammad Afsar	Rahbeen	Islamic Republic of Afghanistan	Embassy of Islamic Republic of Afghanistan in IRAN	Cultural Attaché	rahbeenkhorshid@gmail.com
12.	Manizhe	Rahimi	Tajikistan	Embassy of Tajikistan in IRAN	Staff	manizheh_21@mail.ru
13.	Nematullo	Emomzoda	Tjikistan	Embassy of Tajikistan in IRAN	Ambassador	tajemb.iran@gmail.com
14.	Nazir	Ahmad	Pakistan	National History and Heritage Division	Deputy Secretary	dsheritage2@gmail.com
15.	Naira	Kilichyan	Armenia	Ministry of Culture	Senior Specialist of ICH	nkilichyan@gamail.com
16.	Rustam	Mozafarov	Kazakhstan	Kazakhstan National Commission for UNESCO	Candidature ICH Expert	rust.muzaf@gmail.com
17.	Zohra	Rahmoneva	Tajikistan	Tjikistan National Commission for UNESCO, Embassy of Tajikistan in IRAN	Staff	unesco@mfa.tj

## Annex 03

### Working Document 02.A

#### Report on Activities of Tehran ICH Centre



## Foreword

As foreseen in its **Basic Documents**, Tehran ICH Centre has been required to take the necessary measures to have the following undertakings fulfilled over the geographical domain sketched for it :

- Networking and International cooperation
- Research on safeguarding
- Disseminate information, including best practices
- Training and capacity-building
- Encourage community involvement

and

- Raising awareness and visibility of ICH

Not all of the involved sides, including some UNESCO officials, will agree that the last among the titles listed above has been included among the undertakings of the Centre. However, Tehran ICH Centre would like to go for both the argumentation that “awareness-raising on ICH” and “promoting its visibility” are inseparable from the Centre’s other undertakings by nature, and, especially, the observation that they have, actually, been mentioned in the text of the Agreement on the Establishment of the Centre and, following that, transferred into its other **Basic Texts**.

No later than one year following its official inauguration in 2012, Tehran ICH Centre experienced planning and executing its activities in line with the mentioned titles, while respecting the procedural standards of UNESCO, notably the, so called, **Results-based Management (RBM)**, devised by its **Bureau of Strategic Planning (BSP)**. With this, the years 2013-2015 defined Tehran ICH Centre with a drastic jump in acting as a **C2C**, under the auspices of UNESCO, with a mandate to conduct safeguarding-based research on ICH on the **West and Central Asian Region** .

The following constitutes an outlined list of the achievements of the Centre:

- Gaining agreement of states over the region to participate in the Centre (2012-2015: Number of States Members of the Centre having increased to 11);
- Official inauguration (November 2012);

- 1<sup>st</sup> Ordinary Governing Council Meeting (November 2012);
- 1<sup>st</sup> Extraordinary Governing Council Meeting (May 2013);
- Drafting and adopting the Centre's Basic Documents: "the Agreement on the Establishment of the Centre", "the Centre's Constitution", and "the Centre's Book of Rules and Regulations".
- Awareness-raising and minor capacity-building programmes in Iran;
- Active participation in UNESCO coordination meetings, gatherings, and workshops;
- Cooperation with the teams of drafters of Iranian national ICH Nominations, as an advisory body;
- Cooperation with the teams of drafters of the multinational nomination Nowrouz as an advisory body (3 rounds);
- Cooperation with the Office for Inscriptions and Preservation and Revitalization of Intangible and Natural Heritage, ICHHTO, as an advisory body;
- Membership of the Iranian Supreme Council for Inscriptions;
- Membership of the Iranian Expert Committee for ICH Inscriptions;
- Publishing original or translated texts on ICH in Persian to promote ICH in Iran, among the other Persian-speaking communities;
- Cooperation with other C2Cs on ICH in (sub-)regional surveys of ICH;
- 2<sup>nd</sup> Ordinary Governing Council Meeting;
- Organizing a coordination meeting of the world C2Cs in 2012 in Baku;
- Active presence and participation in the events related to the 2014 visit of the Islamic Republic of Iran by UNESCO Director General, and delivering a report on the achievements of Tehran ICH Centre in her presence;
- Participation in ICH International Festival and ICCN General Assembly Session, Isfahan, Iran, and delivering an academic article;
- Planning and executing Tehran ICH Centre's official website;
- Hosting the Meeting of West and Central Asian States Ambassadors on "Mutual Cooperation to Promote ICH", Iran, Tehran
- Reception of International Knowledge Centre for Engineering Sciences and Technology from Beijing, China

- Collaboration with the Permanent Delegations of the West and Central Asian States to UNESCO, as well as their Natcoms, related UNESCO Cluster Offices, other Category 2 Centres affiliated to UNESCO, and the related ministries or other governmental bodies, to facilitate effective safeguarding of ICH over the Region;
- Organizing a ceremony to commemorate the 70<sup>th</sup> Anniversary of UNESCO in 2015;
- Drafting and adopting Tehran ICH Centre's first fully standard annual action plan in 2015, and executing the activities foreseen on it;
- Planning and executing (sub-)regional, or international cultural gatherings on the occasion of UNESCO international cultural calendar;
- Negotiating with experts, officials, or authorities from countries over the Region to plan and execute the Centre's activities based on the needs of its members;
- Organizing two expert meetings with the aim to bring about acquaintance with methods of effective safeguarding, successful practices, and the basic knowledge, as well as to encourage local community involvement;
- Participation in UNESCO novel initiatives on safeguarding of ICH (e.g. the ICH and education, etc.);
- Organizing Centre-level capacity-building to provide Tehran ICH Centre personnel with the needed theoretical and methodological knowledge;
- Cooperation with amateur artists over the region on production of audio-visual and other artistic material;
- Cooperation with researchers over the region on publication of books, articles, etc;
- Drafting and submitting the reports of the 1<sup>st</sup> and 2<sup>nd</sup> Ordinary GC Meetings, as well as the report of the 1<sup>st</sup> Extra-ordinary GC Meeting.

As mentioned above, the Centre succeeded in adopting its first fully standard annual action plan in 2015. The mentioned Action Plan was discussed extensively in the course of the Centre's 2nd Ordinary GC Meeting, and finally it was adopted, with some minor amendments, to provide the titles of the activities for the year 2015 .

As advised by the related decision adopted in the course of the 2nd Ordinary GC Meeting, the mentioned Action Plan was closely followed in the course of the year 2015. Except for some inevitable exceptional cases, to be explained below, the majority

of the planned activities were successfully completed. In addition to the mentioned, the Centre found involvement in some other activities both in line with its undertakings and duties, and, at the same time, promising, since, while being financially controllable, they would promote its visibility and functioning. Furthermore, they would, especially, compensate for the activities having been halted temporarily due to special bureaucratic procedures in some target countries .

The present document endeavors to provide the participating members, as well as the UNESCO Headquarters, with short reports on each of the mentioned activities .

In Islamic Republic of Iran, every new fiscal year starts on March 20<sup>th</sup>; the date marks the start of every new Iranian solar year, too. This means that organizations with international undertakings in Iran are obliged to plan and execute their activities for portions of two successive years on the international calendar. Tehran ICH Centre is no exception since it relies on the financial rules and regulations of the Islamic Republic of Iran for its budget. That is why the Action Plan for the year 2015, has been frequently described and referred to as the 2015-2016 Action Plan, too. In the present report, we will try to remain consistent in using the phrase “Action Plan” for the mentioned document to avoid confusion.

As mentioned above, the Centre’s Action Plan followed UNESCO’s RBM methodology in classifying the activities. The document had four major sections, each titled with a major OUTPUT. For ease of reference, the mentioned outputs have been reproduced here:

**OUTPUT 1:**

**NATIONAL CAPACITIES STRENGTHENED FOR IMPLEMENTING THE CONVENTION FOR THE SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE IN WEST AND CENTRAL ASIA**

**OUTPUT 2:**

**EFFECTIVE NETWORKING AND COOPERATION IN WEST AND CENTRAL ASIA STRENGTHENED**

**OUTPUT 3:**

## **KNOWLEDGE IN SPECIFIC ICH AREAS DEEPENED AND INFORMATION SHARED ACROSS WEST AND CENTRAL ASIA**

### **OUTPUT 4:**

#### **PROMOTING THE INTANGIBLE CULTURAL HERITAGE IN WEST AND CENTRAL ASIA**

The present report will continue with reporting on the activities under each “OUTPUT”. The full text of the Centre’s Action Plan has been available to the GC Members. The present report will, only, focus on the specificities of the activity itself, and will not repeat the expected results and UNESCO indicators.

#### **OUTPUT 1: NATIONAL CAPACITIES STRENGTHENED FOR IMPLEMENTING THE CONVENTION FOR THE SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE IN WEST AND CENTRAL ASIA**

##### **Activity 1.1: Capacity-building (Centre Level):**

- **Title:** 1<sup>st</sup> Workshop on the implementation of the Convention for the Safeguarding of the Intangible Cultural Heritage
- **Target Group:** Tehran ICH Centre staff, core collaborators from ICHHTO, and core collaborators from the National Commission for UNESCO
- **Target Group Size:** Max. 30 trainees
- **Framework:** Global Capacity-building Strategy
- **Duration:** 5 days
- **Place:** Tehran, Iran (Islamic Republic of)
- **Budget source:** Tehran ICH Centre
- **Instructor(s):** Two competent facilitators nominated by UNESCO ICH Section

**Objective:** Promotion of proper implementation of the 2003 Convention among the sides involved in Tehran ICH Centre activities, with special emphasis on the staff of the Centre and the core collaborators from ICHHTO and Iranian Natcom

##### **Comments:**

- The activity will be completed in June 2016.

- The reason for the delay was the difficulty in working with the heavy schedule of one of the nominated facilitators, who was, finally, substituted by another candidate nominated by UNESCO Headquarters.

**Financial backing:** Budget saved

**Activity 1.2: Capacity-building (Turkmenistan):**

- **Title:** Two Implementation/Community-based Inventorying Workshops on Intangible Cultural Heritage

- **Target Group:** Representatives of relevant governmental organizations, NGO's, experts, and individual bearers and practitioners from Turkmenistan, preferably nominated equally among qualified female and male nominees

- **Target Group Size:** Max. 30 trainees in each workshop

- **Framework:** Global Capacity-building Strategy

- **Duration:** 5 days

- **Place:** Ashgabat, Turkmenistan

- **Budget source:** Tehran ICH Centre joined by UTCO

- **Instructor(s):** Two competent facilitators nominated by UNESCO ICH Section for each workshop

**Objective:** Promotion of proper implementation of the 2003 Convention among the involved sides in Turkmenistan, with special emphasis on the issue of Community-based Inventorying

**Comments:**

- Due to the special official system of Turkmenistan, only the first workshop on implementation of the 2003 Convention was held, and the second workshop was advised by UTCO to be postponed to the August of 2016.

**Financial backing:** Budget has been saved for the second workshop

**Activity 1.3: Capacity-building (Iraq):**

- **Title:** Implementation Workshop on Intangible Cultural Heritage

- **Target Group:**

Ten experts and representatives of relevant governmental organizations, NGO's, experts, and individual bearers and practitioners from Iraq, preferably nominated equally among qualified female and male nominees

- **Target Group Size:** 10 trainees,
- **Framework:** Global Capacity-building Strategy
- **Duration:** 5 days
- **Place:** Tehran, Iran (Islamic Republic of)
- **Budget source:** Tehran ICH Centre
- **Instructor(s):** Two competent facilitators nominated by UNESCO ICH Section

**Objective:** Promotion of proper implementation of the 2003 Convention among the Iraqi involved sides, with special emphasis on the issue of Community-based Inventorizing

**Comments:**

- The developments on the Region prevented both sides from pursuing the plan effectively. The workshop has been postponed to the earliest available time in 2016.

**Financial backing:** Budget has been saved

**Remarks on OUTPUT ONE:**

The activities reported above constituted the Centre's first endeavors in the domain of Regional Capacity-building. Naturally enough, and due to the special conditions prevailing in each target country, every such activity may face special obstacles.

However, Tehran ICH Centre would like to announce that the activities have not been deleted from among the Centre's Regional Capacity-building programmes, and will be followed closely in 2016, among new 2016 Capacity-building activities. As announced, the budget specified for the mentioned activities has been saved for the year 2016.

**OUTPUT 2: EFFECTIVE NETWORKING AND COOPERATION IN WEST AND CENTRAL ASIA STRENGTHENED**

**Activity 2.1: Virtual Networking (Regional and International Levels)**

- **Title:** Tehran ICH Centre Website

- **Target Group:** Relevant governmental organizations, NGO's, experts, and individual bearers and practitioners in West and Central Asia, as well as in other parts of the world
- **Target Group Size:** Open
- **Framework:** Networking and cooperation, in accordance with UNESCO agreed standards
- **Duration:** Infinite
- **Place:** Tehran, Iran (Islamic Republic of)
- **Budget source:** Tehran ICH Centre
- **Coordination:** UNESCO, Bangkok to cross-link the C2C websites over the Asia-Pacific Region

**Objectives:**

1. Information sharing on ICH and the related policies and procedures via internet, both over the region, and internationally
2. Promotion of the global network of the world Category 2 Centres on ICH

**Comments:**

- For the time being, Tehran ICH Centre's Website is operating, and the material is being regularly uploaded in Persian and English.

**Financial backing:** Full compensation

**Activity 2.2: International Expert Meeting on ICH**

- **Title:** 1<sup>st</sup> International Expert Meeting on Safeguarding West and Central Asian Intangible Cultural Heritage

- **Theme:**

Exploring possibilities for concrete safeguarding measures

- **Target Group:**

ICH related sides over the region (governmental organizations, NGO's, experts, bearers and practitioners, etc.)

- **Location:**

Tehran, Iran (Islamic Republic of)



**- Participation:**

- a) Article presentations
- b) Round table discussions

**- Outcome:**

Publication of the articles and discussions

**- Event magnitude:**

Expert meeting participated by maximally 20 female and male specialists, and attended by a limited number of audience (Maximally, 200 people), distributed, equally, among relevant governmental organizations, NGO's, experts, and individual bearers and practitioners;

**- Framework:** Global Capacity-building Strategy

**- Duration:** 3 days

**- Budget source:** Tehran ICH Centre

**Objectives:**

- a) Throwing fresh light on the issue of ICH safeguarding in general
- b) Acquaintance with the specificities of the West and Central Asian ICH, and discussing concrete measures to safeguard its manifestations

**Comments:**

- The expert meeting was held in October 2015 on Qeshm Island, Iran.
- As the first programme of its type by Tehran ICH Centre, the event was acceptable both in magnitude and in content.
- A document titled “recommendations” was released by the participating experts in the course of the closing ceremony, and the Centre was required by them to plan part of its future activities based on its content.
- The collection of articles will be published in August 2016.

**Financial backing:** Full compensation for the event; saved for the publication of the collection of articles.

### **Remarks on OUTPUT TWO:**

Unlike the situation reported under OUTPUT ONE, the Centre succeeded in completing the activities adopted under OUTPUT TWO. This points to the fact that the Centre enjoys the full capacity to conduct networking activities at regional and international levels.

The same could be foreseen for Capacity-building workshops, provided that the social developments, bureaucratic procedures, and coordination issues could be harmonized by all involved sides. As regards the undertakings of the Centre, as mentioned above, the financial, logistic, and content sides are available and have been saved for the year 2016.

### **OUTPUT 3: KNOWLEDGE IN SPECIFIC ICH AREAS DEEPENED AND INFORMATION SHARED ACROSS WEST AND CENTRAL ASIA**

#### **Activity 3.1: Overcoming “language issue” in West and Central Asia (Phase 1: Persian-speaking countries)**

- **Title:** Publication of Persian translations of UNESCO texts on ICH (“Basic Texts”, “Toolkits”, “UNESCO Programmes and Strategies”, “journals”, and other publications)

- **Project Magnitude:** 10 publications

- **Target Group:**

a) Relevant Persian-speaking governmental organizations, NGO’s, experts, and individual bearers and practitioners in West and Central Asia, as well as in other parts of the world

b) Other interested parts of the world, including UNESCO Headquarters

- **Contributors:** A team of translators composed of female and male experts in rendering in to Persian of English and French texts on ICH

- **Target Group Size:** Open

- **Framework:** Strengthening national capacities for safeguarding Intangible Cultural Heritage

- **Duration:** One year

- **Place:** Tehran, Iran (Islamic Republic of)

- **Budget source:** Tehran ICH Centre

**Objectives:**

1. Deepening knowledge on ICH in Persian-speaking countries
2. Awareness raising on UNESCO activities in the field of Intangible Cultural Heritage in the Persian-speaking countries
3. Supplementing UNESCO publications with texts in Persian

**Comments:**

- The team of translators completed its job in the specified time.
- The review of the translated texts has been done.
- The publications phase has started and the collection is foreseen to be published in September 2016.

**Financial backing:** Full compensation for the translation and review phase; saved for the publication phase.

**Activity 3.2: Knowledge and information sharing across West and Central Asia**

- **Project Title:** Publication of Tehran ICH Centre's specialized quarterly

- **Journal Title:**

**ICH Inquirer**

Journal of West and Central Asian Intangible Cultural Heritage Studies

- **Language:**

Persian, English, French

- **Project Magnitude:** Regular publication of 2 issues each year

- **Contributors:** A team of female and male authors worldwide, specialized in ICH, and, especially, researchers on West and Central Asian ICH

- **Target Group:**

a) Governmental organizations, NGO's, experts, and individual bearers and practitioners in West and Central Asia, as well as in other parts of the world

b) Other interested parties worldwide

- **Target Group Size:** Open

- **Framework:** Global Capacity-building Strategy
- **Duration:** Continuous (2 issues of the journal to be published every year)
- **Place:** Tehran, Iran (Islamic Republic of)
- **Budget source:** Tehran ICH Centre

**Objectives:**

1. Strengthening knowledge on ICH in West and Central Asia
2. Awareness raising on ICH capacities in West and Central Asia
3. Supplementing UNESCO publications on ICH
4. Active exchange of knowledge on ICH, and the methods of dealing with West and Central Asian ICH
5. Effective networking

**Comments:**

Advised by the 2<sup>nd</sup> Ordinary GC Meeting, the Secretariat was given the responsibility to draft the Rules of Procedure of the Editorial Board, in the course of the year 2015. The mentioned document will be distributed among the GC Members for their information in the course of July 2016.

**Financial backing:** Saved for the full plan.

**Remarks on OUTPUT THREE:**

The translation project described under 3.1 above (encompassing the review of the translations by the team of translators) was among the major projects of the Centre: the project took a full period of less than one year to be completed. The project is, for the time being, going through the technical processes needed for its publication, and the full collection is hoped to be published in September 2016.

As regards the activity 3.2, as mentioned above, the Centre is, currently, involved in drafting the Rules of Procedure of the Editorial Board of the Centre's Journal. The mentioned document is expected to be published in June 2016.

Regarding the remarks above, the Centre can be claimed to have completed OUTPUT THREE successfully.

## **OUTPUT 4: PROMOTING THE INTANGIBLE CULTURAL HERITAGE IN WEST AND CENTRAL ASIA**

### **Activity 4.1: Encouraging public cooperation in raising awareness on the Intangible Cultural Heritage in West and Central Asia (Phase 1: Programming)**

- **Title:** Programming for the Interactive Virtual Calendar for Intangible Cultural Heritage in West and Central Asia

- **Project Magnitude:** Virtual programming

- **Contributors:**

a) A team of computational experts from Iran for encoding the virtual programme, and linking it to the Centre's Website

b) An open group of volunteer female and male information-bearers nominated by the states on the Region to provide the programmer team with the needed initial data to test the programme

- **Target Group:**

a) West and Central Asian governmental organizations, NGO's, experts, and individual bearers and practitioners

b) Other interested parts of the world, including UNESCO Headquarters

- **Target Group Size:** Open

- **Framework:** Strengthening national capacities for safeguarding Intangible Cultural Heritage

- **Duration:** One year

- **Place:** Tehran, Iran (Islamic Republic of)

- **Budget source:** Tehran ICH Centre

**Objectives:**

1. Strengthening knowledge on ICH in West and Central Asia

2. Awareness raising on UNESCO activities in the field of Intangible Cultural Heritage in West and Central Asia

3. Information sharing on West and Central Asian ICH

4. Promoting the visibility of the Intangible Cultural Heritage of Humanity through strengthening acquaintance with the West and Central Asian ICH

**Comments:**

- The activity has been completed and the virtual calendar is open for uploads of information.
- A call will be distributed among the Participating States to ask for the needed information.

**Financial backing:** Full compensation

**Activity 4.2: Encouraging public cooperation in raising awareness on the Intangible Cultural Heritage in West and Central Asia (Phase 3: Attracting Public Attention towards Tehran ICH Centre)**

- **Title:** Regional Contest on the Permanent Logo of Tehran ICH Centre
- **Project Magnitude:** Regional virtual contest, followed by evaluation and a final ceremony to grant the prizes

**Note:** The calls for the contest will be circulated in the course of March 2015; evaluations will follow in the course of the half of the year 2015, the top ten logos will be presented to the 2015 Meeting of the Governing Council, and the best one will be selected as the Permanent Logo of the Centre. The top three logos selected by the Governing Council will be granted special prizes.

**- Target Group:**

West and Central Asian participants in the contest

- **Target Group Size:** Open
- **Framework:** Strengthening national capacities for safeguarding Intangible Cultural Heritage
- **Duration:** One year
- **Place:** Tehran, Iran (Islamic Republic of)
- **Budget source:** Tehran ICH Centre

**Objectives:**

1. Strengthening knowledge on ICH in West and Central Asia
2. Awareness raising on UNESCO activities in the field of Intangible Cultural Heritage in West and Central Asia
3. Information sharing on West and Central Asian ICH
4. Promoting the visibility of the Intangible Cultural Heritage of Humanity through strengthening acquaintance with the West and Central Asian ICH

### **Comments**

- The activity has been complete.
- Adoption of the winner design as the Permanent Logo constitutes an item on the agenda of the 3<sup>rd</sup> Ordinary GC Meeting, May 2016.
- Follow up through correspondences is being done to have the Centre granted the permission to use the ICH Emblem in combination with UNESCO and Tehran ICH Centre, in one block.

**Financial backing:** Full compensation

### **Remarks on OUTPUT FOUR:**

The activities included under OUTPUT FOUR have been successfully completed, and the Centre's functioning has been acceptable. Especially, the Centre's achievement in encouraging local community involvement and regional/international cooperation are worth mentioning: an achievement that, in its turn, is believed to have promoted the visibility of ICH and the 2003 Convention, as well.

### **OTHER ACTIVITIES OF THE CENTRE**

As mentioned above, the Centre, by nature and regarding the atmosphere in which it functions, has expressed readiness and willingness to be involved in a number of additional national, sub-regional, regional, or international activities in which Iran, other states over the region, the UNESCO Family, or the UN Sectors over the Region, NGO's on ICH, or local communities of bearers and practitioners were found to have taken part. The following constitute part of such activities in the records of the Centre:

- (1) Preparation for the Centre's report for the 2015 evaluation, Tehran

- (2) Holding a meeting of the ambassadors of the West and Central Asian States in the Islamic Republic of Iran to discuss methods of promoting cultural cooperations over the Region by way of the Centre.
- (3) Completing the list of states participating in the Centre's activities as its members
- (4) Constant negotiation and cooperation with the states participating in the Centre's activities, with special emphasis on best safeguarding practices and the methods of promoting them
- (5) Collaboration, as an advisory body, with the Office for Inscriptions and Preservation and Revitalization of Intangible and Natural Heritage, affiliated to the Deputy for Cultural Heritage, Iranian Cultural Heritage, Handicrafts and Tourism Organization, on inventorying, nomination, and implementation affairs related to ICH
- (6) Collaboration, as an advisory body, with the Municipality of Isfahan, Islamic Republic of Iran, as well as the other active sides and organizers, in continuing cooperations through ICCN (Inter-city Intangible Cultural Cooperation Network), in Isfahan
- (7) Collaboration with ISESCO, the World Society of Islamic City (a regional cultural centre for the cities of the World of Islam, based in Qazvin, Iran), and ICCN (Inter-city Intangible Cultural Cooperation Network), among the other regional and international organizations, to promote cultural cooperation in the field of ICH over the region
- (8) Collaboration with universities, research organizations, and cultural institutes over the region to promote cultural cooperation in the field of ICH
- (9) Holding the 2<sup>nd</sup> Ordinary Meeting of the Centre's Governing Council in 2015, Tehran
- (10) Celebrating the 70<sup>th</sup> Anniversary of UNESCO
- (11) Participation in the 10<sup>th</sup> Session of the Intergovernmental Committee of the States Members to the Convention for the Safeguarding of the Intangible Cultural Heritage, Namibia
- (12) Participation in the 2015 Meeting of the World Category 2 Centres on ICH, China



- (13) Holding the 3<sup>rd</sup> Ordinary Meeting of the Centre's Governing Council in 2015, Tehran
- (14) Participation in expert meetings organized by UNESCO in 2014 and 2015
- (15) Production of promotional materials of the Centre
- (16) Holding regular capacity-building workshops in the Islamic Republic of Iran, within the framework of the activities of the Intangible Cultural Heritage Section's Facilitators' Programme
- (17) Performing or participation in regular awareness-raising activities within the Islamic Republic of Iran
- (18) Delivering lectures on ICH for secondary school children and high school students in Iran (5 schools)
- (19) Holding photo exhibitions in Iran on the ICH over the Region (5 exhibitions)
- (20) Regular updating of a permanent space in "Paarse", the official Newsletter of the Iranian Cultural Heritage, Handicrafts and Tourism Organization (ICHHTO), with promotional material on ICH in general, and the West and Central Asian Intangible Cultural Heritage, in particular
- (21) Delivering lectures to MA students at Shahid Beheshti University, for the course titled "Intangible Cultural Heritage" (2 credits),
- (22) Active collaboration with the other Category 2 Centres, worldwide, to materialize the supreme goal of establishing and promoting a "Network of the World's Category 2 Centres on ICH"
- (23) Collaboration with the Permanent Delegation of the Islamic Republic of Iran to UNESCO in preparing the content of the Nowrouz Festival of 2015 at UNESCO Headquarters, including the ceremony and the documentary video on Nowrouz, as well as procurement of one-third of the estimated budget through negotiation with the Iranian Cultural Heritage, Handicrafts, and Tourism Organization (ICHHTO), and doing the related follow up

## **ACCOMPLISHED ACTIVITIES OF THE CENTRE IN 2016**

As mentioned earlier, Tehran ICH Centre has to follow the Fiscal Year Rules and Regulations of the Islamic Republic of Iran. This observation has, specifically, resulted in an obligation on the part of the Centre to plan and execute activities for the beginning months of the years 2015 and 2016 before the Meeting of the Centre's Governing Council. This observation has encouraged the Secretariat to put on the agenda of the 3<sup>rd</sup> Ordinary GC Meeting a proposal on adopting April 1<sup>st</sup> of every new year as the beginning of the annual activities of the Centre.

The Centre has, however, done some activities in the starting period of the year 2016. These activities have been put in the 2016 Action Plan and will be discussed at length in the course of the 3<sup>rd</sup> Ordinary GC Meeting.

