

**REPORT BY A NON-GOVERNMENTAL ORGANIZATION ACCREDITED
TO ACT IN AN ADVISORY CAPACITY TO THE COMMITTEE ON ITS
CONTRIBUTION TO THE IMPLEMENTATION OF THE CONVENTION**

**Deadline: 15 February 2023
for examination in 2023**

*File may be downloaded at:
<https://ich.unesco.org/en/forms>*

*Please provide only the information requested below.
Annexes or other additional materials cannot be accepted.*

A. Identification of the organization

A.1. Name of the organization submitting this report

A.1.a. *Provide the full official name of the organization in its original language, as it appears on the official documents.*

FARO. Vlaams steunpunt voor cultureel erfgoed

A.1.b. *Name of the organization in English and/or French.*

FARO. Flemish Institution for Cultural Heritage

A.1.c. *Accreditation number of the organization (as indicated in all previous correspondence: NGO-90XXX)*

NGO-90053

A.2. Address of the organization

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. In the case of internationally active organizations, please provide the address of the headquarters.

Organization: FARO. Vlaams steunpunt voor cultureel erfgoed

Address: Priemstraat 51, 1000 Brussel, België

Telephone number: +32 2 213 10 60

Email address:	info@faro.be
Website:	www.faro.be
Other relevant information:	www.issuu.com/faronet

A.3. Contact person for correspondence

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

Title (Ms/Mr, etc.):	Mrs
Family name:	Doesselaere
Given name:	Elien
Institution/position:	FARO / advisor intangible heritage
Address:	Priemstraat 51, 1000 Brusel
Telephone number:	+32 2 213 10 78
Email address:	elien.doesselaere@faro.be
Other relevant information:	

B. Contribution of the organization to the implementation of the Convention at the national and international levels (Chapter III and Article 19 of the Convention, paragraph 156 of the Operational Directives)¹

Distinguish between completed activities and ongoing activities contributing to the eight thematic areas of the Convention's Overall Results Framework², as well as to the preparation of periodic reports, nominations, proposals and requests under the Convention's international cooperation mechanisms. If you have not contributed, this should be indicated. Also describe any obstacles or difficulties that your organization may have encountered in such participation.

B.1. Describe your organization's contribution to strengthening **institutional and human capacities** for safeguarding intangible cultural heritage.

Not to exceed 250 words

FARO is the Flemish Institution for Cultural Heritage. We are the central interface between the Flemish government and organizations in the cultural heritage field. Implementing the 2003 Convention in Flanders is one of our main tasks:

1. In case your organization operates in several States, please indicate clearly which State or States are concerned by your answers where appropriate.
2. For further information on the Overall Results Framework, please refer to the Chapter 8 of the Basic Texts of the 2003 Convention for the Safeguarding of the Intangible Cultural Heritage: <https://ich.unesco.org/en/basic-texts-00503>

- We organize training for heritage professionals that support CGI's. These trainings are based on a profile of competencies we have developed based on interviews with professionals and communities.
- There is an ICH module in the onboarding course for new heritage workers, and a basic training programme on ICH of 3 days, in which we share cases and experiences. These fixed programmes are each year supplemented with training, communities of practice and masterclasses on several ICH related topics.
- FARO's knowledge platform "[Erfgoedwijzer](#)" contains hands-on information on ICH, groupdynamics, participation and volunteers. Moreover, concise examples of successful projects are shared here. This knowledge platform can be consulted by everyone, free of charge.
- FARO staff advises heritage professionals on several topics, such as organizing participatory events, writing business plans and connecting with ICH communities. We also help them with designing methodologies for the transmission of ICH knowledge.
- Our journal showcases interesting experiences of heritage professionals about ICH projects and the transmission of ICH to next generations. This journal is distributed to heritage professionals and policy-makers. It can also be consulted on our website (www.faro.be/tijdschrift)
- FARO has published a manual on succession planning for heritage workers: how to document and share skills, networks and examples of retiring staff to the next generation.

B.2. Describe your organization's participation in activities related to the **transmission of and education** for intangible cultural heritage. Explain, in particular, how your organization cooperates with communities, groups and, where relevant, individuals.

Not to exceed 250 words

In our policies and consequently in all our actions, we pay attention to both movable and intangible heritage. Education is since a few years an important policy line of FARO.

