REQUEST BY A NON-GOVERNMENTAL ORGANIZATION TO BE ACCREDITED TO ACT IN AN ADVISORY CAPACITY TO THE COMMITTEE

Deadline: 30 April 2023
for examination by the Committee in 2023 and accreditation by the General Assembly in 2024

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

Please provide only the information and supporting documentation requested below.
Annexes cannot be accepted.

A. Identification of the organization

A.1. Name of the organization submitting this request
A.1.a. Provide the full official name of the organization in its original language, as it appears in the supporting documentation establishing its legal personality (section D.2. below).

Biedriба «Suitu kulturs mantojums»

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

Suiti Cultural Heritage Foundation

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, provide the address of the headquarters.

<table>
<thead>
<tr>
<th>Organization:</th>
<th>Suiti Cultural Heritage Foundation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>Skolas iela 11a, Alsungas pagasts, Kuldīgas novads, LV-3306, Latvia</td>
</tr>
<tr>
<td>Telephone number:</td>
<td>+371 29452767</td>
</tr>
<tr>
<td>Email address:</td>
<td><a href="mailto:Skm.biedriba@gmail.com">Skm.biedriba@gmail.com</a>, <a href="mailto:maraspasts@inbox.lv">maraspasts@inbox.lv</a></td>
</tr>
<tr>
<td>Website:</td>
<td><a href="http://www.suitunovads.lv">www.suitunovads.lv</a></td>
</tr>
<tr>
<td>Other relevant</td>
<td><a href="https://www.facebook.com/Suitumantojums">https://www.facebook.com/Suitumantojums</a></td>
</tr>
</tbody>
</table>
A.3. Contact person for the correspondence

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

Title (Ms/Mr, etc.): Ms
Family name: Rozentāle
Given name: Māra
Institution/position: Chairman of the Board
Address: Pils iela 4-5, Alsungas pagasts, Kuldīgas novads, LV-3306, Latvia
Telephone number: +371 29452767
Email address: maraspasts@inbox.lv

A.4. Country or countries in which the organization is active (Paragraph 91(b) of the Operational Directives)

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

X local
☐ national
☐ international (please specify)
  ☐ worldwide
  ☐ Africa
  ☐ Arab States
  ☐ Asia and the Pacific
  ☐ Europe and North America
  ☐ Latin America and the Caribbean

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

Latvia
B. Organization’s competence, expertise, and experience in the field of safeguarding intangible cultural heritage (Article 9 of the Convention and paragraphs 91(a) and (c) of the Operational Directives)

B.1. Objectives of the organization

Describe the objectives for which your organization was established, which should be in conformity with the spirit of the Convention. If the organization’s primary objectives are other than safeguarding intangible cultural heritage, explain how its safeguarding objectives relate to those larger objectives. Not to exceed 300 words

Suiti Cultural Heritage Foundation (its legal status is a non-governmental organization; hereafter – the organization or NGO) was established in 2013 with the aim of promoting and developing different aspects of Suiti cultural heritage which is included in the UNESCO List of Intangible Cultural Heritage in Need of Urgent Safeguarding since 2009: https://ich.unesco.org/en/USL/suiti-cultural-space-00314.

Organisations of various non-formal educational activities for all age groups (from pre-school children to seniors) are the heart of the foundation’s activities. At the core of the Suiti Cultural Heritage Foundation activities is finding balance between development, promotion, preservation and protection of Suiti cultural heritage.

In order to achieve this overarching goal, the organisation has set the following specific goals:

- To promote the research, restoration and preservation of the cultural and historical heritage of the Suiti for future generations;
- Promote the accessibility of tourism activities and cultural heritage to a wider circle of society;
- Provide information available to the public about the values of cultural and artistic monuments of the Suiti and their importance in the cultural environment of the Suiti;
- Promote the participation of society, including children and young people, in the preservation of cultural heritage;
- To promote lifelong learning activities.

In 2022, it obtained the status of a Public Benefit Organization. The organization cooperates with both local and national level organizations, as well as organizations from other countries. In the near future, it is planned to implement more and more international activities, as the experience so far shows that they have a significant positive impact on raising self-confidence, pride and self-identity of intangible cultural heritage practitioners along with examples of good practice and methods from other communities.

Detailed information about organisation’s activities is here: https://suitunovads.lv/biedriba/

B.2. Domain(s) in which the organization is active

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, 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

Briefly describe below your organization’s work in relation to the domains chosen (if your organization cuts all domains, explain how). Not to exceed 250 words
The Suiti cultural space is characterized by a number of distinct features, including vocal drone singing performed by Suiti women, wedding traditions, colourful traditional costumes, the Suiti language, local cuisine, religious traditions, celebrations of the annual cycle, and a remarkable number of folk songs, dances and melodies recorded in this community. The synthesis of pre-Christian traditions and religious rituals has created a unique blend of intangible cultural heritage in the Suiti community. The organization also covers many of these areas in its activities, which almost always overlap with each other. The members are active in the organisation, each of whom has their own specific activity and interests in the field of traditional culture, thus covering different areas such as handicrafts and traditional music, local Suiti dialect, annual celebrations (all of which are also related to nature and the cycle of the seasons) etc.

The diverse activity of the organization is related to the implementation of the Suiti Cultural Space Safeguarding Measures Plan which was created as part of the UNESCO nomination file before 2009 but is regularly reviewed and updated. The Safeguarding Measures plan for 2021-2024 is currently approved (Latvian version is available here: https://suiti.lv/glabsanas-un-attistibas-pasakumu-plans-2021-2024-gadam/). The members of the organization believe that all elements of Suitu culture are essential and their existence is threatened, so they work as comprehensively as possible to preserve this rich cultural heritage.

B.3. Primary safeguarding activities in which the organization is involved

Tick one or more boxes to indicate the organization's primary safeguarding activities. If its activities involve safeguarding measures not listed here, 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:

B.4. Description of the organization's activities

Briefly describe the organization’s 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 D.3. below. Not to exceed 550 words

As already described above, the organization works for the benefit of the local community - the Suiti community - but implements activities in very different fields - also increasingly involved in the implementation of international projects.

Suiti Cultural Heritage Foundation has carried out many different projects and events, i.e. organised traditional musical instruments (bagpipes, pipes, drums) workshops, concerts and festivals; annual crafts festival "Suiti Crafts Day" and other projects related to Suiti traditional crafts (making folk costumes for folk groups, handicraft training for those interested etc.); summer camps for children and camps for families - to involve the whole family in maintaining Suitu traditions; published books about Suiti traditional costume for adults and every year since 2019 created and published books for children - to make them interested in Suiti traditional culture from a very young age.

The organisation has implemented several small projects for the elements of Alsunga Medieval castle – restoration of windows and a project to improve the visual appearance of the outer walls of the castle.

Foundation has also implemented European Union co-financed project in cooperation with local municipality for youth called "Suitu jaunieši var!" and is currently implementing 3 Erasmus + Strategic Partnership long-term projects:

- "One voice, many stories: Storytelling as a vehicle for Social Inclusion and Active Citizenship" in cooperation with organizations from 3 other EU countries - for the promotion of storytelling activities;
- "The Network of European Bagpipers" in cooperation with organisations from 6 other EU countries - to promote the preservation and popularization of the bagpipe tradition (Suiti Cultural Heritage Foundation is Coordinating partner in this project);
- "Sharing intangible cultural heritage knowledge in Nordic and Baltic Region" in cooperation with 2 other EU countries - to strengthen networking and co-operation and exchange of good practices among ICH experts and organisations in the Nordic-Baltic region. (https://safeguardingpractices.com/the-nordic-and-baltic-network-on-intangible-cultural-heritage/).

In these international projects of various fields, experience exchange trips are implemented, webinars and other training
events for target groups are organized, as well as various educational informational materials are created.

The organisation regularly organises concerts and performances in cooperation with local folk groups – singers, folk dancers and instrument players “Suitu sievas”, “Suitu vīri” and “Suitu ūdensniece”. More and more activities are implemented in cooperation with other NGO’s and municipal institutions of Suiti region (Alsunga Cultural Center, Alsunga Tourism Information and Historical Heritage Center, Jūrkalne Community Center etc.) - because in such a small community, cooperation is the opportunity to implement higher quality events and involve more community members in them.

Most of the projects to date have been supported by the State Cultural Capital Fund, EU funds as well as local municipalities. The organisation has good cooperation with the local municipality (Kuldīga Municipality), with which a cooperation agreement has been concluded, and which regularly co-finances and provides premises for the NGO’s activities.

The organisation’s activities are supported also by national-level organizations (in January 2021, a protocol of intent on cooperation in preserving and popularizing the Suiti Cultural Space was signed by Suiti Cultural Heritage Foundation and other Suiti NGOs, as well as a number of cooperation partners - The Ministry of Culture of the Republic of Latvia, local municipalities, the Latvian National Centre for Culture, Latvian National Commission for UNESCO, Latvian National Library, University of Latvia and other national level cooperation partners).

B.5. Description of the organization’s competence and expertise

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 D.3. below.

Not to exceed 200 words

The organization has purposely not attracted a large number of official members - they are people of Suiti community who are ready to actively participate in the NGO’s activities - 1-2 of them as paid employees, most of them working in specific projects, and some also voluntarily. Each member has their own specific activity and interests in the field of traditional culture and it gives great advantages and benefits to operate in the various areas of Suiti cultural heritage.

Board members Māra Rozentāle, Juris Lipsnis and Kristīne Vasļievska - Stepanova are the most active members, all with a significant experience in organizing local, national and international activities. Māra possesses extensive experience in project management and financing for many years – in municipalities and companies as well as experience in different NGOs since 2009 – as a project manager and accountant. Juris has extensive experience for many years working with various EU and state financed projects, his field of expertise in the organisation is bagpipes and drums playing and making traditions. Kristīne works mostly in the field of crafts, as well as with the younger generation, she has significant project management experience both in the municipality and in various non-governmental organizations.

C. Organization’s experiences in cooperating with communities, groups and intangible cultural heritage practitioners (Paragraph 91(d) of the Operational Directives)

Briefly describe below how your organization collaborates with communities, groups and, where appropriate, individuals that create, practise and transmit intangible cultural heritage.

Not to exceed 350 words

People of Suiti region (circa 2500 members) of all ages are a direct target group of Suiti Cultural Heritage Foundation activities. Organisation works for the benefit of the entire Suiti community (in all three villages of Suiti region – Alsunga, Jūrkalne and Gudenieki) and directly involves as many community members as possible in various projects both as cooperation partners and as beneficiaries. The most regular cooperation has been established with the most active practitioners of intangible cultural heritage - musicians, craftsmen, masters of traditional cuisine, etc. Direct contact with practitioners is essential to fix, revive (if necessary) and promote intangible cultural heritage of Suiti region.

Since the scope of the organization is very broad and covers many elements of Suiti cultural heritage, it has also cooperate with a very wide range of practitioners. A good example is the annual Suiti Crafts Day, when various workshops on Suiti cultural heritage crafts skills are organized for 1-2 days. In 2023, the third such event will be organized, which is of great interest to both craftsmen and visitors. Anyone interested can attend the festival and participate in the workshops free of charge. Suiti craft skills are considered not only skills related to handicrafts, but also such as playing traditional instruments, special Suiti drone (Bourdon) singing, dancing, traditional cuisine, etc. At least
The target group is addressed in different ways - with the diverse content of the website www.suitunovads.lv, which is a vast repository of information about Suiti cultural heritage (after its creation, it received a national award for the digitization of cultural heritage), with the help of social networks and other media. However, as already mentioned, direct contact is essential - as in a small community, the members of the organization know personally the practitioners of the intangible cultural heritage and can directly approach them to cooperate for common goals.

