



United Nations  
Educational, Scientific and  
Cultural Organization



Intangible  
Cultural  
Heritage

## NGO accreditation

ICH-09 – Form

Reçu CLT / CIH / ITH

Le

19 SEP. 2018

N°

0429

### REQUEST BY A NON-GOVERNMENTAL ORGANIZATION TO BE ACCREDITED TO PROVIDE ADVISORY SERVICES TO THE COMMITTEE

**DEADLINE 30 APRIL 2019**

Instructions for completing the request form are available at:

<https://ich.unesco.org/en/forms>

#### 1. Name of the organization

##### 1.a. Official name

Please provide the full official name of the organization, in its original language, as it appears in the supporting documentation establishing its legal personality (section 8.b below)

Sint Maarten Archaeological Center Foundation

##### 1.b. Name in English or French

Please provide the name of the organization in English or French.

Sint Maarten Archaeological Center Foundation

#### 2. Contact of the organization

##### 2.a. Address of the organization

Please provide the complete postal address of the organization, as well as additional contact information such as its telephone number, email address, website, etc. This should be the postal address where the organization carries out its business, regardless of where it may be legally domiciled (see section 8).

Organization: Sint Maarten Archaeological Center Foundation

Address: A. Th. Illidge Road 117, Sint Maarten

Telephone number: +1 721 524 1155 +1 721 55 90225

Email address: jhavisier@hotmail.com boschelsje@gmail.com

Website: -

Other relevant information: facebook group page under: SIMARC

## 2.b Contact person for correspondence

Provide the complete name, address and other contact information of the person responsible for correspondence concerning this request.

Title (Ms/Mr, etc.):	Dr.
Family name:	Haviser
Given name:	Jay
Institution/position:	director
Address:	Opal Road 1, Pelican, Sint Maarten
Telephone number:	+1 721 524 1155
Email address:	jhaviser@hotmail.com
Other relevant information:	alternative contact: Elsje Bosch

## 3. Country or countries in which the organization is active

Please identify the country or countries in which the organization actively operates. If it operates entirely within one country, please indicate which country. If its activities are international, please indicate whether it operates globally or in one or more regions, and please list the primary countries in which it carries out its activities.

<input checked="" type="checkbox"/> local
<input checked="" type="checkbox"/> national
<input checked="" type="checkbox"/> international (please specify: )
<input type="checkbox"/> worldwide
<input type="checkbox"/> Africa
<input type="checkbox"/> Arab States
<input type="checkbox"/> Asia & the Pacific
<input checked="" type="checkbox"/> Europe & North America
<input type="checkbox"/> Latin America & the Caribbean

Please list the primary country(ies) in which it is active:

The Netherlands  
Caribbean, in particular Sint Maarten, Bonaire, Saba and St. Eustatius

## 4. Date of its founding or approximate duration of its existence

Please state when the organization came into existence, as it appears in the supporting documentation establishing its legal personality (section 8 b below).

August 31, 2005.	Sint Maarten Chamber of Commerce register September 2, 2005 no. 19810
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## 5. Objectives of the organization

Please describe the objectives for which the organization was established, which should be 'in conformity with the spirit of the Convention' (Criterion C). If the organization's primary objectives are other than safeguarding intangible cultural heritage, please explain how its safeguarding objectives relate to those larger objectives.

Not to exceed 350 words; do not attach additional information

To work directly with the population of Sint Maarten, in particular the youth, to educate and train them in scientific methods, while at the same time conducting scientific research into culture and history of Sint Maarten.

-To inspire the youth to pursue a career in the cultural, archarological and anthropolocal sciences and to stimulate them to eventually become local leaders in the scientific aspects of Eco-Tourism and Heritage/Nature Conservation

-The foundation purports to achieve its objectives by:

A. Providing archaeological and heritage related courses, training in scientific methods, fieldwork, on the job training, excursions and study trips .

B. Presenting the results of completed research programs to the intenational community of professional archaeologists (IACA) and local, national and international cultural heritage organizations, in the form of professional publications and congress presentations.

c. By using all legal means possible.

## 6. The organization's activities in the field of safeguarding intangible cultural heritage

Sections 6.a to 6.d are the primary place for establishing that the NGO satisfies the criterion of having 'proven competence, expertise and experience in safeguarding (as defined in Article 2.3 of the Convention) intangible cultural heritage belonging, inter alia, to one or more specific domains' (Criterion A).

### 6.a. Domain(s) in which the organization is active

Please tick one or more boxes to indicate the primary domains in which the organization is most active. If its activities involve domains other than those listed, please tick 'other domains' and indicate which domains are concerned.