We set up programs that bring the education and heritage sectors closer together, such as:

- Erfgoedweek: during the week before and after Erfgoeddag (Heritage Day), we stimulate heritage organizations and intangible heritage practitioners to take over the classroom (primary and secondary schools) and teach the pupils about (their) heritage. A coaching program supports them in this.
- Scheurkalender: together with a wide variety of partners, we publish online 'scheurkalenders' (tear-off calendars), thematic digital snacks for in the classroom. The teacher discovers with the pupils various aspects of heritage, and how it is part of our living world and environment.
- Buurten met Erfgoed: FARO spearheaded the 'Neighbourhoods with Heritage' project to strengthen and structurally embed links between schools and local heritage partners. Pilot projects in secondary education ran from 2019 to 2021.
- FARO-staff also provides guest lectures in higher education programmes to inspire students to work on ICH.

Besides this focus on strengthening the link between the heritage sector and education, we actively support the heritage sector in their non-formal educational role: we offer advice and guidance, organize various training courses, including the course Erfgoed en Onderwijs i.c.w.

Vives Hogeschool and Odisee Hogeschool

Regarding transmission, FARO sets up trainings for heritage professionals, develops methodologies to pass on knowledge and skills and continues to build on our knowledge platform 'Erfgoedwijzer'. (see B.1.)

B.3. Describe your organization's participation in the **inventorying and research** of intangible cultural heritage. Explain, in particular, how your organization cooperates with communities, groups and, where relevant, individuals.

Not to exceed 250 words

FARO manages the 'Erfgoedkaart'. This online map provides an overview of the cultural heritage landscape, including intangible heritage communities and groups.

FARO conducts practice-based research on cultural heritage. For example:

- The Culture after Corona survey (conducted at the request of the minister of culture).
- Research on heritage education (fall 2021). We held focus discussions with various actors from the cultural heritage field: https://faro.be/sites/default/files/bijlagen/e-documenten/Rapport_erfgoededucatie.pdf
- we keep records of the broad cultural heritage field (including CGI's engaged in safeguarding ICH). This data monitoring is done in close cooperation with organizations such as Werkplaats immaterieel erfgoed (WIE-Workshop Intangible Heritage).

We also collaborate in many research projects regarding safeguarding ICH:

- the Intangible Heritage and Museums Project, spearheaded by WIE (2015 – 2020)
- ICE (in)begrepen (ICH understood/included): on ICH, collection management and museums, spearheaded by WIE (2019-2020, 2020-2021)
- Thomas More college's research project on tourism accessibility of intangible heritage
- 'Focus Vakmanschap', this project explores how craftsmanship can be documented audiovisually with a view to identification, safeguarding, research, and so on.
- CHARTER (Cultural heritage actions to **Refining** Training, Education and Roles): this Erasmus+ funded project will build a durable cultural heritage skills alliance in Europe by mainstreaming the project's methodologies, outputs and outcomes, maximising their impact and creating multiplier effects at the European, national and regional levels, to enable Europe to sustainably protect, promote and enhance its tangible and intangible cultural heritage.

Through our journal, we report on our own research on ICH, and that of third parties.

B.4. Describe your organization's participation in developing **policies, as well as legal and administrative measures**, for safeguarding intangible cultural heritage. Explain, in particular, how your organization cooperates with communities, groups and, where relevant, individuals.

Not to exceed 250 words

As the Flemish Institution for cultural and intangible heritage, we are a bridge between policy and sector.

In our advisory work, the national (Flemish), local and regional policy makers are a key target group.

We facilitate sector meetings around policy issues, such as the process of drafting the Strategic Vision Note of the Minister of Culture, in which he announces his policy accents of the next policy period.

We helped updating the Vision Document on Intangible Heritage of the Culture, Youth and Media Department of the Flemish government.

We register tendencies and practices at the international level and implement them in our region. Subsequently policy makers often tap in to them as well (for example, regarding participation, polyphony, ethics, etc.) But also we keep a finger on the pulse on what is going on locally, through our densely branched network of local and regional heritage cells and municipal policy levels.

In short:

FARO is part of broad-branched network with short communication lines with the Department of Culture. We inform them and point out when policy actions regarding ICE are recommended.

As the Flemish Institution for Cultural Heritage, it is our task, stipulated by decree, to increase the understanding of (intangible) cultural heritage in Flanders and Brussels. We promote a positive image of intangible cultural heritage and make clear that it is relevant, contemporary, and important.