To complete the present report, the titles of such activities have been mentioned below:

1. Participation of the Centre's representatives in the 3<sup>rd</sup> Meeting of the Advisory Committee of International Training Centre for Intangible Cultural Heritage in the Asia-Pacific Region, Under the Auspices of UNESCO (CRIHAP), February 2016
2. Production of "Janfaza", a Traditional Iranian Music Album, and organizing a concert on the occasion of the first performance, to support involvement of talented young practitioners in safeguarding practices.
3. Organizing an International Expert Panel on Ethnic and Nowrouz Dolls and Puppets, March 2016

Working Document 02.B

Budget Report for Year 2015

Description of Expenditure	Date	Total amount US \$	appropriated
Total amount of Budget appropriated for the year 2015	2015	415.000	83%

<b>Staff Salary and Expenditure 25%</b>			
Expenditure	Date	Total amount US \$	Description
Salary and Expenditure- Administrative and financial affairs	2015	35.000	4 Individuals
Staff Salary and Expenditure- Specialists and Programme Specialists	2015	70.000	8 Individuals
<b>Total amount</b>		<b>105.000 US \$</b>	

<b>Technical Costs and Expenditure 75%</b>			
<b>Including</b>			
<b>1. Capacity building and Research 67%</b>			
Expenditure	Date	Total amount US \$	Description
The 3-day Ordinary Governing Council Meeting, and the 70 <sup>th</sup> anniversary of UNESCO, and related Press Conference	May 2015	75.000	3-day Meeting
Workshop on Cultural Heritage for NGO's on the Occasion of World Cultural Diversity Day	May 2015	5.000	-
Running English Version of the Centre's Website	May 2015	10.000	-
Capacity Building Workshop on Intangible Cultural Heritage in Turkmenistan	June 2015	6.000	Budget from UNESCO Tehran Cluster Office
Participation in the 3 <sup>rd</sup> Annual Coordinating Meeting world C2C's on ICH (Director Tehran ICH Centre, Advisor to Director Tehran ICH Centre)	July 2015	5.000	-

The Meeting of the Centre's representative with Armenian Natcom Secretary General in Armenia	July 2015	3.000	-
Participation in International Conference on Intangible Cultural Heritage in China ( Chengdu)	July 2015	3.000	-
ICH workshop with the staff of the Deputy for Ministry of Health	August 2015	2.000	Organizing ICH Workshop
The Centre's 1 <sup>st</sup> Expert Meeting on ICH on Qeshm Island	October 2015	70.000	Articles are going to be published
Participation in Japan C2C's Meeting with the theme of Mapping project for ICH Safeguarding in Asia and Pacific Countries Kyrgyz Republic ( Director Tehran ICH Centre, and Representatives from the Centre)	December 2015	10.000	-
3 workshop for Tehran ICH Centre' Staff , Tehran, Iran	December 2015	3.000	-
Constant Updating and Upgrading of the Centre's Persian and English Websites	Year 2015	3.000	-
Participation of Tehran ICH Centre's Delegation in 3 <sup>rd</sup> session of the advisory committee of CRIHAP (Director, and 3 Experts)	February 2016	10.000	-
An International Expert Panel on Ethnic and Nowrouz Dolls and Puppets	March 2016	70.000	-
Mission of the Centre's Director and its Staff to the local communities, and survey on local capacities		2.000	-
<b>Total Amount</b>		<b>277.000</b>	<b>US \$</b>

<b>Technical Costs and Expenditure 75%</b>			
<b>Including</b>			
<b>2. Training and Promotion 8%</b>			
<b>Expenditure</b>	<b>Date</b>	<b>Total amount US \$</b>	<b>Description</b>
Participation of the Centre 9 <sup>th</sup> exhibition of Truism and Handicraft	February 2015	2.000	-
The Centre's International Logo Competition, Evaluation and Award Ceremony	May 2015	4.000	-
Youth Day Conference	August 2015	2.000	-
Sub-regional conference with the title of the light of the moon	August 2015	6.000	-
ICH Workshop in Hamedan, Participated by Director Tehran ICH Centre and the staff of the Centre	September 2015	1.000	-
Mehregan Sub-regional Cultural Night	September 2015	3.000	-
Planning and implementing Meeting for Journalist	October 2015	1.000	-
Chelleh Sub-regional Cultural Night	December 2015	4.000	-
Unveiling of the "Janfaza" Traditional Iranian Music Album with the aim of safeguarding Iranian Traditional Music " Radif"	February 2016	10.000	-
<b>Total amount</b>		<b>33.000</b>	<b>US \$</b>
<b>Total Amount for year 2015</b>		<b>415.000</b>	<b>US \$</b>

## Annex 04

### Working Document 03

#### Proposal on Permanent Logo of Tehran ICH Centre

## Introduction

As of its official inauguration in the year 2012, Tehran ICH Centre has continued to include the following as its Temporary Logos on Persian and English versions of the Centre's website pages, documents, products, letters, etc.



The adoption of the above Temporary Logos was, however, conditioned through consideration of the Centre's proposal on doing the follow up in designing a properly representative permanent substitute with effective involvement of the interested sides at regional, even international, levels. On these same lines, the Centre's Action Plan for the year 2015 included in itself an activity on an international competition on the design of a permanent logo for Tehran ICH Centre; cf. Activity 3 under Output 4 (Promoting the Intangible Cultural Heritage in West and Central Asia), titled "Encouraging public cooperation in raising awareness on the Intangible Cultural Heritage in West and Central Asia (Phase 3: Attracting Public Attention towards Tehran ICH Centre.)

The competition was proposed to consist of receiving candidates at the e-mail address of the Centre within the limits of a predetermined deadline, evaluation by an expert body, selection of the top ten designs, final selection of the top design and the winner of the competition, final adoption by the 2016 GC Meeting, and, finally, substitution of the new logo as the Permanent Logo of the Centre.

The follow up started the first call for the competition in late May 2015, that was followed by two extensions which postponed the final deadline to 22 October 2015. During this time, 159 designs were received by the Secretariat, of which 25 candidates had taken part from other countries, namely **Pakistan, Iraq, Armenia, Bulgaria, Turkmenistan, Lebanon, Afghanistan, Azerbaijan, turkey, China, etc.**

The mentioned calls included the following as a section on the specifications of an acceptable logo for Tehran ICH Centre:

### Criteria on the selection of the best proposal



The best proposal would be the one that:

- is original
- enjoys an outstanding artistic, technical, and aesthetic expression;
- reflects one of the intangible cultural heritage aspects of the region in itself: motifs reflecting a shared ICH element of all, or a great majority, of the nations over the region are preferred;
- considers brevity as much as possible;
- enjoys compatibility with various media, and is capable of being represented in a variety of sizes and with different colours;
- enjoys compatibility in size and shape in accompaniment with UNESCO and ICH emblems;
- (If possible) while representing an intangible cultural heritage property of West and Central Asia, has common features, in form and content, with UNESCO Intangible Cultural Heritage emblem.

In the meantime, the Centre was busy speculating on the following as the objectives and expected results of the project:

### **Objectives**

1. Strengthening knowledge on ICH in West and Central Asia
2. Awareness raising on UNESCO activities in the field of Intangible Cultural Heritage in West and Central Asia
3. Information sharing on West and Central Asian ICH
4. Promoting the visibility of the Intangible Cultural Heritage of Humanity through strengthening acquaintance with the West and Central Asian ICH

### **Expected results**

1. Virtual regional contest on the permanent logo of Tehran ICH Centre held
2. Permanent logo of Tehran ICH Centre designed, and approved
3. Knowledge on ICH in West and Central Asia strengthened

4. Awareness on UNESCO activities in the field of Intangible Cultural Heritage in West and Central Asia raised

5. Information on West and Central Asian ICH shared

6. Visibility of the Intangible Cultural Heritage of Humanity promoted through strengthening acquaintance with the West and Central Asian ICH

The Secretariat had hoped for the widest possible involvement of designers primarily from the Region, and virtually, from all over the world to take part in the competition.

An evaluation body composed of two well-known expert graphic designers from Iran, accompanied by the Director of the Centre, was established with the responsibility to evaluate the received designs:

Members of the Evaluative Body

- Mr. Yadollah Parmoun, Director of Tehran ICH Centre, ICH Expert, Facilitator

- Mr. Yourik Karim Masihi, Graphic Designer, Iran

- Mr. Farzad Adibi, Lecturer on Graphics, and Graphic Designer, Iran

Firstly, the evaluations resulted in the selection of the following as the top ten designs:

1. Abbas MAJIDI



2. Farhad NIKNAM



3. Fariba MOHAMADI



4. Hossein AZAD



5. Jamal HEMATI



6. Monika ZSAMBOKI



7. Stefka STEFANOVA



8. Yelena MOVSESYAN



## 9. Meraj SHARIFI



**Tehran ICH Centre**  
Regional Research Centre For Safeguarding  
Intangible Cultural Heritage in West and Central  
Asia, Under the Auspices of UNESCO

## 10. Saeed TAVANAEE



**Tehran ICH Centre**  
Regional Research Centre For Safeguarding  
Intangible Cultural Heritage in West and Central  
Asia, Under the Auspices of UNESCO

The Evaluative Body, preliminarily, decided to approve No. 10 as the Permanent Logo of the Centre, under the condition that some justified modifications in color could be made. Based on the advice by the Evaluative Body experts, new designs were received. Finally, among these, the following design was approved.



Finally, among the above top ten designs, the Candidate No. 10 by **Mr. Saeed TAVANAEE** was selected by the evaluative body, as the one that:

- Was original,
- Enjoyed an outstanding artistic, technical, and aesthetic expression;
- Reflected almost all of the ICH domains,
- Was so general that it could be applied to refer to any of the diverse ICH manifestations on the West and Central Asian Region,

- Was so general that all of the Member States of the Centre could enjoy an equal share in referring to it,
- Respected brevity to a considerable extent,
- Was so flexible that it enjoyed compatibility with various media, and was capable of being represented in a variety of sizes and with different colours,
- enjoyed compatibility in size and shape in accompaniment with UNESCO and ICH emblems;
- enjoyed common features with UNESCO and the Intangible Cultural Heritage emblems in form and content.

The Secretariat has, also, considered the possibility of remaining free in producing variations of the selected logo through modifying it in size or colour, or by producing three-dimensional products for various purposes.

## Annex 05

### Working Document 04

Proposal on a Minor Amendment in Agreement on Establishment of Tehran ICH Centre,  
Concerning GC Composition

## **Introduction**

Tehran ICH Centre is unique among UNESCO Category 2 Centres on ICH in that the geographical territory specified for it is not limited to one single UNESCO Electoral Group. The Geographical domain has been distributed among Member States from three Electoral Groups, namely Asia-Pacific, Eastern Europe, and Arab States. The observation justifies the requirement for the mentioned groups to be equally represented in the Governing Council of the Centre.

The mentioned issue encouraged the Secretariat to put on the Agenda of the 2015 GC Meeting reflections on methods of promoting the representation of the mentioned Electoral Groups. The preliminary discussions resulted in a proposal on introducing a minor amendment in the text of Article 7 of the Agreement on the Establishment of Tehran ICH Centre, at the time of its renewal in 2018.

The Present working document contains the mentioned minor amendment, and the arguments related to it.

## **The proposal**

The text of Paragraph 1 of Article 7 has been reproduced below with the minor amendment introduced above:

### **Article 7**

#### **Governing Council**

e. The Centre shall be guided and supervised by a Governing Council, to be renewed every four years, and composed of:

- (e)a representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization;
- (b) a representative of three Member States that have sent notification, in accordance with the stipulations of Article 5, paragraph 2, above;
- (c) a representative of the Iranian National Commission for UNESCO;
- (d) a representative of the Director-General of UNESCO;
- (e) three specialists in the field of intangible cultural heritage.

## Argumentation

Through increasing the number of representatives of Member States in the structure of the Governing Council from two to three, the chance of being represented in the same GC shall increase for the three Electoral Groups.

The outcomes will include:

- Increased chance for the ICH over the Region to be safeguarded;
- Promotion of cooperation and friendly relations over the Region;
- Respect for cultural diversity over the Region;
- Increased chance of enjoying expert advice and local community involvement;
- Providing the Governing Council with reliable information on the ICH and its safeguarding status in each Electoral Group;
- etc.



## Annex 06

### Working Document 05

#### Proposal on Establishment of the Centre's Executive Board

## **A) Introduction**

As foreseen in Article 8 to the Agreement on the Establishment of Tehran ICH Centre, reproduced below (cf. B.1), the Centre has been required to be supervised by a standing Executive board to have its programmes and activities planned and guided in the right path.

This same requirement has been taken care of in the text of the Constitution of Tehran ICH Centre. The related articles and paragraphs have been reproduced below, too (cf. B.2).

Finally, as provisioned in Paragraph (h) to Article 5.1.8 of the Centre's Constitution, titled "Duties of the Governing Council" (also, reproduced below: cf. B.3), "election of the members of the Centre's Executive Board" have been included among the duties of the Centre's Governing Council:

In spite of the undisputed role and importance of the Executive Board, and regardless of the fact that its establishment in the first year following the establishment of the Centre had been foreseen in the Centre's Constitution (cf 5.2.3 above), due to the Secretariat's pre-engagement with a number of procedural issues related to the establishment and running of the Centre, the election of the Executive Board Members and the start of its work was postponed for adoption in the course of the 3<sup>rd</sup> Ordinary GC Meeting.

The present Working Document has been drafted to meet the mentioned requirement.

## **B) Reference Documents**

### ***B.1. The Agreement***

#### **Article 8**

#### **Executive Board**

1. In order to ensure the effective running of the Centre between the sessions of the Governing Council, the standing Executive Board shall:

(a) supervise the execution of the Centre's programmes and activities;

(b) make recommendations to the Governing Council concerning the strategy and the long-term and mid-term programmes of the Centre;

2. The Executive Board shall meet at least twice a year and adopt its own Rules of Procedure.

### ***B.2. The Constitution (Executive Board)***

#### **5.2. EXECUTIVE BOARD**

In order to ensure the effective running of the Centre between the sessions of the Governing Council, a standing Executive Board shall be established with five members elected and assigned by the Governing Council. The Executive Board shall hold its meetings two times a year.

5.2.1. The Executive Board shall function according to the Executive Board's Rules of Procedure to be drafted by the Secretariat in the course of the first year following the First Meeting of the Governing Council (Cf. 5.4), and approved by the same Executive Board during its First Meeting.

5.2.2. The composition of the Executive Board shall be determined through the Executive Board's Rules of Procedure.

5.2.3. In the Course of its first Meeting, the Governing Council shall elect and assign its representatives to the Executive Board for the first year, who will function as Interime Members of the Executive Board for the period of one year prior to the compilation and approval of the Centre's Rules of Procedure.

5.2.4. The Executive Board's Rules of Procedure will determine the procedure of electing and/or re-electing the Members of the same.

#### ***5.2.5. Duties of the Executive Board***

The Executive Board of the Centre shall:

- (a) supervise the execution of the Centre's approved programmes and activities,
- (b) examine the Centre's projects and budget, as well as drafts of the decisions of the Governing Council, to make recommendations to the Governing Council concerning the Strategy and the Long-term and Medium-term Programmes of the Centre.

### ***B.3. The Constitution (Duties of the Governing Council)***

(h) Elect the members of the Centre's Executive Board, appoint the Director of the Centre, as well as elect the Centre's expert/consultative committees (under the condition that such committees are established);

### **C. Proposed Procedure**

In order for the Executive Board of Tehran ICH Centre to be established, the following stages are proposed to be taken:

C.1. Drafting a working document on the proposal, containing the needed background information (the present Working Document);

C.2. Adoption of the proposal in the course of the 3<sup>rd</sup> Ordinary GC Meeting (2016);

C.3. Election of the members of Tehran ICH Centre's Executive Board for the year 2016 in the course of the 3<sup>rd</sup> Ordinary GC Meeting;

Note: Regarding the fact that the year 2016 constitutes the last year for the members of Tehran ICH Centre's FIRST Governing Council, and that the Agenda drafted for the 3<sup>rd</sup> Ordinary Governing Council Meeting includes in itself elections of the SECONG Governing Council Members to take the responsibility from 2017 onwards, also, considering the fact that the standing Executive Board is required to be composed of a subset of the Members of the working Governing Council, logically, the FIRST Executive Board of the Centre shall remain authorized to work only for the year 2016, and in the course of the period before holding the next Ordinary Governing Council Meeting in 2017.

C.4. Determination of the dates for the two sessions of the Executive Board to be held in the course of the year 2016.

C.5. Determination of the titles of the activities of the Executive Board of the Centre for the year 2016.

Note: Based on the texts of the related reference documents listed above (cf. B), the following are proposed to constitute the titles for the activities of the Executive Board Members for the year 2016:

C.5.1. Attending at two sessions of the Executive Board before the date of the 4<sup>th</sup> Ordinary Governing Council Meeting, to be announced and organized by the Centre's Secretariat;

C.5.2. adopting the Executive Board's Rules of Procedure in the course of its first session in the period mentioned under C.5.1 above;

C.5.3. Supervising the execution of the Centre's approved programmes and activities for the period mentioned under C.5.1 above;

C.5.4. Examining the Centre's projects and budget, as well as drafts of the decisions of the Governing Council, to the Governing Council concerning the Strategy and the Long-term and Medium-term Programmes of the Centre, based on the experience gained by the Executive Board Members in the course of the period mentioned under C.5.1 above;

C.5.5. Providing the Secretariat with the needed advice and support in getting prepared for the Evaluation and Renewal of the agreement in the year 2018.



## The Agreement

**AGREEMENT BETWEEN THE GOVERNMENT OF THE ISLAMIC  
REPUBLIC OF IRAN**

**AND**

**THE UNITED NATIONS EDUCATIONAL, SCIENTIFIC  
AND CULTURAL ORGANIZATION (UNESCO)**

**REGARDING THE ESTABLISHMENT, IN TEHRAN, OF A REGIONAL  
RESEARCH CENTRE FOR SAFEGUARDING INTANGIBLE CULTURAL  
HERITAGE IN WEST AND CENTRAL ASIA UNDER THE AUSPICES OF  
UNESCO (CATEGORY 2)**

The Government of the Islamic Republic of Iran (hereinafter referred to as "the Government")

and

the United Nations Educational, Scientific and Cultural Organization (hereinafter referred to as "UNESCO"),

*Taking into account* that the Convention for the Safeguarding of the Intangible Cultural Heritage (hereinafter referred to as "the 2003 Convention"), which was adopted by the General Conference of UNESCO in 2003, at its 32<sup>nd</sup> session, entered into force in April 2006,

*Considering* that the Director-General has been authorized by the General Conference to conclude with the Government of the Islamic Republic of Iran an agreement in conformity with the draft that was submitted to the General Conference at its 35<sup>th</sup> session,

*Desirous* of defining the terms and conditions governing the contributions that shall be granted to the said Centre in this Agreement,

## **HAVE AGREED AS FOLLOWS:**

### **Article 1**

#### **Establishment**

The Government shall agree to take, in the course of the 2010-2011 biennium, any measures that may be required for the setting up in Tehran (Islamic Republic of Iran), as provided for under this Agreement, of a Regional Research Centre for the Safeguarding of the Intangible Cultural Heritage in West and Central Asia, hereinafter called "the Centre".

### **Article 2**

#### **Purpose of the Agreement**

The purpose of this Agreement is to define the terms and conditions governing collaborations between UNESCO and the Government and also the rights and obligations stemming therefrom for the parties.

### **Article 3**

#### **Legal Status**

1. The Centre shall be independent of UNESCO.
2. The Government shall ensure that the Centre, while being associated to the Iranian Cultural Heritage, Handicrafts and Tourism Organization, has an autonomous legal status and that it enjoys in the territory of the Islamic Republic of Iran the functional autonomy necessary for the execution of its activities and the legal capacity:
  - (a) to contract;
  - (b) to institute legal proceedings;
  - (c) to acquire and dispose of movable and immovable property.

### **Article 4**

#### **Constitutive Act**



The Constitutive Act of the Centre must include the following provisions:

- (a) a legal status granting to the Centre, under national legislation, the autonomous legal capacity necessary to exercise its functions and to receive subventions, obtain payments for services rendered and acquire all means necessary for its functioning;
- (b) UNESCO representation within its Governing Council.

## **Article 5**

### **Participation**

1. The Centre shall be at the service of Member States and Associate Members of UNESCO, and of territories as referred to in Article 33 of the 2003 Convention, that, by their common interest in the objectives of the Centre, desire to cooperate with the Centre.
2. Member States and Associate members of UNESCO, as well as territories as referred to in Article 33 of the 2003 Convention, wishing to participate in the Centre's activities, as provided for under this Agreement, shall send to the Centre notification to this effect. The Director of the Centre shall inform the parties to this Agreement, and other participating parties, of the receipt of such notifications.

## **Article 6**

### **Objectives and Functions**

1. The objectives of the Centre will be:
  - (a) to promote the 2003 Convention and its implementation in West and Central Asia (hereinafter referred to as "the Region");
  - (b) to strengthen capacities and cooperation in the Region for identifying, inventorying, documenting and studying intangible Cultural heritage in order to contribute to its safeguarding;
  - (c) to further and coordinate scientific and technical studies aimed at developing, managing and evaluating safeguarding measures for intangible cultural heritage present in the Region;

(d) to reinforce capacities in States of the Region that are Parties to the 2003 Convention for actively participating in its implementation on the regional and international level, in particular concerning shared intangible cultural heritage elements present in the territories of two or more of the States concerned.

2. The functions of the Centre will be:

(e) to create and keep up to date an automated information system registering and linking governmental and non-governmental institutions, research, educational and information institutions, community organizations and individual experts involved in the safeguarding of intangible cultural heritage in the States of the Region that have expressed the wish to cooperation through the Centre;

(f) to gather and disseminate information on legal, administrative, financial and other measures taken by the States participating in the Centre with a view to safeguarding the intangible Cultural heritage present in their territory;

(g) to gather and disseminate information on safeguarding activities in the States participating in the Centre;

(h) to organize workshops and conferences in order to develop research methodologies and further studies concerning the safeguarding of intangible cultural heritage as advocated in Article 13 of the 2003 Convention, including studies concerning the development of tourism that does not impair the viability of the intangible heritage, while being respectful of customary practices governing the access to this heritage;

(i) to organize workshops and seminars to identify and promote good safeguarding practices, and assist States Parties to the 2003 Convention that participate in the Centre to build their capacity to prepare files proposing such practices to the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage established under the 2003 Convention (hereinafter referred to as "the Intergovernmental Committee") for selection and further dissemination, as foreseen under Article 18 of the Convention;

(j) while maintaining a network of representatives of cultural communities, to coordinate activities aimed at awareness-raising and capacity-building among holders and practitioners of intangible cultural heritage, as advocated in the Operational Directives for the implementation of the Convention, so as to allow them to participate actively, in

the sense of Articles 2, 11 and 15 of the Convention, in the identification, inventorying and managing of their intangible cultural heritage;

(k) to organize workshops and seminars focusing on building capacities, in States Parties to the 2003 Convention that participate in the Centre, for drafting nomination files for inscription on the two lists of the 2003 Convention and for drafting requests and reports for submission to the Intergovernmental Committee, in particular concerning shared intangible Cultural heritage elements present in the territories of two or more of the States participating in the Centre;

(l) to cooperate and exchange information with other category 2 centres in and beyond Asia that are active in the field of safeguarding intangible cultural heritage;

(m) to inform the Intergovernmental Committee and the Secretariat of the 2003 Convention about relevant activities in the Region and to assist as appropriate in the implementation of the 2003 Convention.

## **Article 7**

### **Governing Council**

1. The Centre shall be guided and supervised by a Governing Council, to be renewed every four years, and composed of:

(a) a representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization;

(b) a representative of [TICH Ct: ~~two~~ three] Member States that have sent notification, in accordance with the stipulations of Article 5, paragraph 2, above;

(c) a representative of the Iranian National Commission for UNESCO;

(d) a representative of the Director-General of UNESCO;

(e) three specialists in the field of intangible cultural heritage.

2. The Governing Council shall:

(a) approve the strategy and long-term and medium-term programmes of the Centre;

(b) approve the annual work plan and budget of the Centre, including the staffing table;

- (c) examine the annual reports submitted by the Director of the Centre;
  - (d) issue the rules and regulations and determine the financial, administrative and personnel management procedures of the Centre;
  - (e) elect the members of the Centre's Executive Board and appoint the Director of the Centre;
  - (f) decide on the participation of regional intergovernmental organizations and international organizations in the work of the Centre, while taking into account existing and future agreements between States and institutions.
3. The Governing Council shall meet in ordinary session at regular intervals, at least once every calendar year; it shall meet in extraordinary session if summoned by its Chairperson, either on his/her own initiative or at the request of the Director-General of UNESCO or of two thirds of its members.
4. The Governing Council shall adopt its own Rules of Procedure. For its first meeting the procedure shall be established by the Government and UNESCO.

## **Article 8**

### **Executive Board**

1. In order to ensure the effective running of the Centre between the sessions of the Governing Council, the standing Executive Board shall:
- (a) supervise the execution of the Centre's programmes and activities;
  - (b) make recommendations to the Governing Council concerning the strategy and the long-term and mid-term programmes of the Centre;
2. The Executive Board shall meet at least twice a year and adopt its own Rules of Procedure.

## **Article 9**

### **Secretariat**

1. The Centre's Secretariat shall consist of a Director and such staff as is necessary for the proper functioning of the Centre.
2. Decisions concerning the structure and the human resources of the Secretariat will be taken by the Governing Council.
3. The Governing Council shall appoint the Director of the Centre, who should have recognized academic standing and professional experience in the field of intangible cultural heritage.

## **Article 10**

### **Contribution of UNESCO**

1. UNESCO shall provide assistance in the form of technical contributions for the activities of the Centre in accordance with the strategic goals and objectives of UNESCO.
2. UNESCO undertakes to:
  - (a) provide the assistance of its experts in the specialized fields of the Centre;
  - (b) include the Centre in various programmes that it implements and in which the participation of the latter seems beneficial to UNESCO's and the Centre's objectives;
  - (c) engage in temporary staff exchanges when appropriate, whereby the staff concerned will remain on the payroll of the dispatching organizations;
  - (d) provide the Centre with relevant information on its programmes related to intangible cultural heritage.
3. In the cases listed above, such assistance shall not be undertaken except within the provisions of UNESCO's programmes and budget.

## **Article 11**

### **Contribution of the Government**

In the national Annual Budget Law of the Islamic Republic of Iran a separate budget index will be created for the Centre. The Government shall provide, through the intermediary of the Iranian Cultural Heritage, Handicrafts and Tourism Organization,

all the resources, either financial or in kind, needed for the administration and proper functioning of the Centre, including the resources needed for the staff of the Centre, for its premises, for the organization of activities of the Centre and for the organization of the meetings of the Governing Council and Executive Board. For the initial years an amount equivalent to at least US \$500,000 will be made available per year.

## **Article 12**

### **Responsibility**

As the Centre is legally separate from UNESCO, the latter shall not be legally responsible for it and shall bear no liabilities of any kind, be they financial or otherwise, with the exception of the provisions expressly laid down in this Agreement.

## **Article 13**

### **Evaluation**

1. UNESCO may, at any time, carry out an evaluation of the activities of the Centre in order to ascertain:
  - (a) whether the Centre makes an important contribution to the strategic goals of UNESCO;
  - (b) whether the activities effectively pursued by the Centre are in conformity with those set out in this Agreement.
2. UNESCO undertakes to submit to the Government, at the earliest opportunity, a report on any evaluation conducted.
3. Following the results of an evaluation, each of the contracting parties shall have the option of requesting a revision of the contents of this Agreement or of denouncing it, as envisaged in Articles 17 and 18. Notwithstanding this provision, the contracting parties agree to make every effort to remediate any problems identified in an evaluation before exercising the option of denunciation.