D. Documentation of the operational capacities of the organization (Paragraph 91(e) of the Operational Directives)

D.1. Members and personnel

Provide proof of the participation of the members of your organization. It 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 comprehensive membership roster usually need not be submitted.

D.2. Recognized legal personality

Provide proof. The recognized legal personality of your organization should be established in a law concerning the legal personality of associations, foundations or similar entities. The existence of such a law is a characteristic of recognized legal personality. Complete (summarized) membership lists, or similar supporting documents, are not required.

D.3. Duration of existence and activities

State your organization’s date of founding as it appears in the supporting documentation establishing its legal personality.


If it is not already clearly indicated in the documentation provided under section D.2., submit documentation proving that your organization has existed for at least four years as a legal entity. The safeguarding activities that your organization has carried out during that time, including those described above in section B.4., may be taken into consideration.

2 workshops of different crafts are held every year, and some are different every year - so that as many skill masters
F. Signature

The request 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.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Māra Rozentāle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Chairman of the Board</td>
</tr>
<tr>
<td>Date:</td>
<td>30.04.2023.</td>
</tr>
<tr>
<td>Signature:</td>
<td>Signed digitally</td>
</tr>
</tbody>
</table>
D.1. Members and personnel

Of Suiti Cultural Heritage Foundation

List of members:

1. Māra Rozentāle – Chairman of the Board
2. Juris Lipsnis – Board Member
3. Kristīne Vasiljevska – Stepanova – Board Member
4. Diāna Kalniņa
5. Ilze Poriķe
6. Katrīna Poriķe
7. Andris Stepanovs
8. Aleta Lipsne
9. Grigorijs Rozentāls
10. Signe Steinberga
11. Santa Vanaga
12. Andris Vasiljevsks

Chairman of the Board     Māra Rozentāle

LATVIJAS REPUBLIKAS UZŅĒMUMU REĢISTRS

BIEDRĪBAS
REĢISTRĀCIJAS APLIECĪBA

Nosaukums:
Suitu kultūras mantojums

Vienotais reģistrācijas numurs:
40008217647

Reģistrācijas datums biedrību un nodibinājumu reģistrā:

Reģistrācijas vieta:
Rīga

Apliecības izdošanas datums:

Valsts notāre

Aija Zundure

B 019089
REGISTER OF ENTERPRISES OF THE REPUBLIC OF LATVIA

CERTIFICATE OF ASSOCIATION
REGISTRATION

Title:
Suiti Cultural Heritage Foundation

Unified registration number:
40008217647

Date of registration at the register of associations and foundations:
26/11/2013

Place of registration:
Riga

Issue date of the certificate:
26/11/2013

Notary Public : /signature/ Aija Zundure
/round seal: REGISTER OF ENTERPRISES OF THE REPUBLIC OF LATVIA/

B
019089
Biedrības

"Situ kultūras mantojums"
statūti
1. Biedrības nosaukums.
1.1. Biedrības nosaukums ir „Situ kultūras mantojums”, turpmāk tekstā - Biedrība.

2. Biedrības mērķi, darbības nozare, uzdevumi un darbības metodes.
2.1. Biedrības mērķi ir:
   2.1.1. sekmēt situ kultūrveisturiskā mantojuma izpēti, restaurāciju, saglabājot to nākamajām paaudzēm;
   2.1.2. veicināt tūrisma aktivitātes;
   2.1.3. veicināt kultūras mantojuma pieejamību plašākam sabiedrības lokam;
   2.1.4. nodrošināt sabiedrībai pieejamu informāciju par situ kultūras un mākslas piemineklju vērtībām un to nozīmi situ kultūrvidē;
   2.1.5. veicināt sabiedrības, tai skaitā, bērnu un jauniešu, līdzdalību kultūras mantojuma saglabāšanā;
   2.1.6. veicināt mūžizglītības aktivitātes;

2.2. Biedrības galvenā nozare (NACE) 94.99 - Citur nekvalificētu organizāciju darbība.

2.3. Biedrības uzdevumi:
   2.3.1. Organizēt kultūras mantojuma izpētes, restaurēšanas un saglabāšanas procesus;
   2.3.2. Radīt piemērotus apstākļus, lai izceltu un popularizētu situ kultūrveisturiskā mantojuma unikalitāti;
   2.3.3. Ar izglītojošu, kultūras un citu pasākumu palīdzību veicināt kultūras mantojuma saglabāšanu;
   2.3.4. Sadarboties ar ekspertiem kultūras mantojuma saglabāšanā;
   2.3.5. Sadarboties ar ieinteresētām privātām un juridiskām personām kultūras mantojuma saglabāšanā;
   2.3.6. Nodrošināt atbilstošus apstākļus biedrības pārraudzībā nodotā kultūras mantojuma uzglabāšanai un pārraudzībai;
   2.3.7. Biedrības mērķu īstenošanai piesaistīt naudas līdzekļus ar ziedojumu, piešķīrumu palīdzību un nodrošināt biedrības aktivitāšu publicitāti.

2.4. Lai sasniegtu statūtos noteiktos Biedrības darbības mērķi, biedrība izmanto šādas darbības metodes:
   2.4.1. Jaunatnes iesaistīšana, izmantojot dažāda veida aktivitātes, kultūras pasākumus, interaktivās metodes un inovācijas, lai veicinātu kultūras vērtību pārmantojamas procesu;
   2.4.2. priešlikumu, ierosinājumu un programatisko dokumentu izstrāde un iesniegšana valsts pārvaldes institūcijām, kā arī sabiedriskajām organizācijām, biedrībām un nodibinājumiem;
   2.4.3. semināru, konferenču, informatīvu prezentāciju, tikšanos, kultūras un citu pasākumu organizēšana, ar mērķi veicināt Biedrības darbības mērķu sasniegšanu, kā arī biedru informēšana par Biedrībai svarīgiem notikumiem Latvijā un Ārvalstīs, biedrības prezentēšana Latvijā un Ārvalstīs;
3.1. Biedrība nodibināta uz nenoteiktu laiku.