We do this by

- reporting on what is happening in the field of cultural heritage on our website. We highlight themes such as participation, collection management and decolonization (206.396 unique visitors per year)
- sending out a weekly newsletter, containing the new blog posts on our website (5823 subscribers)
- highlighting intangible heritage on our social media (Facebook, Instagram and LinkedIn)
- publishing a four-yearly journal, in which we, among other things, discuss new developments in the cultural heritage field (regarding museums, archives, ICH, and so on) (1250 subscribers, for the free digital version, see www.issuu.com/faronet)
- organizing specific events, like our annual 'Groot Onderhoud' ('The Big Conversation'), the network event for the cultural heritage sector. Every year, we highlight a certain theme and the different aspects of it, including intangible cultural heritage:

2019: multi-voicedness and conflict

2020: local heritage work

2021 - 2022: education (canceled due to corona. However, we reprogrammed several sessions in autumn '22, including the session on the role of heritage organizations in passing on intangible heritage through the program of a maker space)

B.6. Describe your organization's participation in **raising awareness** about intangible cultural heritage. Explain, in particular, how your organization cooperates with communities, groups and, where relevant, individuals.

Not to exceed 250 words

We organize an annual Heritage Day in April, focusing on movable and intangible heritage in Flanders and Brussels. It is a major tool to make ICH visible on an annual basis (www.erfgoeddag.be). Activities range from expositions to workshops, walks, quests or city games and much more. On average, between 800 – 1.200 activities are organized by museums, archives, city councils, communities, and numerous volunteer organizations. These events are attended by 200.000 à 250.000 people.

The success of our formula? Focusing on a different topic each year. This encourages participants to take a different look at their heritage (collections) and makes it feasible to focus more on intangible heritage, even for organizations that otherwise might not to:

- In 2019 the topic was 'crafts and transmission'
- in 2021 the topic was 'the night' (the 2020 edition was canceled due to corona)
- in 2022 we focused on the (intangible) heritage of schools and education.
- 2023 will be all about animals, how we treat them and how they are incorporated into much of our history, storytelling and heritage

The event gets national press coverage in newspapers, on TV and on radio.

We manage the '[Erfgoedapp](#)': a do-it-yourself app where cultural heritage organizations, in collaboration with communities, groups and individuals can make their intangible cultural heritage available to the public through tours. The app is downloaded more than 189.550 times, and 553 tours highlight intangible cultural heritage in Flanders and Brussels.

B.7. Describe your organization's participation in facilitating the engagement of communities, groups and individuals, as well as other stakeholders, for safeguarding intangible cultural heritage.

Not to exceed 250 words

The engagement of communities, groups, and individuals, as well as other stakeholders, is a key issue in our work:

- For over a decade, we work on participatory methods in heritage work:

we keep our finger on the pulse of the latest international trends in this field, we report on them to the sector, we collect good practices, and we organize all kinds of courses. Based on our experience and knowledge, we've designed a basic course 'participation' for heritage workers in general, and one for people who work in archives more specifically. Both courses, which are repeated annually, are highly appreciated by participants.

See also the file about participation via our knowledge database Erfgoedwijzer:

<https://faro.be/kennis/participatie>

- The development of an inclusive (and so by definition participatory) heritage field is also an important focal point in our policy: How can organizations meet the needs of families (with very young children), teenagers, people on the spectrum, and so on. See: <https://faro.be/kennis/inclusief-werken>
- Voluntary work is essential for the heritage sector, especially for communities and organizations working with ICH. FARO has developed an online toolkit, aimed at helping organizations to develop a consistent volunteer program.

<https://faro.be/kennis/werken-met-vrijwilligers>

- Ethical ways of conduct are paramount in heritage practices. See also the file on ethics in our journal: https://issuu.com/faronet/docs/faro_2022_15_2_issuu/42

B.8. Describe your organization's **engagement in cooperation at the bilateral, subregional, regional or international levels** for the implementation of the Convention, including initiatives such as the exchange of information and experience, and other joint initiatives.

Not to exceed 250 words

Subregional, local level

FARO has strong ties with local and regional governments. We coordinate a learning network of 27 regional heritage services ("erfgoedcellen") in Flanders & Brussels. Participation, community engagement and inclusion are key issues within this network.

Flanders

FARO is part of the Flemish ICH network. This network focuses on the exchange of knowledge of safeguarding practices, coordination, collaboration and strengthening the ICH-working in Flanders.

We closely collaborate with the Culture, Youth and Media Department of the Flemish government, and with the Flemish Unesco Commission.

FARO is also partner in networks of museums and archives that engage with ICH.