## **Article 14**

### **Use of UNESCO's name and logo**

1. The Centre may mention its affiliation with UNESCO. It may therefore use after its title the mention "under the auspices of UNESCO".
2. The Centre is authorized to use the UNESCO logo or a version thereof on its letter-headed paper and documents in accordance with the conditions established by the governing bodies of UNESCO. Once the rules for the use of the logo of the 2003 Convention will have been established, the Centre will seek to be authorized to use that logo in combination with the UNESCO logo.

## **Article 15**

### **Entry into force**

This Agreement shall enter into force upon meeting the formalities required to that effect by the domestic law of the Islamic Republic of Iran and by UNESCO's internal regulations.

## **Article 16**

### **Duration**

This Agreement is concluded for a period of six years as from its entry into force, and shall be deemed renewed unless it is expressly denounced by either party as provided for in Article 18.

## **Article 17**

### **Revision**

The present Agreement may be revised by consent between the Government and UNESCO.

## **Article 18**

## Denunciation

1. Each of the contracting parties shall be entitled to denounce this Agreement. Parties undertake, however, in conformity with Article 19, to settle any dispute that may arise between them and to make every effort to avoid denunciation.
2. A denunciation shall take effect sixty days following receipt of the notification sent by one of the contracting parties to the other.

## Article 19

### Settlement of disputes

1. Any dispute between UNESCO and the Government concerning the interpretation or application of this Agreement, if it is not settled by negotiation or any other appropriate method agreed to by the parties, shall be submitted for final decision to an arbitration tribunal composed of three members, one of whom shall be appointed by the Government, another by the Director-General of UNESCO, and the third, who shall preside over the tribunal, chosen by the first two. If the two arbitrators cannot agree on the choice of the third, the appointment shall be made by the President of the International Court of Justice.
2. The Tribunal's decision shall be final.

IN WITNESS WHEREOF, the undersigned have signed this Agreement.

DONE in two copies in the English Language.

For the Government

Hamid Baghaei  
Vice President of the Islamic Republic of Iran  
and Head of the Iranian Cultural Heritage,  
Handicrafts and Tourism Organization

For the United Nations Educational,  
Scientific and Cultural Organization

Irina Bokova  
Director-General

Signed

Dated: 28 AVR. 2010





## The Constitution

## **TEHRAN ICH CENTRE**

**Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and  
Central Asia Under the Auspices of UNESCO (Category II)**

## **CONSTITUTION**

**Submitted to the 1<sup>st</sup> Meeting of the Governing Council, Tehran ICH Centre  
(6 & 7 November 2012, Tehran, Islamic Republic of Iran)**

**English Translation**

## ARTICLE 1

### INTRODUCTION

**(Adopted: November 6<sup>th</sup>, 2012)**

Properly safeguarded and promoted cultural heritage enjoys the potential to reinforce peaceful co-existence and rapprochement among varied cultures through encouraging mutual inter-cultural understanding and respect for cultural diversity. The outcomes will include, among others, peace and sustainable development virtually at the international level.

The unending trend of drastic developments in the domains of media and technology continues to exert negative impacts on cultural heritage; though the same trend has its own positive effects, even in the same domain, too. In the face of the increasing popularity of world media, the Intangible Cultural Heritage will, no doubt, prove as more vulnerable due to its live nature, to the extent that its endurance, coherence, and survival will be endangered. Regarding the mentioned facts, the world community, headed by UNESCO, has highlighted in its agenda the issues of safeguarding Intangible Cultural Heritage and preserving Cultural Diversity through planning and executing a number of novel strategies.

The enactment, in 2003, of the Convention for the Safeguarding of the Intangible Cultural Heritage (hereinafter, the "2003 Convention") defined the field with a determining turning point. The execution of the Convention message, however, requires full-fledged commitment on the part of the Member States, local societies, as well as the world community. On these same lines, UNESCO continues to reiterate the issues of collaboration of nations and cooperation of states to promote the 2003 Convention, especially in relation to their shared Intangible Cultural Heritages.

The West and Central Asia (hereinafter, called "the Region") constitutes a geographical territory that encompasses rich shared historical and cultural backgrounds. Collaborations of the region's states shall promote identification, documentation, research, inscription, and revitalization, as well as awareness-raising and capacity-

building, and, on the whole, safeguarding of the mentioned shared Intangible Cultural Heritages.

Empowered as per Resolution 34C/DR12, whereby the Islamic Republic of Iran (hereinafter, "the Government") was granted, by the 34<sup>th</sup> Session of the General Conference of UNESCO, the permission to establish, on its territory, a Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia Under the Auspices of UNESCO (Category II) (Hereinafter, "the Centre"), the related legal and official proceedings were followed by the Government of Iran and UNESCO.

Edited based upon the Agreement concluded, on 28 April 2010, between the Government, represented by the Vice President and Chairman to the Iranian Cultural Heritage, Handicrafts and Tourism Organization (hereinafter, called "ICHHTO"), on the one hand, and Director General of UNESCO, on the other, "regarding the Establishment, in Tehran, of a Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia Under the Auspices of UNESCO (Category 2)" (hereinafter, called "the Agreement") the present text consists of the Constitution of the Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia Under the Auspices of UNESCO (Category II).

## **ARTICLE 2**

### **OBJECTIVES**

**(Adopted: November 6<sup>th</sup>, 2012)**

The following define the Centre with its objectives:

- A. To promote the 2003 Convention and its implementation in West and Central Asia;
- B. To strengthen capacities and cooperation in the Region for identifying, inventorying, documenting and studying Intangible Cultural Heritage in order to contribute to its safeguarding;

C. To further and coordinate scientific and technical studies aimed at developing, managing and evaluating safeguarding measures for Intangible Cultural Heritage present in the Region; and

D. To reinforce capacities in States of the Region that are Parties to the 2003 Convention for actively participating in its implementations on the regional and international levels, in particular concerning shared intangible cultural heritage elements present in the territories of two or more States concerned.

### **ARTICLE 3**

#### **FUNCTIONS**

**(Adopted: November 6<sup>th</sup>, 2012)**

The following constitute the Functions of the Centre:

(a) to create and keep up to date an automated information system registering and linking governmental and non-governmental institutions, research, educational and information institutions, community organizations and individual experts involved in the safeguarding of intangible cultural heritage in the States of the Region that have expressed the wish to cooperation through the Centre;

(b) to gather and disseminate information on legal, administrative, financial and other measures taken by the States participating in the Centre with a view to safeguarding the intangible Cultural heritage present in their territory;

(c) to gather and disseminate information on safeguarding activities in the States participating in the Centre;

(d) to organize workshops and conferences in order to develop research methodologies and further studies concerning the safeguarding of intangible cultural heritage as advocated in Article 13 of the 2003 Convention, including studies concerning the development of tourism that does not impair the viability of the intangible heritage, while being respectful of customary practices governing the access to this heritage;

- (e) to organize workshops and seminars to identify and promote good safeguarding practices, and assist States Parties to the 2003 Convention that participate in the Centre to build their capacity to prepare files proposing such practices to the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage established under the 2003 Convention (hereinafter referred to as "the Intergovernmental Committee") for selection and further dissemination, as foreseen under Article 18 of the Convention;
- (f) while maintaining a network of representatives of cultural communities, to coordinate activities aimed at awareness-raising and capacity-building among holders and practitioners of intangible cultural heritage, as advocated in the Operational Directives for the implementation of the Convention, so as to allow them to participate actively, in the sense of Articles 2, 11 and 15 of the Convention, in the identification, inventorying and managing of their intangible cultural heritage;
- (g) to organize workshops and seminars focusing on building capacities, in States Parties to the 2003 Convention that participate in the Centre, for drafting nomination files for inscription on the two lists of the 2003 Convention and for drafting requests and reports for submission to the Intergovernmental Committee, in particular concerning shared intangible Cultural heritage elements present in the territories of two or more of the States participating in the Centre;
- (h) to cooperate and exchange information with other category 2 centres in and beyond Asia that are active in the field of safeguarding intangible cultural heritage;
- (i) to inform the Intergovernmental Committee and the Secretariat of the 2003 Convention about relevant activities in the Region and to assist as appropriate in the implementation of the 2003 Convention.

## **ARTICLE 4**

### **LEGAL STATUS**

**(Adopted: November 6<sup>th</sup>, 2012)**

The Centre shall enjoy the status of an autonomous international institution affiliated to UNESCO as a Category II centre, under the auspices of UNESCO. This enables it to enter relations with the states on the Region and, where appropriate, other states, according to the existing shared cultural heritage backgrounds to create the ground for mutual cooperation.

While keeping its autonomy, the Centre shall remain related to ICHHTO, shall be based in Tehran, Capital of the Islamic Republic of Iran, and, within the framework of the laws and regulations of the Government, shall endeavor to enjoy the legal status it deserves and utilize the potentials it needs to materialize its objectives and perform its duties. While remaining respectful to the Iranian National Law, the Centre shall enjoy the legal authority and autonomy for the execution of its activities and the legal capacity to:

- A) Contract
- B) Institute legal proceedings,
- C) Acquire and dispose of movable and immovable property.

## **ARTICLE 5**

### **ORGANIZATION**

**(Adopted: November 6<sup>th</sup>, 2012)**

The Centre shall enjoy the existence of the following as its organizational administrations:

#### **5.1. Governing Council**

The Centre shall be guided and supervised by its Governing Council, composed of the following as its members:

- a. A Representative of ICHHTO,
- b. Representatives of [TICH Ct: ~~two~~ three] Member States to the Centre (One representative from each state),
- c. A Representative of the Director General of UNESCO,

d. A Representative of the Iranian National Commission for UNESCO,

e. Three prominent experts in the field of Intangible Cultural Heritage.

5.1.1 The members of the Governing Council shall be assigned for periods of four years.

5.1.2. In the Course of its first meeting, the Governing Council is required to elect its own Chairperson for a period of four years, through voting.

5.1.3. Proposals on election of a new Chairperson prior to the termination of the mentioned 4-year period shall win 2/3 of the votes of the Members of the Governing Council.

5.1.4. The Chairperson of the Governing Council is authorized to issue the Director of the Centre's order of action/letter of appointment, after he/she has been elected through voting by the Members of the Governing Council, in the course of one of their meetings (Cf. 5.3).

5.1.5. The Governing Council is authorized to invite more representatives from other states to its meetings.

5.1.6. The Governing Council shall, also, enjoy the authority to invite representatives of the local communities nominated by its Member States, as well as more prominent experts in the field of Intangible Cultural Heritage, to follow its specialized agenda.

5.1.7. The presence of the invited sides mentioned under 5.1.4 and 5.1.5 in the meetings of the Governing Council is, solely, to satisfy consultation needs; they shall enjoy no rights to vote.

#### ***5.1.8. Duties of the Governing Council***

The Governing Council of the Centre shall hold its *Ordinary Meetings* on regular basis, at least once every calendar year. It shall meet in an extraordinary session if summoned by its Chairperson either on his/her own initiative or at the request of the Director-General of UNESCO or of two thirds of its members.

5.1.8.1. The Governing Council of the Centre shall be responsible for the following duties:

(a) Adopt its own rules of procedure;



- (b) Elect its own Chairperson;
- (c) Approve the Centre's Strategy and Long-term and Medium-term Programmes;
- (d) Approve the Annual Work Plan and Budget of the Centre;
- (e) Approve the structure and human resources of the Secretariat (Staffing Table);
- (f) Examine the annual reports submitted by the Director of the Centre;
- (g) Issue the Rules and Regulations to determine the Financial, Administrative and Personnel Management Procedures of the Centre;
- (h) Elect the members of the Centre's Executive Board, appoint the Director of the Centre, as well as elect the Centre's expert/consultative committees (under the condition that such committees are established);
- (i) Decide on the participation of regional intergovernmental organizations, and international organizations in the work of the Centre, while taking into account existing and future agreements between States and institutions.

## **5.2. EXECUTIVE BOARD**

In order to ensure the effective running of the Centre between the sessions of the Governing Council, a standing Executive Board shall be established with five members elected and assigned by the Governing Council. The Executive Board shall hold its meetings two times a year.

5.2.1. The Executive Board shall function according to the Executive Board's Rules of Procedure to be drafted by the Secretariat in the course of the first year following the First Meeting of the Governing Council (Cf. 5.4), and approved by the same Executive Board during its First Meeting.

5.2.2. The composition of the Executive Board shall be determined through the Executive Board's Rules of Procedure.

5.2.3. In the Course of its first Meeting, the Governing Council shall elect and assign its representatives to the Executive Board for the first year, who will function as Interime Members of the Executive Board for the period of one year prior to the compilation and approval of the Centre's Rules of Procedure.

5.2.4. The Executive Board's Rules of Procedure will determine the procedure of electing and/or re-electing the Members of the same.

### ***5.2.5. Duties of the Executive Board***

The Executive Board of the Centre shall:

- (a) supervise the execution of the Centre's approved programmes and activities,
- (b) examine the Centre's projects and budget, as well as drafts of the decisions of the Governing Council, to make recommendations to the Governing Council concerning the Strategy and the Long-term and Medium-term Programmes of the Centre.

## **5.3. DIRECTORSHIP**

The Director of the Centre shall be appointed for a period of four years, after winning 2/3 of the positive votes of the members of the Governing Council in one of its meetings.

5.3.1. Having for the appointment been confirmed through an order of action/a letter of appointment issued by the Chairperson of the Governing Council, the Director of the Centre shall be authorized to open an account at one of the accredited banks in the Islamic Republic of Iran, to take the necessary measures, according to the related national rules and regulations, to transfer the Centre's budget into the mentioned account.

5.3.2. All of the financial documents of the Centre shall become binding when signed by the Director of the Centre and, also, the Chief of the Financial and Human Resources Affairs Section of the Centre (Cf. the Staffing Table Document: 2.4.2.2.2).

5.3.3. The Governing Council may re-appoint the same person as the Director of the Centre for consecutive periods of office.

5.3.4. Proposals on appointment of a new Director prior to the termination of the mentioned 4-year period shall win 2/3 of the votes of the Members of the Governing Council in the course of one of its meetings.

### ***5.3.3. Duties of the Director***

The Director of the Centre shall be authorized to:

- (a) Identify and assign competent personnel needed for proper functioning of the Centre's Secretariat (Cf. 5.4),
- (b) Direct the Centre's Secretariat,
- (c) Direct the undertakings of the Secretariat according to the Work Plan and Budget approved by the Governing Council, as supervised by the Executive Board and the Governing Council of the Centre,
- (d) Submit the draft proposals on the Work Plan and Budget of the Centre to the Governing Council,
- (e) Draft the agenda of the Meetings of the Governing Council/Executive Board, with the assistance of the Executive Board, as well as draft other possible documents or amendment to the existing documents as may be required in preparations of the Governing Council meetings.

## **5.4. SECRETARIAT**

The Centre enjoys the existence, within its organizational chart, of a permanent Secretariat consisting of such staff as is necessary for its proper functioning. The Secretariat shall be directed by the Centre's Director.

### ***5.4.1. Duties of the Secretariat***

The Secretariat of the Centre shall be responsible for:

- (a) assisting the Director in drafting the Centre's documents and procedures for submission to the Governing Council;
- (b) assisting the Director in drafting the Centre's Programmes and Budget for submission to the Governing Council;
- (c) assisting the Director in drafting the agenda's for the Governing Council and the Executive Board's meetings, as well as in drafting their reports;

- (d) assisting the Director in drafting for submission of proposals on establishment of Expert/Consultative Committees to the Governing Council, in line with the overall strategy of shifting the execution of projects to expert bodies to encourage capacity-building among local communities;
- (e) assisting the Director in coordinating the affairs among the Centre's Expert/Consultative Committees, as well as between them and the Centre, and editing the related reports for submission to the Centre's Governing Council.

### **5.5. EXPERT/CONSULTATIVE COMMITTEES**

Considering the vast domain of the Intangible Cultural Heritage and the hoard of manifestations thereof, also to materialize the spirit of the 2003 Convention that emphasizes the involvement of the local communities and non-governmental organizations in the related safeguarding campaigns, the majority of the technical and executive commitments of the Centre shall be performed in line with the overall "outsourcing strategy" which requires bodies outside the Centre to be involved. On these same lines, the Centre shall function as a Secretariat to create harmony in this regard, and to trigger proper functioning of the bodies which shall collaborate with it.

Consequently, the Centre undertakes to establish Expert/Consultative Committees on various domains of the Intangible Cultural Heritage to improve its functions and programmes. Having done this, the Secretariat shall function as a medium linking the Expert/Consultative Committees together, on the one hand, and with the Executive Board and the Governing Council, on the other.

The themes and compositions of the mentioned Expert/Consultative Committees shall be determined based on proposals by the Director of the Centre, and approval of the Chairperson of the Governing Council.

## **ARTICLE 6**

### **FINANCING**

**(Adopted: November 6<sup>th</sup>, 2012)**

6.1. The Government undertakes to provide the Centre with a yearly budget of 500,000 US\$, for the starting years following establishment, as asserted through the Agreement it has concluded, to this effect, with UNESCO.

6.2. The yearly amounts of budget for the periods to follow the starting years shall be determined according to the agreement signed with UNESCO.

6.3. The Centre is allowed to benefit from financial supports granted by Member States and/or various national, regional and international bodies and/or non-governmental organizations and institutions, and/or real and legal entities/bodies.

6.4. The Governing Council shall be the sole body authorized to make decisions on the methods of allocating and spending the mentioned amounts of money.

6.5. Proposals on the kinds of financial contributions by States Members to the Centre shall constitute an agenda for the Meetings of the Governing Council.

## **ARTICLE 7**

### **COLLABORATION WITH UNESCO**

**(Adopted: November 6<sup>th</sup>, 2012)**

UNESCO and the Centre shall remain collaborating with each other as far as their related authorizations and duties will permit. To this effect, the following contributions are foreseen:

#### **7.1. CONTRIBUTION OF UNESCO**

7.1.1. UNESCO shall provide assistance in the form of technical contributions for the activities of the Centre in accordance with the strategic goals and objectives of UNESCO.

7.1.2. UNESCO undertakes to:

- (a) provide the assistance of its experts in the specialized fields of the Centre;
- (b) include the Centre in various programmes that it implements and in which the participation of the latter seems beneficial to UNESCO's and the Centre's objectives;

(c) engage in temporary staff exchanges when appropriate, whereby the staff concerned will remain on the payroll of the dispatching organizations;

(d) provide the Centre with relevant information on its programmes related to intangible cultural heritage.

7.1.3. In the cases listed above, such assistance shall not be undertaken except within the provisions of UNESCO's programmes and budget.

## **7.2. CONTRIBUTION OF THE GOVERNMENT**

In the national Annual Budget Law of the Islamic Republic of Iran a separate budget index will be created for the Centre. The Government shall provide, through the intermediary of the Iranian Cultural Heritage, Handicrafts and Tourism Organization, all the resources, either financial or in kind, needed for the administration and proper functioning of the Centre, including the resources needed for the staff of the Centre, for its premises, for the organization of activities of the Centre and for the organization of the meetings of the Governing Council and Executive Board. For the initial years an amount equivalent to at least US \$500,000 will be made available per year.

## **ARTICLE 8**

### **GEOGRAPHY**

**(Adopted: November 6<sup>th</sup>, 2012)**

Considering the impossibility of delimiting the Intangible Cultural Heritage within the official political borders of countries, due to its dynamic nature which contributes to its continuous propagation, the Centre will devote its activities to the geographical territory on which the, so called, West and Central Asian Culture exists.

Consequently, the West and Central Asian region, as asserted in the available UN documents, and their immediate neighbourhood, bearing cultural communalities, will constitute the geographical territory of the Centre's activities.

## The Rules of Procedure of the Centre's Governing Council

## PART ONE

### RULES OF PROCEDURE OF THE GOVERNING COUNCIL TO TEHRAN ICH CENTRE

#### **Introduction:**

Based on Article 4 of the Agreement between the Government of the Islamic Republic of Iran and the United Nations Educational, Scientific and Cultural Organization (UNESCO), Regarding the Establishment, in Tehran, of a Regional Research Centre for Safeguarding Intangible Cultural Heritage in West and Central Asia Under the Auspices of UNESCO (Category 2), hereinafter called "the Agreement", the Rules of Procedure for the Governing Council to Tehran ICH Centre is as listed below:

#### **Article 1: Definitions**

**Government:** It refers to the Government of the Islamic Republic of Iran;

**UNESCO:** It refers to the United Nations Educational, Scientific and Cultural Organization;

**Centre:** It refers to Tehran ICH Centre;

**Council:** It refers to the Governing Council of the Centre;

**Director:** It is used to refer to the Director of the Centre. (In cases where it is needed to refer to the Chairperson of the Governing Council in the context, it will be specified as "the Chairperson");

**Member Country:** It refers to the country which, in accordance with the provisions of Paragraph 2 of the Agreement Article 5, has sent an application for membership to the Centre and has been granted membership;



**Member:** It refers to any of the [TICH Ct: 8 9] Members of the Governing Council, and includes:

(A) The members who are appointed by I.R. Iran, UNESCO, or Iranian National Commission for UNESCO, and

(B) The members who are appointed by the Governing Council Members, preferably, through consensus.

**Article 2: Council composition:**

2-1- The Members of the Council will be as follows:

(A) Members appointed by I.R.Iran, UNESCO, and Iranian National Commission for UNESCO

- The Representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization (ICHHTO), on behalf of the Government,

- The Representative of UNESCO's Director General,

- The Representative of Iranian National Commission for UNESCO;

(B) Members appointed by the Governing Council Members

- A Representatives of [TICH Ct: ~~two~~ three] Member Countries,

- Three specialists in the field of Intangible Cultural Heritage.

2-2- The Members of the Governing Council will be appointed in accordance with Article 3 of this collection of Rules of Procedure;

2-3- The Members appointed by the Governing Council Members will begin their work in the first session of the Council held after the elections;

2-4- In accordance with Article 3-4, the Observers can attend the Meetings provided they have already obtained the Council's consent;

**Article 3: Procedure for appointing new members by the Council**

3-1- The interested countries and individual experts that wish to join the Council and operate within the framework of the Agreement signed between the I.R. Iran Government and UNESCO and ratified in 13.June, 2011, and numbered 491/17798 by

the Iranian Consultative Assembly, can send their written request to the Director; and in case it is approved by the Council Members, they will be granted membership;

3-1-2- Having received expressions of willingness for membership by the aforementioned, the Director shall, at least 90 days before the date of holding the third-year Ordinary Governing Council Meeting of the related period (cf. 3-3 below), consult the Council's Members in this regard;

3-2- For each four-year Membership Duration (cf. 3-3 below), the council, in the course of its third-year Ordinary Meeting, will decide on appointing the above-said **[TICH Ct: ~~two~~ three]** representatives (as cited in Article 3-1) for the next period;

### **3-3- Membership duration for members appointed by the Governing Council Members**

3-3-1- The Members of the Council included under 2-1(B) above, are appointed for four years, and they enjoy the right to be re-appointed;

3-3-2- Preference should be given to renewal of the Governing Council by appointing new members, provided that candidates exist;

### **3-4- Observers**

3-4-1- Those Members of the Centre that are not members of the Council, can attend its Meetings as Observers;

3-4-2- In addition to the Members mentioned under 3-4-1 above, other organizations/institutes may wish to attend the Council's Meetings as Observers; such organizations/institutes need to send their written requests in this regard to the Director. Such requests will be processed in the course of the next Ordinary Meeting of the Governing Council; and upon receiving the permit by the Governing Council, they can attend the Council Meetings that will follow.

3-4-3- Those Observers who wish to address the Council, or desire to submit a report to the Council, need to inform the Director 30 days prior to the holding of the Meeting by giving a written note to the mentioned;

3-4-4- The Director will put on the Agenda of the next meeting, for discussion, the received requests related to Paragraphs 3-4-2 and 3-4-3;

#### **Article 4: Holding of the Meetings**

4-1- According to Paragraph 3 of Article 7 of the Agreement, the Ordinary Meetings of the Council will be held once a year. The Chairperson of the Council, or the Representative of UNESCO Director General, or the Director, or two-third of the Members can ask for the holding of an Extraordinary Meeting;

4-2- The Chairperson of the Council will preside over the Meetings; the same person will announce the opening of these Meetings;

4-3- The ordinary venue for holding Meetings of the Council will be the I.R. of Iran. In case any of the Member Countries desire for hosting one of the Council's Meetings, and under the condition that consensus is reached at, the said session can be held in that country;

4-4- The time and venue of the Council's Meetings will be adequately announced to all of the Member Countries, States on the Region, or interested organizations;

#### **Article 5: Agenda of the Meetings**

5-1- Draft of the Agenda

5-1-1- The Draft of the Council's Agenda should be prepared by the Director;

5-1-2- The Draft of the Agenda should be presented to the Members of the Council at least 30 days before the holding of the session;

5-2- Adoption of the Agenda: At the beginning of each session, the Council will discuss and approve the Agenda;

5-3- Amendments, omissions and new additions

During one session, the Council can change the priorities of the Agenda, or add or omit certain parts. To do so, the presence of two-thirds of the Members is compulsory;

#### **Article 6: Positions**

6-1- Chairperson of the Council

The Chairperson of the Council will be elected from among the Members by voting.  
The Chairperson can be elected for subsequent periods;

#### 6-2- Vice Chairperson of the Council

Vice Chairperson of the Council will be selected from among the Members;

#### 6-3- Secretary

The Director will attend the Meetings as the Secretary;

#### 6-4- Overall powers of the Chairperson of the Council

The Chairperson of the Council is in charge of the following affairs:

Announcing the start and ending of the sessions, managing the debates, controlling that the regulations are observed, giving the floor, asking for issues to be voted, and announcing the approvals. He is also in charge of notifying Points of Order, in order to guarantee the management of the debates in accordance with the enacted Rules and Regulations.

#### 6-5- Role of the Vice Chairperson of the Council

6-5-1- In case the Chairperson is deemed disqualified, the Vice Chairperson of the Council will be in charge till a new Chairperson is elected;

6-5-2- In the absence of the Chairperson, the Vice Chairperson of the Council will preside over the sessions;

### **Article 7: Committees and Working Groups**

Committees and Working Groups are those which are suggested and formed by the Council in order to study, research, do follow-up and supervise one or several issues for a given period of time and with a specific purpose in accordance with the following conditions:

7-1- The committees and Working Groups formed by the Council's approvals will hold their sessions within the framework set by the council;

7-2- Each of the said committees and Working Groups may have its own Chairperson, Vice Chairperson, or Secretary;

7-3- The present collection of Rules of Procedure will also apply to the Committees and Working Groups unless the Council approves a separate collection of Rules of Procedure for them;

7-4- The proposal for the formation of Committees and Working Groups, including the number of members, their composition, and the description of their jobs, will be provided by the Secretariat or Council Members to the Governing Council;

#### **Article 8: Secretariat**

The Secretariat of the Centre consists of the Director and its Staff, formed in accordance with the related Staffing Table and approved by the Council;

#### **Article 9: Language**

9-1- Persian and English constitute the Official Languages of the Council;

9-2- Each of the Council Members can use a language other than the two Official Languages of Centre, for addressing the Council, or in any other session of the Centre, provided that the oral rendering into the mentioned Official Languages is possible;

#### **Article 10: Decisions and Documents**

##### 10-1- Decisions

10-1-1- The electronic drafts of each of the articles of the Agenda and the documents related to it, as well as the text of the related Decision, previously handed out to the Members of the Council, will be presented to the mentioned Members during the sessions, and will be discussed afterwards; after taking into account the proposals and possible corrections, the Members will eventually decide upon each through consensus;

10-1-2- The proposals of the Council will be enforceable immediately after their adoption. A copy of the Decisions will be distributed for the use of real and legal entities.

