UNITED NATIONS EDUCATIONAL,
SCIENTIFIC AND CULTURAL ORGANIZATION

Bureau of the Intergovernmental Council for the Information for All Programme
Eighth Meeting
4-6 April 2005

UNESCO House, Paris, Room VIII (Fontenoy Building)

Draft Final Report

**This document is also available at
http://www.unesco.org/webworld/ifap**

Table of Contents

Introduction

1. The eight meeting of the Bureau of the Intergovernmental Council for the Information for All Programme was held at UNESCO House, Paris, from 4 to 6 April 2005.

2. The following members of the Bureau participated:

Chairperson:	Mr Daniel MALBERT	France*
Vice-Chairperson:	Mr Dietrich SCHÜLLER	Austria
	Mr Y.M.O. NWAFOR	Nigeria
	Mr Eduardo OROZCO	Cuba
Members:	Mr Ludovit MOLNAR	Slovakia
	Mr Wacef CHIHA	Tunisia
	Mr WU Yishan	China
Rapporteur:	Mr Laurence ZWIMPFER	New Zealand

Alternates: Catherine DUMESNIL (France) ;Catherine SOUYRI (France);

For the opening of the meeting, the Director-General of UNESCO was represented by Mr Abdul Waheed Khan, Assistant Director-General for Communication and Information.

Representatives of the International Council on Archives (ICA) and of the International Association of Sound and Audiovisual Archives (IASA), also representing the Co-ordinating Council of Audiovisual Archives Associations (CCAAA), participated as well.

Item 1   Opening of the meeting

3. Mr Khan welcomed Bureau Members and commented on the global context in which IFAP is operating. Specifically he referred to the forthcoming review in September 2005 of world progress in meeting the Millennium Development Goals and Kofi Annan's proposals for both the reform of the United Nations and action post phase 2 of the World summit on the Information Society (WSIS). UNESCO has continued to advocate concept of building knowledge societies with a special focus on building capacities, creating content and ensuring participation by all people.

4. Mr Khan stressed that IFAP continues to play an important role; its recommendations were influential in the preparation of the draft 33 C/5 Programme and Budget for the 2006-07 biennium, which is to be presented to the 171st session of the Executive Board in April 2005.

5. The task that IFAP faces is enormous. With over 500 projects submitted and funding requests exceeding US$21 million, the demand for assistance is overwhelming. Mr Khan encouraged the Bureau to turn its attention to much more aggressive fundraising initiatives, as the level of voluntary contributions since the programme was established has totaled only $300,000, a sum roughly equivalent to the administrative cost of managing the programme.

6.   Mr Khan also presented a sobering picture of how little has been achieved at a global level in terms of ICT deployment since the signing of the Okinawa Charter on the Global Information Society in July 2000. Despite the establishment of the UN ICT Task Force and the World Summit on the Information Society, he felt there had been little real action. He expressed concern at the many meetings being held to discuss ICT issues and at the huge cost of these meetings. But most people remain without access. Little headway is being made in meeting the needs of the target groups – LDCs, rural communities and women. He deplored the fact that money always appeared to be available for meetings but not for projects. IFAP must address this issue if it is to be effective.

7. The Chairperson of the IFAP Council, Mr Daniel Malbert, also welcomed Bureau Members. He thanked Mr Khan for his challenging remarks and timely reminder of the need for action to follow the talk.

Item 2   Adoption of the Agenda

8.   The Agenda (see Annex I) was approved with the inclusion of the following items as part of Item 10 Miscellaneous:

> (a) Preparation of the Programme and Budget for 2006-2007 (33 C./5)
>
> (b) 4th session of the IFAP Council
>
> (c) Preparation of the second phase of the World Summit on the Information Society (WSIS)

Item 3 Adoption of the Report of the seventh Meeting of the Bureau (18-20 0ctober 2004)

