Unit 56

workshop on periodic reporting – introduction

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**participant text**

This unit covers the following topics:

* Capacity-building workshops for implementing the UNESCO Convention for the Safeguarding of the Intangible Cultural Heritage.[[1]](#footnote-1)
* The use of the capacity-building materials.
* The content of the regional workshop on periodic reporting

Participant’s text Unit 56 provides some background for participants: it introduces this workshop and explains its place in the series of workshops developed by UNESCO in the framework of its global capacity-building strategy for the implementation of the Convention at national level. It explains how to use the participant’s text and provides guidance on the use of abbreviations/terminology. It also provides information on the concepts of ICH and safeguarding.

1.1 A capacity-building curriculum

Capacity-building workshops

The Secretariat has developed a series of capacity-building workshops that cover different themes related to the implementation of the Convention such as ratification, implementation of the Convention at the national level, community-based inventorying, nominations and development of safeguarding plans. Further themes are currently under development. The workshops themselves are customized to the needs of the participants and the countries from which they come. Interactive discussions are organized around themes that are especially important for participants.

TRAINING Materials

Training materials for the workshops were developed by internationally recognized experts in the field of ICH. Designed to be easily adaptable to local needs, these materials are divided into units which include Facilitator’s notes, Participant’s texts, PowerPoint presentations, exercises, quizzes and a wide range of case studies. The training materials frequently refer to Articles of the Convention and paragraphs of the Operational Directives (ODs). These texts should therefore also be used during the workshops.

Materials were tested by facilitators with different audiences around the world. All materials are available electronically for use by facilitators in English. Some units are also in French, Spanish, Portuguese, Russian and Arabic.

The core curriculum is far from closed. On the contrary, the strategy foresees a continuous process of development of new topics and of improvement and adaptation of the existing materials to reflect the feedback received from facilitators and participants and to adapt them effectively to the specific needs of each State. This updating process concerns not only content development but also the design and packaging of the training curricula to increase their educational effectiveness, attractiveness and ease of reproduction.

Training materials are used not only in the context of workshops. They have also been designed as sources of information to accompany the longer-term initiatives such as policy revision or institutional reforms.

1.2 Structure

The Participant’s text of the three-day workshop covers seven units, most of which are practical. It is aimed both at providing not only an understanding of the overall results framework developed for the 2003 Convention and the revision of the periodic reporting system, and also to provide participants with direct, hands-on experience of the online reporting tool and supporting materials. It is also designed to encourage participants to reflect upon their role(s) in this process, especially as national Focal Points, and on how it can be rolled out in their own country and the region.

The workshop begins with a brief introductory unit followed by two units in which important information is imparted that the participants will need to move onto the more practical sessions later on in the workshop. The units are as follows:

**Unit 56** opens and introduces the workshop, participants and facilitators.

**Unit 57** introduces periodic reporting and its benefits under the 2003 Convention.

**Unit 58** introduces results-based monitoring and the overall results framework for the 2003 Convention.

**Unit 59** focuses on periodic reporting with a primarily practical approach to data and statistical information.

**Unit 60** focuses on periodic reporting and participatory approaches to the process.

**Unit 61** focuses on filling out the periodic reporting form, giving hands-on experience.

**Unit 62** wraps up the workshop with a review of what has been learned, discussion concerning the future roll-out of periodic reporting and evaluation of the workshop.

1. . Frequently referred to as the ‘Intangible Heritage Convention’, the ‘2003 Convention’ and, for the purpose of this unit, simply the ‘Convention’. [↑](#footnote-ref-1)