##### 10-2- Documents

10-2-1- It is imperative that the Draft of Documents for each Meeting should be distributed among the Members one month prior to its holding;

10-2-2- All the adopted documents will be published in both Official Languages of the Centre;

10-2-3- The Director should submit a detailed report on the activities of the Centre to the Council for the approval of the Major Financial Statements and Annual Plans of the Centre;

10-3- It is imperative that the Decisions of the Council sessions and the Persian / English documents should be an exact replica of each other;

### **Article 11: Sessions Formalization**

The sessions will be considered Formal with the attendance of a minimum [TICH Ct: 5 6] Members. The presence of Representatives of Government and UNESCO, or their fully-authorized representatives, is integral for the sessions to be considered Formal;

### **Article 12: Meeting Procedure**

12-1-1- The Council Members or the Director are entitled to offer suggestions, or personal opinions, regarding any issue, in either writing or speech, to the Council, as well as affiliated Committees or Working Groups;

12-1-2- The Chairperson can invite experts or Observers to take part in discussions, and offer their opinions in writing or speech;

12-2- Sequence of interventions

The Chairperson will ask the Members to intervene in accordance to their turns;

12-3- Time allocation for interventions

The council is entitled to decide on the time allocation for interventions by Members or Guests;

12-4- Points of Order

During the discussions, each Member can notify any Point of Order. The Chairperson should take necessary measures in this regard. Each Member is also entitled to ask questions or make protests to the subjects raised by other Members or voting procedures.

## 12-5- Suspension, Adjourning, or Termination

Each Member of the Council can submit a request the Suspension, Adjourning or Termination of a session. This suggestion will be immediately discussed. The priorities in this regard are as follows:

- A) Termination of the session over the subject of debate,
- B) Termination of a given subject;
- C) Termination of the session;
- D) Suspension of the session;

## Article 13: Consensus and Voting

### 13-1- Franchise

Each Council Member has one vote. Observers and secretary can not vote.

### 13-2- Decisions

13-2-1- The Decisions made in the sessions will become enforceable if they are passed by consensus among the Present Members; in case of lack of consensus, an overwhelming majority vote among the "Members Present at Voting Time" will enforce them;

13-2-2- The phrase "Members Present at Voting Time" refers to those Members who have submitted their yes/no vote. The Members who have refrained to vote will be excluded;

### 13-3- Raising hand and vote counting

The voting is carried out by Members raising their hands, unless when a Member requests for a written vote casting. The report prepared by the Director for submission to the Council shall contain the number of votes and also of the Members who did not take part in voting;

### 13-4- Amendments

13-4-1- Having been drafted in place, the proposed amendments should also be discussed. Such amendments should also be passed based upon consensus; in case of lack of consensus, an overwhelming majority of the "Members Present at Voting Time" should vote for it;

13-4-2- When two or several amendments are proposed for a particular point, the Chairperson should start the discussion from the remotest option, and keep doing so till all proposals have been discussed;

13-4-3- Amendment refers to any proposal for addition, deletion or change of a Paragraph;

13-5- Secret Ballot

In cases when there is a consensus among the Members on secret ballot, or they deem it imperative, they may ask for a secret ballot;

13-6- Equal Votes

In cases when the returns of voting is not decisive, (there is an equal number of for and against) that case is deemed rejected;

#### **Article 14: Suspension**

The suspension of any of the provisions of this collection of Rules of Procedure can be achieved only through a unanimous vote of all Members;

**Article 15:** This collection of Rules of Procedure, consisting of an introduction, 15 Articles, and 67 Paragraphs, was approved in the session dated 21 May 2013 of the Governing Council, and is enforceable.

Signed by Chairperson of the Governing Council to Tehran ICH Centre



## Annex 07

### Working Document 06

Election of Expert Members of the Governing Council for the Period 2017-2021

## **A) Introduction**

Based on the Basic Documents governing the state of affairs at Tehran ICH Centre (“the 2010 Agreement on the Establishment of the Centre”, “the Constitution of the Centre”, and “the Rules of Procedure of the Governing Council of the Centre”), by the end of the year 2016, the term of office of five of the Members of the Governing (two representatives from the Member States, and three experts in the field of ICH) will come to its end (cf. B below for the Reference Documents). As foreseen in the related articles and paragraphs of the mentioned Reference Documents (cf. B below), the members of the Governing Council of Tehran ICH Centre shall be renewed with the decision of the previous Governing Council.

The present Working Document has been drafted to prepare the ground for the Election of the Expert Members of the 2<sup>nd</sup> Governing Council of Tehran ICH Centre in charge of governing the Centre in the course of the 2017-2021.

## **B) Reference Documents**

### ***B.1. The Agreement***

Article 7.1 of the 2010 Agreement (reproduced hereunder for ease of reference), consists of a short definition of the Governing Council, and its composition. Here, Paragraph (e), specifically, mentions the expert side of the Governing Council composed of three “specialists in the field of Intangible Cultural Heritage”.

Note: The Agreement text is not specific of the nationality of the expert members of the Governing Council.

## **Article 7**

### **Governing Council**

1. The Centre shall be guided and supervised by a Governing Council, to be renewed every four years, and composed of:

(a) a representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization;

- (b) a representative of two Member States that have sent notification, in accordance with the stipulations of Article 5, paragraph 2, above;
- (c) a representative of the Iranian National Commission for UNESCO;
- (d) a representative of the Director-General of UNESCO;
- (e) three specialists in the field of intangible cultural heritage.

## ***B.2. The Constitution***

Article 5 of the Constitution of Tehran ICH Centre, foresees under Paragraph 5.1 and its sub-paragraphs, the organization of the Governing Council:

Note: Here, again, the nationalities of the expert members of the Governing Council has not been specified.

## **ARTICLE 5**

### **ORGANIZATION**

The Centre shall enjoy the existence of the following as its organizational administrations:

#### **5.1. Governing Council**

The Centre shall be guided and supervised by its Governing Council, composed of the following as its members:

- a. A Representative of ICHHTO,
- b. Representatives of two Member States to the Centre (One representative from each state),
- c. A Representative of the Director General of UNESCO,
- d. A Representative of the Iranian National Commission for UNESCO,
- e. Three prominent experts in the field of Intangible Cultural Heritage.

5.1.1 The members of the Governing Council shall be assigned for periods of four years.

5.1.2. In the Course of its first meeting, the Governing Council is required to elect its own Chairperson for a period of four years, through voting.

5.1.3. Proposals on election of a new Chairperson prior to the termination of the mentioned 4-year period shall win 2/3 of the votes of the Members of the Governing Council.

5.1.4. The Chairperson of the Governing Council is authorized to issue the Director of the Centre's order of action/letter of appointment, after he/she has been elected through voting by the Members of the Governing Council, in the course of one of their meetings (Cf. 5.3).

5.1.5. The Governing Council is authorized to invite more representatives from other states to its meetings.

5.1.6. The Governing Council shall, also, enjoy the authority to invite representatives of the local communities nominated by its Member States, as well as more prominent experts in the field of Intangible Cultural Heritage, to follow its specialized agenda.

5.1.7. The presence of the invited sides mentioned under 5.1.4 and 5.1.5 in the meetings of the Governing Council is, solely, to satisfy consultation needs; they shall enjoy no rights to vote.

### ***B.3. The Rules of Procedure of the Governing Council***

Articles 2 and 3 of the Rules of Procedure of the Governing Council foresee the composition and the renewal procedures. For the purposes of the present Working Document, Paragraphs 3.1, 3.2, and 3.3 are, especially, important:

#### **Article 2: Council composition:**

2-2- The Members of the Council will be as follows:

(B) Members appointed by I.R.Iran, UNESCO, and Iranian National Commission for UNESCO

- The Representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization (ICHHTO), on behalf of the Government,
- The Representative of UNESCO's Director General,

- The Representative of Iranian National Commission for UNESCO;

(B) Members appointed by the Governing Council Members

- A Representatives of three Member Countries,

- Three specialists in the field of Intangible Cultural Heritage.

2-2- The Members of the Governing Council will be appointed in accordance with Article 3 of this collection of Rules of Procedure;

2-3- The Members appointed by the Governing Council Members will begin their work in the first session of the Council held after the elections;

2-4- In accordance with Article 3-4, the Observers can attend the Meetings provided they have already obtained the Council's consent;

### **Article 3: Procedure for appointing new members by the Council**

3-1- The interested countries and individual experts that wish to join the Council and operate within the framework of the Agreement signed between the I.R. Iran Government and UNESCO and ratified in 13 June, 2011, and numbered 491/17798 by the Iranian Consultative Assembly, can send their written request to the Director; and in case it is approved by the Council Members, they will be granted membership;

3-1-2- Having received expressions of willingness for membership by the aforementioned, the Director shall, at least 90 days before the date of holding the third-year Ordinary Governing Council Meeting of the related period (cf. 3-3 below), consult the Council's Members in this regard;

3-2- For each four-year Membership Duration (cf. 3-3 below), the council, in the course of its third-year Ordinary Meeting, will decide on appointing the above-said three representatives (as cited in Article 3-1) for the next period;

### **3-3- Membership duration for members appointed by the Governing Council Members**

3-3-1- The Members of the Council included under 2-1(B) above, are appointed for four years, and they enjoy the right to be re-appointed;

3-3-2- Preference should be given to renewal of the Governing Council by appointing new members, provided that candidates exist;

### ***C. Report on the Activities of the Centre***

Aware of the above-mentioned, the Centre started its negotiations with a group of internationally well-known experts on ICH with acceptable background in the field. The process started in 2015, and based on permission gained from the Chairman to the Governing Council.

The first round of negotiations with some experts resulted in gaining preliminary agreements on the part of a group of six individuals. Among these, four people with brilliant experience on ICH, the region, and the UNESCO C2Cs were selected and the results were brought to the attention of the Chief to the ICH Section, UNESCO. Among these four people, the membership of one in the Governing Council was announced as impossible according to UNESCO Rules and Regulations. The participation of the remaining three individuals was announced by the Chief of ICH Section, UNESCO, as procedurally possible. The mentioned experts were, then, required by the Centre to provide the 3<sup>rd</sup> Ordinary Meeting of the Governing Council with their official requests in writing, and their Curriculum Vitae. The following list encompasses the names and affiliations of the mentioned three experts:

1. Mrs. Janet Elizabeth Blake, ([Request No. 01, CV No. 01](#))
2. Mr. Gaura Mancacaritadipura, ([Request No. 02, CV No. 02](#))
3. Mr. Rahul Goswami, ([Request No. 03, CV No. 03](#))
4. Mrs. Atousa Momeni ([Request No. 04, CV No. 04](#))

### **D. Decision Required**

The 3<sup>rd</sup> Governing Council Meeting is authorized, by its rules of procedure, also by the 2010 Agreement and the Constitution of the Centre, to decide on the following:

Either:

- Renewal of its expert body for the period 2017-2021 Period, through substituting them, totally or in part with new members;

Or

- Keeping the previous expert body for the period 2017-2021, without new substitutions;

Or

- Providing other advice.



Mrs. Janet Elizabeth Blake



Dear Dr Parmoun,

I would like to thank you for this great honour in proposing me as a candidate for election to the Board of the Tehran ICH Centre as an Expert Member, and I am happy to confirm my readiness to stand as such.

As you have requested, I attach my CV (in English) and I look forward to learning more about this matter in due course.

With best wishes,

Dr Janet Blake

Associate Professor

Faculty of Law

Shahid Beheshti University

## **Curriculum Vitae**

**Name:** Dr Janet E. Blake, Faculty of Law, Shahid Beheshti University, Iran

**Contact:** Home: +98 21 22244391

Mobile: +98 912 384 0070

Email: j-blake@sbu.ac.ir

**Nationality:** Iran/UK

### **Academic Qualifications**

19901-1996: University of Dundee - PhD in International Law

1978-1982: University of Aberdeen (UK) - MA (Honours) in Classics, Grade 2(I) [First Class degree in Latin].

### **Research Awards:**

1990 - Research grant from the British Institute of Archaeology at Ankara to conduct research in Turkey.

1991 - Research grant from the Gilbert Murray Trust to conduct research at UNESCO, Council of Europe and the EU.

1993 - Travel grant from the Carnegie Trust for the Universities of Scotland to fund a research attachment to the Cultural Heritage Division, Council of Europe.

1996-1998: Leverhulme Special Research Fellowship (Post-doctoral) taken up at the School of Law, University of Dundee.

### **University Prizes Awarded:**

1978 - Awarded university bursary for four years.

1979 - Awarded university prize for Logic & Metaphysics.

1980 - Awarded John Bissett Chapman prize in Classics.

1983 - Awarded Seafield Medal for Latin on graduation.

### **Relevant Professional Experience**

2013-present: Member of the Cultural Heritage Committee of the International Law Association.

2011-present: Academic member of Centre of Excellence for Education in Sustainable Development at Shahid Beheshti University (Tehran).

2010-present: Head of the International Relations Department of the UNESCO Chair and Centre for Human Rights, Peace and Democracy at Shahid Beheshti University (Tehran).

2008-present: Assistant/Associate Professor, Faculty of Law, Shahid Beheshti University (Tehran). Courses taught: Masters and PhD courses in International Law, Environmental Law, Human Rights Law and Philosophy (philosophical texts in Ancient Greek).

2006-present: Member of the editorial board of the *International Journal of Cultural Property*, an inter-disciplinary (law, archaeology, anthropology) journal published by Cambridge University Press. Currently the Case Notes Editor.

2007-2010: Honorary Visiting Research Fellow at the School of Law, University of Dundee (UK)

2001-2008: Assistant Professor, Department of Environmental Law, Environmental Sciences Research Institute, University of Shahid Beheshti, Tehran (Iran).

2001-2005: Member of the editorial board of *Environmental Sciences* journal, an inter-disciplinary journal published by the Environmental Sciences Research Institute, University of Shahid Beheshti (Tehran).

1998-2003: Honorary Visiting Research Fellow, School of Law, University of Glasgow (UK).

1996-1998: Holder of a Leverhulme Special Research Fellowship at the School of Law, University of Glasgow (UK).

1994-1995: Expert Consultant to the Council of Europe for drafting a new European Convention on the underwater cultural heritage.

1993-4: Programme Adviser in the Cultural Heritage Division of the Council of Europe. Responsible for the European Plan for Archaeology.

### **Work as an International Expert for UNESCO (1999-2015)**

2016: Facilitator for a capacity-building workshop in Tehran for staff of the Tehran ICH Centre, the Cultural Heritage Organization, the Iranian National Commission and the UNESCO Representative Office.

2015: Facilitator for two Capacity-building Workshops in Turkmenistan on (1) Community-led Inventorying of Intangible Cultural Heritage and (2) Preparing Nomination Files for the Representative List of Intangible Cultural Heritage of Humanity.

2015: International consultant for evaluating the new Law for the Safeguarding of Intangible Cultural Heritage of the Palestinian Authority.

2015: Prepared two new capacity-building units on Gender and Safeguarding ICH for the Intangible Heritage Unit.

2014: International consultant to UNESCO for the annual reporting cycle of the 2003 Intangible Heritage Convention: analysed States Parties' reports, prepared the Synthetic Paper on the Periodic Reports and 7 Decisions on elements on the Urgent Safeguarding List for the Intangible Cultural Heritage Intergovernmental Committee (9COM).

2013: International consultant to UNESCO for preparing an Evaluation Report on the implementation of the 2003 Intangible Heritage Convention (for the Internal Oversight Section of UNESCO).

Published as: Barbara Torggler and Ekaterina Sediakina-Rivière (Consultant: Janet Blake), *Evaluation of UNESCO's Standard-setting Work of the Culture Sector Part I - 2003 Convention for the Safeguarding of the Intangible Cultural Heritage* (Paris: UNESCO, 2013) [Doc. IOS/EVS/PI/129 REV].

2013: International consultant to UNESCO for preparing a report on Mainstreaming Gender in the Cultural Heritage Sector, with Specific Reference to the 2003 ICH Convention.

Published as: Janet Blake 'Gender and Intangible Cultural Heritage,' in *Gender Equality - Heritage and Creativity*, (Paris: UNESCO, 2014)

2013: International consultant to UNESCO for the annual reporting cycle of the 2003 Intangible Heritage Convention: analysed States Parties' reports and prepared the Synthetic Paper on the reporting cycle for the Intangible Cultural Heritage Intergovernmental Committee (8COM).

2012: International consultant to UNESCO for the annual reporting cycle of the 2003 Intangible Heritage Convention: analysed States Parties' reports and prepared the Synthetic Paper on the reporting cycle for the Intangible Cultural Heritage Intergovernmental Committee (7COM).

2009: Expert consultant to UNESCO for preparing a document entitled: *Speaking about Diversity - Safeguarding Endangered Languages* (submitted 24 September 2009; to be published in six languages).

2007/8 Expert consultant to UNESCO for preparing a Preliminary Study entitled: *The Advisability of Developing a New UNESCO Standard-setting Instrument for Safeguarding Indigenous and Endangered Languages* (submitted 31 September 2007 and presented to UNESCO's Executive Board at its 179<sup>th</sup> session in Spring 2008).

2002/3 Consultant to UNESCO for the First and Second Sessions of the Intergovernmental Meeting of Experts for the preparation of a Preliminary Draft Convention for the Safeguarding

of Intangible Cultural Heritage held at UNESCO Headquarters (Paris) in July 2002.

2002 Rapporteur for two meetings of a Restricted Drafting Group held at UNESCO Headquarters (Paris) in March and June 2002 for the preparation of a Preliminary Draft Convention for the Safeguarding of Intangible Cultural Heritage.

2001 Meeting Rapporteur for an international expert meeting held jointly by UNESCO and the Iranian National Commission for UNESCO on *Women, Intangible Heritage and Development*, Tehran, 23-26 June 2001.

Meeting Rapporteur for an international Round-table held jointly by UNESCO and the Italian Government on *Intangible Cultural Heritage - a Working Definition*, Italy, March 2001.

2000 Expert consultant to UNESCO (Paris) for the preparation of a Preliminary Study entitled, *The Question of Developing a New International Standard-setting Instrument for the Safeguarding of Intangible Heritage* (UNESCO Publishing, Paris, 2001).

1999 Rapporteur for an international conference jointly organised by UNESCO and the Smithsonian Institution, Washington DC, July 1999. Conference entitled, *A Global Assessment of the 1989 Recommendation on the Safeguarding of Traditional Culture and Folklore: Local Empowerment and International Cooperation*.

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Janet Blake (2008) *Preliminary Study on the Advisability of Developing a New UNESCO Standard-setting Instrument for Safeguarding Indigenous and Endangered Languages* presented to UNESCO Executive Board at its 179<sup>th</sup> session [Doc. EX/179.10]

Janet Blake (ed.) (2007) *Safeguarding Intangible Cultural Heritage - Challenges and Approaches* (UK: Institute of Art and Law, Leicester).

Janet Blake (2006) *A Commentary on the UNESCO Convention for the Safeguarding the Intangible Cultural Heritage (2003)* (UK: Institute of Art and Law).

Janet Blake (2001) *Developing a New Standard-Setting Instrument for the Safeguarding of Intangible Heritage (Traditional Culture and Folklore)* (UNESCO, Paris, 2001). [Published in French and English].

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Janet Blake (2015) ‘From Global to Local Heritage: Intangible Cultural Heritage and the Role of the Museum,’ *Anthropology in the Middle East*, 10(1): 6-18.

Janet Blake and Danila Mayer (2015) ‘Editorial,’ *Anthropology in the Middle East*, 10(1): 1-5.

Janet Blake (2015) ‘Human Rights Dimensions of Gender and Intangible Cultural Heritage’ *Australian Human Rights Defender* 20(4): 5-6.

Janet Blake (2015) ‘Gender Equality and Intangible Cultural Heritage under UNESCO’s 2003 Convention’ Expert Notes in *ICH Courier* 24:3.

Janet Blake (2014) “Seven Years of Implementing UNESCO’s 2003 Intangible Heritage Convention—Honeymoon Period or the “Seven-Year Itch”?” *International Journal of Cultural Property*, 21(3): 291-304.

Janet Blake (2013) “UNESCO/World Heritage Convention - Towards a More Integrated Approach,” *Environmental Policy and Law*, 43(1): 8-17.

Janet Blake (2013) “Safeguarding Endangered and Indigenous Languages - How Human Rights can Contribute to Preserving Biodiversity,” *Environmental Sciences*, 11(4): 25-57.

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Janet Blake (1999) “Turkey” published in: S. Dromgoole (ed.) *Legal Protection of the Underwater Cultural Heritage - National and International Perspectives* (Kluwer Law, The Hague, 1999) pp.169-180.

#### **Seminar Papers and Abstracts (published or under publication)**

Janet Blake (2014) “Women, Intangible Cultural Heritage and Sustainable Development,” presented in the 2014 ICCN General Assembly and International Women’s Forum held by the Inter-City Cultural Network (Korea) in Esfahan (Iran) 8-12 October, 2014 in the city of Esfahan.

Janet Blake (2014) “Culture, Development and the Indivisibility of Human Rights,” presented in the International Seminar of on *An Analytical Review of the Vienna Declaration and Program of Action on Human Rights 1993* held by the NAM Center for Human Rights and Cultural Diversity, Tehran, 19-21 October 2014.

Janet Blake (2014) “Main legal obstacles to seeking the return of illegally and exported stolen cultural property,” presented at International Meeting of Judges: Case-study of Crimes against Cultural Property, UNODC, Tehran, 11 May 2014.

Janet Blake (2014) “The Role Cultural Heritage in Building a Culture of Peace,” presented in seminar on Cultural Heritage and the Promotion of International Peace, 17 April 2014.

Administrative Secretary for International Conference on *The Role of Religions in Preventing Violence*, 7 December 2014, Faculty of Law, Shahid Beheshti University.

Janet Blake (2014) “Protecting Religious Diversity for Building Peace and Preventing Violence,” presented at the International Conference on *The Role of Religions in Preventing Violence*, 7 December 2014, Faculty of Law, Shahid Beheshti University.

Janet Blake (2014) “Building a Culture of Peace through Promoting Human Rights and Cultural Diversity,” presented at a seminar for the National Day of Persian Gulf, Bushehr (Iran) 4 May 2014.

Janet Blake (2014) “Report on Safeguarding Strategies Reported by Asia-Pacific Parties to the 2003 Convention (2011, 2012 and 2013 reporting cycles),” presented at Preliminary Meeting on “Exploring Research on the Safeguarding of Intangible Cultural Heritage (ICH) in the Asia-Pacific Region”, 19-20 February, 2014, Bangkok

Janet Blake (2013) “Tackling Language-based Discrimination in Education: International Legal Guarantees and National Policy-making,” presented at International Expert Meeting on Preventing Discrimination in Education, UNESCO/UNESCO Chair for Human Rights, Faculty of Law, Shahid Beheshti University, 24 February 2013.

Janet Blake (2013) “Achievements and Challenges in Implementing UNESCO’s 2003 Intangible Heritage Convention - the ‘Seven Year Itch’?” presented at the joint IJCP/ICPS Meeting and Symposium in Honor of John Henry Merryman, Stanford Law School, 8-9 November 2013

Janet Blake (2013) “The Indivisibility of Human Rights and the Transversal Character of Cultural Rights - Cultural Rights in the Clinical Setting,” presented at an International Workshop on *Clinical Legal Education: Crimes against the Family, Community Development*, 30 September -1 October 2013, Istanbul, Turkey

Janet Blake (2012) “Community Involvement in Safeguarding Intangible Cultural Heritage – The Implications for Governments and For Communities Themselves,” in *Actes de Conference - Droit et patrimoine culturel* (CECOJI/CNRS, Paris). Conference held by the French Ministry of Culture and CNRS in the Musée du Quai Branly, Paris on 13-14 January 2011.

Janet Blake (2012) “The Historical Context of the 2003 Convention and the Contemporary Regional and Global Significance of ICH,” presented at International Conference on The Creative Value of ICH for Sustainable Development organized by the UNESCO Category 2 Centre for ICH, Seoul, Korea on 25-27 October 2012. [Paper and abstract published in conference pack].

Janet Blake (2012) “The Common Interest of Humanity and the Protection of Marine Heritage (L'intérêt de l'humanité à la protection du patrimoine subaquatique)” presented at International Conference on *Le patrimoine archéologique et son droit*, Conference held by the French Ministry of Culture and CNRS at the Musée du Quai Branly, Paris on 9-10 October 2012 [Proceedings to be published in 2013].

Janet Blake (2012) “Culture, Development and the Indivisibility of Human Rights, with Reference to the Millenium Development Goals (La culture, le développement et l'indivisibilité des droits de l'homme, faisant référence aux objectifs millénaires pour le développement)” International Colloquy on *The Right to Development and Liberties – primary responsibility of international cooperation*, UNESCO Chair for Ethics in International Cooperation, University of Bergamo (Italy) 25-27 October 2012. [Proceedings to be published in 2013].

Janet Blake (2011) “Exploring the Relationship between Cultural Heritage and Human Rights,” paper presented at Cultures in Support of Humanity, Organized by The Non-Aligned Movement Center for Human Rights and Cultural Diversity in Cooperation with Irish Center for Human Rights and the ICRC, Tehran, 24--26 November 2011. [Abstract]



Janet Blake (2010) “Building a Culture of Peace through Human Rights, an Equitable International Order and Promoting Cultural Diversity,” paper presented at the *International Day of Philosophy* international conference held in the National Library, Tehran, 22-23 November 2010.

Janet Blake (2010) “The Operation of Justice in Global Environmental Protection,” paper presented at the *International Day of Philosophy* international conference held in the National Library, Tehran, 22-23 November 2010.

Janet Blake (2011) “Exploring the Relationship between Cultural Heritage and Human Rights,” paper presented at Cultures in Support of Humanity, Organized by The Non-Aligned Movement Center for Human Rights and Cultural Diversity in Cooperation with Irish Center for Human Rights and the ICRC, Tehran, 24--26 November 2011. [Abstract]

Janet Blake (2009) “Protecting the Environment - Respecting Cultural Rights and Fostering Cultural Diversity” in *Abstracts of First International Conference on Human Rights and the Environment*, UNESCO Chair for Human Rights, Peace and Democracy, Shahid Beheshti University, 13-14 May 2009.

Janet Blake (2008) “The International Legal Framework for Safeguarding Languages,” keynote speech delivered to *Multilingualism and Languages*, a UNESCO International Workshop for the launch of the International Year of Languages, UNESCO HQ, Paris, 21 February 2008. [Published on UNESCO website].

Janet Blake (2008) “International standard-setting,” in *Globalization and Languages: Building on Our Rich Heritage* an International Conference held by UNESCO and the United Nations University, Tokyo, 27-28 August 2008. [Published on UNESCO website].

Janet Blake (2008) “HIV/AIDS: a cross-cutting theme in human rights - domestic and international dimensions,” in *Second International Congress of Medical Law - AIDS and Human Rights*, Shahr-e Kord, Iran, 27-28 October 2008.

