

PROTOCOL

VIRTUAL EXPERT MEETING

Cultural Property Protection: Monitoring and supervision of the implementation of the 1999 Second Protocol

3-4 MAY 2021

**Secretariat of the 1954 Hague Convention
and its two (1954 and 1999) Protocols**

e-mail: 99sp@unesco.org



United Nations
Educational, Scientific and
Cultural Organization



Convention for the Protection
of Cultural Property in
the Event of Armed Conflict

 Federal Ministry
Republic of Austria
European and International
Affairs

BACKGROUND

UNESCO is the specialized UN agency entrusted with the mandate to build the defenses of peace in the minds of men and women through education, culture and science. In this unique capacity, it can undertake and stimulate a broad-based dialogue on sensitive issues, respond to a range of global challenges that the international community faces and contribute to reconciliation and peace, in particular through the monitoring of the protection of cultural property, capacity building activities, the development of appropriate policies, tools and operational and inclusive modalities, while involving a wide range of partners.

This is demonstrated by a lead role and achievements in the development and promotion of a powerful normative action related to the protection of cultural movable and immovable cultural property in all its forms.

One of the main challenges for the States Parties is to ensure at the national level the effective protection of cultural property of great importance to the cultural heritage of every people thus guaranteeing its safe transmission to future generations.

The necessity to establish monitoring and supervision mechanisms was discussed by 1999 Second Protocol Intergovernmental Committee and resulted in the establishment of an ad hoc subcommittee tasked with mandate to develop and submit proposals on the application of Article 27(1)(c) of the 1999 Second Protocol and, inter alia, elaborate a mechanism aiming to improve the protection of cultural property in the event of armed conflict, notably in extreme emergency situations (Decision 15.COM 14).

In order to assist the above-mentioned ad hoc subcommittee in the preparation of its documentation, the Secretariat of the 1954 Hague Convention for Protection of Cultural Property in the Event of Armed Conflict and its two (1954 and 1999) Protocols convenes a Virtual Expert Meeting, which will discuss various aspects of the monitoring and supervision of cultural property in the time of peace and in the course of armed conflict, including belligerent occupation.

The Virtual Expert Meeting seeks to support global reflection and consensus building in developing general principles and scope of the monitoring and supervision processes that could be established under the 1999 Second Protocol in line within the above-mentioned Decision of the Committee. It will bring together independent experts, representatives of key advisory organisations and research institutes, UNESCO Chairs and partners of UNESCO.

The meeting is organised thanks to the financial contribution of the Government of Austria.

MEETING OBJECTIVES

The overall objective of the Virtual Expert Meeting is contribute to the preparation, by the Secretariat, of a reflection document to assist the ad hoc subcommittee to develop and submit proposals on the application of Article 27(1)(c) of the 1999 Second Protocol which defines as one of the functions of the Committee monitoring and supervision of the implementation of the Protocol and promoting the identification of cultural property under enhanced protection. More specifically, the Virtual Expert Meeting will aim:

1. to enhance dialogue with the participation of international experts which will enable the exchange of views on best practices to improve the monitoring of cultural property;
2. to discuss relations between national authorities and intergovernmental organisations and the role that all parties, including advisory organisations should play in the long-term monitoring and protection of cultural property;
3. to acquire and consolidate knowledge on the study, development and practical application of national policies and laws in this domain;
4. to identify the main obstacles in the domain of monitoring of cultural property;
5. to discuss any situational specificities in monitoring of cultural property;
6. to make recommendations for development of effective mechanisms for monitoring of cultural property before, during and after armed conflict, including in the course of belligerent occupation.

REFLECTION SESSIONS

The Virtual Expert Meeting will discuss the draft reflection document in three broad sessions. Each session will be composed of a keynote introductory presentation, situational analysis related to the topic of the session and discussion open to all registered participants. These sessions will be conducted around the guiding questions, which are annexed to the agenda.

Reflection Session 1

Subject of monitoring and supervision

Monitoring of the protection of movable and immovable cultural property of great importance in time of peace or before/during/after the conflict

The session will specifically aim to define principles and objectives of the monitoring and supervision mechanisms under the 1999 Second Protocol, as well as the process of determination and justification of great importance for humanity.

Reflection Session 2

Preconditions for conflict-time monitoring of the protection of movable and immovable cultural property of great importance

Process of definition of conflict situations

The session will specifically aim to define process of determination of conflict situation and potential application of 1954 Hague Convention and its 1999 Second Protocol.

Reflection Session 3

Types and temporal scope of monitoring

Conduct of monitoring process for the protection of movable and immovable cultural property of great importance in time of peace or before/during/after the conflict

The session will specifically aim to discuss different types of monitoring and supervisions measures, to be conducted in time of peace and armed conflict, including possible joint monitoring actions with the statutory bodies of other UNESCO Culture Conventions.