Belgian level

We work together with the key players in the broad heritage sector in Belgium, such as KIK, BELSPO, Musées et Société Wallonie, ICOM Belgium

International level

- We have contacts with key players from the Dutch heritage field, such as KIEN , Cultural Heritage Agency of the Netherlands (Rijksdienst voor Cultureel Erfgoed), Reinwardt academie. Together, we organize courses (on inclusion, diversity, polarization), discussion groups (on assessing cultural heritage), etc.
- FARO is involved in several international networks and projects, all with a link to safeguarding of ICH:
 - ICOM
 - NEMO: FARO is partner organization, e.g. to promote the work on safeguarding of intangible heritage
 - Key partner in the CHARTER-alliance, which has a strong focus on crafts and crafts people
- FARO has an Erasmusplus accreditation. We get a yearly funding for our staff to travel abroad for jobshadowings and to join conferences.

B.9. Describe your organization's involvement in or contribution to the drafting of the national Periodic Report on the implementation of the Convention.

Not to exceed 250 words

FARO actively contributed to the report: we participated in various roundtables to give input for the Periodic Report (on ICH, diversity and inclusion, and communication and marketing to name a few). FARO also commented on the draft version of the Report.

We understand the importance of broad-based processes, especially when it comes to writing a National Periodic Report. When the process of drafting the Report took off, we stimulated the broad heritage sector to participate and share their input.

B.10. Describe your organization's participation in the preparation of nominations to the Urgent Safeguarding List or Representative List, requests for International Assistance or proposals of Good Safeguarding Practices.

Not to exceed 250 words

FARO takes on the role of 'broker' within the fine-grained ecosystem of the broad cultural heritage field in Flanders and Brussels. We support the sector in their service towards communities, groups and individuals, engaged in safeguarding ICH. We do so with advice, training and counselling, regarding a variety of topics (participation, volunteer management, inclusion, and so on). Furthermore, we endorse these nominations by, for instance, writing a letter of recommendation.

FARO was (in 2019) engaged in the Belgian-French file on the culture of fairs (regarding the Representative List of the Intangible Cultural Heritage of Humanity).

C. Cooperation with UNESCO

Has your organization carried out activities in cooperation with UNESCO? If yes, please tick the relevant boxes and provide information in the box below.

- Direct cooperation with UNESCO (Headquarters and Field Offices)
- Activities for which you have received the authorization to use the emblem of UNESCO/of the 2003 Convention
- Cooperation through the 2003 Convention's Global Network of Facilitators
- Cooperation with Category 2 Centres
- Cooperation with National Commissions for UNESCO
- Cooperation with UNESCO Chairs
- Financial support from the Intangible Cultural Heritage Fund
- Financial support from the Participation Programme
- Other types of cooperation

Not to exceed 250 words

We have close contacts with the Flemish Unesco Commission. FARO contributed several times to the Unesco networkday in Flanders, for example on the topic of decolonization and

heritage.

Our former director Marc Jacobs is UNESCO Chair on Critical Heritage Studies and Safeguarding the Intangible Cultural Heritage at the VUB in Brussels. We cooperate in the CHARTER project.

D. Participation in the work of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage

D.1 *Has your organization participated in the sessions of the Committee? If so, please indicate which sessions you attended and whether you had any specific role during these meetings.*

Not to exceed 250 words

Over the last years, we participated online in the sessions of the Committee. We didn't have a specific role during these meetings.

We keep track of international developments related to ICH by the websites of UNESCO and the ICH NGO-Forum. Additionally FARO regularly meets with representatives from heritage organizations that are able to attend all Committee meetings. This too allows FARO to keep up with new insights and information on ICH. Furthermore, we have close contacts with the civil servant of the Department Culture, Youth and Media that participates in the sessions of the Committee.

D.2 *Has your organization served as a member of the Evaluation Body (paragraphs 26 to 31 of the Operational Directives), or as a member of the Consultative Body (between 2012 and 2014)? If so, please indicate the period.*

Not to exceed 100 words

FARO has not yet served as a member of the Evaluation Body or the Consultative Body.

D.3 *In what way(s) has your organization provided advisory services to the Committee (paragraph 96 of the Operational Directives) or in what way(s) do you foresee that it might provide such services in the future?*

Not to exceed 500 words

FARO has not yet been invited to provide advisory services to the Committee along the lines of OD 96.