Janet Blake (2007) “Democracy in Ancient Athens and related Approaches to Justice” in *Abstracts of the International and Interdisciplinary Colloquy - Pathways to Democracy* (UNESCO Chair of Human Rights, University of Shahid Beheshti, 2007)

Janet Blake (2006) “Beyond Death - the Treatment of Indigenous Human Remains” in *Abstracts of Papers from the International Conference on Attitudes Towards Death in the Context of Social and Technological Changes: Challenges for Muslims and Christians* (UNESCO Chair for Human Rights, University of Shahid Beheshti, 2006)

Janet Blake (2005) “Developing truly sustainable ecotourism - policy-making, planning, management and legislative approaches,” in *Proceedings of the Second Regional Workshop of South and Central Asian MAB Network - Sustainable Eco-tourism in Biospheres and Similarly Managed Areas* (Department of Environment, Tehran, 2005) pp.120-130.

Janet Blake (2004) “The 2003 Convention on Intangible Cultural Heritage - What Does it Mean in Practice?” in *Abstracts from the Sub-regional Training Workshop on Role of Women in Safeguarding and Transmission of the Intangible Cultural Heritage* (Iranian National Commission for UNESCO, 2004)

Janet Blake (1999) “The Role of Intangible Cultural Heritage in the Dialogue among Civilisations,” in *Abstracts of International Conference on the Cultural Approach in Geography: Geography and Dialogue among Civilisations* (University of Ferdowsi, Mashhad, 2000)

Janet Blake (1999) “The Development of International Law Relating to Intangible Cultural Heritage,” in *International Symposium on the Role of Women in the Transmission of Intangible Cultural Heritage - Abstracts* (Iranian National Commission for UNESCO, Tehran, 1999)

Janet Blake (1996) “National Export Controls: Turkey,” in *Art Export Licensing and the International Market* held by the Institute of Art and Law, London, 19 March 1996.

### **Administrative Duties**

Administrative Secretary for International Conference on *The Role of Religions in Preventing Violence*, 7 December 2014, Faculty of Law, Shahid Beheshti University.

Scientific Secretary for an International Seminar on *Human Rights Dimensions of Human Trafficking*, 27 April 2014, Faculty of Law, Shahid Beheshti University.

### **Completed Research Projects (University of Shahid Beheshti):**

1. “The Importance of Preserving Cultural Diversity for Safeguarding Biological Diversity.” Project approved by the Environmental Sciences Research Institute in Shahrivar 1381.
2. “International Organisations and Environmental Protection.” Project approved by the Environmental Sciences Research Institute in Shahrivar 1382.
3. “The Notion of Sustainable Tourism Development and its Implementation in Iran.” Project approved by the Environmental Sciences Research Institute in Khordad 1383.
4. “The Protection of Wildlife under International Law.” Project approved by the Environmental Sciences Research Institute in Esfand 1385.
5. “Exploring Cultural Rights and Cultural Diversity - an Introduction with Selected Legal Materials” project approved by University Research Committee in September 2014. [In Persian]

Mr. Gaura Mancacaritadipura

Dear Yadollah

Warmest greetings from Indonesia

Thank you for your email.

It would be a great honour and pleasure for me to serve as a **Expert Member** of Tehran ICH Centre Governing Council, and I confirm that I accept your invitation to serve in this capacity.

I enclose my CV as you have requested.

Regarding the proposed dates of your meeting (28-29 May). I must be in Spain from 26 May till 6 June, for the 4 yearly Congress of the Union Internationale de la Marionette. It is very important as Indonesia is bidding to host the next Congress in 2020, in Bali, and I am in charge of lobbying for this bid. So therefor I regret that I would not be available to attend in Tehran from 28-29 May. But in June I would certainly be available, as we had discussed last time we met. If my participation in that meeting is required, then I could give a proxy letter.

I wait your further advice and instruction

Best regards

Gaura Mancacaritadipura

## CURRICULUM VITAE

Name : GAURA MANCACARITADIPURA

Place/Date of Birth : Melbourne, Australia, 29 November 1952

Nationality : Indonesian (Presidential Decree, 15 Oktober 2004)

ID Card : 3175022911520003

Passport : Indonesian Passport No. A 7662156  
Issued by East Jakarta Immigration Office  
19 Feb 2014, valid till 19 Feb 2019

Marital Status : Married to ANI FARIDA since 1984

Home Address : Jalan Rawamangun Muka XI No.4, Rawamangun  
Jakarta Timur 13220. Indonesia  
Tel/Fax +62 21 475 9646 Email: gaura@cbn.net.id  
HPe : / +62 8111555160 ;

Education : Trinity Grammar School, Melbourne 1965-1970  
Melbourne University (Biochemistry) 1971-1972  
Studied Indonesian language and Culture since 1966, Member,  
Australian Indonesian Association  
Student of Wayang Puppetry and Karawitan Music at Sanggar  
Redi Waluyo, Jl. Kerja Bakti No.1, RT-15/RW05, Kel.  
Makasar, Makasar, Jakarta Timur (1998- ) Diploma, Advanced  
Level 5  
Studied Indonesian Kris at Yayasan Damartaji Jakarta  
2004 - )

Languages mastered : Indonesian, English, Japanese, Javanese

Affiliation with organizations *Wayang Puppetry*:

1. Sanggar Redi Waluyo

2. Indonesian National Wayang Secretariat (SENA WANGI)  
(International Relations)

(2006-7) Chairman, International Relations, (2011 -  
2006-7 Secretary of the Organizing Committee of the 1<sup>st</sup>  
ASEAN Puppetry Festival (29 Nov. - 3 Dec. 2006) and  
annual (2007)

3. Persatuan Pedalangan Indonesia (PEPADI) (Indonesian  
Dalangs' Union

4. Sekar Budaya Nusantara (2004 -

5. UNIMA Indonesia (Counsellor, 2009 - )

6. Advisor to Wayang Golek Ajen (2007 - )

*Kris*

1. Yayasan DAMARTAJI (2004 -

\* 2. Indonesian National Kris Indonesia (SNKI)

2nd Secretary (2006 - 2011) Vice Chairman,

International Relations (2011 - )

*Batik*

Batik Museum Institute (Expert Advisor) 2008 -

Angklung Music Association (2009 - )

Indonesia Heritage Cities Network (Jejaring Kota Pusaka

Indonesia. Member of Expert Board (2015 - )

International Organizations CRIHAP (Category 2 Centre for ICH Training in Asia -  
Pacific Region. RRC Member of Advisory Board, 2012 -  
2016

**Work Experience**

Since 1973, researcher, translator and publisher of books in the field of culture and literature,  
in Indonesia, Japan and India .

**Since 1998 till the present, wayang puppeteer, researcher and culture expert**

Translator of books and documents in the field of culture, For UNESCO: Nias Island, Museum, Translator of 2003 and 2005 UNESCO Conventions into Indonesian language. For the Ministry of Culture and Tourism: Underwater Cultural Heritage, Sangiran Ancient Man Site at Sangiran. Indonesian Anglung, etc.

Expert in Foreign Relations Section, at Sekar Budaya Nusantara (2005-2006)

Culture Expert at the Ministry of Culture and Tourism (2002 - 2011)

Advisor to KADIN Indonesia Foundation (2008 - 2009 )

Advisor to Indonesian National Commission for UNESCO (2009)

Researcher and Expert, Centre for Research and Development of Culture, Ministry of Culture and Tourism (2009-2011), Ministry of Education and Culture (2011 - )

### **Recent Work Experience**

Expert Advisor to the Vice Minister for Culture, Ministry of Education and Culture (2011-2014)

Secretariat of the World Culture Forum (2011-2013). Secretariat of the 2nd World Culture Forum (2014- 2015)

Expert at the Directorate General for Culture, Ministry of Education and Culture (2014 - 2015)

Expert Staff at Beautiful Indonesia in Miniature Park (2013 - 2015)

Expert Advisor to the Mayor of Pekalongan City (2010 - )

Expert Advisor for preparation of nomination files for the World Heritage List (2015 - )

Expert Advisor, Indonesian Heritage Cities Network (JKPI) (2015 - )

Expert Advisor, Coordinating Ministry for Human Development and Culture (2016 - )

**2002 - Present. Collaboration with UNESCO, and the Ministries of Culture and Tourism, Education and Culture and Coordinating Ministry for Human Development and Culture**

**Research and Preparation of Intangible Cultural Heritage Nomination Files (Research Designer, Member of Research Team, Drafter of Nomination file, Translator, Script Writer and Director of Intangible Cultural Heritage Documentary Films**

1. Indonesian Wayang Puppet Theatre (2002-3) and Safeguarding Action Plan (2004 - )  
Inscribed as a Masterpiece and later on the UNESCO Representative List



2. Indonesian Kris (2004-5) and Safeguarding Action Plan (2006) Inscribed as a Masterpiece and later on the UNESCO Representative List
3. Indonesia Batik (2007 - 2009) Inscribed on the UNESCO Representative List
4. Education and Training in Batik Cultural Heritage for Students in Collaboration with the Batik Museum in Pekalongan (2009). Inscribed on the UNESCO Representative List
5. Indonesian Angklung (2009) Inscribed on the UNESCO Representative List
6. Saman (2010) Inscribed on the UNESCO Urgent Safeguarding List
7. Noken Multifunction Knotted and Woven Bag Handcraft of the People of Papua (2011). Inscribed on the UNESCO Urgent Safeguarding List (2011).
8. Creation of a Cultural Space for Safeguarding, Education and Development of Intangible Cultural Heritage at Beautiful Indonesia in Miniature Park (2011). Nominated as a Best Practice. (under process)
9. Traditional Dances of Bali (2010-2011). Nominated, Under process
10. Tenun Ikat Sumba Weaving (2012-2013) Nominated. Under process.
11. Tor Tor (2013). Drafted, Not yet nominated
12. Nomination of Pekalongan City to join the UNESCO Creative Cities Network in the category of Crafts and Folk Arts (2013-2014). Admitted to the Creative Cities Network by decree of the Director General of UNESCO, December 2014.
13. Nomination of Pekalongan City for the UNESCO Agenda 21 for Culture Award for Culture Based Development (2014). Recognized as a "Good Practice" for Culture Based Development (2014).

**Member of the Teams for Ratification by Indonesia of the following UNESCO Conventions:**

1. 2003 UNESCO Convention for the Safeguarding of the Intangible Cultural Heritage (2006). Ratified by Presidential Decree No. 78, July 2007)
2. 2005 UNESCO Convention for the Protection and Promotion of Diversity of Cultural Expression (2009 - 2011). Ratified by Presidential Decree No. 78, of October 2011)

**Member of Delegations of the Republic of Indonesia to the following UNESCO Meetings:**

1. Drafter of Country Report and delegate to the UNESCO Experts Meeting on Oral and Intangible Heritage (Paris, 19- 20 April 2006)

2. 2.COM IGC ICH Meeting (Tokyo, 3 -7 September 2007
3. 2 EXT IGC ICH Meeting , Sofia, 6 -10 Feb. 2008
4. 3.COM IGC ICH Meeting, Istanbul, 4 - 8 November 2008)
5. General Assembly of States Parties to the 2005 Convention, Paris, 15-16 June 2009.
6. 4.COM IGC ICH Meeting, Abu Dhabi, 28 Sept. - 2 Oct 2009)
7. 3.COM IGC 2005 Convention, Paris, 7 - 11 Dec., 2009
8. 3.GA General Assembly 2003 Convention, Paris, 22-24 June 2010
9. 5.COM IGC ICH, Nairobi, Kenya, 15-19 November 2010
10. Open Ended Working Group, 2003 Convention, Paris 12-13 September 2011
11. 6.COM IGC ICH Meeting, Nusa Dua, Bali, (22-29 Nov 2011), Secretary to the Bureau Chairman, Secretary of the Organizing Committee
12. 7.COM, Paris, 3-7 Dec 2012
13. 8.COM, Baku, Azerbaijan, 2-7 Dec. 2013
14. 4.GA, Paris, 2-6 June 2014
15. 9.COM, Paris, 24-28 November 2014
16. Member of Delegation of Pekalongan City to the 10<sup>th</sup> Meeting of the UNESCO Creative Cities Network, Kanazawa, Japan, May 2015
17. Member of Delegation, Chairman of Working Group, and Co-Chair of Final Session. 2<sup>nd</sup> Sub-Regional Meeting on Safeguarding Intangible Cultural Heritage in Asia Pacific Subregion. October 2015, Hanoi, Vietnam

**Presented Papers before the following International Conferences (many have been published) :**

1. *Safeguarding the Intangible Cultural Heritage of Indonesia: Systems, Schemes, Activities and Problems* as a delegate to the International Symposium on “Safeguarding of Intangible Cultural Heritage International Cooperation and the Role of Japan” 13 -17 Feb. 2007, Published by NRICP, Japan
2. *Kris as World Intangible Cultural Heritage*, Faculty of Cultural Science, University of Indonesia 24 Mei 2007
3. *Indonesia’s Experiences in Diversity of Cultural Expressions*. ASEM Seminar on Diversity of Cultural Expressions, Hanoi, 15-16 Dec. 2008)

4. *Raising Public Awareness Regarding Intangible Heritage, Particularly Among Youth* (Seoul, Korea, 3-4 November 2009)
5. *Sabdapalon Nayagangung*. At National Library of Indonesia, 6 Nov[ 2009
6. *.Challenges Faced in Measures and Community Involvement in Safeguarding of ICH Elements in Indonesia*, NRICP Tokyo, 14-15 Jan 2010
7. *General Principles for Preparing Nomination Files for the 3 Lists Established under the UNESCO 2003 Convention* (Hanoi, Vietnam, 6<sup>th</sup> September 2010)
8. *Best and Worst Practices for Safeguarding Intangible Cultural Heritage* (Hanoi, Vietnam, 6 Sept 2010)
9. *Intellectual Property Rights in Relation to Intangible Cultural Heritage*, Seoul, Korea, 20<sup>th</sup> October 2010
10. *Involving NGOs in Safeguarding of Intangible Cultural Heritage*, Korea 23<sup>rd</sup> October 2010
11. *Register of the Best Safeguarding Practices*. Korea, 23<sup>rd</sup> October 2010
12. *Ancestor Worship and Veneration in Indonesia: Beliefs and Customs, Cultural and Historical Values*, International Conference on “Ancestor Worship in Contemporary Society, with case studies of Worship of the Hung Kings in Vietnam.” April 11th - 12th 2011, Phú Thọ Town, Phú Thọ Province Vietnam
13. *UNESCO Nominations: Why, How and What are the Consequences*, Regional Seminar on Safeguarding Intangible Cultural Heritage and Diversity of Cultural Expression, Jakarta, 5<sup>th</sup>-6<sup>th</sup> October 2011
14. *Enhancing Transmission of Intangible Cultural Heritage for Safeguarding in the Context of Tourism and Commercial Development, with Special Reference to the Case of Indonesian Batik*, presented at International Colloquium on Safeguarding VS. Tourism, Oaxaca, Mexico, 12-15 Oktober 2011.
15. *ICH Safeguarding and Utilization through ICH Information*, International ICH Networking Expert Meeting, Jeju Island, Rep. Korea, 30<sup>th</sup> Nov - 3 Des 2011
16. *Database Establishing Method for Managing ICH Information*, presented at the Third Central Asia Sub-regional Network Meeting on the Safeguarding of Intangible Cultural Heritage 23-24 May 2012, Bishkek, Kyrgyz Republic
17. *Role of Communities and NGOs in ICH Safeguarding, Sub-Regional Meeting for ICH Safeguarding in Asia-Pacific Sub-Region*, 10-12 September 2012, Jakarta, Indonesia.

18. *At the 10 Year Milestone of the 2003 Convention: Promotion of Cooperation among ASEAN Countries, to Safeguard Cultural Heritage*, June 23 2013 during the “Festival of ASEAN’s World Cultural Heritage” week, Hoi An City, Quang Nam Province, Vietnam.
19. *Intangible Cultural Heritage and Its Safeguarding in Indonesia*, UNESCO Workshop September 2014 at Hotel Mercure, Jakarta
20. *Effects of the 2003 Convention in the Asia-Pacific Region*, 27-29 September, Gwangju, Republic of Korea, Presented at International Conference on Implementing the 2003 Convention Tasks: Reflections on the Efforts to Safeguard ICH and Prospects for the Future.
21. *The Safeguarding of Traditional Craftsmanship under the 2003 Convention An Interactive Presentation with Reference to Case Studies in Indonesia*, Presented at International Conference on Safeguarding Traditional Craftsmanship, 17-20 October 2013, Hangzhou, People’s Republic of China
22. *Theory and Perspective in the Study and Safeguarding of Traditional Music and Folk Songs in a Changing World with Reference to Case Studies in Indonesia and Vietnam*, Presented at the International Conference on “Safeguarding and Promotion of Folk Songs (The Case Study of Vi and Giam Folk Songs of Nghe Tinh.”, Vinh City, Nghe An Province, Viet Nam, May 14-15, 2014.
23. *Effective roles of NGOs between Government and ICH Communities*, Presented at International Conference of ICH NGOs, Jeonju, Republic of Korea, 26-28 June 2014,
24. *UNESCO Inscription and Safeguarding of Noken Handcrafted Bag of the People of Papua*, Viva Basket Conference, Cieszyn, Poland, 7-8 August 2014.
25. *ICH Management and Safeguarding in Indonesia*, Published by the Cultural Heritage Committee of Mexico, December 2014
26. *Best Practice of Education and Training in Batik Cultural Heritage for Students in Collaboration with the Batik Museum in Pekalongan*, presented at International Seminar on Best Safeguarding Practices, Quanzhou, China, June 2015
27. *Transmission of ICH in the Context of Informal, Non-Formal and Formal Education (Keynote Address)*, International Forum on Intangible Cultural Heritage, September 11th to 13th, 2015, at Chengdu Jinjiang Hotel(TBD) as part of the 5th International Festival of Intangible Cultural Heritage Festival, Chengdu, China
28. *Pusaka Kebudayaan*, Seminar Nasional Kota Pusaka, Sawahlunto, 21 October 2015

29. *What It Takes and What It Means to Become a Member of UNESCO Creative Cities Network - Pekalongan. City of Crafts and Folk Arts*, Chiang Mai Crafts and Folk Art Forum 2015, 20 November 2015, Chiang Mai University, Chiang Mai, Thailand.
30. 1. *Pendampingan Kota Pusaka Menuju Warisan Dunia UNESCO*, 2. *Teknis Pelaksanaan Pendampingan Kota Pusaka Menuju Warisan Dunia*, Seminar Nasional WCF II “Peran Kota Mitra WCF dan Pembangunan Kebudayaan Bangsa”, 25 November 2015, Kota Ternate, Maluku Utara
31. *Keys to Methodology of Preparation of Nomination Files under the UNESCO 2003 Convention for Safeguarding ICH*, Presentation at Tehran ICH Centre, Tehran, Islamic Republic of Iran, 4 March 2016
32. *Dolls, Puppets and Safeguarding of Intangible Cultural Heritage, Expert Panel on Ethnic and Nowrouz Dolls and Puppets* 3-5 March 2016 National Museum of Iran Tehran, Islamic Republic of Iran
33. *What We Can Learn from the Pekalongan Nomination to Join the UNESCO Creative Cities Network in the Category of Crafts and Folk Art*, Presentation before the delegation of Chiang Mai City, Thailand and Government of Pekalongan City, Pekalongan City Hall, 10 March 2016
34. *Mbangun Karsa Menuju Nominasi Yogyakarta sebagai Warisan Dunia UNESCO*, Kepatihan Kraton Yogyakarta dan DINAS Kebudayaan DIY, 15-16 Maret 2016

**Author/Co-Author of the Following Books:**

1. *Inventory of the Intangible Cultural Heritage of Indonesia/ Pencatatan Warisan Budaya Takbenda Indonesia* (Bilingual Edition- Indonesian and English). Published by the Directorate General for Cultural Values, Arts and Film in collaboration with UNESCO Jakarta, Jakarta, 2009..
2. *Pengusulan dan Pelindungan Warisan Budaya Takbenda (Nomination and Safeguarding of Intangible Cultural Heritage)*. (Author and Editor) Published by the Coordinating Ministry for Peoples’ Welfare, Jakarta, 2010.
3. *Keris dalam Perspektif Keilmuan (Kris in the Scientific Perspective)* (one of 10 authors) Published by the Centre for Research and Development of Culture, Ministry of Culture and Tourism, Jakarta, 2010.
4. *World Heritage, Sites and Living Culture* (one of 13 authors and member of editorial board) Bab Publishing, Jakarta, 2012.

5. *Top 100 Cultural Wonders of Indonesia* (author of 12 chapters) Bab Publishing, Jakarta 2012
6. *Rejected: An Analysis and History of Non-Inscription of Nomination Files under the UNESCO 2003 Convention*, 2014, Unpublished

**Awards Received :**

1. *Bintang Bhakti Budaya* (Star of Culture Medal) for Safeguarding of Culture from Javanese Culture Institute Centre, 22 Okt 2003
  2. *Bupati Kanjeng Raden Tumenggung (KRT)* from SKS Pakuwono XII, Kasunanan Surakarta, Oct 2002 (made a member of the royal court of Surakarta)
  3. Special Sultan Hamengkubuwono Award, Yogyakarta, January 2010, for services rendered in preparing the nomination of Indonesian Batik to UNESCO, 28 November 2009
  4. Honoray Citizen of Pekalongan City, 27 April 2010
- Award from CRIHAP (Category 2 Centre for ICH Training in Asia -Pacific Region. RRC in appreciation of services as a Member of Advisory Board, 2012 - 2016



Mr. Rahul Goswami

AF2 Ferry Cross Place

Betim Bardez

Goa 403101 India

4 May 2016

Dr Yadollah Parmoun and Dr Forough Yaghoubi

Tehran ICH Centre

Regional Research Centre for Safeguarding Intangible

Cultural Heritage in West and Central Asia, under

the Auspices of UNESCO (Category II)

Tehran, Islamic Republic of Iran

Dear Dr Parmoun, Dr Yaghoubi,

As always it is so nice to hear from you. Over the last few years we have met several times during one or the other gathering concerning intangible cultural heritage and we have exchanged thoughts and ideas, concerns and impressions. These have been valuable indeed.

I am glad that the 2003 ICH Convention has helped bring like-minded people together. There is need for such meetings of minds today more so than perhaps only a decade earlier, for the changes in economics, the use of environment, to families and communities have been speedy, and these changes have affected our work and efforts concerning culture and its place in our society.

For institutions like the Tehran ICH Centre, and likewise with the Beijing ICH Training Centre with which we are associated, there exists a duty and a challenge. The duty is to culture and memory, the challenge is about practice and the transfer of knowledge. This is what faces Unesco too. The resources we have are simple - ourselves and the experience and insight we may bring and use.

So it is with happiness and humility that I confirm my readiness and availability to serve the Tehran ICH Centre. I wish your plans and intentions well and with good hearts we will succeed.

Yours sincerely,

Rahul Goswami



Major areas of work are: (1) traditional knowledge systems and intangible cultural heritage, (2) agro-ecology and its place in the sustainable use of natural resources.

(1) I am a UNESCO expert on intangible cultural heritage (ICH) and trainer in the Asia-Pacific and have since 2011 trained and advised government officials, researchers, traditional knowledge bearers and practitioners in Indonesia, East Timor, P R China, Indonesia, Cambodia, Sri Lanka, the Seychelles, Mongolia and the Pacific islands on methods to identify, document and safeguard traditional knowledge systems and intangible cultural heritage and create institutional capacity for the same.

From 2013-16 I served as adviser to the Regional Institute in the Asia-Pacific Region for Training in Intangible Cultural Heritage (CRIHAP), in Beijing, P R China, which is an institute under the auspices of UNESCO.

For the ICH section at UNESCO headquarters in Paris I have served on the consultative body to evaluate nominations to the lists of the 2003 Convention. During my association with UNESCO I have written for the Culture section papers on ICH and culture and their importance to sustainable development.

(2) Currently I am adviser to Centre for Environment Education, a centre of excellence under the Ministry of Environment and Forests, Government of India, on its programmes in the Indian Himalayan region and on the effects of climate change.

The building of the capacities of local administrations and villages, especially in the hill districts, to face the effects of climate change is the objective of this work. The effort relies on strengthening traditional and local knowledge system to protect the environment and contribute to livelihoods.

Working with specialised government agencies and research units (on Himalayan eco-systems, forests, water and hydrology, remote sensing and meteorology) the Centre's work brings policy, research, communication and communities together in long-term efforts such as the Indian Himalayan Climate Adaptation Programme, which is a multi-agency bilateral programme.

(3) Earlier, I worked with the Ministry of Agriculture, Government of India, as a social sector consultant for the National Agriculture Innovation Project (2009-13) on the revitalisation of the agricultural extension system through formal and participatory methods.

My research in agriculture and food practice and policy continues and concentrates on the transformation of primary crop, prices and costs, and the socio-economic equations pertaining to the maintenance of food security.

I have worked with a variety of research organisations and agencies (such as the Centre for Social Markets, Bangalore, which is an incubator for Fair Trade India, the policy research group Economic Research Foundation, New Delhi, and the development strategies-oriented Centre for Communication and Development Studies, Pune. I am a member of the UN Food and Agriculture Organisation (FAO) food security and nutrition consultative group to the Committee on Food Security.

From 2008 onwards I have written a number of papers and articles on subjects concerning food and agriculture which have been published in journals and as policy guidance. The subjects include the socioenvironmental costs of the modern food system, the role of traditional farming systems in protecting ecosystems, and determinants of crop cultivation choices.

(4) I have a post-graduate degree from the University of Bombay, India, and a graduate degree from Osmania University, Hyderabad, India. My permanent address is: AF2 Ferry Cross Place, Betim Bardez, Goa 403101 India. Contact details are: email [makanaka@pobox.com](mailto:makanaka@pobox.com) and phones +918600043381 / +91 9833471884.

Mrs. Atousa Momeni

## بسمه تعالی

استاد گرامی

جناب آقای دکتر پرمون

رئیس محترم مرکز مطالعات منطقه‌ای حفاظت از میراث ناملموس آسیای غربی و مرکزی

سلام علیکم،

با احترام و با آرزوی توفیق ضمن تقدیر از زحمات ارزشمندتان در مرکز مطالعات منطقه‌ای تحت امر و مدیریت شایسته در تحقق اهداف و سیاستهای سازمان یونسکو در این مرکز، به استحضار می‌رساند پیرو لزوم اعلام علاقمندی به همکاری در شورای حکام و کاندیداتوری و عضویت در شورای حکام چهار ساله دوم مرکز منطقه‌ای، بدین وسیله ضمن ارسال رزومه علمی و اجرایی به هر دو زمان فارسی و انگلیسی اینجانب آمادگی خود را برای حضور در دوره دوم اعلام می‌دارد.