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

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

Please tick one or more boxes to indicate the organization's primary safeguarding activities. If its activities involve safeguarding measures not listed here, please tick 'other safeguarding measures' and specify which ones are concerned.

- identification, documentation, research (including inventory-making)
- preservation, protection
- promotion, enhancement
- transmission, formal or non-formal education

- revitalization
- other safeguarding measures – please specify:

### 6.c. Description of the organization's activities

*Organizations requesting accreditation should briefly describe their recent activities and relevant experience in safeguarding intangible cultural heritage, including those demonstrating the capacities of the organization to provide advisory services to the Committee. Relevant documentation may be submitted, if necessary, under section 8.c below*

*Not to exceed 550 words; do not attach additional information*

SIMARC has the annual participation of about 20 local high-school age students between 14 and 18 years of age, as an afternoon school program. This program includes instruction in archaeological and scientific methods for heritage research, implementation of actual fieldwork as well as artifact collection management, including preservation and damage restoration of sites and artifacts. The responsibilities of Simarc include the management of the archaeological collections depository as per official government decree of 2011

SIMARC'S primary activities include:

Weekly lectures and labwork meetings with students

Monthly fieldwork with the students for research at important heritage sites

Cooperation and exchange with other local and regional youth programmes in particular with the archarolocal youth organizations of Saba, St. Eustatius and Bonaire. A selection of the Sint Maarten SIMARC students also participate in the IACA conferences with presentations and with networking with other participants and members.

### 6.d. Description of the organization's competence and expertise

*Please provide information on the personnel and members of the organization, describe their competence and expertise in the domain of intangible cultural heritage, in particular those that demonstrate the capacities of the organization to provide advisory services to the Committee, and explain how they acquired such competence. Documentation of such competences may be submitted, if necessary, under section 8.c below.*

*Not to exceed 200 words; do not attach additional information*

Director J. Haviser has a Doctorate in Archaeology from Leiden University, Netherlands, and a Masters in Anthropology from Florida State University, USA

## 7. The organization's experiences in cooperating with communities, groups and intangible cultural heritage practitioners

*The Committee will evaluate whether NGOs requesting accreditation 'cooperate in a spirit of mutual respect with communities, groups and, where appropriate, individuals that create, practise and transmit intangible cultural heritage' (Criterion D). Please briefly describe such experiences here*

*Not to exceed 350 words; do not attach additional information*

See activities. Special mentioning community involvement in: Tree planting with service clubs, conducting oral history interviews with the elders, school visits and cooperation with other organizations

## 8. Documentation of the operational capacities of the organization

The Operational Directives require that an organization requesting accreditation submit documentation proving that it possesses the operational capacities listed under Criterion E. Such supporting documents may take various forms, in light of the diverse legal regimes in effect in different States. Submitted documents should be translated, whenever possible, into English or French if the originals are in another language. Please label supporting documents clearly with the section (8.a, 8.b or 8.c) to which they refer.

### 8.a. Members and personnel

Proof of the participation of the members of the organization, as requested under Criterion E (i), may take diverse forms such as a list of directors, a list of personnel and statistical information on the quantity and categories of the members; a complete membership roster usually need not be submitted.

Please attach supporting documents, labelled 'Section 8.a'.

### 8.b. Recognized legal personality

If the organization has a charter, articles of incorporation, by-laws or similar establishing documents, a copy should be attached. If, under the applicable domestic law, the organization has a legal personality recognized through some means other than an establishing document (for instance, through a published notice in an official gazette or journal), please provide documentation showing how that legal personality was established.

Please attach supporting documents, labelled 'Section 8.b'.



### 8.c. Duration of existence and activities

If it is not already clearly indicated in the documentation provided under section 8.b, please submit documentation proving that the organization has existed for at least four years at the time it requests accreditation. Please provide documentation showing that it has carried out appropriate safeguarding activities during that time, including those described above in section 6.c. Supplementary materials such as books, CDs, DVDs or similar publications cannot be taken into consideration and should not be submitted.

Please attach supporting documents, labelled 'Section 8.c'.

## 9. Signature

The application must include the name and signature of the person empowered to sign it on behalf of the organization requesting accreditation. Requests without a signature cannot be considered.