9.   The Bureau of the Intergovernmental Council for the Information for All Programme,

> 1.   Having examined document IFAP-2004/Bureau.VII/3 *"Draft Final Report of the Seventh Meeting of the Bureau of the Intergovernmental Council for the Information for All Programme";*
>
> 2.   Noted that the Working Party for the *Visibility Plan* has not yet been convened;
>
> 3.   Noted the need to agree which IGOs and NGOs should be invited to meetings of the Bureau and what procedures should be adopted for inviting them;
>
> 4.   Agreed that the Secretariat would recommend a list of IGOs and NGOs who should receive a standing invitation to every meeting of the Bureau, noting that this would at least include IASA, ICA, IFLA and IACMR;
>
> 5.   Noted that a bulletin called "IFAP AGENDA", providing an update on matters discussed by October 2004 Bureau meeting, had been distributed by email to all members of the IFAP Council but no feedback had been received;
>
> 6.   Noted that the suggested actions resulting from the Thematic Debate on *Measuring Progress Towards Achieving IFAP's Goals as well as Progress in Bridging the Digital Divide* had not yet been followed up. However, these ideas are being used to help shape the work programme for the 2006-07 biennium;

7. Agreed that the Bureau and Secretariat need to collaborate in determining realistic workplans to implement suggestions arising from Bureau or Council meetings; Bureau members may be able to assist by identifying specific areas where they can offer expertise, or alternatively issue specific briefs for other UNESCO groups such as UIS in the case of monitoring progress in bridging the digital divide;

8. Agreed that the Secretariat would provide an update on the results of the combined UNCTAD/OECD/ITU/UIS/UN Regional Commissions/ UN ICT Task Force/ World Bank meeting on *"Measuring the Information Society"*, held in Geneva, 7-9 February 2005, for the next Bureau meeting;

9. Agreed to adopt the report.

Item 4 IFAP Projects

10. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Having examined document IFAP-2005/Bureau.VIII/Inf.8 *"IFAP Projects"*;

2. Noted that US$282,416 had already been committed to 10 projects from the IFAP Special Account and that US$777,762.58 remained for allocation at this meeting of the Bureau;

3. Noted that the Government of Spain had recently signed off on five projects, to be funded from the US$808,118.52 funds held in trust on behalf of Spain; implementation of the projects in Latin America is expected to commence shortly;

4. Noted that for a variety of reasons, implementation of a number of projects approved by the Bureau in February 2004, had been delayed; however, the Secretariat, supported by UNESCO regional advisers, expects that all projects will be proceeding as originally proposed; narrative progress reports for each of the projects are available if required;

5. Noted the limited capacity in many countries to execute ICT projects, especially in developing countries where the need is the greatest;

6. Noted that successful projects could be used to help in promoting IFAP to potential funding providers;

7. Noted the processes used by the IPDC to allocate funds to projects involved a careful screening by UNESCO's Advisers for Communication and Information (ACIs) in the field; only projects endorsed by ACIs are presented to the Bureau for funding consideration. This ensures projects are relevant and verifies the capacity of proponents to implement their projects. Funded projects must report every 4 months to the responsible field officer, who in turn submit six-monthly reports to the Paris Secretariat. Furthermore, all IPDC projects must be completed within 2 years otherwise the funding approval is annulled;

8. Agreed IFAP should seek the explicit support of a competent information specialist in a UNESCO field office or a recognized NGO, IGO or IFAP National Committee to collaborate in the implementation of each approved project and provide mentoring support as required;

9. <u>Noted</u> that the Bureau had agreed by email in January 2005 to earmark US$100,000 from the IFAP Special Funds to support the Tsunami struck countries in Asia; since then UNESCO has appointed Martin Hadlow, Director of UNESCO's temporary office in Sri Lanka to assist with restoration efforts. Susanne Ornager from the New Delhi office had also visited Sri Lanka and produced an evaluation report indicating that a sum of US$6.5 million would be required to re-establish the library and archive infrastructure in Sri Lanka. The proposed use of the US$100,000 would be to support the development of a detailed reconstruction plan, including in-country costs and external advisers;

10. <u>Requests</u> the Secretariat to submit a detailed proposal for the use of the US$100,000 no later than the ninth meeting of the Bureau, 14-16 September 2005; if a satisfactory proposal is not received by this time, the funding will be released for other IFAP projects;