با تقدیم احترام مجدد

آتوسا مومنی

## **A) Birth Certificate specifications**

Name and Surname: Atousa Momeni

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Year of birth: 1970/11/10

Place of Birth: Tehran

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## **B) Address and Telephone**

### **1. Location:**

Tehran - Unit 5- No. 3 - Bonbaste Aval - Nakhjavan- Lavasani street - Nyavran - Tehran/Iran

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### **2. work experience:**

Director General of scientific studies and international cooperation office of Iranology Foundation (now)

Chairman of the Department of Intangible cultural Heritage of Iranology Foundation (now)

Board member of governors Center for the Safeguarding of the Intangible Cultural Heritage of Central Asia and the western region of UNESCO office (now)

Member of young scientists Council of the Academy of Sciences of Tajikistan(now)

### **In Cultural Heritage , Handicrafts and Tourism organization of Iran (ICHHTO)**

Deputy of Cultural Heritage of Iran, (ICHHTO) (2013)

Chairman of Technical Council of, (ICHHTO) (2013)

Chairman of the Supreme Council of Registration policy and cultural heritage and historic buildings, (ICHHTO), (2013)

Director General for Registration of monuments, historical builds and preservation and restoration of Natural and Intangible Cultural Heritage, (ICHHTO), (2010-2013)

Member of the Board of Governors for the Central and West Asia Regional Safeguarding of Intangible Cultural Heritage, (ICHHTO), (2012-2015)

Member of Technical Council of the Cultural Heritage, Handicrafts and Tourism Organization, (ICHHTO), (2010-2013)

Secretary of the Supreme Council of Registration policy and cultural heritage and historic buildings, (2010-2013)

Strategic Council Member of Museums in the country, (ICHHTO), (2011-2013)

Member of Research Council of ICHTO, (2011-2013)

Member of the Supreme Council of Architecture and Urban Planning in the Ministry of Roads and Urban Development in, (2013)

Member of Article 5 Commission of Tehran in municipality, (2013)

Member of Islamic World Heritage Committee at ISESCO, (2011-2013)

Industries and Mines Organization Representative for underlying Commission, (2013)

### **3. The higher education degrees and diplomas**

#### University Degrees

1 - Graduated from Ph.D. of Archaeology Academy of Sciences of Tajikistan, 2014 /January/19

2- Graduated from MA Azad University of Tehran in Archaeology, (2000)

3- Graduated from BA Azad University of Takestan in English language translation, (1995)

4- Diploma in Mathematics - Physics in Kosar High School, (1982)

(Graduated from M.A with an excellent first place and qualified PhD admission without entrance exams at Tehran's Azad University, Science and Research)

Graduated from PHD. With an excellent degree

#### Academic Scientific - Practical records

- [- Member of the Scientific Board of Jihad e daneshgahi (ACECR ) in Ghazvin branch Qazvin,(2008-2011)
- [ Executive Director of Research and Technology of Jihad e daneshgahi (ACECR) in Qazvin province since, (2008-2011)
- [ Research Assistant of Jihad e daneshgahi (ACECR) in Qazvin province, (2008-2009)
- [ Restoration manager of historical municipality building Project in Qazvin city, (2007-2009)
- [ Imam Khomeini International University in repair and restoration of monuments and architectural groups, (2007-2010)
- [Research Assistant of Azad University of Abhar (Department of Archaeology), ( 2005-2007)
- [Lecturer of Imam Khomeini International University, School of Architecture and Urbanism in the restoration of buildings (2006-2010)
- [Lecturer of Payam e Noor University of Qazvin, Department of Art and Architecture (2009)
- [Lecturer of the Faculty (ICHHTO) in Islamic architecture and restoration of cultural heritage Monuments groups, (2012-2013)
- [ Assistant lecturer of archeology mission at Tehran University, (2007)
- [ Founder and director of professional services of architecture and restoration center, Jihad e daneshgahi, of Qazvin, (2007).
- [ Board member of Ilamitology association, (2007-until now)
- [ Board member of revival of culture, nature and history of Alamut, (from 2007until now)
- [ Managing Director and board member of the Friendship, (2010-2014) International Society of Iranian -Tajikistan
- [ Researcher of Cultural Heritage, Handicrafts and Tourism Organization of Qazvin province, (2002-20013)
- [ Executive head of the Secretariat of the Supreme Council of the United Nations for sustainable urban development in Iran USDP, (2006-2008)
- In registration of cultural heritage as a chairman (20013), as a secretary, (2010-2012)
- [ Chairman and Secretary of the Special Committee for registration of immovable monuments of history, (201-2013)

- Chairman and Secretary of the Special Committee for registration of urban and rural historical contexts, (2010-2013)
- Chairman and Secretary of the Special Committee for Registration of natural monuments, (2009-2013)
- Chairman and Secretary of the Special Committee for intangible cultural Heritage, (2010-2013)
- Chairman and Secretary of the Special Committee to evaluate and approve monuments' buffer zones and historical contexts, (2010-2013)
- Member of board Special Committee on Culture and the Arts Council of short-term training courses of Jihad e daneshgahi (ACECR), (2007-2009)
- Member of World Memory Committee of the Supreme Council of Registration policy (2011-2013) (the Central National Library)
- Referee of two National Scientific conference criticizing the restoration of historic buildings, (2011-2012)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings of Isfahan, (2010)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings Chabahar in Sistan and Baluchesta, (2010)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings Chaharmahal and Bakhtiari, (2010)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings in Hormozgan Province and Qeshm Island, (2011)
- Secretary of the Supreme policy Council of the to evaluate and approve monuments' buffer zones and historical contexts, Shiraz (2012)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings in Alborz, (2012)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings Semnan, (2013)
- Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings, Mazandaran, (2012)



□ Secretary of the Supreme policy Council congress for Registration of the national monuments and historical buildings Tehran, (2013)

□ Cultural Heritage Full authority Representative in international meetings for chain inscription of spiritual heritage of nowrouz file in Turkey, Tajikistan, Afghanistan, Kazakhstan, and Azerbaijan,

□ Full authority Representative for the periodic meetings of the World Heritage conservation in the Republic of Korea, (2011)

□ Full authority Representative in the Organization of the Islamic World Heritage meeting in Tunisia, (2012)

### **Field activities –Research**

□ Study of Water Architecture in Hormozgan Province, (2002)

□ Centralized settlement patterns in different periods in the valley of Alamut Andejrood, (2006)

□ Head of Studies and planning for repairmen of Blour bath belong to saljughid period in Qazvin, (Center of special restoration in Jahad e Daneshgahi, (ACECR), (2006).

□ Head of the archaeological investigations of the area Andej historical valley of Alamut, (2006).

□ Assistant of archaeological survey of Tehran University archaeological mission, the first chapter, Buin Zahra, (2007)

□ Assistant of Archaeological survey of the archaeological mission at Tehran Universit, In the second chapter (2007).

□ Supervision of Studies and Feasibility of Sample Areas of Tourism for Kaman and Zereshk, Qazvin, under supervising (ICHHTO), (2008).

□ Supervision Studies and Feasibility of Sampl Areas of Abgarm, Avaj, Qazvin, under supervising (ICHHTO), (2008).

□ Supervision of Studies and Feasibility of Sample Areas, Tarom e Sofla, Qazvin, under supervising (ICHHTO), (2008).

□ Supervision of Studies and Feasibility of Sample Areas in Ovan lacke in Qazvin Province, under supervising (ICHHTO), (2008)

□ Provider of Content plan for Museum of Medicine and Avicenna, Hamedan Province, , under supervising (ICHHTO), (2009)

□ Provider of Content plan for history and culture museum of Malayer in Hamedan, under supervising (ICHHTO), (2009)

□ Provider of Content plan for Historic and cultural museum of Tuyserkhan, Hamedan, under supervising (ICHHTO), (2009)

□ Provider of Content plan for Museum of Anthropology, Historic and Cultural Ghale bathroom, Hamedan, under supervising (ICHHTO), (2009)

□ supervisor of stratigraphy of historical layers and documentary of the raw in the significant historical karavansary of Sadol Saltaneh: (renovation and improvement of monitoring devices for Qazvin Cultural Heritage with municipality), (2009)

□ supervisor archaeological rescue excavations in the pre-historic cemetery of Andejrood Valley, (Cultural Heritage of Qazvin Province), (2009)

□ Head of speculation and stratigraphy in the second quarter of significant historical karavansary of Sadol Saltaneh in Qazvin (East Parking, with cooperation the renovation and improvement organization in Qazvin, (2011)

□ Supervisor of speculation and boundaries of Gazer Sang, Savojbolagh, Alborz Province, (2012)

#### **8. Accomplished architectural executive Projects:**

□ Renovation and restoration of the historic building municipality in Qazvin city, with the supervision of the Cultural Heritage, Handicrafts and Tourism Organization of Qazvin province, (2008-2010).

□ Renovation and restoration project supervisor on Mogharnas decorations for Imam Jome Shahidi build in Qazvin (Client: renovation and improvement organization of Qazvin), (2008).

□ Monitoring the implementation of the restoration of 600 historical mosques in the country (since 1390 to 1392)

#### **ISI publications in Russian**

□ Момени А. Раскопки могильника раннежелезного века в Навбанд в горном регионе Аламут на севере Ирана в 2009 г. // Изв. АН РТ, отд. общ.наук. - Душанбе, 2011. - №2. - С.32-37

□ Момени А. Археологические раскопки могильника Назуркан с хумными захоронениями в регионе Аламут Северного Ирана в 2009 г. // Изв. АН РТ, отд. общ.наук. - Душанбе, 2011. - №4. - С.40-43.

□ Момени А. Археологические раскопки могильника бронзового века Низам Баг в районе Аламут на севере Ирана в 2009 г. // Вестник Таджикского национального университета. - Душанбе, 2013. - №3-4. - С.50-53

#### **Publications in Iran**

□ Momeni A. speculation and proving boundaries of Gazer Sang historical site, Compilation of articles twelfth annually conference of archaeology, 2014, press ICHHTO, PP 408-411

□ Momeni A. architecture of abshine safavid period bridge of hamedan Compilation of articles history architecture and archaeology, hozhabri A. pres ICHHTO, 2013, PP285-293

□ Momeni A. Rock art troglodytic in south of buieen zhahra in Ghazvin province, bastanpajuhi two quarterly scientific No3, 2007, pp285-296

In 2015

□ Assistant of Renovation and restoration project in karan as a historical city on bonder of Afghanistan and tajikestan (2015)

□ Referee of articles in young archaeologist International Scientific Conference (2015)

#### **Cooperation with UNECCO organization:**

□ Collaboration in registration of Iranian Garden as a world heritage (2010)

□ Collaboration in registration of GONBAD E GHABOOSE as a world heritage (2011)

□ Collaboration in registration of Isfahan Jamea Mosque as a world heritage (2012)

□ Collaboration in registration of GOLESTAN PALECE as a world heritage (2013)

□ Collaboration in rescue of BAM cultural land scape from heritage of in danger as a world heritage (2013)

□ Collaboration in registration of MEYMAND cultural land scape as a world heritage (2014)

□ Collaboration in registration of SHAHRE SOOKHTE as a world heritage (2014)

□ Collaboration in registration of nowruz intangible cultural heritage as a world heritage (2010-2014)

□ Collaboration in registration of six intangible cultural heritage dossiers as world heritage

Radif of Iranian music(2009)

Novruz, Nowrouz, Nooruz, Navruz, Nauroz, Nevruz(2010)

Traditional skills of carpet weaving in Kashan(2010)

Traditional skills of carpet weaving in Fars(2010)

Ritual dramatic art of Ta'zīye(2010)

Pahlevani and Zoorkhanei rituals(2011)

Music of the Bakhshis of Khorasan(2010)

Naqqāli, Iranian dramatic story-telling(2011)

Traditional skills of building and sailing Iranian Lenj boats in the Persian Gulf(2012)

Qālišuyān rituals of Mašhad-e Ardehāl in Kāšān(2012)

**Teaching courses in different universities:**

▣ **Abhar University, Department of Archaeology:** (2005-2007)

1. Seals and tablets
2. The history and art of Elam
3. Mythology
4. Numismatics
5. The archaeological excavations
6. The archaeological investigations

▣ **Imam Khomeini International University, Department of restoration and rehabilitation of historical buildings:** (2006-2008)

1. Introduction to the architecture of the word
2. Study the art and culture of neighboring civilizations
3. Introduction to Archaeology
4. Islamic Architecture
5. Understanding the historical contexts of cities
6. Understanding the historical contexts in rural areas

▣ **University of Alborz industrial city, the Art Department**(2006-2009):

1. Iran and world art of history
2. The history of art and architecture of the Islamic era
3. Islamic Architecture

▣ **Payam Noor University, Qazvin, Historic Group:**(2009-2010)

**1. The history civilization of the East**

2. The history of ancient Iran

3. History of Byzantium

4. Theoretical Foundations of Islamic architecture

**University of Applied Science Tehran (2011-2012)**

1. Introduction to geopolitics (geopolitical)

**12 workshops have been held:**

□ Workshop on architecture research and writing, Achaemenid Iran Bastan Museum Hall, (2004)

□ Workshop to introduce religion and art and architecture of Elamite civilization, ancient Persia's Achaemenid museum, (2004)

□ Workshop, technical documentation, Sharif University, (2008).

□ Workshop for Intangible cultural heritage registration, natural and historic monuments, Hotel Homa, Tehran, (2011).

□ Participation in the second workshop on the periodic reports of UNESCO World Heritage Sites, Department of Cultural Heritage, Shiraz, (2011).

□ Workshops for registration and protection of intangible heritage, Tehran (2011).

□ Workshop on cognitive capacities and challenges of the world inscription, (2012).

□ The workshop holding capacity and obstacles on the path of globalization in the Tajik Academy of Sciences, (2014).

□ Workshop on the preparation of dossiers of historic buildings' registration, (1391).

□ Workshop on the preparation of historic buildings' registration at risk,

□ Workshop on the preparation of historic context registration for villages,

□ Workshop on the preparation of historic context registration for cities,

## Annex 08

### Working Document 07

Election of Representatives of Member States to the Governing Council for the Period May  
2017- May 2021

## **A) Introduction**

As of its establishment in the year 2012, the Governing Council of Tehran ICH Centre has benefitted from the expert advice and warm support of representatives from Kazakhstan and Tajikistan as two of its Members. The cooperation has been constructive to the extent that after four years of hard work under such supervision, Tehran ICH Centre has succeeded in enjoying an acceptable stance among the World Category 2 Centres on ICH.

Nevertheless, as foreseen in the Basic Documents of the Centre, and based upon the calendar of the Centre's Governing Council, the year 2016 will be the last year for the activities of the 1<sup>st</sup> Governing Council of Tehran ICH Centre.

As a result, in pursuance of the Working Document 05 on the election of the Expert Members of the Governing Council to Tehran ICH Centre, investigation of the membership of representatives from two countries on the Region in the 2017-2021 constitutes the subject of the present Working Document 06. As brought to the attention of the Governing Council Members in the course of the previous discussions, based on the Basic Documents governing the state of affairs at Tehran ICH Centre ("the 2010 Agreement on the Establishment of the Centre", "the Constitution of the Centre", and "the Rules of Procedure of the Governing Council of the Centre"), by the end of the year 2016, the term of office of five of the Members of the Governing (two representatives from the Member States, and three experts in the field of ICH) will come to its end (cf. B below for the Reference Documents). As foreseen in the related articles and paragraphs of the mentioned Reference Documents (cf. B below), the members of the Governing Council of Tehran ICH Centre shall be renewed with the decision of the previous Governing Council.

The present Working Document has been drafted to prepare the ground for decision-making on the Membership of representatives from two Member States in the Governing Council of Tehran ICH Centre for the Period 2017-2021.

## **B) Reference Documents**

### ***B.1. The Agreement***

Article 7.1 of the 2010 Agreement (reproduced hereunder for ease of reference), consists of a short definition of the Governing Council, and its composition. Here, Paragraph (b), specifically, mentions the membership of two states on the Region in the Governing Council of the Centre.

## **Article 7**

### **Governing Council**

1. The Centre shall be guided and supervised by a Governing Council, to be renewed every four years, and composed of:

- (a) a representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization;
- (b) a representative of three Member States that have sent notification, in accordance with the stipulations of Article 5, paragraph 2, above;
- (c) a representative of the Iranian National Commission for UNESCO;
- (d) a representative of the Director-General of UNESCO;
- (e) three specialists in the field of intangible cultural heritage.

### ***B.2. The Constitution***

Article 5 of the Constitution of Tehran ICH Centre, foresees under Paragraph 5.1 and its sub-paragraphs, the organization of the Governing Council:

## **ARTICLE 5**

### **ORGANIZATION**

The Centre shall enjoy the existence of the following as its organizational administrations:



### **5.1. Governing Council**

The Centre shall be guided and supervised by its Governing Council, composed of the following as its members:

- a. A Representative of ICHHTO,
- b. Representatives of three Member States to the Centre (One representative from each state),
- c. A Representative of the Director General of UNESCO,
- d. A Representative of the Iranian National Commission for UNESCO,
- e. Three prominent experts in the field of Intangible Cultural Heritage.

5.1.1 The members of the Governing Council shall be assigned for periods of four years.

5.1.2. In the Course of its first meeting, the Governing Council is required to elect its own Chairperson for a period of four years, through voting.

5.1.3. Proposals on election of a new Chairperson prior to the termination of the mentioned 4-year period shall win 2/3 of the votes of the Members of the Governing Council.

5.1.4. The Chairperson of the Governing Council is authorized to issue the Director of the Centre's order of action/letter of appointment, after he/she has been elected through voting by the Members of the Governing Council, in the course of one of their meetings (Cf. 5.3).

5.1.5. The Governing Council is authorized to invite more representatives from other states to its meetings.

5.1.6. The Governing Council shall, also, enjoy the authority to invite representatives of the local communities nominated by its Member States, as well as more prominent experts in the field of Intangible Cultural Heritage, to follow its specialized agenda.

5.1.7. The presence of the invited sides mentioned under 5.1.4 and 5.1.5 in the meetings of the Governing Council is, solely, to satisfy consultation needs; they shall enjoy no rights to vote.

### ***B.3. The Rules of Procedure of the Governing Council***

Articles 2 and 3 of the Rules of Procedure of the Governing Council foresee the composition and the renewal procedures. For the purposes of the present Working Document, Paragraphs 3.1, 3.2, and 3.3 are, especially, important:

#### **Article 2: Council composition:**

2-3- The Members of the Council will be as follows:

(C) Members appointed by I.R.Iran, UNESCO, and Iranian National Commission for UNESCO

- The Representative of the Iranian Cultural Heritage, Handicrafts and Tourism Organization (ICHHTO), on behalf of the Government,
- The Representative of UNESCO's Director General,
- The Representative of Iranian National Commission for UNESCO;

(B) Members appointed by the Governing Council Members

- A Representatives of three Member Countries,
- Three specialists in the field of Intangible Cultural Heritage.

2-2- The Members of the Governing Council will be appointed in accordance with Article 3 of this collection of Rules of Procedure;

2-3- The Members appointed by the Governing Council Members will begin their work in the first session of the Council held after the elections;

2-4- In accordance with Article 3-4, the Observers can attend the Meetings provided they have already obtained the Council's consent;

### **Article 3: Procedure for appointing new members by the Council**

3-1- The interested countries and individual experts that wish to join the Council and operate within the framework of the Agreement signed between the I.R. Iran Government and UNESCO and ratified in 13 June, 2011, and numbered 491/17798 by the Iranian Consultative Assembly, can send their written request to the Director; and in case it is approved by the Council Members, they will be granted membership;

3-1-2- Having received expressions of willingness for membership by the aforementioned, the Director shall, at least 90 days before the date of holding the third-year Ordinary Governing Council Meeting of the related period (cf. 3-3 below), consult the Council's Members in this regard;

3-2- For each four-year Membership Duration (cf. 3-3 below), the council, in the course of its third-year Ordinary Meeting, will decide on appointing the above-said three representatives (as cited in Article 3-1) for the next period;

### **3-3- Membership duration for members appointed by the Governing Council Members**

3-3-1- The Members of the Council included under 2-1(B) above, are appointed for four years, and they enjoy the right to be re-appointed;

3-3-2- Preference should be given to renewal of the Governing Council by appointing new members, provided that candidates exist.

#### **D. Decision Required**

The provisions of 3.3 above define will define the Governing Council with two options: either to re-elect the previous representatives, or to substitute them with new candidates. Aware of this, the Centre has started correspondences with the Member States asking them on their willingness to stand as candidates for the Membership in the Governing Council for the Period 2017-2021.

By the time of the 3<sup>rd</sup> Ordinary Meeting, the participants will be provided with the information regarding the candidates for Membership of the Governing Council.

Following this, The 3<sup>rd</sup> Governing Council Meeting will be authorized, by its rules of procedure, also by the 2010 Agreement and the Constitution of the Centre, to decide on the following:

Either:

- Re-elect either of the representatives from Kazakhstan or Tajikistan, or both, for the new period, provided that they announce their willingness;

Or

- Select representatives from other Member States among those who will announce their willingness.

In case there is other advice, the Centre will prepare the ground for the GC Members to present them, and if accepted regarding the related rules and regulations, follow the decisions made.

## Annex 09

### Working Document 08

#### Action Plan 2016

## Foreword

The Years 2014 and 2015 defined Tehran ICH Centre with a drastic leap in functioning as a Category 2 Centre under the Auspices of UNESCO with regional undertakings. Having completed an establishment phase of a couple of years, during which the Centre's basic documents, procedural methods, mechanisms of adaptation into the legal frameworks of the Islamic Republic of Iran as an independent international Centre, and methods of encouraging participation, among a number of others, were explored and institutionalized, the Centre succeeded, in 2014, in drafting and submitting to its Governing Council Members a fully standardized action plan for the year 2015. The mentioned Action Plan, having been approved, was enacted in 2015, and the Centre was able to experience a brilliant year of fulfilling its undertakings. The mentioned experiences facilitated the present Draft Action Plan to be compiled with more confidence and to be presented to the 3<sup>rd</sup> Ordinary Meeting of the Governing Council.

Tehran ICH Centre would like to, however, introduce some innovations in the make-up of this new Draft Action Plan, and propose some procedural modifications to facilitate its work; both having resulted from valuable experience gained through working with the 2015 Action Plan:

a) Regarding the fact that the Centre is based in the Islamic Republic of Iran, and that, naturally enough, the majority of its activities are drastically affected by the laws of this country (including those governing the beginning of every new working and fiscal year, namely March 21<sup>st</sup>, i.e. simultaneous to Nowrouz), also considering that the annual meetings of Tehran ICH Centre's Governing Council have been decided to be held in May, the Secretariat has prepared a new draft decision for approval in the 2016 Meeting of the Governing Council. This Draft Decision foresees a new calendar for the annual activities of the Centre that will be renewed on the beginning of April of every new year. In this way, no doubt, the Centre will be in a better position to obtain its yearly budget in a timely manner and plan and execute its activities in a more logical way; otherwise, as it has been experienced in the course of the past few years, the Centre will face some, sometimes even serious, restrictions in continuing with its activities from January to

March. The activities listed in the present Draft Action Plan have been organized regarding this new proposal that the Secretariat would like to be considered favorably by the Governing Council Members.

b) As of the year 2015, Tehran ICH Centre has decided to plan and organize its annual activities in line with a theme that it proposes for every new year. In 2015, the phrase “Encouraging participation of the states on the Region in the activities of the Centre” had been chosen as the major theme of the activities of the Centre, and during the same period, the Centre was able to increase the number of its Member States to 11 (the number is hoped to become greater in near future). On these same lines, the Secretariat would like to propose “Exploring methods of encouraging local community involvement in the activities of the Centre” as the theme of the year 2016; a draft decision has been proposed to the Governing Council for approval in this same relation. The majority of the activities listed in the present Draft Action Plan pivot around this general theme of the year.

c) In the course of the past years, Tehran ICH Centre has succeeded in gaining valuable experience in planning its activities within the framework of the UNESCO RBM programme (the, so called, “expected results” approach), supervised closely by the UNESCO Bureau of Strategic Planning (BSP). This has been to the extent that the Centre has been praised by UNESCO ICH Section for adopting this justified approach. The present Draft Action Plan has followed the same approach. However, a minor modification has been included: a new column titled “Mandate” has been added to each table to remind of the undertakings of the Centre having been considered in planning the activities, and those that must, necessarily, be attended closely in the course of the execution of those activities.

Based on the Basic Texts of Tehran ICH Centre (“the Agreement signed between the Government of the Islamic Republic of Iran and the Director General to UNESCO”, “the Constitution of the Centre”, etc), the following constitutes the list of the undertakings of Tehran ICH Centre:

- (1) Networking and International Cooperation
- (2) Research on Safeguarding

(3) Dissemination of Information, Including Information on Best Practices

(4) Training and Capacity-Building

(5) Encouraging Community Involvement

The list above is almost exhaustive to the extent that the related sides, including the experts as well as the Headquarters continue to describe Tehran ICH Centre as a Category 2 Centre on ICH that is free to do, “almost everything”, over the West and Central Asian Region.

Nevertheless, the list above lacks “only one” of the six undertakings that have been considered for the Category 2 Centres on ICH worldwide:

(6) Raising Awareness on ICH and Promoting Its Visibility

However, based on the experience it has gained in the course of the past years, Tehran ICH Centre believes that theme (6) enjoys a pivotal stance to help it plan and execute its activities in an effective way.

Regarding this basic fact, the present Draft Action Plan, like the one for the year 2015, has, also, considered “awareness-raising” and “visibility”, among the objectives to be followed in the year 2016. As a result, the column titled “Mandate” also includes theme (6) in several places, among the five transparently announced undertakings of the Centre.

In the meantime, the question of the relevance of “awareness-raising” and “promotional activities on the visibility of ICH” among the undertakings of Tehran ICH Centre has been put on the agenda of the 2016 Governing Council Meeting for discussion. The Secretariat hopes to have been logical enough in arguing for the inclusion of these in planning effective activities for the Centre, and for their relevance and importance, at least, for the West and Central Asia.

Tehran ICH Centre hopes for its 2016 Action Plan to prove as effective and in line with the UNESCO C/4, C/5, and Basic Texts of the 2003 Convention, among the other landmarks of UNESCO, to the extent that the Centre can truly be claimed as moving forward in line with UNESCO strategies and programmes, and can prove itself as a reliable UNESCO Category 2 Centre on ICH with acceptable regional activities.



Yadollah Parmoun

Director Tehran ICH Centre

2016

April

## **Part 1**

# **Activities and Expected Results**

## **Output 1**

**National Capacities Strengthened for Implementing the Convention for the Safeguarding of the Intangible Cultural Heritage in West and Central Asia**

**Activity 1.1**

**Organizing capacity-building workshops on ICH for 6 countries on the Region**

**Mandate**

- Training and capacity building
- Encouraging community involvement
- Raising awareness and promoting visibility of ICH

### Activity 1.1.1

#### Nomination Workshop for Armenia

- **Target Group:** Representatives of Communities, NGOs, guild unions, and governmental bodies in *Armenia of whom 50% are women*
- **Target Group Size:** To be determined according to UNESCO standards (maximally 30 individuals in each workshop)
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be determined according to UNESCO standards (5 to 7 days)
- **Place:** Locations specified by the host country
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Two competent members of the UNESCO Network of Facilitators on ICH nominated by Tehran ICH Centre under the supervision of UNESCO ICH Section and based on expert advice thereof

#### Objectives

- a) Strengthening expert capacities on ICH;
- b) Encouraging local community involvement through training experts among their members;
- c) Promoting ICH and 2003 Convention over the Region;
- d) Respecting UNESCO standards on organizing workshops in training a second generation of experts and facilitators on ICH for West and Central Asian countries;
- e) Increasing the number of individuals, groups, communities, and sectors aware of the 2003 Convention as well as the value of ICH.

#### Expected Results

1. Expert capacities on ICH strengthened, for maximally 30 Armenian individuals,

2. Local community involvement encouraged through training experts among their members, for maximally 30 Armenian individuals,
3. ICH and 2003 Convention promoted in Armenia;
4. Number of second generation of experts for Armenia being trained increased.
5. Number of individuals, groups, communities, and sectors aware of the 2003 Convention increased.

