REQUEST FOR INTERNATIONAL ASSISTANCE FROM THE INTANGIBLE CULTURAL HERITAGE FUND

For amounts greater than US$100,000:
deadline 31 March 2017 for a possible approval in 2018

For amounts up to US$100,000:
submit at any time

Instructions for completing the request form are available at:

Nominations not complying with those instructions and those found below will be considered incomplete and cannot be accepted.

States Parties are further encouraged to consult the aide-mémoire for completing a request of international assistance available on the same webpage.

Possibility to request international assistance when nominating

To nominate an element for inscription on the Urgent Safeguarding List and simultaneously request international assistance to support implementation of its proposed safeguarding plan, use form ICH-01bis.

To request international assistance that is not related to a nomination, continue to use form ICH-04.

1. State(s) Party(ies)

For multi-national requests, States Parties should be listed in the order on which they have mutually agreed.

ZIMBABWE
2. Contact person for correspondence

2.a. Designated contact person

Provide the name, address and other contact information of a single person responsible for all correspondence concerning the request. If an e-mail address cannot be provided, indicate a fax number.

For multi-national requests provide complete contact information for one person designated by the States Parties as the main contact person for all correspondence relating to the request and for one person in each State Party involved.

<table>
<thead>
<tr>
<th>Title (Ms/Mr, etc.):</th>
<th>Prof.</th>
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<tr>
<td>Family name:</td>
<td>Mapara</td>
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<td>Given name:</td>
<td>Jacob</td>
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<td>Institution/position:</td>
<td>Professor</td>
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<td>Address:</td>
<td>Chinhoyi University of Technology</td>
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<td>Institute of Lifelong Learning and Development Studies</td>
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<td>Centre for Indigenous Knowledge and Living Heritage</td>
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<td>Zimbabwe</td>
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<td>Telephone number:</td>
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<tr>
<td>E-mail address:</td>
<td><a href="mailto:jacob.mapara@gmail.com">jacob.mapara@gmail.com</a></td>
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<td>Other relevant information:</td>
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2.b. Other contact persons (for multi-national files only)

Provide below complete contact information for one person in each submitting State, other than the primary contact person identified above.

3. Project title

Indicate the official title of the project in English or French that will appear in published material.

Not to exceed 200 characters

INVENTORYING ORAL TRADITIONS AND EXPRESSIONS OF THE KOREKORE OF HURUNGWE AND MAKONDE DISTRICTS IN ZIMBABWE
4. Summary of the project

Provide a brief description of the project for which assistance is requested, including its overall objectives, expected results and main modalities of action. State(s) Party(ies) is/are invited to submit requests that recognize and respect local development agendas in their design and planning.

Not fewer than 200 or more than 300 words

Inventorying of the Oral Traditions and Expressions of the Korekore people of Hurungwe and Makonde Districts is a project aimed at producing a comprehensive inventory of the oral traditions and expressions of the communities found in these two districts in north-west Zimbabwe. The main objectives will be to raise awareness of the 2003 Convention among 20 traditional leaders and 30 members of the community through a 3 day workshop. This also entails training 30 community members and 20 university staff and students in community based inventorying through a 5-day workshop, and conduct the inventorying of oral traditions and expressions in the district in a period of 36 months. Activities will involve consultations with traditional leaders, translation of the Convention into the main local language variety spoken in the area; provision of experts for building the capacity of university staff and community members in inventorying including provision of equipment. Validation of the inventories will be at a 2-day workshop and a 2-day training session on how to develop International Assistance Requests. The project is expected to contribute to the current efforts by the State Party to produce an ICH inventory for Zimbabwe. It will help to raise awareness of the Convention in the communities and impart community based inventorying skills. It is expected that a comprehensive and validated inventory of oral traditions and expressions of Hurungwe-Makonde districts will be produced and a copy will be submitted to the national ICH database. Twenty traditional leaders will be made aware of the convention and 30 community members and 20 university staff will have the skills for conducting community based inventorying as well as for applying for International Assistance. The community will also be expected to produce an Action Plan to enable them to continue inventorying of other ICH elements in the district.