11. <u>Agreed</u> to earmark a sum of US$25,000 for advice on and implementation of the Visibility Plan;

12. <u>Noted</u> that a total of 502 projects had been submitted to the Bureau for funding consideration, with a total funding request over US$21 million. Given the limited availability of funds (US$777,762.58), the Secretariat had undertaken a rigorous pre-selection process. Any projects not directly addressing the following three priority areas were set aside; this reduced the number of projects for consideration to 102 with an aggregate funding request of US$4.5 million:

    1) Promoting information literacy, through capacity building particularly for information professionals (58 projects);
    2) Strengthening awareness about the importance of preservation of information of all kinds (39 projects);
    3) Promoting a better understanding of the ethical, legal and societal implications of ICTs (6 projects).

    Further examination based on the following Evaluation Criteria reduced this number to 49 projects (totaling US$1.6M):

    - Operational & Technical feasibility
    - Financial feasibility
    - IFAP Committee involved
    - Build on previous experience
    - SMART objectives
    - Evaluation component
    - Respect of budget ceiling

13. Agreed to fund the following 24 projects:

ID	Country	Region	Title	Funds (US$)		IL[1]	PR[2]	ET[3]
				Requested	Allocated			
90	Nigeria	5a	ICT literacy: Promoting ICT within the Educational and Information Sectors	24,916	24,916	X		
123	Regional APA	Regional (with projects 124,165, 584)	Seminar-Workshop on Audiovisual Archives Collection Development, Information, and Management	25,320	35,000		X	
138	Senegal, Mali, Burkina Faso	5a (with 388)	Digital Library of the Sahel	45,000	35,000		X	
140	Kazakhstan	4	Electronic Libraries in Rural Areas for Reducing Digital Divide in Central Asia	34,500	10,000	X		
191	Ghana	5a	Building Human Resource Capacity of Ghana's Aspnet ICT Centre	24,500	12,250	X		
247	Viet Nam	4	Information Literacy Capacity Building for Vietnamese Academic Librarians	28,000	25,000	X		
269	Uganda	5a	Young Women's Leaders Project (YWLP)	24,805	24,805	X		
306	Africa	5a Regional	Terminology Training	45,000	35,000	X		
324	Italy, France, Morocco, Egypt, Jordan	5b	MEDCULT	50,000	35,000		X	
332	Indonesia	4	Preservation of, and Access to Archives and Records Providing Evidence of Human Rights Violations	45,000	45,000		X	
360	China	4	Research on National Information Literacy Education in China and Indonesia	30,000	30,000	X		
371	Ghana	5a	Secondary Schools' Participation in Information Literacy Programmes	28,200	25,000	X		
395	Chile	3	Preservation of Cultural Heritage and its Educational Applications	25,000	25,000		X	
413	Democratic Republic of the Congo	5a	Rural Youth Information Center	22,140	5,000	X		
442	CIS Countries	2	Access to Information: Copyright and Related Issues	$35,000	35,000			X
449	Caribbean Countries	3 (with 352)	Preservation as Means of Protecting Caribbean Cultural Heritage	35,000	35,000		X	

---

[1] Promoting information literacy, through capacity building particularly for information professionals

[2] Strengthening awareness about the importance of preservation of information of all kinds

[3] Promoting a better understanding of the ethical, legal and societal implications of ICTs

ID	Country	Region	Title	Funds (US$)		IL	PR	ET
				Requested	Allocated			
450	International	International	Information Literacy Training Programme for Public Librarians across the Commonwealth	45,000	45,000	X		
464	Regional LAC	3	Policies and regulatory frameworks in the Area of Privacy and Access to public information	36,500	35,000			X
511	Bahamas	3	Recruiting and Training Library Cadets (RTLC) Programme for a sustainable Bahamas.	25,000	25,000	X		
568	Mexico, Colombia, Peru	3	ICT Supporting Endangered Aboriginal and other Less Commonly Taught Languages	45,000	35,000		X	
595	South Africa	5a	Establishing Information Literacy Competence Levels of Library Workers	21,850	21,850	X		
601	Egypt	5b	Training of School Teachers on Ethical, Legal and Societal Implications of ICTs	25,000	25,000			X
613	Armenia, Azerbaijan, Georgia	2	Promotion of Information Literacy in the South Caucasus	34,415	34,415	X		
620	**Sri Lanka**	**4**	Planning post-Tsunami reconstruction of libraries and archives	100,000	100,000		X	
			TOTAL	755,146	758,236			