### **UNESCO Performance Indicators**

- Percentage of UNESCO-trained female cultural professionals who then contribute to national-level decision-making processes in the field of culture
- Number of supported Member States that have human resources strengthened
- Number of persons trained in the field of intangible cultural heritage

### Activity 1.1.2

#### Inventorizing Workshop for Turkmenistan

- **Target Group:** Representatives of Communities, NGOs, guild unions, and governmental bodies in *Turkmenistan of whom 50% are women*
- **Target Group Size:** To be determined according to UNESCO standards (maximally 30 individuals in each workshop)
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be determined according to UNESCO standards (5 to 7 days)
- **Place:** Locations specified by the host country
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Two competent members of the UNESCO Network of Facilitators on ICH nominated by Tehran ICH Centre under the supervision of UNESCO ICH Section and based on expert advice thereof

#### Objectives

- a) Strengthening expert capacities on ICH;
- b) Encouraging local community involvement through training experts among their members;
- c) Promoting ICH and 2003 Convention over the Region;
- d) Respecting UNESCO standards on organizing workshops in training a second generation of experts and facilitators on ICH for West and Central Asian countries;
- e) Increasing the number of individuals, groups, communities, and sectors aware of the 2003 Convention as well as the value of ICH.

#### Expected Results

1. Expert capacities on ICH strengthened, for maximally 30 Turkmen individuals,

2. Local community involvement encouraged through training experts among their members, for maximally 30 Turkmen individuals,
3. ICH and 2003 Convention promoted in Turkmenistan;
4. Number of second generation of experts for Turkmenistan being trained increased.
5. Number of individuals, groups, communities, and sectors aware of the 2003 Convention increased.

### **UNESCO Performance Indicators**

- Percentage of UNESCO-trained female cultural professionals who then contribute to national-level decision-making processes in the field of culture
- Number of supported Member States that have human resources strengthened
- Number of persons trained in the field of intangible cultural heritage



### Activity 1.1.3

#### Implementation Workshop for Afghanistan

- **Target Group:** Representatives of Communities, NGOs, guild unions, and governmental bodies in *Afghanistan of whom 50% are women*
- **Target Group Size:** To be determined according to UNESCO standards (maximally 30 individuals in each workshop)
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be determined according to UNESCO standards (5 to 7 days)
- **Place:** Locations specified by the host country
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Two competent members of the UNESCO Network of Facilitators on ICH nominated by Tehran ICH Centre under the supervision of UNESCO ICH Section and based on expert advice thereof

#### Objectives

- a) Strengthening expert capacities on ICH;
- b) Encouraging local community involvement through training experts among their members;
- c) Promoting ICH and 2003 Convention over the Region;
- d) Respecting UNESCO standards on organizing workshops in training a second generation of experts and facilitators on ICH for West and Central Asian countries;
- e) Increasing the number of individuals, groups, communities, and sectors aware of the 2003 Convention as well as the value of ICH.

#### Expected Results

1. Expert capacities on ICH strengthened, for maximally 30 Afghan individuals,

2. Local community involvement encouraged through training experts among their members, for maximally 30 Afghan individuals,
3. ICH and 2003 Convention promoted in Afghanistan;
4. Number of second generation of experts for Afghanistan being trained increased.
5. Number of individuals, groups, communities, and sectors aware of the 2003 Convention increased.

### **UNESCO Performance Indicators**

- Percentage of UNESCO-trained female cultural professionals who then contribute to national-level decision-making processes in the field of culture
- Number of supported Member States that have human resources strengthened
- Number of persons trained in the field of intangible cultural heritage

### Activity 1.1.4

#### Implementation Workshop for Pakistan

- **Target Group:** Representatives of Communities, NGOs, guild unions, and governmental bodies in *Pakistan of whom 50% are women*
- **Target Group Size:** To be determined according to UNESCO standards (maximally 30 individuals in each workshop)
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be determined according to UNESCO standards (5 to 7 days)
- **Place:** Locations specified by the host country
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Two competent members of the UNESCO Network of Facilitators on ICH nominated by Tehran ICH Centre under the supervision of UNESCO ICH Section and based on expert advice thereof

#### Objectives

- a) Strengthening expert capacities on ICH;
- b) Encouraging local community involvement through training experts among their members;
- c) Promoting ICH and 2003 Convention over the Region;
- d) Respecting UNESCO standards on organizing workshops in training a second generation of experts and facilitators on ICH for West and Central Asian countries;
- e) Increasing the number of individuals, groups, communities, and sectors aware of the 2003 Convention as well as the value of ICH.

#### Expected Results

1. Expert capacities on ICH strengthened, for maximally 30 Pakistani individuals,

2. Local community involvement encouraged through training experts among their members, for maximally 30 Pakistani individuals,
3. ICH and 2003 Convention promoted in Pakistan;
4. Number of second generation of experts for Pakistan being trained increased.
5. Number of individuals, groups, communities, and sectors aware of the 2003 Convention increased.

### **UNESCO Performance Indicators**

- Percentage of UNESCO-trained female cultural professionals who then contribute to national-level decision-making processes in the field of culture
- Number of supported Member States that have human resources strengthened
- Number of persons trained in the field of intangible cultural heritage

### Activity 1.1.5

#### Inventoring Workshop for Iraq

- **Target Group:** Representatives of Communities, NGOs, guild unions, and governmental bodies in *Iraq of whom 50% are women*
- **Target Group Size:** To be determined according to UNESCO standards (maximally 30 individuals in each workshop)
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be determined according to UNESCO standards (5 to 7 days)
- **Place:** Locations specified by the host country
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Two competent members of the UNESCO Network of Facilitators on ICH nominated by Tehran ICH Centre under the supervision of UNESCO ICH Section and based on expert advice thereof

#### Objectives

- a) Strengthening expert capacities on ICH;
- b) Encouraging local community involvement through training experts among their members;
- c) Promoting ICH and 2003 Convention over the Region;
- d) Respecting UNESCO standards on organizing workshops in training a second generation of experts and facilitators on ICH for West and Central Asian countries;
- e) Increasing the number of individuals, groups, communities, and sectors aware of the 2003 Convention as well as the value of ICH.

#### Expected Results

1. Expert capacities on ICH strengthened, for maximally 30 Iraqi individuals,

2. Local community involvement encouraged through training experts among their members, for maximally 30 Iraqi individuals,
3. ICH and 2003 Convention promoted in Iraq;
4. Number of second generation of experts for Iraq being trained increased.
5. Number of individuals, groups, communities, and sectors aware of the 2003 Convention increased.

### **UNESCO Performance Indicators**

- Percentage of UNESCO-trained female cultural professionals who then contribute to national-level decision-making processes in the field of culture
- Number of supported Member States that have human resources strengthened
- Number of persons trained in the field of intangible cultural heritage

### Activity 1.1.6

#### Two implementation Workshops for Iran

- **Target Group:** Representatives of Communities, NGOs, guild unions, and governmental bodies in *Iran of whom 50% are women*
- **Target Group Size:** To be determined according to UNESCO standards (maximally 30 individuals in each workshop)
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be determined according to UNESCO standards (5 to 7 days)
- **Place:** Locations specified by the host country
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Two competent members of the UNESCO Network of Facilitators on ICH nominated by Tehran ICH Centre under the supervision of UNESCO ICH Section and based on expert advice thereof

#### Objectives

- a) Strengthening expert capacities on ICH;
- b) Encouraging local community involvement through training experts among their members;
- c) Promoting ICH and 2003 Convention over the Region;
- d) Respecting UNESCO standards on organizing workshops in training a second generation of experts and facilitators on ICH for West and Central Asian countries;
- e) Increasing the number of individuals, groups, communities, and sectors aware of the 2003 Convention as well as the value of ICH.

#### Expected Results

1. Expert capacities on ICH strengthened, for maximally 30 Iranian individuals,

2. Local community involvement encouraged through training experts among their members, for maximally 30 Iranian individuals,
3. ICH and 2003 Convention promoted in Iran;
4. Number of second generation of experts for Iran being trained increased.
5. Number of individuals, groups, communities, and sectors aware of the 2003 Convention increased.

### **UNESCO Performance Indicators**

- Percentage of UNESCO-trained female cultural professionals who then contribute to national-level decision-making processes in the field of culture
- Number of supported Member States that have human resources strengthened
- Number of persons trained in the field of intangible cultural heritage



### Activity 1.2

Organizing minor awareness-raising programmes on ICH, the 2003 Convention and its implementation, ICH safeguarding, and the role of local communities (lectures, meetings, gatherings, round-table discussion sessions ...) to prepare the ground for future capacity-building workshops

### Mandate

- Training and capacity building
- Encouraging community involvement
- Raising awareness and promoting visibility of ICH

## Details

- **Target Group:** Female and male representatives from Communities, NGOs, guild unions, and governmental bodies in Iran,
- **Target Group Size:** Open
- **Framework:** Global Capacity-building Strategy
- **Duration:** Maximally one day for each event
- **Place:** Locations specified in different provinces in Iran, according to the location of the Target Group
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** Competent individuals nominated by Tehran ICH Centre among its staff, as well as experts and specialists from Iran or, if possible, other countries

## Objectives

- a) Raising awareness on ICH and the 2003 Convention at various levels in Iran (local community to governmental body levels);
- b) Preparation of the ground for organizing full-fledged capacity-building workshops, while respecting UNESCO standards;
- c) Strengthening the capacities of Tehran ICH Centre personnel through encouraging direct encounters with local community members
- d) Identification of competent female and male facilitators among available Iranian and non-Iranian experts to collaborate with;
- e) Increasing the number of female and male individuals in Iran aware of the 2003 Convention, from different sectors and at various levels, while identifying eager and talented ones, especially among local community members, to plan and enact future capacity-building and implementation activities with their collaboration.

## Expected Results

1. Awareness raised among Iranian audience at various levels (local community to governmental body);

2. Ground prepared for organizing full-fledged capacity-building workshops, while respecting UNESCO standards;
3. Capacities of Tehran ICH Centre personnel strengthened through encouraging direct encounters with local community members;
4. Competent individuals among Iranian experts identified to collaborate with as facilitators;
5. Number of individuals in Iran aware of the 2003 Convention, from different sectors and at various levels increased;
6. Eager and talented individuals, especially among local community members, identified to plan and enact future capacity-building and implementation activities with their collaboration.

#### **UNESCO Performance Indicators**

- Number of Iranian institutional resources strengthened (ministries, institutes, NGOs, universities, ICH committees)
- Number of supported Member States that have human resources strengthened

### Activity 1.3

Participation of Centre's staff in regional and international meetings, sessions, conferences and workshops

### Mandate

- Encouraging community involvement
- Raising awareness and promoting visibility of ICH
- Training and capacity-building

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## Details

- **Target Group:** Tehran ICH Centre staff
- **Target Group Size:** Maximally 3 individuals in each event
- **Framework:** Global Capacity-building Strategy
- **Duration:** To be specified in the related agenda
- **Place:** To be specified in the related agenda
- **Budget Source:** Tehran ICH Centre
- **Facilitator(s):** To be specified, if needed

## Objectives

- a) Strengthening the capacities of Tehran ICH Centre staff on ICH and UNESCO procedures;
- b) Preparing the ground for effective functioning of Tehran ICH Centre;
- c) Preparing the ground for effective collaboration of the Centre with its target groups at regional and international levels;
- d) Increasing the number of highly capacitated UNESCO-affiliated staff and individuals, and making them prepared for effective activities in future.

## Expected Results

1. Capacities of Tehran ICH Centre staff on ICH and UNESCO procedures strengthened;
2. Ground for effective functioning of Tehran ICH Centre prepared;
3. Ground for effective collaboration of Tehran ICH Centre with its target groups at regional and international levels prepared;
4. Number of highly capacitated UNESCO-affiliated staff and individuals prepared for effective activities increased.

## UNESCO Performance Indicators

- Number of UNESCO-trained male and female staff who then contribute to the implementation of 2003 Convention.
- Number of UNESCO C2C's with trained staff members.

## **Output 2**

**Effective Networking and Cooperation in West and Central Asia Strengthened**

### **Activity 2.1**

Contacts with countries over the Region that have not joined Tehran ICH Centre to encourage them to participate in its implementation, safeguarding, awareness-raising, capacity-building, research, and networking activities

### **Mandate**

- Raising awareness and promoting visibility of ICH
- Networking and international cooperation

## Details

- **Target Group:** Governmental organizations, local communities, NGOs, guild unions, universities, research institutes, individual bearers and practitioners, etc, in 6 countries on the Region;
- **Target Group Size:** Open
- **Framework:** Effective Networking and Cooperation
- **Duration:** Year 2016
- **Means:** Varied, according to the plan for each country
- **Budget Source:** Tehran ICH Centre

## Objectives

- a) Raising awareness on ICH and the 2003 Convention at various levels over the West and Central Asian Region (local community to governmental body levels);
- b) Encouraging the non-Member States on the Region to join Tehran ICH Centre;
- c) Expanding the domain of UNESCO cultural frameworks on the West and Central Asian Region

## Expected Results

1. Awareness on ICH and its safeguarding methods and the 2003 Convention raised at various levels over the West and Central Asian Region (local community to governmental body levels);
2. West and Central Asian States encouraged to join Tehran ICH Centre as new Member States;
3. UNESCO cultural frameworks expanded on the West and Central Asian Region

## UNESCO Performance Indicators

- Number of Member States with institutional resources strengthened (ministries, institutes, NGOs, universities, ICH committees)



### **Activity 2.2**

Identification and implementation of methods of cooperation between Tehran ICH Centre, on the one hand, and UNESCO, or World C2Cs on ICH, on the other including, among other methods, exchanges of experiences and expertise for short-term training courses, to guarantee better functioning of the Centre and promote the related networking goals

### **Mandate**

- Raising awareness and promoting visibility of ICH
- Networking and international cooperation

## Details

- **Target Group:** Tehran ICH Centre, UNESCO, World C2Cs on ICH;

- **Method:**

(1) Exchanges of e-mails

(2) Direct negotiations on the occasion of the 2016 General Assembly and World C2Cs Meeting, the 2016 Intergovernmental Committee Session...

(3) Drafting, signing, and exchange of MOUs

- **Framework:**

- Effective Networking and Cooperation

- Global Capacity-building Strategy

- **Duration:** Year 2016

- **Budget Source:** Tehran ICH Centre

- Networking and international cooperation

- Training and capacity-building

## Objectives

a) Strengthening ties between Tehran ICH Centre, UNESCO, and World C2Cs on ICH;

b) Strengthening the capacities of the personnel of the World C2Cs on ICH through exchanges of staff for short-term training courses;

c) Promoting networking of the World C2Cs on ICH.

## Expected Results

1. Ties between Tehran ICH Centre, UNESCO, and World C2Cs on ICH strengthened;

2. Capacities of the personnel of the World C2Cs on ICH strengthened through exchanges of staff for short-term training courses;

3. Networking of the World C2Cs on ICH promoted;

4. MOUs signed between the Tehran ICH Centre and the sides identified in the activity to guarantee realization of the objectives listed.

#### **UNESCO Performance Indicators**

- Number of staff involved in ICH affairs exchanged between UNESCO affiliated organizations.
- Number of MoU's enacted on ICH safeguarding

### **Activity 2.3**

Improving methods of cooperation of the Centre with Participating States to guarantee regular updating of the Centre's virtual spaces (Website, Facebook, Instagram, etc) with original, reliable, and valid data, through effective involvement of local communities of bearers and practitioners.

### **Mandate**

- Networking and international cooperation
- Dissemination of information, including on best practices
- Raising awareness and promoting visibility of ICH
- Encouraging community involvement

## Details

- **Target Group:** Governmental organizations (Natcoms, embassies, etc), local communities, NGOs, guild unions, universities, research institutes, individual bearers and practitioners, etc, in Tehran ICH Centre's Member States;
- **Method:**
  - (1) Exchanges of e-mails
  - (2) Direct negotiations on the occasion of the 2016 General Assembly and World C2Cs Meeting, the 2016 Intergovernmental Committee Session...
  - (3) Direct contacts with related embassies, offices, within and outside Iran;
- Drafting, signing, and exchange of MOUs;
- Other methods.
- **Framework:** Effective Networking and Cooperation
- **Duration:** Year 2016
- **Budget Source:** Tehran ICH Centre

## Objectives

- a) Raising awareness on ICH at various levels over the West and Central Asian Region (local community to governmental body levels);
- b) Strengthening ties with Tehran ICH Centre Member States;
- c) Promoting networking objectives among related/interested sides over the Region;
- d) Encouraging active participation and contribution of Tehran ICH Centre's Participating States in its activities;

## Expected Results

1. Awareness on ICH raised at various levels over the West and Central Asian;
2. Ties between Tehran ICH Centre and its Member States strengthened;
3. Networking objectives among related/interested sides over the Region promoted;

4. Active participation and contribution of Tehran ICH Centre's Participating States in its activities promoted at various levels, from local communities to governmental bodies;

#### **UNESCO Performance Indicators**

- Number of Member States actively involved in ICH safeguarding
- Number of Member States actively involved in the activities of the Centre

#### **Activity 2.4**

Cooperation with the International Research Centre for Intangible Cultural Heritage in Asia-Pacific Region, Under the Auspices of UNESCO (Category 2) (IRCI) on the project titled “Mapping Research on the Safeguarding of Intangible Cultural Heritage in the Asia-Pacific Region” (2016 phase: Mapping of publications on ICH Safeguarding” in Afghanistan, Iran, Pakistan, and Turkmenistan)

#### **Mandate**

- Networking and international cooperation
- Research on safeguarding
- Dissemination of information, including best practices
- Training and Capacity-building

## Details

- **Theme:** Mapping of publications on ICH Safeguarding in Afghanistan, Iran, Pakistan, and Turkmenistan, to provide the project titled “Mapping Research on the Safeguarding of Intangible Cultural Heritage in the Asia-Pacific Region”, developed and followed by IRCI, with the needed data from the mentioned countries;

- **Target Group:** Organizations, institutes, NGOs, individuals, etc, involved in research on ICH in Afghanistan, Iran, Pakistan, and Turkmenistan;

- **Data-gathering Methods:**

(1) Exchanges of e-mails

(2) Direct contacts

(3) Use of virtual space

(4) Library surveys

(5) etc.

- **Framework:**

- Effective Networking and Cooperation

- Global Capacity-building Strategy

- **Duration:** First half, Year 2016

- **Budget Source:** Tehran ICH Centre

## Method of collaboration

Inclusion of the joint project among the activities of the Centre for the year 2016, gathering the needed data with the mediation of Tehran ICH Centre and from governmental and international sides in Afghanistan, Iran, Pakistan, and Turkmenistan, and providing IRCI with the required information.

## Objectives

a) Strengthening ties between Tehran ICH Centre, UNESCO, and World C2Cs on ICH;



- b) Strengthening the capacities of the personnel of the World C2Cs on ICH through collaborations;
- c) Promoting networking of the World C2Cs on ICH;
- d) Tehran ICH Centre's experiencing research on safeguarding of the Intangible Cultural Heritage in its geographical domain;
- e) Obtaining and dissemination of information on ICH safeguarding, including best practices.

### **Expected Results**

1. Ties between Tehran ICH Centre, UNESCO, and World C2Cs on ICH strengthened;
2. Capacities of the personnel of the World C2Cs on ICH strengthened through collaborations;
3. Networking of the World C2Cs on ICH promoted;
4. Experience gained by Tehran ICH Centre on research on safeguarding of the Intangible Cultural Heritage in its geographical domain;
5. Information on ICH safeguarding, including best practices, especially, on the West and Central Asia, increased.

### **UNESCO Performance Indicators**

- Number of Centre's specialist staff trained in the field of research for safeguarding intangible cultural heritage;
- Number of best practices promoted

### **Output 3**

**Knowledge in Specific ICH Areas Deepened and Information Shared Across West and Central Asia**

**Activity 3.1**

**Publication of the 1<sup>st</sup> Quadrennial Report of Tehran ICH Centre's Activities (Period 2012-2016)**

**Mandate**

- Dissemination of information, including best practices

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## Details

### - Framework:

- Effective Networking and Cooperation

**Duration:** Year 2016

- **Budget Source:** Tehran ICH Centre

- **Outcome:** Published report for utilization by interested sides, including UNESCO Headquarters, C2Cs on ICH, Member States, etc;

### Objectives

- a) Obtaining and dissemination of information on ICH safeguarding;
- b) Promoting networking and international cooperation on safeguarding of the Intangible Cultural Heritage;
- c) Strengthening ties between Tehran ICH Centre, UNESCO, and World C2Cs on ICH;
- d) Strengthening ties between Tehran ICH Centre and its Member States;
- e) Providing BSP, UNESCO, with valid data to plan and execute effective programming and evaluation measures related to Tehran ICH Centre.

### Expected Results

1. Information on ICH safeguarding obtained and disseminated;
2. Networking and international cooperation on safeguarding of the Intangible Cultural Heritage promoted;
3. Ties between Tehran ICH Centre, UNESCO, and World C2Cs on ICH strengthened;
4. Ties between Tehran ICH Centre and its Member States strengthened;
5. Valid data provided for BSP, UNESCO, to plan and execute effective programming and evaluation measures related to Tehran ICH Centre.

### UNESCO Performance Indicators

- Number of valid reports utilizable by UNESCO for evaluation purposes
- Number of C2C's working with BSP standards at UNESCO



### Activity 3.2

2<sup>nd</sup> International Expert Meeting on Safeguarding West and Central Asian Intangible Cultural Heritage, titled “Successful Safeguarding Practices and Methods of Encouraging Community Involvement”.

#### Mandate

- Dissemination of information, including best practices
- Research on safeguarding
- Networking and international cooperation
- Encouraging community involvement

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## **Introduction:**

Following the 1<sup>st</sup> International Expert Meeting of the Centre, held on Qeshm Island, Iran, with the participation of representatives from countries over the region, as well as UNESCO experts, and other participants, titled “Proposals on Concrete Safeguarding Measures”, the 2<sup>nd</sup> International Expert Meeting has been decided to follow the outcomes towards the goal of identifying and investigating successful safeguarding practices and experiences on ICH, with special attention towards the local communities over the Region and involvement of their members.

## **Details**

### **- Theme:**

“ICH, Successful Safeguarding Practices, and Methods of Encouraging Community Involvement”

- **Target Group:** ICH related sides over the Region (governmental organizations, local communities, NGOs, experts, individual bearers and practitioners, etc)

- **Location:** Iran (Islamic Republic of) provided that some other country on the Region will not announce readiness to host the meeting.

### **- Participation:**

a) Article presentations

b) Round-table discussions

### **- Outcome:**

Publication of articles and discussions

### **- Even magnitude:**

Expert meeting participated by maximally 20 female and male specialists, and attended by a limited number of audience (maximally, 200 people), distributed equally, among relevant governmental organizations, NGOs, experts, and individual bearers and practitioners

### **- Framework:**

- Effective Networking and Cooperation

- Global Capacity-building Strategy
- **Duration:** 3 days
- **Budget Source:** Tehran ICH Centre

### **Objectives**

- a) Throwing fresh light on the issue of ICH safeguarding in general;
- b) Acquaintance with successful safeguarding practices related to ICH, and exploring methods of utilizing them on the West and Central Asian Region;
- c) Exploring methods of encouraging community involvement in the process of safeguarding of ICH with special focus on West and Central Asian Region;
- d) Raising awareness on ICH and the 2003 Convention at various levels over the West and Central Asian Region (local community to governmental body levels);
- e) Providing the involved West and Central Asian sides with expert advice on effective methods of safeguarding their ICH.

### **Expected Results**

1. Fresh light thrown on the issue of ICH safeguarding in general;
2. Acquaintance with successful safeguarding practices related to ICH provided, with special focus on West and Central Asian ICH;
3. Methods of utilizing the reported successful safeguarding practices to safeguard West and Central Asian ICH explored;
4. Methods of encouraging West and Central Asian communities' involvement in the process of safeguarding of their ICH explored;
5. Awareness on ICH and the 2003 Convention raised at various levels over the West and Central Asian Region (local community to governmental body levels);
6. Expert advice on effective methods of safeguarding West and Central Asian ICH provided for the involved sides;
7. New initiatives to encourage regional collaboration on safeguarding West and Central Asian ICH found;



8. Articles and discussions of the expert meeting published;
9. Audience's level of awareness on their ICH and methods of safeguarding it raised.

### **UNESCO Performance Indicators**

- Technical assistance provided for development of safeguarding plans for intangible cultural heritage, including indigenous languages and endangered languages, and particularly for international assistance
- Number of Member States supported with technical assistance to introduce national gender-sensitive
- Number of best practices promoted
- Number of local communities of ICH bearers and practitioners supported with technical assistance

### **Activity 3.3**

## **3<sup>rd</sup> International Expert Meeting on Safeguarding West and Central Asian Intangible Cultural Heritage**

### **Mandate**

- Raising awareness and promoting visibility of ICH
- Networking and international cooperation
- Dissemination of information, including best practices

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## Details

### - Theme:

“The Relationship of ICH and the Environment, with a special focus on related policies and the West and Central Asian Region”

### - Organizers:

- Tehran ICH Centre

- **Target Group:** ICH related sides over the Region (governmental organizations, local communities, NGOs, experts, individual bearers and practitioners, etc)

- **Location:** Iran (Islamic Republic of)

### - Participation:

a) Article presentations

b) Round-table discussions

### - Short-term Outcome:

Publication of articles and discussions

### - Medium-term Outcome:

Developing a regional project for (i) gathering best practices and (ii) developing a database of traditional ecological knowledge.

### - Even magnitude:

Expert meeting participated by maximally 20 female and male specialists, and attended by a limited number of audience (maximally, 200 people), distributed equally, among relevant governmental organizations, NGOs, experts, and individual bearers and practitioners

### - Framework:

- Effective Networking and Cooperation

- Global Capacity-building Strategy

- **Duration:** 2 days

- **Budget Source:** Tehran ICH Centre, Shahid Beheshti University, Tehran

## Objectives

- a) Throwing fresh light on the issue of ICH safeguarding in general;
- b) Exploring the Relationship of ICH and the Environment as a neglected issue in the framework of the UNESCO rules and regulations on ICH;
- c) Exploring the policies related to the relationship of ICH and the environment;
- d) Exploring the conditions prevailing on the West and Central Asian Region, regarding the relationship of ICH and the environment;
- e) Publication of articles and discussions;
- f) Developing a regional project for (i) gathering best practices and (ii) developing a database of traditional ecological knowledge;
- g) Raising awareness on ICH and the 2003 Convention at various levels over the West and Central Asian Region (local community to governmental body levels);
- h) Providing the involved West and Central Asian sides with expert advice on effective methods of safeguarding their ICH;
- i) Drafting a preliminary list of policies, procedures, recommendations, etc, for inclusion in the UNESCO collection of rules and regulations on ICH.

### **Expected Results**

1. Fresh light thrown on the issue of ICH safeguarding in general;
2. Studies promoted on the relationship of ICH and the environment, as a neglected issue in the framework of the UNESCO rules and regulations on ICH;
3. The policies related to the relationship of ICH and the environment explored;
4. The conditions prevailing on the West and Central Asian Region regarding the relationship of ICH and the environment explored;
5. The collection of articles of the expert meeting published;
6. Ground prepared for the development of a regional project for (i) gathering best practices and (ii) developing a database of traditional ecological knowledge; both on the relation of ICH and environment
7. Awareness on ICH and the 2003 Convention raised at various levels over the West and Central Asian Region (local community to governmental body levels);

8. A preliminary list of policies, procedures, recommendations, etc, on the relation of ICH and environment drafted for inclusion in the UNESCO collection of rules and regulations on ICH drafted.