4.1. Biedrībā var iestāties jebkurš Latvijas vai citas valsts iedzīvotājs, kas ir izteicis vēlēšanos klūt par Biedrības biedru un ir iesniedzis rakstisku iesniegumu.

4.2. Biedrībā kā kolektīvie biedri var iestāties arī uzņēmumi, valsts un pašvaldību institūcijas.
4.3. Lēmumu par biedra uzņemšanu Biedrībā pieņem valde.
4.4. Valde izskata pieteicēja iesniegumu kārtējā sēdē pēc visu nepieciešamo dokumentu saņemšanas.
4.5. Uz valdes sēdi, kurā tiek izskatīts iesniegums par iestāšanos Biedrībā, tiek uzaicināts pieteicējs un tiek uzklausīts viņa viedoklis par vēlmi iestāties Biedrībā. Pieteicēja neierāsānas nav šķeršlis valdes lēmuma pieņemšanai. Valdes lēmums tiek noformēts rakstveidā un 1 (vienas) nedēļas laikā pēc pieņemšanas tas ir jāpaziņo vai jānosūta pieteicējam.
4.6. Nelabvēlīgu valdes lēmumu pieteicējs var pārsūdzēt biedru kopsapulcē, iesniedzot rakstveida iesniegumu. Ja arī kopsapulce noraida pieteicēja iesniegumu, viņš atkārto iesniegumu par iestāšanos Biedrībā var iesniegt 1 (vienu) gadu pēc nelabvēlīgā lēmuma pieņemšanas dienas.
4.7. Biedrs jebkurā laikā var izstāties no biedrības, iesniedzot valdē rakstisku iesniegumu.
4.8. Valde ar lēmumu biedru var izslēgt no Biedrības šādos gadījumos:
4.8.1. ja biedrs nokavējis biedra naudas maksājumus vairāk kā 6 (sešus) mēnešus;
4.8.2. ja biedrs nepilda kopsapulces un/vai valdes lēmumus;
4.8.3. biedrs nepilda savus pienākumus un saistības;
4.8.4. veic citas darbības, kas ir pretrunā ar Biedrības mērķiem un uzdevumiem.
4.8.5. jautājumu par biedra izslēgšanu valde izskata tuvākā sēdes laikā, uzaicinot izslēdzamo biedru, un ļaujot paust savu viedokli šajā jautājumā. Izslēdzamā biedra neierāsānas uz sapulci nav šķeršlis valdes lēmuma pieņemšanai. Savu lēmumu valde noformē rakstveidā un paziņo bijušajam biedram 5 (piecu) dienu laikā no lēmuma pieņemšanas datuma.

5. Biedru tiesības un pienākumi.
5.1. Biedrības biedriem ir šādas tiesības:
5.1.1. piedalīties Biedrības pārvaldē,
5.1.2. saņemt informāciju par Biedrības darbību, tai skaitā iepazīties ar visu Biedrības institūciju protokoliem, lēmumiem un rīkojumiem,
5.1.3. piedalīties visos Biedrības organizētajos pasākumos, iesniegt priekšlikumus par Biedrības darbību un tās uzlabošanu, aizstāvēt savu viedokli.

5.2. Biedrības biedru pienākumi:
5.2.1. ar savu aktīvu līdzdarbību atbalstīt Biedrības mērķu un uzdevumu realizēšanu,
5.2.2. regulāri maksāt biedra naudu, kurās apmērus fiziskajām personām nosaka īkk gadējā kopsapulce, juridiskām personām šī biedra naudu tiek noteikta saskaņā ar vienošanās līgumu.
5.2.3. ievērot Biedrības statūtus un pildīt biedru sapulces un valdes lēmumus.

5.3. Saistības biedram var noteikt ar biedru sapulces vai valdes lēmumu. Nosakot biedram saistības, kas atšķiras no citu biedru saistībām, ir nepieciešama šā biedra piekrišana.

6.4. Ārkārtas biedru sapulce var tikt sasaukta pēc valdes iniciatīvas, vai, ja to rakstveidā pieprasīja mazāk kā viena desmitā daļa Biedrības biedru, norādot sasaukšanas iemeslu.
6.5. Biedru sapulce tiek sasaukta, ne vēlāk kā divas nedēļas pirms sapulces nosūtīt katram biedram rakstisku vai elektronisku uzņemējumu.
6.6. Biedru sapulce ir lemtiesīga, ja tajā piedalās vairāk kā puse no biedriem.
6.7. Ja biedru sapulce nav lemtiesīga kvorumā trūkuma dēļ, trīs nedēļu laikā tiek sasaukta atkārtošana biedru sapulce, kas ir tiesīga pieņemt lēmumus neatkarīgi no klātesošo biedru skaita, ar nosacījumu, ka tajā piedalās vismaz divi biedri.
6.8. Biedru sapulces lēmums ir pieņemts, ja par to nobalso vairāk kā puse no klātesošajiem biedriem. Lēmums par Statūtu grozījumiem, Biedrības darbības izbeigšanu ir pieņemts, ja par to nobalso vairāk kā divas trešdaļas no klātesošajiem biedriem.

7. Izpildinstitūcija.
7.1. Biedrības izpildinstitūcija ir valde, kura sastāv no trīs valdes locekļiem.
7.2. Valde ir tiesīga izlemt visus jautājumus, kas nav ekskluzīvi biedru sapulces kompetence, tai skaitā jautājumus par Biedrības finansiālo darbību.
7.3. Valdes locekļi ir tiesīgi pārstāvēt Biedrību katrā atsevišķi.
7.4. Valdes priekšsēdētāju un tās locekļus no Biedrības biedru vidus ar balsu vairākumu uz diviem (2) gadīm, ievēl biedru kopsapulce.
7.5. Valdes priekšsēdētāju un tās locekļus amatā var ievēlēt atkārtoti.
7.6. Valdes priekšsēdētājs:
7.6.1. sasauc valdes sēdes;
7.6.2. vada un organizē valdes darbus un ir personīgi atbildīgs par valdes uzdevumu izpildi;
7.6.3. nosaka valdes locekļu pienākumus un kontrolē to izpildi;
7.6.4. pārstāv biedrību vai pilnvaro citus valdes vai biedrības locekļus to pārstāvēt dažādās institūcijās jautājumos, kas saistīti ar valdes uzdevumu veikšanu.
7.7. Valdes sēdes notiek ne retāk kā četras reizes gadā. Valdes ārkārtas sēdes sasauc, ja to pieprasā valdes priekšsēdētājs vai ne mazāk kā trīs biedrības locekļi. Jautājumus izskatīšanai valdes sēdē ir tiesīgs ierosināt jebkurš biedrības locekļis.
7.8. Atbildīgais sekretārs sagatavo un, izmantojot elektronisko pastu, nosūta valdes locekļiem valdes sēžu un/vai Biedrības sapulces darba kārtības projektu, sagatavo sēdē izskatāmo dokumentu projektus, valdes lēmumus, kā arī citus informatīvos materiālus.
7.9. Valde ir tiesīga pieņemt lēmumus, ja sēdē piedalās vairāk kā puse no valdes locekļiem.
7.11. Atklāta balsojumā valde var lemt par aizklāta balsojuma sarīkošanu. Balsojot aizklāti, Valde lēmumus pieņem ar klātesošo valdes locekļu balsu vairākumu.

8. Revidents
8.1. Biedrības finansiālās un saimniecīkās darbības kontroli veic revidents, kuru ievēl biedru sapulce uz vienu gadu.
8.2. Biedrības revidents nevar būt Biedrības valdes locekļis
8.3. Revidents:
8.3.1. veic Biedrības mantas un finanšu līdzekļu revīziju;
8.3.2. dod atzinumu par Biedrības budžetu un gada pārskatu;
8.3.3. izvērtē Biedrības grāmatvedības un lietvedības darbu;
8.3.4. sniedz īeteikumus par Biedrības finanšu un saimniecīkās darbības uzlabošanu;
8.4. Revidents veic revīziju biedru sapulces noteiktajos termiņos, taču ne retāk kā reizi gadā.

9.1. Biedrības finanšu līdzekļus veido biedru naudas maksājumi, ziedojumi un citi ienākumi.
9.2. Biedrībai var piederēt manta.
9.3. Ar Biedrības finanšu līdzekļiem un mantu Biedrības vārdā rīkojas Valde vai Biedrības amatpersonas Valdes noteiktajā kārtībā.

10.1. Biedrības darbību izbeidz atbilstoši likuma normām.
10.2. Biedrības likvidāciju veic valde, kas šadā gadījumā uzskatāma par Biedrības likvidatoru.
10.3. Lēmumu par statūtu grozīšanu un Biedrības likvidēšanu pieņem Biedrības biedru sapulce.

10.4. Lēmums ir pieņemts, ja par to nobalso vairāk nekā divas trešdaļas no klātesošajiem biedriem. Biedrības atlikušo naudu un mantu pēc visu kreditoru pieprasījumu apmierināšanas nodod personām, kuru norādījusi Biedrības biedru pēdējā sapulce, ievērojot, ka tās var būt biedrības, nodibinājumi, valsts, pašvaldību institūcijas ar līdzīgiem mērķiem un uzdevumiem.

11. **Biedru nauda**

11.1. Biedrības biedri maksā biedru naudu tādā apmērā un kārtībā, kā to nosaka biedrības kopsapulce.

Dibinātāji:

________________________________________ Kristīne Vasiļjevska

________________________________________ Māra Rozentāle

Šajā dokumentā sanumurētas un caurauklotas 6 (šesdesmit) lapas

Kristīne Vasiļevska

Valsts notare
Alja Zundure
1. **Name of the Association.**

1.1. The name of the Association is "Suiti Cultural Heritage ", hereinafter - the Association.

2. **Aims, branch of activity, tasks and methods of operation of the association.**

2.1. The goals of the Association are:

2.1.1. to foster exploration and restoration of Suiti cultural heritage to preserve it for the future generations;

2.1.2. to promote tourism activities;

2.1.3. to promote access to Suiti cultural heritage for a wider public;

2.1.4. to provide the public with the information on the values of cultural and artistic monuments of Suiti and their role in the Suiti cultural environment;

2.1.5. to foster participation of Suiti community, including children and young people, in the preservation of Suiti cultural heritage;

2.1.6. to promote lifelong learning activities.

2.2. Main activity of the association (NACE) 94.99 - Activities of other membership organizations.

2.3. Tasks of the association:

2.3.1. To organize the processes of the research, restoration and preservation of cultural heritage;

2.3.2. To create the right conditions for promotion of the Suiti cultural heritage uniqueness;

2.3.3. To promote the preservation of cultural heritage through educational, cultural and other activities;

2.3.4. To collaborate with experts in the preservation of cultural heritage;

2.3.5. To collaborate with private and legal stakeholders in the preservation of cultural heritage;

2.3.6. To ensure appropriate conditions for the storage and monitoring of cultural heritage supervised by Association;
2.3.7. To implement the goals of the Association, to attract funds through donations, grants and to ensure the publicity of the activities of the Association.

2.4. In order to achieve the goal of the Association's activities, the Association uses the following methods of activity:

2.4.1. Youth involvement, through different types of activities, cultural events, interactive methods and innovations, to promote the cultural value of the inheritance process;

2.4.2. development and submission of proposals, suggestions and program documents to public administration institutions, as well as public organizations, associations and foundations;

2.4.3. organization of seminars, conferences, informative presentations, meetings, cultural and other events with the aim to promote the achievement of the goals of the Association, as well as informing members about important events for the Association in Latvia and abroad, presentation of the Association in Latvia and abroad;

2.4.4. preparation and publication of informative materials (books, brochures, magazines, collections of articles, digital publications, etc.);

2.4.5. participation in local and international projects that promote the goals of the Association;

2.4.6. creation of a group of experts in fields related to the preservation of the unique value of Suiti cultural heritage;

2.4.7. performance of other activities that are not in conflict with the regulatory enactments in force in the Republic of Latvia and are necessary for achieving the goals of the Association.

3. **Term of operation of the Association.**

3.1. The Association is established for an indefinite period of time.

4. **Membership in the Association, withdrawal and expulsion.**

4.1. Any resident of Latvia or another country who has expressed a wish to become a member of the Association and has submitted a written application may join the Association. The list of documents to be attached to the application is determined by the Board of the Association.

4.2. Companies, state and municipal institutions can also join the Association as collective members.

4.3. The decision to admit a member to the Association is made by the Board.

4.4. The Management Board shall consider the applicant's application at its regular meeting after receiving all the necessary documents.

4.5. The applicant is invited to the meeting of the Board, where the application for joining the Association is considered, and his/ her opinion on the wish to join the Association is heard. The absence of the applicant is not an obstacle for the decision of the Board. The
decision of the Board is made in writing and within 1 (one) week after its adoption it must be notified or sent to the applicant.

4.6. An applicant may appeal against an unfavorable decision of the Board to the general meeting of members by submitting a written application. If the general meeting also rejects the applicant's application, he/she may submit a repeated application for joining the Association 1 (one) year after the date of the unfavorable decision.

4.7. A member may withdraw from the Association at any time by submitting a written application to the Board.

4.8. The Board may decide to expel a member from the Association in the following cases:

4.8.1. if the member is late in paying the membership fee for more than 6 (six) months;
4.8.2. if the member does not comply with the decisions of the general meeting and/or the Board;
4.8.3. the member fails to perform his or her duties and obligations;
4.8.4. perform other activities that are in conflict with the goals and tasks of the Association.

4.8.5. The Board shall consider the issue of expulsion of a member at the next meeting, inviting the member to be expelled and allowing him/her to express his/her opinion on the issue. The absence of a member to be expelled from the meeting is not an obstacle to the decision of the board. The Board shall draw up its decision in writing and notify the former member within 5 (five) days from the date of the decision.

5. Rights and obligations of members.

5.1. Members have the following rights:

5.1.1. to participate in the management of the Association,
5.1.2. to receive information about the activities of the Association, including to get acquainted with the protocols, decisions and orders of all the institutions of the Association,
5.1.3. to participate in all events organized by the Association, to submit proposals on the activities of the Association and its improvement, to defend one's opinion.

5.2. Duties of the members of the Association:

5.2.1. to support the realization of the goals and tasks of the Association with its active participation,
5.2.2. to regularly pay membership fees, the amounts of which are determined by the annual general meeting; for public members the membership fee is determined in accordance with the agreement.

5.2.3. to observe the statutes of the Association and to fulfill the decisions of the general meeting and the Board.
5.3. Liabilities to a member may be determined by a decision of the general meeting or the Board. When setting an obligation for a member that differs from the obligations of other members, the consent of this member is required.

6. **Convening a meeting of members and making decisions.**

6.1. The General meeting is the highest decision-making body of the Association.

6.2. All members of the Association are entitled to participate in the General meeting. Members may attend the meeting in person or delegate an authorized representative of their interests.

6.3. General meetings of members are convened as needed, but not less than once a year. If the meeting is convened once a year, it must be convened by March 31 of the current year.

6.4. An emergency general meeting of members may be convened on the initiative of the Board, or if it is requested in writing by at least one tenth of the members of the Association, indicating the reason for convening.

6.5. The general meeting is convened by sending a written or electronic invitation to each member no later than two weeks before the meeting.

6.6. A general meeting of members has a quorum if more than half of the members are present.

6.7. If the general meeting of members is not quorate due to lack of quorums, a repeated general meeting of members shall be convened within three weeks, which shall be entitled to take decisions regardless of the number of members present, provided that at least two members are present.

6.8. The decision of the general meeting is adopted if more than half of the present members vote for it. The decision on amendments to the Articles of Association, termination of the Association is made if more than two thirds of the present members vote for it.

7. **Executive body.**

7.1. Association’s executive body is the Board, which consists of three board members.

7.2. The Board is entitled to decide all issues that are not within the exclusive competence of the General meeting, including issues related to the financial activities of the Association.

7.3. The members of the Board are entitled to represent the Association individually.

7.4. The Chairman of the Board and its members are elected by the General Meeting of Members from among the members of the Association by a majority for two (2) years.

7.5. The Chairperson of the Management Board and its members may be re-elected.

7.6. Chairman of the Board:

7.6.1. convene meetings of the Board;

7.6.2. manages and organizes the work of the Board and is personally responsible for the performance of the tasks of the Board;

7.6.3. determine the responsibilities of the members of the Management Board and control their fulfillment;
7.6.4. represents the Association or authorizes other members of the Board or Association to represent it in various institutions in matters related to the performance of the tasks of the Board.

7.7. The Board meets at least four times a year. Extraordinary meetings of the Board are convened if requested by the Chairman of the Board or not less than three members of the Association. Any member of the association has the right to propose issues for consideration at the Board meeting.

7.8. The responsible secretary prepares and sends to the members of the Board the draft agenda of the board meetings and / or the meeting of the Association, prepares the draft documents to be considered at the meeting, decisions of the board, as well as other informative materials.

7.9. The Board is entitled to take decisions if more than half of the members of the Board participate in the meeting.

7.10. The Management Board shall take its decisions by open voting by a majority of the members present. If the number of votes is evenly distributed, the vote of the Chairman of the Board is decisive.

7.11. In an open vote, the Management Board may decide to hold a secret ballot. Decisions by secret ballot shall be taken by the Management Board by a majority of the members present.

7.12. The members of the Management Board have the right to terminate their activities in the Management Board within 1 (one) month from the written submission submitted to the Chairman of the Management Board.

8. **Auditor**

8.1. The financial and economic activities of the Association are controlled by an auditor elected by the general meeting of members for one year.

8.2. The auditor of the Association cannot be a member of the Board of the Association.

8.3. **Auditor:**

8.3.1. performs the audit of the property and financial resources of the Association;

8.3.2. gives an opinion on the budget and annual report of the Association;

8.3.3. evaluates the bookkeeping and record keeping work of the Association;

8.3.4. provides recommendations on the improvement of the Association's financial and economic activities;

8.4. The auditor performs the audit within the deadlines set by the general meeting of members, but at least once a year.

9. **Property and financial resources of the Association.**

9.1. The financial resources of the Association consist of membership fees, donations and other income.

9.2. The association may own property.
9.3. The Association's financial resources and property are dealt with on behalf of the Association by the Board or the officials of the Association in accordance with the procedures determined by the Board.

**Liquidation or reorganization of the Association.**

10.1. The activities of the Association shall be terminated in accordance with the norms of law.

10.2. The liquidation of the Association is performed by the Board, which in this case is considered to be the liquidator of the Association.

10.3. The decision on amending the statutes and liquidating the Association is made by the meeting of the members of the Association.

10.4. A decision is adopted if more than two-thirds of the members present vote in favor. The remaining money and property of the Association after the satisfaction of all creditors' requests shall be transferred to the persons indicated by the last meeting of the Association members, taking into account that they may be associations, foundations, state, municipal institutions with similar goals and tasks.

11. **Membership fees**

11.1. The members of the association pay the membership fee in the amount and according to the procedure determined by the general meeting of the Association.

Founders:

________________________ Kristīne Vasilevska

________________________ Māra Rozentāle

The Articles of Association were approved at the founding meeting of the Association in Alsunga, September 16, 2013.
D.3. Safeguarding activities of Suiti Cultural Heritage Foundation
2019-2022

Projects and events implemented by the organisation in 2022:
- State Culture Capital Fund (SCCF) financed project "Support for the activity of the Suiti Cultural Heritage Foundation in a three-year period" (for 2022-2024).
- Strategic partnerships project of the Erasmus+ program with partners from Ireland, Spain, Sweden and Slovakia "One voice-many stories; storytelling as a vehicle for social inclusion and active citizenship", which will be implemented until 31.08.2023. In this project, the association learns from cooperation partners examples of good practice and methods for the implementation of storytelling activities in different countries, involving in the project its target groups of public benefit - people with disabilities and persons who have exceeded the working age. This project successfully complements the society’s local storytelling activities.
- Cooperation partnership project of the Erasmus+ program with partners from Slovakia, Spain, Georgia, Croatia and Italy "The Network of European Bagpipers", in which a European network of cooperation networks of bagpipers is created for the exchange of good practice experience, to create educational materials for practitioners, as well as organized trainings. The association is the leading partner in the project, implementation period 01.09.2022. – 31.08.2024.
- The project "5. Latvian bagpipers’ gathering in Suiti region" on August 6-7, 2022. Bagpipe enthusiasts from all over Latvia have gathered in the center of Suiti district in Alsunga for a two-day event to increase their knowledge of the bagpipe tradition, their playing and the making of the instrument under the guidance of experts, as well as to perform together in Suiti region.
- SCCF Kurzeme cultural program funded project "Suiti Crafts Day 2022" in Alsunga on August 17, 2022. At the event, new craft skills and knowledge were learned from suit craft masters in 12 workshops, as well as an exhibition of the works of workshop managers and participants was organized.
- Latvian National Centre for Culture (LNCC) co-financed project "Suiti Cultural Heritage Foundation activities for the preservation and popularization of Suiti cultural heritage in 2022".
- SCCF co-financed project "Strengthening the administrative capacity of the Society for the implementation of international activities".
- cooperation with Suiti ethnographic ensembles and folklore groups "Suitu sievas", "Suitu vīri" and "Suitu düdenieki" in the organization of the event "School Bag" and other performances.

Projects and events implemented by the organisation in 2021:
- SCCF co-financed project "Support for the activity of the Suiti Cultural Heritage Foundation in 2021": Suiti local history and storytelling activities. 12 regional research expeditions were organized among the Suiti both in the Suiti district and outside it (Kuldīga, Aizpute, etc.), visiting the older generation of Suiti and recording their stories about the history, culture, everyday life of the Suiti district, etc. Updating the content of the website www.suitunovads.lv, preparing and posting information on the website. Ensuring public relations – renewed and updated information about the society’s activities on the website www.suitunovads.lv, prepared publications and press releases for the media, etc.
- Erasmus+ Program Strategic Partnerships project with partners from Ireland, Spain, Sweden and Slovakia “One voice-many stories; storytelling as a vehicle for social inclusion and active citizenship", which will be implemented until 31.08.2023. In this project, the association learns examples of good practice and methods for the implementation of storytelling activities in different countries from cooperation partners.
- European Union Funds Action Program "Growth and Employment" No. 8.3.4.0/16/I/001 "Support for reducing early school leaving" project "Suiti youth can!" in a joint expedition to the ancient Suiti pilgrimage site Kalvārii in Lithuania.
- SCCF co-financed project "4. Latvian bagpipers' gathering in Suiti region". The gathering has been taking place since 2018 and gathers around 20-25 bagpipe enthusiasts from all over Latvia to increase their knowledge of bagpipe playing and
making the instrument under the guidance of experts, as well as to give concerts together in Suii region.

- "Suii Crafts Days" project co-financed by the Kurzeme cultural program of SCCF. For the first time in Alsunga, in cooperation with the association "Suii amatnieki", the days of Suii crafts were organized - an event in which suita craftsmen organized 12 different workshops in Alsunga for two days, as well as an exhibition of works created by workshop managers and participants.