14. <u>Agreed</u> that efforts should be made to secure funding for the following shortlisted projects, with priority attention to the first two (projects 176 and 329):

ID	Country	Region	Title	Funds		IL[4]	PR[5]	ET[6]
				Requested	Suggested			
176	Slovenia	International	International Clearinghouse on Information Literacy and Lifelong Learning (CoIL-LL)	45,000	45,000	x		
329	Ireland	International	NGO in a Box	45,000	45,000	x		
119	Bulgaria	2	Bulgaria and the Information Literacy in 21st Century	23,992	23,992	x		
135	Pakistan	4	Literacy Resource Centre	25,000	25,000	x		
396	UK	3	Strengthening information and knowledge networking by the poor in the Brazilian Amazon: using ICTs to enable local content and indigenous knowledge exchange	44,000	35,000			x

15. <u>Agreed</u> that Project Implementation Guidelines should be prepared, drawing on the experience of the IPDC, and these should be approved by the Bureau no later than the end of April 2005;

---

[4] Promoting information literacy, through capacity building particularly for information professionals
[5] Strengthening awareness about the importance of preservation of information of all kinds
[6] Promoting a better understanding of the ethical, legal and societal implications of ICTs

16. Agreed that any project funds not contracted by the time of the next Bureau meeting in September 2005 would be returned to the IFAP Special Fund for allocation to other projects;

17. Acknowledged with appreciation the support of the representatives from IASA and ICA who assisted the Bureau in the project selection process.

Item 5 IFAP Visibility Plan

11. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Having examined document IFAP-2005/Bureau.VIII/Inf.5 *"IFAP Visibility Plan";*

2. Recalled that at the Seventh Meeting of the Bureau, it was agreed that all members of the Bureau should participate in a Working Group, facilitated by the Rapporteur, to finalize the key messages for the Visibility Plan, as these were considered essential before professionals could be engaged to assist finalise the Plan;

3. Also recalled that a Working Group set up by the previous Bureau had prepared useful suggestions for a Visibility Plan;

4. Noted that the central purpose of the Visibility Plan is to support efforts in raising extra-budgetary funds;

5. Agreed that once the key messages are agreed, the Secretariat should submit a detailed proposal to the Bureau for engaging a PR consultant to develop the implementation plan; noting that US$25,000 from the IFAP Special Fund has been reserved for this purpose;

6. Agreed that this proposal should be reviewed by email, so that work on the implementation plan can be completed before the next Bureau meeting in September 2005.

Item 6 Digital Preservation Costs

12. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Having examined document IFAP-2005/Bureau.VIII/Inf.6 *"Digital Preservation Costs"*;

2. Notes the map prepared by the Secretariat outlining the framework for possible action, the main issues and suggestions for UNESCO's role;

3. Requests that the issue be referred to the Memory of the World Sub-Committee on Technology for further discussion at its forthcoming meeting in Amsterdam, The Netherlands 17-18 May 2005.

Item 7 Evaluation of IFAP in 2007

13. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Having examined document IFAP-2005/Bureau.VIII/Inf.6 *"Evaluation of IFAP in 2007"*;

2. Notes that 160 EX/Decisions, Annex 1, paragraph 16 requires that "an evaluation of the Information for All Programme and its expected results shall be carried out in the seventh year of its existence" and that this will be facilitated by the Internal Oversight Service (IOS) in 2007;

3. Agrees with the proposed timetable, as set out in IFAP-2005/Bureau.VIII/Inf.6, with the exception that the initial brainstorming on the scope of the evaluation and the expectations of the Bureau be discussed by email before the next meeting of the Bureau in September 2005 so that a draft Terms of Reference can be discussed and agreed at that time;

4. Notes the need to identify a group of Bureau Members to form an Evaluation Group and liaise with IOS in preparing for the Evaluation;

5. Notes the possible opportunity to combine the efforts of the Bureau Evaluation Group with the Visibility Plan Working Group;

6. Requests the Secretariat to consult IOS to carry out a pre-evaluation desk study to assist with the preparation of a Terms of Reference.

Item 8 Open thematic debate on "Information Literacy"

14. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Notes that the thematic debate held on Tuesday 5 April 2005 on *Information Literacy* was most successful;

2. Notes the following suggested strategies and actions arising from the discussion:

Strategies	Actions
Communicate the concept of Information Literacy	• Identify a popular "slogan" to promote information literacy, noting IFLA's use of "lifelong literacy" • Dialogue with IFLA and ALA on the wording of the definition to include the concept of creating information more explicitly • Publish the agreed definition with explanatory text in a booklet in UNESCO's 6 languages (*Information Literacy in a Digital World*) • Collaborate with IFLA to produce Guidelines for Member States, describing how countries can create more information literate societies • Promote flagship initiatives that demonstrate information literacy in action • Initiate global awareness campaign, including national workshops and regional meetings • Support the Alexandria Colloquium in November 2005 • Support the establishment of a global clearinghouse on Information Literacy • Encourage member states to support the development of information literate societies in implementing the WSIS Action Plan and report these to the Tunis Summit
Encourage partnerships within	• Collaborate with the Education Sector to ensure information

Strategies	Actions
UNESCO in programme development and implementation	literacy is appropriately recognised within the United Nations Literacy Decade • Collaborate with the Education Sector to ensure information literacy is an integral part of Education for All • Collaborate with LIFE (Literacy Initiative for Empowerment), which focuses on women and out-of-school girls in the 33 countries with illiteracy rates over 50% or illiterate populations greater than 10 million • Collaborate with the ASPNet schools in promoting information literacy
Encourage partnerships with key external stakeholder groups	• Collaborate with IFLA and ICA • Collaborate with the US National Forum on Information Literacy • Collaborate with the American Library Association (ALA) • Collaborate with the Education Office at OECD • Collaborate with the World Health Organisation (WHO) • Collaborate with other Information Literacy leaders • Establish an online Reference Group including representatives from the about organizations to partner with UNESCO in implementing these strategies and actions
Engage Governments in dialogue on Information Literacy	• Develop an instrument (e.g. Declaration or Recommendation) to encourage Member States to give greater recognition to information literacy in their societies • Pro-actively advocate Information Literacy to Governments • Encourage IFAP National Committees to have a discussion on Information Literacy in order to develop a better understanding of what it means for their country and their communities
Embed Information Literacy in the curriculum, at primary, secondary and tertiary levels	• Develop model curricula • Promote Information Science as a discipline • Promote Information & Communications as a distinct discipline • Encourage Media Studies professionals to take a more expansive view of media than traditional media • Encourage coordination and collaboration amongst media educators and other information professionals • Promote mathematical literacy as a core element of an information literacy curriculum • Promote exemplars of activities that stimulate student interest in becoming more information literate
Embed Information Literacy in the professional development of information professionals, including education and health workers	• Promote initiatives that assist teachers and health professionals to become more information literate
Encourage partnerships between Teachers and Librarians	• Promote information skills professional development for teachers, noting the extensive online resources available to support this activity • Encourage librarians to take a leadership role in promoting information literacy in schools and tertiary institutions
Promote Information Literacy in the Health Sector	• Encourage coordinated national approaches to health information literacy • Develop and promote international standards for health

Strategies	Actions
	information literacy • Develop pilot programmes that harness the potential of ICTs for people to take responsibility for their own health and wellbeing Promote the concept of an "information literate patient" (ref. *The Resourceful Patient*)

3. <u>Requests</u> the Secretariat to consider publishing a report of the thematic debate, including copies of all presentations .

Item 9 Date and Place of next Meeting of the Bureau

15. The Bureau of the Intergovernmental Council for the Information for All Programme,

1. <u>Notes</u> the following dates for other UNESCO and IFAP related events during the last four months of 2005:

     19 – 28 September: 172nd session of the Executive Board, Paris, France
     19 – 30 September : WSIS PrepCom 3, Geneva, Switzerland
     3 – 21 October: 33rd session of the General Conference, Paris, France
     6 - 9 November: Information Literacy Colloquium, Alexandria, Egypt
     16-18 November: WSIS, Tunis, Tunisia

2. <u>Agrees</u> to the following dates for the 9th Meeting of the Bureau, to be held in UNESCO Headquarters, Paris:

     Wednesday 14 September 2005 (Bureau Day 1, Bonvin Building, Room XIV)
     Thursday 15 September 2005 (Thematic Debate, Bonvin Building, Room XIII)
     Friday 16 September 2005 (Bureau Day 2, Bonvin Building, Room XIV)

3. <u>Requests</u> the Rapporteur to consult with the Secretariat in preparing a draft agenda for this meeting including suggestions for the thematic debate.

Item 10   Miscellaneous

(a) Preparation of the Programme and Budget for 2006-2007 (33 C/5)

A draft text for the 33 C/5 is to be presented to the 171st meeting of the Executive Board in April 2005. One of IFAP's roles is to provide expert advice on UNESCO's programme and budget within its areas of competence. The 33C/5 text should be reviewed and comment submitted to the Executive Board meetings in April and September and the General Conference, as appropriate. The Bureau agreed that the Rapporteur should coordinate a formal response from Bureau members, taking account of the formal mechanisms that exist for securing changes to the 33 C/5.

(b) 4th session of the IFAP Council

The next meeting of the IFAP Council is to be held around March 2006. It has previously been agreed that efforts should be made to arrange back-to-back meetings of the IFAP Council with the IPDC Council with a linking thematic debate. The IPDC meeting is scheduled for the week of 20 March 2006. It was

agreed that the Chair should meet with the Chair of IPDC to agree meeting dates and discuss possible topics for a thematic debate.

(c) Preparation of the second phase of the World Summit on the Information Society (WSIS)

UNESCO is continuing with an active role in preparations for the Tunis Summit. The focus remains on building knowledge societies with an emphasis on operationalising the Principles and Action Plan from the Geneva Summit. Work on the Financial Mechanisms has been completed and a solidarity fund announced. Work is continuing on the Internet Governance issue. Four special thematic events have been arranged, including "Freedom of Expression in Cyberspace," Paris France (3-4 February 2005), "Multilingualism for Cultural Diversity and Participation of All in Cyberspace", Bamako, Mali (6-7 May 2005), "ICT for Capacity Building: Critical Success Factors", Paris, France (11-13 May 2005) and Cultural Diversity and Knowledge Societies, St Petersburg, Russian Federation (17-19 May 2005).

The National Commissions of UNESCO of Tunisia and France organized an Euro-Arab Symposium on Conference on Cultural Diversity. "Cultural Diversity in Knowledge Societies" in Tunis, Tunisia (24-26 March 2005)

Item 11   Closure of the meeting

16. The Chairperson closed the meeting by thanking the Secretariat, Document Services and the Interpreters for their support. He concluded that the meeting had been a very successful one, with all the meeting goals being met.

Annex I: Agenda of the Eighth Meeting of the Bureau for the Information for All Programme (4-6 April 2005)

1.   Opening of the meeting

2.   Adoption of the Agenda

3.   Adoption of Report of the seventh Meeting of the Bureau (18 – 20 October 2004)

4.   IFAP projects

        a)   Review of ongoing projects

        b)   Agreement on project selection procedure

        c)   Selection of new projects

5.   IFAP Visibility Plan

6.   Digital Preservation Costs

7.   Evaluation of IFAP in 2007

8.   **Open thematic debate on "Information Literacy"**

9.   Date and Place of the next meeting of the Bureau

10.   **Miscellaneous**

        (a) Preparation of the Programme and Budget for 2006-2007 (33 C./5)

        (b) 4th session of the IFAP Council

        (c) Preparation of the second phase of the World Summit on the Information Society (WSIS)

11.   Closure of the meeting