5. Is this an emergency request that might receive expedited processing?

Indicate if this is an emergency request that might warrant expedited examination by the Bureau. For this purpose, an emergency shall be considered to exist when a State Party finds itself unable to overcome on its own any circumstance due to calamity, natural disaster, armed conflict, serious epidemic or any other natural or human event that has severe consequences for the intangible cultural heritage as well as communities, groups and, if applicable, individuals who are the bearers of that heritage. You will be asked to describe the nature and severity of the emergency in section 13.

☐ emergency request  ☑ non-emergency request

6. Duration of the project

Indicate the total number of months required for implementation of the proposed project. Assistance from the Intangible Cultural Heritage Fund can only cover a period of 36 months.

36 months
7. Previous financial assistance from UNESCO for similar or related activities

Has the State Party ever received any international assistance from UNESCO (Headquarters or Field Offices) to implement related activities in the field of intangible cultural heritage?

- No
- Yes (if so, please provide details below: title, period, contract number and funding source)

1. Title: Training Workshop on community inventorying of intangible cultural heritage
   Contact number: 4500164756
   Period: February to May 2012
   Funding Source: UNESCO/Flanders Government Funds in Trust (US$32,250)

2. Title: Protecting the ICH of Njelele
   Contact number: 4500164756
   Period: 2012
   Funding Source: UNESCO Intangible Cultural Heritage Fund (US$25,000)

3. Title: Training of Trainers Workshop on inventorying of intangible cultural heritage
   Contact number: 4500239628
   Period: July 2014
   Funding Source: UNESCO/Flanders Government Funds in Trust (US$11,000)

4. Title: Strengthening national capacities for implementing the 2003 Convention in seven countries in Southern Africa: Zimbabwe training of trainers workshop, ICH meetings and inventorying of 1 ICH element
   Period: July 2016 - March 2017
   Funding Source: UNESCO/Flanders Government Funds in Trust (US$12,000).
8. Name of the implementing agency (contracting party, if assistance is provided)

Indicate the name of the agency, institution or organization responsible for implementing the project; this agency will be contracted by UNESCO if assistance is granted. Indicate also the name and title of the contact person and other relevant contact information.

Name of the agency: Chinhoyi University of Technology

Name and title of the contact person: Prof. Herbert Chimhundu

Address: SAICH Platform at CUT, P. Bag 7724, Chinhoyi, Zimbabwe

Telephone number: 002636727496
00263782080686
002636722203-5 Ext 269

E-mail address: hv.chimhundu@gmail.com
hvchimhundu@saich.org

Other relevant information: SAICH Platform = Southern African Intangible Cultural Heritage
Cooperation Platform at Chinhoyi University of Technology (CUT)

9. Scope of the project

Tick only one box.

- [x] local (sub-national)
- [ ] national
- [ ] sub-regional/regional (more than one country)
- [ ] international (including geographically non-contiguous areas)

10. Location of the project

Identify and characterize the geographical area(s) in which the project will be carried out. Not to exceed 100 words

The project focuses only on the Hurungwe-Makonde area in Mashonaland West Province. This area is largely populated by the Korekore. This focus is significant because it will ensure that the covering of the two districts will contribute to the inventorying of Zimbabwe's ICH, which the State Party has recently embarked on in areas such as Mberengwa District in the Midlands Province. This inventorying will help to ensure that a national outlook and geographical spread does not concentrate only in one area but will empower different geographical regions with inventorying, as well as promotion and awareness raising skills in community members, especially youths and women.
11. Purpose of request

Tick one box to identify the purpose for which international assistance is requested.

This form is not to be used for requesting preparatory assistance. States Parties wishing to request preparatory assistance for the elaboration of nominations for inscription on the Urgent Safeguarding List should use Form ICH-05, and States Parties wishing to request preparatory assistance for elaborating proposals for the Register of Best Safeguarding Practices should use Form ICH-06.

☐ safeguarding heritage inscribed on the Urgent Safeguarding List
☐ safeguarding heritage being nominated for inscription on the Urgent Safeguarding List
☒ implementation of inventories
☐ elaboration of inventories
☐ implementation of programmes, projects and activities for safeguarding

12. Forms of assistance requested

Tick one or several boxes to identify the forms that the international assistance will take.

☐ studies concerning various aspects of safeguarding
☒ the provision of experts and practitioners
☒ the training of all necessary staff
☐ the elaboration of standard-setting and other measures
☐ the creation and operation of infrastructures
☒ the supply of equipment and know-how
☐ other forms of financial and technical assistance

13. Background and rationale

Provide a brief description of the current situation and the need that the proposed assistance would address. For emergency assistance requests, describe the nature and severity of the emergency.