FARO can and will provide advisory services concerning:

- Ethics and ICH
- Decolonization and ICH
- Contested and controversial ICH
- Methodologies and models of participation, and especially on how heritage organizations such as museums can support and work together with communities, groups and individuals (with the ethical principles of UNESCO fully in mind of course)
- Raising awareness on the diversity of ICH
- As one of the main partners in the Flemish ICH network, FARO has first-hand experience in building a network of professional heritage organizations that focuses on putting the concepts of the 2003 Convention into practice. FARO may advise on the role these kinds of networks can play in implementing the Convention and report on how different partners can work complementary to one another, in order to facilitate safeguarding and transmission

E. Capacities of your organization to evaluate nominations, proposals and requests (paragraphs 27 and 96 of the Operational Directives):

E.1. *Nominations, proposals and requests are available for evaluation only in English or French. Do members of your organization or your staff have a very good command of English or French? If so, please indicate which language(s) and the number of those members or staff.*

Not to exceed 250 words

Yes.

Early 2023, FARO consists of one general director, one business director, 24 staff members and two project employees. The staff in general, and especially our team of 18 advisors, have a fluent understanding and command of Dutch, English and French. Staff members and project employees all hold a master's degree. Four of them, and both our directors, have a doctoral degree (PhD). Director Olga Van Oost is part-time professor 'Cultural Debates' at the Free University of Brussels.

Besides our general director, several staff members have a teaching position at different universities (Free University Brussel, University of Antwerp) or we are involved in another way, for example by being part of an advisory committee (Catholic University KULeuven).

E.2. *Does your organization have experience in working across several intangible cultural heritage domains? Please describe your experiences.*

Not to exceed 250 words

Yes. As an intermediary institution we constantly work across so-called "ICH domains":

- We develop methodologies and strategies regarding the safeguarding and transmission of ICH, that can be applied in all domains. The same is true for the development of educational formats.
- our trainings on ICH (related topics) are designed on a more general level
- Our practice-based research focusses on cultural heritage, including all the domains of ICH
- We're engaged in several national and international networks and projects, which take a sectoral perspective, such as museums, or a across domains view of ICH.

E.3. *Describe the experience of your organization in evaluating and analysing documents such as proposals or applications.*

Not to exceed 250 words

We've over more than a decade experience with evaluating and analysing documents such as proposals and applications. We often evaluate project proposals and policy plans of cultural heritage organizations.

Furthermore:

- We provide training for heritage workers that want to write proposals
- We provide an elaborated manual on how to write proposals on our knowledge platform "erfgoedwijzer"
- We give advice on consultation processes that are undertaken to write proposals
- We comment draft versions of proposals (such as mission statements, aims and goals, SWOT, ...)
- We suggest partnerships in ICH projects
- FARO staff members participate in several national, (sub)regional and local grant and advisory commissions
- The FARO director is regularly asked to evaluate international project applications and publications for scientific councils and academic journals.

E.4. *Does your organization have experience in drafting synthetic texts in English or French? Please describe your experience and indicate in which language(s) and the number of those members or staff.*

Not to exceed 250 words

We have a lot of experience in drafting synthetic texts, mostly done in our native language. But we also have experience at an international level. Several staff members have experience in drafting synthetic texts in English or French. We have up to date knowledge of the 2003 UNESCO convention texts, implementation, and evolution.

For international conferences we have written proposals and (academic) articles and we have given several presentations about cultural heritage, including ICH.

E.5. *Does your organization have experience in working at the international level or the capacity to apply local experience to an international context? Please describe such experience.*

Not to exceed 250 words

We're part of -for several years now- in various international networks, such as ICOM, NEMO and Blue Shield, and long-term projects, such as CHARTER (see also B.8).

Furthermore, we engage on a regular basis in international conferences and study trips, where we apply local experience to an international context. Thanks to funding from Erasmus+, we're able to share our own experiences abroad, while at the same time learning abroad.

Within these networks, projects, and study trips, we share and apply our experiences and knowledge. Local and international context are very much communicating vessels indeed.

F. Membership in the ICH NGO Forum

Indicate below whether your organization wishes to (continue to) be part of the ICH NGO Forum. Please note that membership is contingent upon the decision of the Committee to maintain the accreditation of your organization.

For more information on the ICH NGO Forum and its activities, please see: <https://ich.unesco.org/en/ngo-forums-00422>.

Yes

No

G. Signature

The report must include the name and signature of the person empowered to sign it on behalf of your organization.

Name: Olga Van Oost

Title: General Director

Date:

Signature: