

Statutes of the International Advisory Committee of the ‘Memory of the World’ Programme

Article 1

1.1. An International Advisory Committee of the Memory of the World Programme, hereinafter termed "the Committee" (category V), is hereby established.

1.2. Its goal is to contribute to the mission of UNESCO by emphasizing the importance of documentary heritage as the primary means of knowledge creation, expression and communication, in order to promote sharing knowledge for greater understanding and dialogue, while striving always to promote peace.

Article 2

The Committee shall be responsible for advising the Organization on the planning and implementation of the Memory of the World Programme as a whole, including on:

(a) Implementation of the 2015 UNESCO Recommendation concerning the preservation of, and access to, documentary heritage including in digital form;

(b) Raising awareness, especially amongst governments, relevant NGOs and professional associations, the United Nations and its specialized agencies, of the threats to fragile, often unique, documentary heritage;

(c) Implementation of measures and activities to preserve documentary heritage, past, present and future, seen to be at risk of loss;

(d) Monitoring the global situation of documentary heritage preservation and preparing proposals for its improvement;

(e) Research, together with training and educational programmes, for preserving and making accessible documentary heritage, including in electronic forms, especially in approaches suited to conditions in least developed countries;

(f) Recommending documentary heritage for inscription in the International Memory of the World (MoW) Register as specified in the General Guidelines of the MoW Programme;

(g) Building partnerships, developing branding, and seeking out revenue opportunities to advance the Memory of the World Programme; and

(h) Developing synergies and joint initiatives with other relevant UNESCO programmes.

Article 3

3.1. The Committee shall be composed of 14 members appointed by the Director-General after consultation with the National Commissions of the concerned Member States. The Executive Board shall take note of such appointments.

3.2. The 14 Members of the Committee serve in a personal capacity, not as representatives of States or any other affiliated entities. They will not seek or accept instructions from governments or other authorities.

3.3. The term of office of the members of the Committee shall be four years. It is renewable once. In the event of the resignation or incapacity of a member of the Committee, the Director-General shall appoint a replacement for the remainder of the term.

3.4 Every two years, half the membership of the Committee shall be renewed.

3.5. The members of the Committee shall be chosen for their expertise in safeguarding documentary heritage, taking due account of geographical and gender representation, and in such a way as to represent the various disciplines and schools of thought prevalent in this field within Member States and in the main international professional organizations.

3.6. In addition to the 14 members mentioned in Article 3.1, the Director-General may invite to meetings of the Committee individuals whose duties and qualifications make them suitable for assisting the Committee in its task. They shall not have the right to vote.

Article 4

4.1 The Director-General shall convene the Committee in ordinary session at least once every two years and shall fix the date and place. The Director-General may convene extraordinary sessions and shall fix the date and place.

4.2 The Director-General will be represented at all ordinary and extraordinary sessions.

4.3. At the opening of each ordinary session, the Committee shall elect a Chairperson, three Vice-Chairpersons and a Rapporteur who shall constitute the Bureau of the Committee and shall remain in office until the opening of the following ordinary session.

4.4. The Director-General shall convene the Bureau as deemed necessary in consultation with the Chairperson and be represented at its meetings.

4.4. The Secretariat of the Committee shall be provided by the UNESCO Memory of the World (MoW) Secretariat.

Article 5

5.1. Member States and Associate Members of UNESCO may send observers to sessions of the Committee.

5.2. The United Nations and other organizations of the United Nations system with which UNESCO has concluded mutual representation agreements may be represented at sessions of the Committee.

5.3. The Director-General may extend invitations to send observers to sessions of the Committee to:

- (a) organizations of the United Nations system with which UNESCO has not concluded mutual representation agreements;
- (b) intergovernmental organizations;
- (c) international non-governmental organizations, in accordance with the Directives concerning UNESCO's partnership with non-governmental organizations; and
- (d) related programme areas and committees of UNESCO.

Article 6

6.1. The Committee shall establish its Rules of Procedure in accordance with Article 54 of the Regulations for the general classification of the various categories of meetings convened by UNESCO.

6.2. The Committee shall establish its Code of Ethics.

6.3. The Director-General shall draw up the agenda of the sessions of the Committee after consultation with the Chairperson of the Committee.

6.4. After each session, the Committee shall present a report on its work and its recommendations to the Director-General. The Director-General shall inform the Executive Board of the results of the Committee's proceedings.

Article 7

7.1. In order to discharge the duties assigned to it by the present Statutes, the Committee may establish such sub-committees as it considers necessary for the conduct of its business within the limits of funds approved by the General Conference.

7.2 The Chairpersons of sub-committees will be appointed by the Committee, in consultation with the Director-General of UNESCO.

Article 8

These Statutes may be amended by the Executive Board on its own initiative or on the proposal of the Director-General.