1. For safeguarding of a particular element, provide a description of the element, its social and cultural functions, its viability in terms of its practice and transmission and why safeguarding measures are required at this time.

2. For programmes or activities not focused on a particular element (e.g., preparation of inventories, strengthening of capacities, awareness-raising, visibility), describe why these programmes or activities are necessary and what gaps exist in other related programmes and activities.

Not fewer than 750 or more than 1000 words

In Zimbabwe, apart from scattered materials and small anthologies, there has not been systematic inventorying of oral traditions and expressions. The Oral Traditions Associations of Zimbabwe expected to do inventorying ceased to exist. Therefore, inventorying them becomes necessary and obligatory. The inventorying is also necessitated by the fact that Zimbabwe, like most other countries in the global south have weaker national institutions that can maintain and sustain such practices. It is as well essential that, while some types of oral traditions and expressions are common because they are used by most if not all people in a community, there are other oral traditions and expressions like chants, dramatic performances and songs that are only the domain of closed particular ethnic groups of societies and communities. It also has to be noted that due to rapid urbanisation and elements related to climate change in addition to large scale migration especially into the Diaspora, together with some forms of religious fundamentalism, some oral traditions and expressions are under threat of disappearing. In light of such developments, it is necessary to inventory oral traditions and expressions because they are used as a means to pass on knowledge, cultural and social values and the collective memory of
communities and closed societies. It is in light of the realization that the Oral Traditions Associations of Zimbabwe failed to take off the ground that Chinhoyi University of Technology (CUT), through its Centre for Language and Communication Studies and also the Centre for Indigenous Knowledge and Living Heritage, has decided to contribute towards inventorying of some of Zimbabwe’s ICH. The University got to know about the 2003 Convention for the Safeguarding of the Intangible Cultural Heritage through two of its faculty members, Professor Herbert Chimhundu and Professor Jacob Mapara, who are all members of the Zimbabwe National Intangible Cultural Heritage Committee. CUT is also linked to the Convention’s implementation through its being the regional host for the Southern Africa Intangible Cultural Heritage Platform (SAICH Platform), which coordinates ICH inventorying activities in seven Southern African nations namely Botswana, Lesotho, Malawi, Namibia, Swaziland, Zambia and the host country Zimbabwe. CUT has since 2015 hosted 2 workshops relating to the strengthening of national capacities for the implementation of the 2003 Convention in the above stated seven countries in Southern Africa. CUT’s involvement fits well into the national strategy/plan for the safeguarding of ICH not only as hosts of the SAICH Platform but also because some of its faculty are interested in areas relating to intangible cultural heritage. The university’s location in Mashonaland West where it intends to raise awareness and train communities including traditional leaders, women and the youths also dovetails with the National Intangible Heritage Committee’s objective of empowering communities to be trained so that they participate in community based inventorying which has prioritised as the key to creating a comprehensive national ICH database. There is a shortage of resources and skills at all levels from communities up to the national offices which are critical for implementation of the convention. We note that the number of people who have been trained so far is still very small. It is therefore through this project that the university can contribute to growing the numbers, not only in its institution but also in those communities that it will engage and work with on its awareness raising and training activities in Hurungwe-Makonde. One other important thing to note is that among CUT’s faculty members, Professor Chimhundu and Professor Mapara have been trained as trainers of trainers (ToT) in the 2003 ICH Convention. In addition to these two members, other associates of CUT’s ICH Researchers’ Group have gone through awareness raising done for them at the UNESCO Regional Office for Southern Africa (ROSA) and at CUT. Professor Chimhundu and Professor Mapara’s involvement in the National ICH committee are an additional reason why CUT wants to contribute. The rationale behind our wish to be involved is that in the new set up communities are to be involved whereas in the past it was done by researchers largely for the purposes of publishing books or articles. Inventorying is also necessary because despite their importance, books, newspapers and magazines, radio, television as well as the Internet can have a very damaging effect on oral traditions and expressions because of the fact that the modern mass media possibly will significantly modify or even distort traditional forms of oral expressions. For example, songs that were sung in work parties may be reduced to digital formats where their significance is lost. Even traditional courtship songs that were sung before marriage are at great risk of being replaced by CDs or digital music files that cannot really have the tone and feel accompanied by physical expressions whose meaning can be deciphered. The other justification is that the UNESCO community inventorying aims at safeguarding ICH in the communities, by the communities concerned. The importance of such community inventorying is also realised by the fact that so far there has not been any comprehensive inventorying anywhere in Zimbabwe apart from elements inventoried during ToT workshops during the fieldwork component with communities in Chiweshe and Chiredzi districts.
14. Objectives and expected results