- LNCC-funded project "Measures for strengthening and popularizing the cultural space of suites":

- Events for the promotion of traditional drum making and playing - workshops for making stump drums and mesh drums, bagpipe playing master classes with musician Mārtiņš Mīļevskis, preparation of a program for a small concert together with the group "Suii düdenieki";

- Production of suita games - development of the content of the game "Suits paper dolls" (artist Andris Vasilevskis), booklet printing 50 copies.

- SCCF co-financed project "Participation of the suite delegation in the Giorgi Garaqanidze Folk and Church Music Festival in Georgia", in which the suite delegation and ethnomusicologist Zane Šmite participated both in the scientific conference of the festival to introduce the conference participants to the diversity of suites and Latvian traditional culture, as well as in the festival's concerts and other events, thus promoting the promotion of suita and Latvian culture.

- Participation in the cooperation network on intangible cultural heritage of the Nordic and Baltic countries (https://safeguardingpractices.com/the-nordic-and-baltic-network-on-intangible-cultural-heritage/). In 2021/2022, within the framework of the cooperation network, a project financed by the Nordic Culture Point program is implemented to promote cooperation activities, in which several webinars are organized on topics related to the preservation and promotion of NMK, improved publicity about the intangible cultural heritage and examples of good practice of the members of the network, as well as implemented events for the exchange of experience of employees of organizations. Members of the association's board, Māra Rozentāle and Juris Lipsnis, participated in the following exchange of experience events to Kihnu Island in Estonia and Sweden in the exchange of experience with non-governmental organizations.
- Alsunga Community Council project competition "We - for Alsunga!" the project "Improving the visual image of the windows of the building of Alsunga Castle". The project improved the visual appearance of the building of the Alsunga Castle by creating and installing printed banners in the windows of the castle.

- Participation in the preparation of the UNESCO report. In cooperation with the association "Ethnic culture center "Sui" the organisation was involved in the preparation of a periodic UNESCO report, giving an overview of the activities organized by the association in the preservation of the cultural heritage of the Sui, within the framework of the plan to safeguard the Sui Cultural Space.

Projects and events implemented by the organisation in 2020:

- The project co-financed by LNCC "Sui Cultural Heritage Foundation activities for the preservation and popularization of Sui cultural heritage in 2020" with various activities for the preservation and promotion of cultural values of the Sui:
  - Events for the promotion of traditional bagpipe playing in Sui region: training, purchase of two bagpipes, master classes and playing with the bagpipe and drum group "Auļi";
  - The book "Sui" was published, intended for children; its content is related to the Sui cultural heritage, thus expanding their and their parents' knowledge of the Sui culture in an engaging way for the children and promoting their sense of belonging and local patriotism;
  - Developing and publishing the content of the Latvian-Suite dictionary on the website www.suitunovads.lv, which contributes to the preservation and promotion of the rapidly disappearing Sui dialect.

- A project co-financed by the State Culture Capital Fund "Activities for the Promotion of Suiit Crafts", in which leather processing, folk costume detail cranch production and bead knitting classes were organized;

- The project co-financed by the State Culture Capital Fund "Replenishment of folk costumes of the Alsunga ethnographic ensemble "Situ sievas"", in which the members of the ensemble will be purchased several parts of the folk costume, made by suit craftsmen;

- a project with the financial support of the State Culture Capital Fund and the Alsunga Community Council, as well as partial self-financing by the participants themselves "The Second Latvian Bagpipes Workshop and the Third Latvian bagpipers' gathering in
Suiti region". The project organized four bagpipe making training workshops, in which seven participants made their own bagpipes. The Third Meeting of Latvian bagpipers in Suiti region was held, in which 20 bagpipers participated. Two free public bagpipe concerts took place in Alsunga, which were watched by about 150 visitors.
- In December 2020, the implementation of the Strategic Partnerships project of the Erasmus+ program with partners from Ireland, Spain, Sweden and Slovakia "One voice-many stories; storytelling as a vehicle for social inclusion and active citizenship";
- European Union Funds Operational Program "Growth and Employment" No. 8.3.4.0/16/I/001 "Support for reducing early school leaving" project "Suiti youth can!", which was launched in 2019 - 2020, but due to Covid -19 was completed in 2021.
- Production, promotion and sale of the local souvenirs with the aim of popularizing Suiti culture and promoting local patriotism of Suiti people.
- cooperation with Suiti ethnographic ensembles and folklore groups "Suitu sievas", "Suitu vīri" and "Suitu düdenieki" in the organization of the event "School Bag" and other performances.

Projects and events implemented by the organisation in 2019:
- Project “The 2nd Latvian bagpipers' gathering in Suiti region” with the financial support of the State Cultural Capital Fund and Alsunga Community Council, as well as partial self-financing by the participants themselves.
  - At the end of 2019, a project was launched with the financial support of the State Culture Capital Fund and the Alsunga Community Council, as well as partial self-financing by the participants themselves "The Second Latvian Bagpipes Workshop and the Third Latvian bagpipers' gathering in Suiti region".
  - At the end of 2019, the association published the coloring book "Anniņa and Miķelītis tour of Suiti land" at its own expense, intended for preschool and primary school children. Authors of the book - Kristīne Vasilevska – Stepanova, Māra Rozentāle and Juris Lipsnis.
  - Production, promotion and sale of Suiti souvenirs with the aim of popularizing suit culture and promoting local patriotism of Suiti people.
  - activity in the International Duke of Edinburgh Youth Self-Development Program Award with the aim of promoting the patriotism and self-development of the children and youth of the Republic of Croatia; In 2019, three young people from Suiti region were involved in it.
- In 2019, the association started cooperation with the ethnographic ensembles of Suits and folklore ensembles "Suitu sievas", "Suitu vīri" and "Suitu dūdenieki" in the organization of the event "School bag" and other performances.

More detailed information about the activities and projects of the organisation are available here:
https://suitunovads.lv/biedriba/
https://www.facebook.com/Suitumantojums

Chairman of the Board  Māra Rozentāle