Name:	Jay Haviser	Elsje Bosch
Title:	Director SIMARC	Secretary of the board of SIMARC
Date:	June 22, 2018	
Signature:		

**St. Maarten Commercial Register  
Excerpt from the Commercial Register**

Registration number: 19810 (0)  
Date: November 16, 2016 Time: 04:58:31 AM



In the Commercial Register of the St. Maarten Chamber of Commerce & Industry is registered under number 19810: **SINT MAARTEN ARCHEOLOGICAL CENTER FOUNDATION**

<b>Trade name</b>	SIMARC FOUNDATION
<b>Legal form</b>	Foundation
<b>Official name</b>	SINT MAARTEN ARCHEOLOGICAL CENTER FOUNDATION
<b>Statutory seat</b>	Sint Maarten
<b>Date of incorporation</b>	August 31, 2005
<b>Date registered</b>	September 2, 2005
<b>Description</b>	To work directly with the population of Sint Maarten, in particular the youth, to educate and train them in scientific methods, while at the same time conducting scientific research into the culture and history of Sint Maarten; - To inspire the youth to pursue a career in the sciences and to stimulate them to eventually become local leaders in the scientific aspects of Eco-Tourism and Heritage/ Nature Conservation. - The foundation purports to achieve its objectives by: A. By providing courses, training in scientific method, field work, on the job training, excursions and study trips; B. Presenting the results of completed research programs to the international community of professional archeologists and local, national and international cultural heritage organizations, in the form of professional, in the form of professional publications and congress presentations; C. By using all legal means.

**Business Address(es)**

<b>Address</b>	A.Th. Illidge Road 117
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**Correspondence Address(es)**

<b>Address</b>	A.Th. Illidge Road 117
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**Officials**

<b>Function</b>	Board member
<b>Title</b>	Board member
<b>Name</b>	Amanda Lee Ferrier
<b>Address</b>	A.Th. Illidge Road 117, MADAME ESTATE
<b>Date of birth</b>	September 26, 1987
<b>Place of birth</b>	San Juan
<b>Country of birth</b>	Puerto Rico
<b>Nationality</b>	Dutch ( Dutch Caribbean )

<b>Function</b>	Board member
<b>Title</b>	president

- d. After resignation by a Board member, if the number of Board members is less than three (3), the Board continues to be a competent Board; without prejudice, however, to the provision in paragraph a of article 6.
- e. Members of the Board will not receive any wages or compensation apart from the reimbursement of expenses incurred by them for the exercise of their function(s).
- f. The secretary is charged with the correspondence, of minuting of meetings, preparing of the annual reports on the activities of the foundation. The treasurer is charged with the financial administration and the preparing of the financial statements.

REPRESENTATION/MANAGEMENT/PERSONNEL

Article 6

- a. The foundation will be represented in and out of court by two jointly acting Board members, one of which will be the president or the vice-president.  
In all Bank related matters surpassing the amount of US\$500. = the signature of two (2) Executive Board members (treasurer and President or Secretary) will be required for withdrawals and transactions.
- b. The Board may under its responsibility, authorize third parties, private persons or bodies, to represent the foundation with respect to one or more specific acts.  
The powers vested in such third parties and the terms for which they are granted shall be precisely defined; the foundation may grant reasonable monetary or other considerations to such third parties.
- c. The Board may furthermore engage personnel, and may establish committees.
- d. The Board shall apply all requirements of governmental authorities whether these requirements are related to the granting of subsidies or not.

BOARD MEETINGS

Article 7

- a. There will be at least bi-annual meetings, one of which being the first quarterly meeting after the end of the fiscal year, will be the annual meeting, in which annual meeting will be handled the reports of the secretary and the treasurer.
- b. Board meetings will further be held whenever deemed necessary by the president or whenever two board members lodge a relative written request to the president stating the items to be considered.  
If the president does not comply with such a request in such a way that the meeting is held within three weeks after the request, the applicants themselves will be entitled to call the meeting with due observance of the formalities required.
- c. The meeting will be held on Sint Maarten, Netherlands Antilles.
- d. Without prejudice to the provisions of paragraph b of this article, a meeting will be called by the secretary by means of convening letters, containing the subjects of the meeting and the place and time and date of the meeting, with observance of a period of at least fourteen (14) day exclusive of the day of convening and the day of meeting. In case of urgency, at the sole discretion of the president, the period of convening may be reduced.
- e. The meetings will be chaired by the president of the Board; in case of his absence by a person designated thereto by the meeting.  
The Board may only pass legally valid resolutions at a meeting in which the majority of Board members holding office will be present or represented.  
A Board member may be represented at a meeting by another Board member by means of a special written power of attorney.
- f. If in a meeting all Board members holding office are present or represented, which does not include the case mentioned in paragraph g of this article, resolutions are also valid without due observance or the formalities

required provided such resolution are passed unanimously.

- g. The Board may also pass resolutions without a meeting being held, provided all the Board members have expressed themselves in respect to the proposal in writing and the majority of Board members have declared themselves in favor of the proposal concerned.
- h. Unless otherwise provided elsewhere in this constitution, resolutions of the Board are passed by a majority of votes.
- i. Votes on persons will be cast in writing; votes on matters will be cast orally, unless the majority of Board members present or represented decides otherwise; written votes will be cast by means of unsigned closed ballot papers.
- j. Abstentions will be deemed votes not cast.
- k. In case of equality of votes by voting on persons a second voting is held. In case of equality of votes also by the second voting the decision is taken by lot.
- l. In all cases with respect to the voting not provided for in this constitution, the president or whoever will be the chairman of the meeting decides.

#### PARTICIPANTS AND CONTRIBUTORS

##### Article 8

1. The Foundation may have Participants and Contributors;
2. Participants and Contributors are those who have been registered as such by the Board. They may have such rights and obligations as determined by the Board;
3.
  - a. At least once in every fiscal year the Board will meet with the Participants and Contributors in which meeting the subject as mentioned in article 7 sub a will be on the agenda and can be discussed;
  - b. The Board will take into account in its policy advice and resolutions made in this meeting of the Participants and Contributors, present at this meeting;
  - c. The meeting of Participants and

Contributors is presided over by the President of the Foundation or his/her substitute; the minutes of this meeting will be kept by the Secretary or his/her substitute;

- d. The Secretary is charged with the convening of the meeting confirm the regulations as described in article 7 sub d.

#### FINANCIAL YEAR

##### Article 9

- a. The financial year coincides with the calendar year.
- b. At the annual meeting the treasurer will submit a balance sheet and an account of profits and losses on the past financial year to the Board, to be confirmed by the board. Confirmation will constitute discharge from liability to the treasurer for the facts stated therein.
- c. The Board will furthermore comply with all requirements with respect to the reporting, whether financially or otherwise, from governmental authorities.

#### AMENDMENT OF THE CONSTITUTION

##### Article 10

A resolution to amend the articles of this constitution shall be passed by a majority of at least two-third (2/3) of the votes cast in a Board meeting in which at least three-fourth (3/4) of the total number of Board members is present or represented, without any vacancies existing on the Board.

#### DISSOLUTION AND LIQUIDATION

##### Article 11

- a. A resolution to dissolve the foundation may be passed by the Board and needs the same quorum as required in case of amendments of the articles of this constitution (Article 10)
- b. After its dissolution the foundation continues to exist as far as this will be required for the settlement and the provisions of this constitution continue to be effective as much as possible.



- c. The liquidation will be effected by the Board.
- d. A possible positive balance of the dissolved foundation will as much as possible be spent in accordance with the objectives of the foundation.
- e. After the end of the liquidation, the books and record will during a period of thirty (30) years be in the custody of the person being secretary of the foundation at the time when the resolution to dissolve the foundation was passed or such other person designated by the Board.

BY LAWS

Article 12

The Board may draw up and approve by-laws to work out all matters contained in this constitution and which may in no respect be in conflict with the articles of the constitution.

The resolution to approve the by-law needs the same quorum as required in case of amendments of the articles of this constitution (Article 10)

FINAL PROVISION

Article 13

In all cases not provided for by the law or this constitution the Board will decide.

APPOINTMENT OF BOARD MEMBERS

The appearer declared furthermore that for the first time are appointed as Board members:

- Dr. Jay Bryant HAVISER Jr., aforementioned, as President;
- Mistress Elsje Martijntje BOSCH, a museum director, born on May twenty-third of nineteen hundred and forty-three, in Almelo, The Netherlands, bearer of a passport issued by the Kingdom of The Netherlands under number NE 6233500, residing at, # 1 Kanaalsteeg, Apartment # 9, The Jetty, Philipsburg, Sint Maarten, as Secretary,
- Mister Paul ELLINGER, born on July twenty-one of nineteen hundred and sixty-seven, in Goodwill, Dominica, bearer of an identity

card issued by The Island Territory of Sint Maarten, under number 125490 residing at # 3 Queen Conch Road, Guana Bay on Sint Maarten, as Treasurer;

who all have accepted their nomination. The appearer is known to me, civil law notary.

WHEREOF THIS DEED has been executed on Sint Maarten, in one original copy, on the date mentioned in the heading hereof.

After relating the substance of this deed to the appearer, he declared to have examined the contents of this deed and not to require a full reading hereof.

Then, after summary reading of this deed, this deed was signed by the appearer and me, civil law notary.

Was signed: J.B.Haviser Jr. and Schaezman

-----ISSUED FOR TRUE COPY-----