METHODS

In order to achieve these objectives, each reflection session of the Virtual Expert Meeting will be facilitated by a moderator and invited speakers. The Secretariat seeks to promote frank, focused and forward-looking discussion and encourage all to participate actively and contribute their views and insights.

Before the meeting, the Secretariat will organise preparatory working meeting with moderators and invited speakers.

During the meeting, the Secretariat will facilitate the reflection using the following approach:

The moderator introduces the subject, objectives and expected results of the reflection session;

The moderator introduces several fictional scenarios and invites the speakers to briefly present their observations;

The invited speaker briefly presents her/his analysis and set of recommendations for a specific scenario;

The moderator leads a broader reflection by raising questions and inviting all participants to contribute to the reflection by providing their proposals/recommendations on discussed topic;

The moderator, building on responses from the speakers and participants, draw out key recommendations, present them at the end of the meeting and transmit her/his written session's summary notes with proposed recommendations to the Secretariat.

After the meeting, the moderators, speakers and other participants will be able to transmit to the Secretariat their written comments on the draft reflection document by **14 May 2021** (See more about *the informal drafting group* in Annex 1). The document will be finalized by the Secretariat, in English and French and presented to the attention of the *ad hoc* subcommittee on **16 June 2021**.

DOCUMENTATION

All relevant information concerning the meeting, including its agenda, background documentation and draft reflection document with annexes, will be provided to the participants via an online cloud platform, The link to access this platform will only be provided to the registered participants by e-mail indicated in their registration forms.

FORMAT

The Virtual Expert Meeting will be an interactive event, facilitated by UNESCO. All speakers and participants are encouraged to participate in their own personal capacity, rather than as representatives of their governments or organisations.

In order to guarantee a constructive reflection and open dialogue, all participants are strongly advised to not use in the discussion any specific concrete situations, names of countries or territories. The reflection should only be built on fictional scenarios and examples. Any contribution, in written or oral forms, regarding concrete situations will not be accepted by the Secretariat.

All discussion will be recorded to facilitate the preparation, by the Secretariat, of the reflection document. All speakers and participants are encouraged to take part in their own personal capacity.

The event will also be photographed and generic report about the discussions, including recommendations and the list of participants will be presented to the attention of the ad-hoc subcommittee, as well as to the Committee for the Protection of Cultural Property in the Event of Armed Conflict at its 16th Meeting in December 2021.

Interpretation in English and French will be provided.

ONLINE REGISTRATION

The Virtual Expert Meeting will be organised on ZOOM (see Technical protocol in Annex).

We kindly invite you to follow the indicating steps:

1. You should have already received an email confirming your registration and with the instruction on how to join the meeting.

2. Please note that in order to access the Virtual Expert Meeting you must click the text "**Click here to join**" under the phrase "**Join from a PC, Mac, iPad, iPhone or Android device**". You will be asked to enter a six-digit Passcode which you will find in the same above-mentioned email.

3. Please indicate your name and the name of your organisation as follows: [Full Name]-
[Acronym of the organisation]

If you will encounter a technical difficulty to access the Virtual Expert Meeting, please contact the Secretariat at : 99SP@unesco.org

CONTACTS

The Secretariat of the 1954 Hague Convention and its two Protocols (1954 and 1999):
99SP@unesco.org

Ms Anna Sidorenko, Head of the Cultural Heritage Protection Treaties Unit, Culture and Emergencies Entity, UNESCO: a.sidorenko@unesco.org

Mr Tural Mustafayev, Associate Programme Specialist, Cultural Heritage Protection Treaties Unit, Culture and Emergencies Entity, UNESCO: t.mustafayev@unesco.org

Ms Atieh Asgharzadeh, Administrative Assistant, Cultural Heritage Protection Treaties Unit, Culture and Emergencies Entity, UNESCO: a.asgharzadeh-khabbaz@unesco.org

ANNEX 1. INFORMAL DRAFTING GROUP

The informal drafting group will be established by the Secretariat. The objective of this group is to assist the Secretariat and the *ad hoc* subcommittee to develop and submit proposals on the application of Article 27(1)(c) of the 1999 Second Protocol, to be presented, in accordance with Decision 15.COM 14, at the 16th meeting of the 1999 Second Protocol Intergovernmental Committee (Paris, 2-3 December 2021).

The informal drafting group will be composed of moderators of each session, speakers and other registered participants wishing to provide their comments or recommendations on the draft reflection document.

To this effect, members of the informal drafting group are invited to submit their written comments on the draft reflection document, in English or French, to the Secretariat (e-mail: 99sp@unesco.org) by **14 May 2021**. The draft reflection document is accessible through [the cloud platform](#).

The Secretariat will finalize the draft reflection document based on the deliberations of the Virtual Expert Meeting and written comments of the informal drafting group. The revised reflection document will be submitted to the *ad hoc* subcommittee on **16 June 2021**. Only the members of the informal drafting group will be entitled to participate at this meeting along with the other members of the *ad hoc* subcommittee.

ANNEX 2. INSTRUCTIONS FOR USING THE ZOOM MEETING PLATFORM

Please make sure that the Zoom programme is downloaded to your device before the meeting starts.

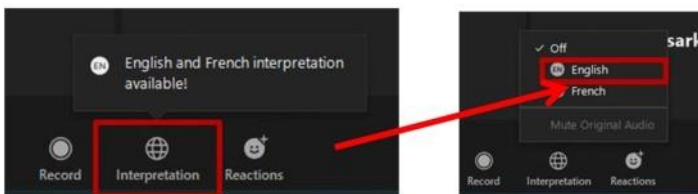
Kindly ensure you are in a location with good internet connection.

It is recommended to use a laptop, desk computer or tablet and avoid using mobile phones.

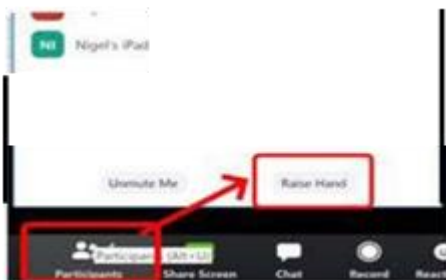
Kindly keep your microphone muted while not taking the floor. You can unmute using the same button.

If loosing connection and it is your turn to speak, the floor will go to the following speaker and you will be given priority when coming back to the meeting. Please use the same link to reconnect.

Please use the Interpretation button at the bottom of the interface to select the language of your preference.



Kindly request the floor by using the Raise Hand option. If you cannot find the option, first clicking on the Participants list, the button can be found on the lower end of the list. A blue hand icon will appear next to your name while your hand is raised. Similarly, please lower your hand again if you no longer wish to take the floor.



As the time for the meeting is limited and to give the opportunity to all participants to contribute to the discussion, you will be requested to keep your intervention under the allocated time limit. The timeslot for each speaker will be monitored and there will be a timer in one of the screens that will show the duration of your intervention.

Kindly note that the meeting will be recorded by the organisers and will be used for internal documentation purposes.

Online Meeting Tips



Use a secure wired Internet connection instead of wifi.



Preferably use a computer rather than a tablet or mobile phone.



Minimum requirement: ADSL connection with a minimum capacity of 2Mbps download and 1Mbps upload (possible test via <https://www.speedtest.net/>).



If you use an internet browser, please use Google Chrome and be sure it is up to date.



Close unnecessary programs before joining the online meeting.

Terminate all unnecessary software running on your computer, especially those using camera or audio device, or using network/internet (Skype / Webex / Adobe Connect / GoToMeeting etc.).

Before joining terminate Classic Skype if you are using it and not only close, **you should also "Quit"** to avoid audio/video conflict. (Right click the Skype Icon in the taskbar then click "Quit").



Keep your cell phone in silent mode during the meeting.

Setting Your Microphone Straight



If you join by using a desktop computer, using **a headset with a microphone is ++ STRONGLY recommended ++** and will allow your voice to carry better by minimizing ambient noise. Use of a headset will also eliminate echo.

Check your hardware before joining the online meeting, UNESCO will not provide remote assistance on this matter.

Turn On Mute: mute yourself when you are not speaking

Avoid Activities that Can Be Picked Up by the Microphone

Locate the microphone properly: if using a headset, place the microphone in front of your chin, not in front of your mouth, to avoid heavy breathing sounds.

Switch off your cell phone

Connect prior the meeting start: Then you'll have time to start your video, check the sounds with others participants.

With these tips you'll have the optimum audio for your video experience.

Setting your Lighting



Your camera is on, your microphone and speakers are set, your connection is solid - but can they see your face? Proper lighting is one aspect that often gets neglected in the preparation for a video conference call.

In a hurry to get on a video call, most participants are content to connect and have everything work! But to get the most out of the video conferencing experience, we have to properly showcase the one thing that only video can deliver – your face.

We have to remember that the best part about video conferencing is the 'face to face' interaction that is nearly as good as being in the same room as the other person. And to make the most of that we have to pay close attention to the lighting environment.

Don't sit have a window directly behind you. This will either create a glare or dark shadows.

Don't sit in a dark room with low light.

People will need to see your facial expressions to truly understand what you're conveying.

Do try to be in an evenly lit room.

Overhead lighting is best. But if you don't have that available, situate a lamp close to you. Now enjoy that spotlight and get your video meeting on.