Identify in terms as clear and measurable as possible: (i) what medium-term effects would be achieved by the implementation of the project (objectives) and (ii) what kind of positive impacts and concrete accomplishments would be seen after implementing the proposed project (expected results). Both need to be spelled out in detail and linked to the information included under section 15 below (Activities).

The following are our objectives and expected results:

Objective 1: Consultations with community leaders

Expected results:
1. Total consent of the community obtained for the inventorying of oral traditions and expressions in their territory.
2. Elements and community participants identified.

Objective 2: Awareness raising on the 2003 Convention for traditional leaders and community members identified in the district to work on the project.

Expected Result: 20 traditional leaders and 30 selected community members made aware of the objectives of the 2003 Convention.

Objective 3: Domestication of the 2003 Convention

Expected Result: 2003 Convention translated into the local language of the community and copies distributed.

Objective 4: Training of 30 selected community members and 20 university staff in community based inventorying.

Expected Results:
- 30 community members and 20 university staff equipped with skills on community based inventorying of ICH.
- Community aware of what needs to be done

Objective 5: Conduct community based inventorying in the district over a period of 18 months.

Expected Result: A comprehensive inventory of oral traditions and expressions found in Hurungwe district prepared.

Objective 6: Report back workshop and validation of inventories.
Expected Result: Final inventories of oral traditions and expressions in Hurungwe district validated by the communities

Objective 7: Training on International Assistance Requests

Expected Results:
- Communities capacitated to prepare International Assistance Requests for safeguarding ICH elements in their territory.
- Community Action Plan for safeguarding ICH activities in the district.

15. Activities

What are the key actions to be carried out or work to be done in order to achieve the expected results identified in section 14 (Objectives and expected results)? Activities need to be described in their best sequence, explained in a detailed and narrative manner and their feasibility should be demonstrated. The information included in this section should be consistent with that provided under section 17 (Timetable of the project) and section 17 (Budget).

Not fewer than 300 or more than 1000 words

Some of the activities that are to be implemented include the following:
- There will be the setting up a Project Management Committee that will liaise in consultations with community leaders on modalities relating to operations as the CUT team goes out to make arrangements for awareness raising and identification of community members to be trained in community based inventorying.
- Translation of the convention: This is an important step because, in domesticating the 2003 ICH Convention, there is need to ensure that there is adequate buy-in from communities not only for the planned exercise but also to ensure sustainability of community based inventorying activities. To have a good translation there will be need to hire competent translation experts to render the 2003 ICH Convention into Korekore so that comprehension of the provisions of this Convention is thorough.
- An awareness raising workshop for 50 people made up of 20 traditional leaders and 30 community members as participants on the objectives of the 2003 Convention will be held in a period of 3 days.
- Procurement of necessary equipment will also be undertaken so that the training workshops and inventorying activities will run smoothly. This equipment, especially audio and video recorders will help in ensuring that what communities consider as important will be captured.
- There will be a training workshop on community based inventorying for selected 30 community and 20 university members. This workshop will also train attendees on the methodologies that will be used in the inventorying exercises. In order to make sure that the training is comprehensive and effective, the training workshop will be held for a period of 6 days.
- Inventorying of oral traditions and expressions in Hurungwe and Makonde districts will take up to 60 days. These days will be spread over a period of between 24 and 36 months.
- After the inventorying exercise there will be a validation workshop for a period of 2 days. The purpose of the validation exercise is to check and prove the validity of the inventoried ICH elements.
- There will also be a training workshop for community members to empower them with skills in applying for International Assistance Requests. A total of 20 people will participate over a period of 2 days. Members who will participate will be drawn from the larger community in Hurungwe district and others from elsewhere. This activity will be carried out to empower communities as a way of guaranteeing that community based inventorying is sustained.
16. Timetable of the project

Attach a month-by-month timetable for the proposed activities, preferably using the ICH-04 Timetable and Budget form. The information provided should be in conformity with that in section 6 (Duration of the project) as well as in conformity with the detailed activities and their sequences as included under section 15 (Activities) and in the budget overview in section 17. Please note that the activities can only begin approximately three months after approval of the request at the earliest.

17. Budget

Attach a detailed budget breakdown in US dollars of the amount requested, by activity and type of cost (e.g. personnel, travel, supplies, equipment, etc.) with enough specificity and detail so as to provide sufficient justification and to allow actual expenses to be matched directly against the projections. This budget breakdown shall be provided as an attachment to this form, preferably using the ICH-04 Timetable and Budget form. The budget should reflect only the activities and expenses described above and be prepared in a rigorous and transparent way, fully reflecting all sources of support.

In each section of the budget, clearly distinguish the amount requested from the Intangible Cultural Heritage Fund from the amount to be contributed by the State Party or other sources. The State Party contribution includes local and national government allocations as well as in-kind contributions; ‘other sources’ can include NGOs, community organizations, foundations or private donors.

It is also crucial that the budget breakdown should correspond exactly to the detailed narrative description provided under section 15 (Activities) and to the timetable attached for section 16.

Provide below the budget overview, being certain that the figures are identical to those provided in the ICH-04 Timetable and Budget form.

Overview:

Amount requested from the Fund: US$98,000
State Party contribution: US$
Other contributions (if any): US$
Total project budget: US$

18. Community involvement

Identify clearly the community(ies), group(s) or, if appropriate, individuals concerned with the proposed project, including the role of gender. Describe the mechanisms for fully involving them in the preparation of the request as well as in the implementation of all the proposed activities and in their evaluation and follow-up. This section should describe not only the participation of the communities as beneficiaries of the project and of financial support, but also their active participation in the project design; their perspectives and aspirations should be fully reflected in the proposed project.

In terms of community participation, the project will ensure that communities are involved from the onset of the project and beyond the funding period. The major aim of the project is to build capacity of communities to inventory and safeguard their own practices and intangible cultural heritage. As a university based team, we already have linkages and presence in the communities. It is these linkages that will be relied on to identify people who will be trained in community based inventorying. Through consultations with traditional leaders, awareness raising workshops and the other training and validation workshops the community will be involved. Our interaction with communities has led to the genesis of these research programmes. In this project, we will utilise UNESCO guidelines on engaging the community and ensure that the following procedures are established:

- proper identification of communities/groups and their representatives
- ensuring that only ICH that is recognised by communities and groups is inventoried, or proposed for listing
ensuring that the permission of communities and groups is obtained for inventorying
ensuring the prior consent of communities when involving non-community members
respecting customary practices governing the access to ICH
ensuring the free, prior and informed consent of communities and groups for nominating their ICH for the lists of the Convention.

When the application is approved, our first task is to engage the community to agree on a work plan based on the proposal of what we want to achieve. The project will ensure we have equal numbers of young women and men (focus on out of school youths) and community leaders involved in training and also in the inventorying exercise. They will be trained in methodology and use of technical equipment in the inventorying process. Through this procedure, we will actively promote respect and appreciation for and education about ICH to youths. The communities will thus be involved at all times as we promote active collaboration within this project. It is only through such active collaboration that the project can be sustained for many years to come. Within the targeted district, the project will target the following:

- Community leaders (traditional leaders)
- Community members
- Artists
- Cultural organisations and practitioners
- Youths
- Government officials such as culture officers who are found in the districts.

At the end of the exercise the community is also expected to come up with an action plan for the project and a plan for their future activities.

19. Implementing organization and strategy

Describe the background, structure, mission and relevant experience, etc. of the implementing organization or body indicated under section 8 that will be responsible for carrying out the project. Identify the human resources available for implementing it and indicate their division of tasks. Describe how it will manage the project implementation.

The project will be implemented by researchers at Chinhoyi University of Technology (CUT) and members of targeted communities. CUT has two (2) professors who are members of the Zimbabwe National Intangible Cultural Heritage Committee, Professor Herbert Chimhundu in the Centre for Language and Communication Studies and Professor Jacob Mapara in the Centre for Indigenous Knowledge and Living Heritage. Both Centres are in the Institute of Lifelong Learning and Development Studies at CUT. The two professors are also managing the sub-regional SAICH Platform and both have participated in the Flanders-funded Training of Trainers (ToTs). Professor Chimhundu and Professor Mapara will thus have key roles in the training workshops, together with one or two others from outside the university. In addition to these two professors, there are also members of the ICH Researchers Group at CUT, which is made up of members from multiple disciplinary areas. These members have attended the awareness raising meeting at ROSA. They will also be trained and will be involved in community based inventorying. Trainers will also be empowered in the use of technical equipment such as cameras, video and audio recorders which will be important in the field. These trainers will train both community and university researchers.
20. Partners

Describe, if applicable, coordination arrangements with any other partners and their responsibilities in the implementation of the project. Identify human resources available in each of the entities involved.

*Not more than 500 words*

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21. Monitoring, reporting and evaluation

Describe how the implementing organization indicated under section 8 and described under section 19 plans to carry out monitoring, reporting and evaluation of the project and how the communities will be involved in this mechanism. For larger or more complex projects, external monitoring and evaluation are preferable.

*Not fewer than 50 or more than 250 words*

The project will have a robust monitoring and evaluation system with specific targets and verification protocols. We will ensure that the monitoring and evaluation system will highlight the expected outputs which can be physically verified. This will get greater credibility because we will bring in the National Intangible Cultural Heritage Committee (NICH) to lead in monitoring and evaluating the project. In addition to this, this evaluation will also be complemented through a validation workshop that will be held at the end of the exercise. This validation workshop will also involve community members from the areas in which inventorying would have taken place. This will go a long way in validating the credibility of the inventoried ICH elements.

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22. Capacity-building

Describe how the project may contribute to building up capacities or strengthening existing resources in the field of safeguarding intangible cultural heritage. Special emphasis should be placed on the capacities of the communities described in section 18 in safeguarding their intangible cultural heritage. Describing the impact on the capacities of the implementing organization may also be relevant.

*Not fewer than 100 or more than 300 words*

The end of this proposed project does not mean the end of inventorying activities in the identified areas. Capacity building within the context of this project will focus on empowering the targeted communities so that they continue to inventory other forms of ICH that are found in their areas, and also to identify others that may not have been captured during the proposed activities under this current project. Community members, especially out of school youths and women, will be provided with skills in fieldwork which will include photography, taking videos and inventorying procedures. Skills transfer is thus an important component of capacity building within this project. Through awareness raising, the communities will also be capacitated to promote, safeguard and recreate some forms of ICH to ensure their viability. Reports and a database will be provided for the communities as a resource that they can draw on in the future to safeguard their practices. They can use these resources as a platform to build future activities.

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23. Sustainability after the assistance ends

Describe how the results and benefits of the project are expected to last beyond the end of the project. If the mechanisms established by the project will continue functioning after the implementation of the project, describe how and which would be the responsible body in charge.

*Not fewer than 50 or more than 250 words*

The project is built on ensuring sustainability beyond the funding period. Building the capacity of communities and research institutions at Chinhoyi University of Technology will ensure that
inventorying and safeguarding work will continue. The equipment and skills acquired in this programme will ensure that there will be further inventories beyond the concerns of this project. With community sensitization on the importance of safeguarding intangible cultural heritage, we expect to build a pool of expertise in documenting elements. The training in communities, which will include local and community leaders, will ensure that we have a critical mass that can continue training and working in inventorying beyond the lifespan of the project.

24. Multiplier effects

Describe how this assistance may stimulate financial and technical contributions from other sources or may stimulate similar efforts elsewhere. Not fewer than 50 or more than 250 words

This project will have some multiplier effects in that it will stimulate communities close to and around those where inventorying would have taken place to also want to document their ICH. This means that trained trainers may be engaged by those communities to also train them and participate in the inventorying exercises. Besides the acts of inventorying, the other effects may include a re-awakening in other communities so that they see the importance of inventorying their ICH and also of promoting, preserving and safeguarding it.

25. Signature(s) on behalf of the State Party(ies)

The request should conclude with the signature of the official empowered to sign it on behalf of the State Party, together with his or her name, title and the date of submission.

In the case of multi-national requests, the document should contain the name, title and signature of an official of each State Party submitting the request.

Name: De T. CHITEPO  
Title: Permanent Secretary  
Date: 21/12/16  
Signature: [signature]

Name(s), title(s) and signature(s) of other official(s) (For multi-national requests only)