### **UNESCO Performance Indicators**

- Technical assistance provided for development of safeguarding plans for intangible cultural heritage
- Number of best practices promoted
- Number of Member States with institutional resources strengthened (ministries, institutes, NGOs, universities, ICH committees)

### Activity 3.4

#### Virtual Calendar of the West and Central Asian ICH (Phase 2: Data-gathering)

#### **Mandate**

- Networking and international cooperation
- Dissemination of information, including on best practices
- Raising awareness and promoting visibility of ICH
- Encouraging community involvement

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## Details

- **Theme:** Data-gathering for the Virtual ICH Calendar of the West and Central Asia
- **Target Group:** Governmental organizations, local communities, NGOs, guild unions, universities, research institutes, individual bearers and practitioners, etc, in Tehran ICH Centre's Member States;
- **Method:**
  - (1) Exchanges of e-mails
  - (2) Direct negotiations on the occasion of the 2016 General Assembly and World C2Cs Meeting, the 2016 Intergovernmental Committee Session...
  - (3) Direct contacts with related embassies, offices, etc, within and outside Iran;
- Drafting, signing, and exchange of MOUs;
- Other methods.
- **Framework:** Effective Networking and Cooperation
- **Duration:** Year 2016
- **Budget Source:** Tehran ICH Centre

## Objectives

- a) Raising awareness on ICH at various levels over the West and Central Asian Region (local community to governmental body levels);
- b) Strengthening ties with Tehran ICH Centre Member States;
- c) Encouraging the non-Member States on the Region to join Tehran ICH Centre;
- d) Promoting networking objectives among related/interested sides over the Region;
- e) Promoting networking objectives among World C2Cs on ICH;
- f) Increasing the number of female and male individuals in West and Central Asian countries aware of ICH, from different sectors and at various levels, while identifying eager and talented ones, especially among local community members, to plan and enact future implementation activities with their collaboration

## **Expected Results**

1. Awareness on ICH raised at various levels over the West and Central Asian Region (local community to governmental body levels);
2. Ties between Tehran ICH Centre and its Member States strengthened;
3. Non-Member States on the Region encouraged to join Tehran ICH Centre;
4. Networking objectives among related/interested sides over the Region promoted;

## **UNESCO Performance Indicators**

- Number of organizations within and outside the United Nations system, civil society, and the private sector contributing to programme delivery
- Number of states joining UNESCO C2C's on ICH
- Number of contributions to ICH safeguarding on the part of local communities



**Activity 3.5**

**Tehran ICH Centre's 1<sup>st</sup> International Research Festival on West and Central Asian ICH, on the Occasion of Nowrouz of 2016**

**Mandate**

- Research on safeguarding
- Encouraging community involvement
- Raising awareness and promoting visibility of ICH
- Dissemination of information, including best practice

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## Details

### - Theme:

“West and Central Asian Ethnic Dolls and Puppets”

- **Target Group:** ICH related sides over the Region (governmental organizations, local communities, NGOs, experts, individual bearers and practitioners, etc)

- **Location:** National Museum of Iran, Tehran, Iran (Islamic Republic of)

### - Participation:

a) Article presentations

b) Round-table discussions

c) On-stage performances

d) Outdoor performances

e) Exhibition

f) Doll/Puppet-making Workshops

### - Outcomes:

- Publication of articles and discussions

- Production of a documentary video

- Drafting of recommendations by the participants for Tehran ICH Centre to plan and execute future activities

### - Even magnitude:

- Expert meeting participated by maximally 20 female and male specialists, and attended by an open group of audience;

- Maximally, 20 on-stage and out-door puppet performances;

- West and Central Asian ethnic dolls and puppets exhibition, and doll/puppet-making workshops (no limitation on the number of participants);

### - Framework:

- Effective Networking and Cooperation

- Global Capacity-building Strategy

- **Duration:** 3 days

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**- Budget Source:** Tehran ICH Centre

**Objectives**

- a) Awareness-raising on ICH in general, and West and Central Asian doll/puppet-making and their related cultural aspects, in particular, at various levels (governmental bodies, local communities, NGOs, guild unions, experts, individual bearers and practitioners, etc);
- b) Acquaintance with successful safeguarding measures in the field of West and Central Asian ethnic dolls and puppets, as a pilot study to develop working on and with successful safeguarding practices a an effective safeguarding measure in the field of ICH;
- c) Providing Tehran ICH Centre with expert recommendations to plan its future programmes in relation to West and Central Asian dolls/puppets, and on the Region's ICH, in general;
- d) Exploring methods of encouraging community involvement in the process of safeguarding of ICH through focusing on West and Central Asian ethnic dolls and puppets;
- e) Providing the involved West and Central Asian sides with expert advice on effective methods of safeguarding their ethnic dolls and puppets and their related cultural aspects.

**Expected Results**

- 1. Awareness on ICH in general, and West and Central Asian doll/puppet-making and their related cultural aspects, in particular, at various levels (governmental bodies, local communities, NGOs, guild unions, experts, individual bearers and practitioners, etc) raised;
- 2. Acquaintance with successful safeguarding measures in the field of West and Central Asian ethnic dolls and puppets promoted;
- 3. A pilot study to develop working on and with successful safeguarding practices as an effective safeguarding measure in the field of ICH organized and executed on the West and Central Asian Region;

4. A list of expert recommendations provided for Tehran ICH Centre to plan its future programmes in relation to West and Central Asian dolls/puppets, and on the Region's ICH, in general;
5. Methods of encouraging community involvement in the process of safeguarding of ICH explored through focusing on West and Central Asian ethnic dolls and puppets;
6. Expert advice provided for the involved West and Central Asian sides on effective methods of safeguarding their ethnic dolls and puppets and their related cultural aspects.

### **UNESCO Performance Indicators**

- Number of stakeholders involved in the implementation of the Convention contributing information to the knowledge-management system
- Number of best practices promoted
- Gender balance amongst experts/participants in human and institutional capacity workshops enhanced

### Activity 3.6

Tehran ICH Centre's 2<sup>nd</sup> International Research Festival on West and Central Asian ICH, titled "West and Central Asian Puzzle and Board Games"

### Mandate

- Research on safeguarding
- Encouraging community involvement
- Raising awareness and promoting visibility of ICH
- Dissemination of information, including best practices

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## Details

- **Theme:** “West and Central Asian Traditional Puzzle and Board Games”
- **Target Group:** ICH related sides over the Region (governmental organizations, local communities, NGOs, experts, individual bearers and practitioners, etc.)
- **Location:** Iran (Islamic Republic of)
- **Participation:**
  - a) Article presentations, b) Round-table discussions, c) Indoor games
  - d) Outdoor games, e) Exhibition, f) Puzzle and Board Games Workshops
- **Outcomes:**
  - Publication of articles and discussions
  - Production of a documentary video
  - Drafting of recommendations by the participants for Tehran ICH Centre to plan and execute future activities
- **Even magnitude:**
  - Expert meeting participated by maximally 20 female and male specialists, and attended by an open group of audience;
  - Maximally, 20 indoor/outdoor puzzle or board games performed and participated in;
  - West and Central Asian traditional puzzle and board games exhibition, and puzzle and board games workshops (no limitation on the number of participants);
- **Framework:**
  - Effective Networking and Cooperation
  - Global Capacity-building Strategy
- **Duration:** 3 days
- **Budget Source:** Tehran ICH Centre

## Objectives

- a) Awareness-raising on ICH in general, and West and Central Asian traditional puzzle and board games and their related cultural aspects, in particular, at various levels

(governmental bodies, local communities, NGOs, guild unions, experts, individual bearers and practitioners, etc);

b) Acquaintance with successful safeguarding measures in the field of West and Central Asian traditional puzzle and board games, as a pilot study to develop working on and with successful safeguarding practices as an effective safeguarding measure in the field of ICH;

c) Providing Tehran ICH Centre with expert recommendations to plan its future programmes in relation to West and Central Asian traditional puzzle and board games, and on the Region's ICH, in general;

d) Exploring methods of encouraging community involvement in the process of safeguarding of ICH through focusing on West and Central Asian traditional puzzle and board games;

e) Providing the involved West and Central Asian sides with expert advice on effective methods of safeguarding their traditional puzzle and board games and their related cultural aspects.

### **Expected Results**

1. Awareness on ICH in general, and West and Central Asian traditional puzzle and board games and their related cultural aspects, in particular, at various levels (governmental bodies, local communities, NGOs, guild unions, experts, individual bearers and practitioners, etc) raised;

2. Acquaintance with successful safeguarding measures in the field of West and Central Asian traditional puzzle and board games promoted;

3. A pilot study to develop working on and with successful safeguarding practices as an effective safeguarding measure in the field of ICH organized and executed on the West and Central Asian Region;

4. A list of expert recommendations provided for Tehran ICH Centre to plan its future programmes in relation to West and Central Asian traditional puzzle and board games, and on the Region's ICH, in general;

5. Methods of encouraging community involvement in the process of safeguarding of ICH explored through focusing on West and Central Asian traditional puzzle and board games;
6. Expert advice provided for the involved West and Central Asian sides on effective methods of safeguarding their traditional puzzle and board games and their related cultural aspects.

### **UNESCO Performance Indicators**

- Number of stakeholders involved in the implementation of the Convention contributing information to the knowledge-management system
- Technical assistance provided for development of safeguarding plans for intangible cultural heritage, including indigenous languages and endangered languages
- Number of Member States supported with technical assistance to introduce national gender-sensitive and gender responsive cultural policies
- Number of best practices promoted
- Gender balance amongst experts/participants in human and institutional capacity workshops enhanced
- Number of female practitioners participating in ICH safeguarding activities



## **Output 4**

**Promoting the Intangible Cultural Heritage in West and Central Asia**

#### **Activity 4.1**

Organizing sub-regional public events in Iran, or other Member States upon their interest, on special occasions, or in the name of the countries over the Region, to facilitate familiarization with the Region's ICH, in order to promote research on safeguarding and prepare the ground for such research

#### **Mandate**

- Raising awareness and promoting visibility of ICH
- Encouraging community involvement
- Networking and international cooperation

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## Details

- **Target Group:** Female and male representatives from Communities, NGOs, guild unions, governmental bodies, etc, from five countries on the Region.

- **Framework:**

- Effective Networking and Cooperation

- Global Capacity-building Strategy

- **Duration:** Maximally one day for each event

- **Place:** Locations specified in different provinces in Iran, or other countries over the Region, according to the location of the Target Group

- **Agenda:**

a) Speeches

b) Article presentations

c) Round-table discussions

d) Cultural performances

e) Exhibitions

f) Traditional food

g) Traditional games

etc.

- **Budget Source:** Tehran ICH Centre

- **Objectives:**

a) Raising awareness on ICH and the 2003 Convention at various levels in Iran (local community to governmental body levels);

b) Strengthening the ties between Tehran ICH Centre and its Member States;

c) Encouraging West and Central Asian non-Member States to join Tehran ICH Centre, while strengthening the mutual ties;

d) Encouraging local community involvement in the safeguarding of the West and Central Asian ICH;

- e) Promoting networking objectives in the field of ICH over the West and Central Asian Region;
- f) Increasing the number of female and male individuals over the West and Central Asia aware of the 2003 Convention, from different sectors and at various levels, while identifying eager and talented ones, especially among local community members, to plan and enact future implementation activities with their collaboration.

### **Expected Results**

1. Awareness on ICH and the 2003 Convention raised at various levels in Iran and over the West and Central Asian Region (local community to governmental body levels);
2. Ties strengthened between Tehran ICH Centre and its Member States;
3. West and Central Asian non-Member States encouraged to join Tehran ICH Centre;
4. Mutual respect among West and Central Asian states and local communities promoted;
5. West and Central Asian local communities encouraged to be involved in the safeguarding of their ICH;
6. Networking objectives in the field of ICH over the West and Central Asian Region promoted;
7. Number of female and male individuals over the West and Central Asia aware of the 2003 Convention, from different sectors and at various levels increased;
8. Eager and talented individuals over the West and Central Asia identified, especially among local community members, to plan and enact future implementation activities with their collaboration.
9. Ground made for the safeguarding of the west and central Asian ICH, and for the promotion of research on ICH for the sake of its safeguarding

### **UNESCO Performance Indicators**

- Number of organizations within and outside the United Nations system, civil society, and the private sector contributing to programme delivery

- Number of research initiatives and titles on ICH safeguarding
- Number of people, communities, etc, aware of the importance of ICH and its safeguarding

#### **Activity 4.2**

**Tehran ICH Centre's Promotional Regional Networking Project, titled "Establishing Kinship Relations among ICH Elements/Local Communities over the West and Central Asia" (Phase 1: Feasibility study of the subject over the Region and programming for a pilot project)**

#### **Mandate**

- Encouraging community involvement
- Research on safeguarding
- Networking and international cooperation

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## Details

- **Theme:** “Drafting rules of procedure for approval in 2017, and proposing the first pilot project”;

- **Short Description:**

A number of local communities over the West and Central Asia represent striking similarities among their ICH properties to the extent that either the communities, themselves, or their ICH properties can be announced as close relatives of each other. The proposal here follows the older initiative by some international organizations to establish, so called, “sisterhood” relations among cities of the world, and, by way of that, to promote cultural relations. Here, however, Tehran ICH Centre will try to come up with procedures to establish and promote kinship relations among local communities, or their ICH properties, to promote “local community involvement”, “networking objectives”, “awareness-raising”, and, on the whole, “safeguarding of ICH”, over its geographical domain.

- **Target Group:** Local Communities, NGOs, guild unions, governmental bodies, research institutes, cultural centres, etc, over the West and Central Asia, as well as internationally known experts negotiated with for their advice.

- **Framework:**

- Effective Networking and Cooperation

- **Duration:** Year 2016

- **Place:** Tehran ICH Centre

- **Components:**

a) Approval of the proposal at the 2016 GC Meeting,

b) Review of the related literature,

c) Gathering expert advice,

d) Drafting of Rules of Procedure,

e) Proposing the title of the pilot project.

- **Budget Source:** Tehran ICH Centre

**- Objectives:**

- a) Raising awareness on ICH and the 2003 Convention at various levels over the West and Central Asian Region (local community to governmental body levels);
- b) Strengthening the ties between Tehran ICH Centre and its Member States;
- c) Encouraging West and Central Asian non-Member States to join Tehran ICH Centre, while strengthening the mutual ties;
- d) Encouraging local community involvement in the safeguarding of the West and Central Asian ICH;
- e) Promoting networking objectives in the field of ICH over the West and Central Asian Region;
- f) Increasing the number of female and male individuals over the West and Central Asia aware of the 2003 Convention, from different sectors and at various levels, while identifying eager and talented ones, especially among local community members, to plan and enact future implementation activities with their collaboration.

**Expected Results**

1. Awareness on ICH and the 2003 Convention raised at various levels in Iran and over the West and Central Asian Region (local community to governmental body levels);
2. Ties strengthened between Tehran ICH Centre and its Member States;
3. West and Central Asian non-Member States encouraged to join Tehran ICH Centre;
4. Mutual respect among West and Central Asian states and local communities promoted;
5. West and Central Asian local communities encouraged to be involved in the safeguarding of their ICH;
6. Networking objectives in the field of ICH over the West and Central Asian Region promoted;
7. Number of female and male individuals over the West and Central Asia aware of the 2003 Convention, from different sectors and at various levels increased;



8. Eager and talented individuals over the West and Central Asia identified, especially among local community members, to plan and enact future implementation activities with their collaboration.

### **UNESCO Performance Indicators**

- Number of supported Member States utilizing strengthened human and institutional resources for intangible cultural heritage and integrating ICH into national policies
- Number of stakeholders involved in the implementation of the Convention contributing information to the knowledge-management system
- Number of networking activities in the field of ICH
- Number of individuals, communities, groups, etc, aware of the 2003 convention, ICH, and methods of its safeguarding

### Activity 4.3

#### Tehran ICH Centre's 2<sup>nd</sup> Promotional Regional / International Competition

#### **Mandate**

- Raising awareness and promoting visibility of ICH
- Encouraging community involvement
- Research on safeguarding
- Networking and international cooperation

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## Details

- **Theme:** Holding Tehran ICH Centre’s Amateur Photography Competition on West and Central Asian ICH, entitled “ICH in the Context”, to promote research on ICH as well as the safeguarding measures related to it.

- **Short Description:**

Tehran ICH Centre’s 1<sup>st</sup> Promotional Regional/International Competition planned and executed in 2015 on the “design of the Centre’s permanent logo” provided the Centre with valuable experience on methods of raising public awareness on ICH and encouraging local community involvement in its safeguarding.

Regional/international competitions, generally, provide excellent opportunities for the local community members to take part in promotional activities, among other safeguarding measures in the field of ICH.

Equipped with the abovementioned, Tehran ICH Centre has decided to organize a photography competition on West and Central Asian ICH. The only two conditions for the competition include “doing it in the natural context” and “by amateur photographers”.

By way of this competition, Tehran ICH Centre hopes to promote “local community involvement”, “networking objectives”, “awareness-raising”, and, on the whole, “safeguarding of ICH”, over its geographical domain.

- **Target Group:** Local Communities, NGOs, guild unions, governmental bodies, research institutes, cultural centres, etc, over the West and Central Asia, as well as interested photographers worldwide.

- **Framework:**

- Effective Networking and Cooperation

- **Duration:** Year 2016

- **Place:** Tehran ICH Centre

- **Components:**

a) Approval of the proposal at the 2016 GC Meeting,

b) Publication of the call for competition,

- c) Submission and evaluation periods,
- d) Announcement of the results,
- e) Publication of photo album.

**- Budget Source:** Tehran ICH Centre

### **Objectives**

- a) Raising awareness on ICH and the 2003 Convention at various levels over the West and Central Asian Region (local community to governmental body levels);
- b) Strengthening the ties between Tehran ICH Centre and its Member States;
- c) Encouraging West and Central Asian non-Member States to join Tehran ICH Centre, while strengthening the mutual ties;
- d) Encouraging local community involvement in the safeguarding of the West and Central Asian ICH;
- e) Promoting networking objectives in the field of ICH over the West and Central Asian Region;
- f) Increasing the number of female and male individuals over the West and Central Asia aware of the 2003 Convention, from different sectors and at various levels, while identifying eager and talented ones, especially among local community members, to plan and enact future implementation activities with their collaboration.
- g) Promoting the reputation of Tehran ICH Centre at the international level, as a Category 2 Centre under the auspices of UNESCO, involved in safeguarding-based research on ICH.

### **Expected Results**

1. Awareness on ICH and the 2003 Convention raised at various levels in Iran and over the West and Central Asian Region (local community to governmental body levels);
2. Ties strengthened between Tehran ICH Centre and its Member States;
3. West and Central Asian non-Member States encouraged to join Tehran ICH Centre;

4. Mutual respect among West and Central Asian states and local communities promoted;
5. West and Central Asian local communities encouraged to be involved in the safeguarding of their ICH;
6. Networking objectives in the field of ICH over the West and Central Asian Region promoted;
7. Number of female and male individuals over the West and Central Asia aware of the 2003 Convention, from different sectors and at various levels increased;
8. Eager and talented individuals over the West and Central Asia identified, especially among local community members, to plan and enact future implementation activities with their collaboration
9. Reputation of Tehran ICH Centre promoted at the international level, as a Category 2 Centre under the auspices of UNESCO, involved in safeguarding-based research on ICH. .

#### **UNESCO Performance Indicators**

- Number of stakeholders involved in the implementation of the Convention contributing information to the knowledge-management system
- Number of best practices promoted
- Number of networking activities in the field of ICH
- Number of individuals, communities, groups, etc, aware of the 2003 convention, ICH, and methods of its safeguarding

#### **Activity 4.4**

Promotion of the pilot project “Learning with Intangible Heritage for a Sustainable Future (Guidelines for Educators in the Asia-Pacific Region)” on the West and Central Asia (Phase 1)

#### **Mandate**

- Disseminate information, including best practices
- Raising awareness and promoting visibility of ICH
- Research on safeguarding
- Encouraging community involvement
- Training and capacity-building

## Details

- **Theme:** Editing Textbooks on ICH for West and Central Asian Elementary School Children: Feasibility Study and a Pilot Project

- **Short Description:** “Learning with Intangible Heritage for a Sustainable Future (Guidelines for Educators in the Asia-Pacific Region)” is the title of a book published in 2015 by UNESCO Headquarters and UNESCO Bangkok Office to introduce the results of a pilot project to link education and culture in Pakistan, Palau, Uzbekistan, and Viet Nam. Having resulted in effective outcomes, the promotion of the project was advised to be included among the undertakings of Tehran ICH Centre.

Tehran ICH Centre has included the present activity among its 2016 programmes on these same lines. As a first step, the Centre will examine editing Textbooks on ICH for West and Central Asian Elementary School Children by way of planning and executing a feasibility study and devising a pilot project through editing a bilingual book in Persian and English.

- **Target Group:** Elementary School Children

- **Target Group Size:** Open

- **Framework:** Global Capacity-building Strategy

- **Duration:** Year 2016

- **Components and Outcomes:**

(1) A bilingual textbook on ICH in Persian and English to be distributed among the West and Central Asian States, as well as other interested sides worldwide,

(2) A pilot teaching project for primary-school children in Iran,

- **Budget Source:** Tehran ICH Centre

- **Participation:** Competent Iranian and non-Iranian experts, as well as talented local community members, identified and nominated by Tehran ICH Centre

## Objectives

a) Raising awareness on ICH and the 2003 Convention at various levels over the Region (local community to governmental body levels);

- b) Promoting the link between education and culture, with special focus on ICH, over the West and Central Asian Region;
- c) Preparation of the ground for effective transmission of ICH between generations over the West and Central Asia;
- d) Preparation of the ground for local community involvement in ICH safeguarding over the West and Central Asia;
- e) Identification of competent female and male individuals among available Iranian and non-Iranian experts to collaborate with;
- f) Increasing the number of female and male individuals over the region aware of the 2003 Convention, from different sectors and at various levels, while identifying eager and talented ones, especially among local community members, to plan and enact future capacity-building and implementation activities with their collaboration.
- g) Disseminating information on the pilot project “Learning with Intangible Heritage for a Sustainable Future”, as a successful safeguarding project in the field of ICH;
- h) Promoting the Visibility of ICH in general in West and Central Asia;
- i) Promoting safeguarding-based research on ICH in West and Central Asia.

### **Expected Results**

1. Awareness on ICH and the 2003 Convention raised at various levels over the Region (local community to governmental body levels);
2. The link between education and culture promoted over the West and Central Asian Region, with special focus on ICH;
3. Ground prepared for effective transmission of ICH between generations over the West and Central Asian Region;
4. Ground prepared for local community involvement in ICH safeguarding over the West and Central Asian Region;
5. Competent female and male individuals among available Iranian and non-Iranian experts identified to collaborate with;



6. Number of female and male individuals over the region aware of the 2003 Convention, from different sectors and at various levels increased;
7. Eager and talented individuals, especially among local community members, identified to plan and enact future capacity-building and implementation activities with their collaboration.
8. Information increased on the pilot project “Learning with Intangible Heritage for a Sustainable Future”, as a successful safeguarding project in the field of ICH over the West and Central Asia;
9. Visibility of ICH in general promoted in West and Central Asia;
10. Safeguarding-based research on ICH promoted in West and Central Asia.

#### **UNESCO Performance Indicators**

- Technical assistance provided for development of safeguarding plans for intangible cultural heritage, including indigenous
- Number of best practices promoted
- Number of Member States with institutional resources strengthened (ministries, institutes, NGOs, universities, ICH committees)



## **Output 5**

### **Others (Procedural Activities)**

## **Full mandate**

- 5-1. Holding Tehran ICH Centre's 3<sup>rd</sup> Ordinary Governing Council Meeting (May 2016)**
- 5-2. Preparation for the 2017 GC Meeting**
- 5-3. Holding two meetings of Centre's Executive Board**

## Part 2

### Time-frame and Budget

Activity	Title	Time	Frequency	Budget (US\$)
Activity 1.1.1	Nomination Workshop for Armenia	Year 2016	Punctual	13000
Activity 1.1.2	Inventorying Workshop for Turkmenistan	Year 2016	Punctual	13000
Activity 1.1.3	Implementation Workshop for Afghanistan	Year 2016	Punctual	13000
Activity 1.1.4	Implementation Workshop for Pakistan	Year 2016	Punctual	13000
Activity 1.1.5	Inventorying Workshop for Iraq	Year 2016	Punctual	8500
Activity 1.1.6	Two implementation Workshops for Iran	Year 2016	Punctual	8500
Activity 1.2	Organizing 10 minor awareness-raising programmes	Year 2016	Continual	2000
Activity 1.3	Participation of Centre's staff in regional and international meetings, sessions, conferences and workshops	Year 2016	Punctual	10000
Activity 2.1	Planning and organizing contacts with 6 countries over the Region to encourage them to participate in the Centre as Member States	Year 2016	Continual	12000
Activity 2.2	Conclusion of MOUs between Tehran ICH Centre, on the one hand, and UNESCO, or World C2Cs	Year 2016	Continual	500
Activity 2.3	Improving methods of cooperation of the Centre with Participating States to guarantee regular updating of the Centre's virtual spaces (Website, Facebook, Instagram, etc)	Year 2016	Continual	500
Activity 3.1	Publication of the 1 <sup>st</sup> Quadrennial Report of Tehran ICH Centre's Activities (Period 2012-2016)	Year 2016	Continual	500
Activity 3.2	2 <sup>nd</sup> International Expert Meeting on Safeguarding West and Central Asian Intangible Cultural Heritage	October	Punctual	20000 + Sponsored
Activity 3.3	3 <sup>rd</sup> International Expert Meeting on Safeguarding West and Central Asian Intangible Cultural Heritage	January 2017	Punctual	20000 + Sponsored
Activity 3.4	Virtual Calendar of the West and Central Asian ICH (Phase 2: Data-gathering)	Year 2016	Continual	1000

Activity 3.5	Tehran ICH Centre's 1 <sup>st</sup> International Research Festival on West and Central Asian ICH, on the Occasion of Nowrouz of 2016	March 2016	Punctual	30000
Activity 3.6	Tehran ICH Centre's 2 <sup>nd</sup> International Research Festival on West and Central Asian ICH	November 2016	Punctual	45000 + Sponsored
Activity 4.1	Organizing 10 sub-regional cultural programmes to facilitate familiarization with the Region's ICH	Year 2016	Continual	24000
Activity 4.2	Tehran ICH Centre's Promotional Regional Networking Project, titled "Establishing Kinship Relations among ICH Elements/Local Communities over the West and Central Asia" (Phase 1)	Year 2016	Continual	3000
Activity 4.3	Tehran ICH Centre's 2 <sup>nd</sup> Promotional Regional / International Competition	November 2016	Punctual	4000
Activity 4.4	Promotion of the pilot project "Learning with Intangible Heritage for a Sustainable Future (Guidelines for Educators in the Asia-Pacific Region)" on the West and Central Asia (Phase 1)	Year 2016	Continual	500
Activity 5.1	Holding Tehran ICH Centre's 3 <sup>rd</sup> Ordinary Governing Council Meeting (May 2016)	May 2016	Punctual	60000
Activity 5.2	Holding two meetings of Centre's Executive Board	September 2016 March 2017	Punctual	6000
Other	Salary	Year 2016	-	150000
Other	Logistics	Year 2016	-	20000
<b>Total</b>				<b>478000</b>