**CONVENTION FOR THE SAFEGUARDING OF THE
INTANGIBLE CULTURAL HERITAGE**

**INTERGOVERNMENTAL COMMITTEE FOR THE
SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE**

**Meeting of the Bureau**

**UNESCO Headquarters, Paris, Room VIII**

**18 June 2019, 10 a.m. – 1 p.m.**

**IMPLEMENTATION REPORT OF THE SPENDING PLAN
FOR THE ‘OTHER FUNCTIONS OF THE COMMITTEE’
1 January 2018 – 31 December 2018**

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| **Summary**The Plan for the use of the resources of the Intangible Cultural Heritage Fund approved by the General Assembly for the period 1 January 2018 to 31 December 2019 provided that 20 per cent of the resources be allocated to ‘other functions of the Committee’, as described in Article 7 of the Convention and the Operational Directives. Exercising the authority delegated to it by the Committee, the Bureau decided upon the utilization of these funds and requested that the Secretariat report on the progress of the implementation and the way the funds are spent. The present document provides an Implementation Report for the period 1 January to 31 December 2018. |

1. The General Assembly, in its [Resolution 7.GA 8](https://ich.unesco.org/en/Resolutions/7.GA/8), approved a Plan for the use of the resources of the Intangible Cultural Heritage Fund [hereafter the Fund] for the period 1 January 2018 to 31 December 2019. The Plan dedicated 20 per cent of the budget (US$1,718,184) to the ‘other functions of the Committee’, as laid down in Article 7 of the Convention and paragraph 67(b) of its Operational Directives. By delegation of authority from the Committee ([Decision 12.COM 7](https://ich.unesco.org/en/Decisions/12.COM/7)), the Bureau was requested to decide on a specific proposal prepared by the Secretariat for the use of the funds under this category for the above-mentioned period ([Decision 13.COM 2.BUR 3](https://ich.unesco.org/en/decisions-bureau/13.COM%202.BUR/3)). Continuing the approach of the previous exercise, the Bureau approved a spending plan integrating a results-based framework fully aligned with the 39 C/5 for the Major Programme IV Culture, Main Line of Action 2, Expected Result 6 ‘Intangible cultural heritage identified and safeguarded by Member States and communities, in particular through the effective implementation of the 2003 Convention’. In the same decision, the Bureau requested that the Secretariat ‘report on the progress of implementation and the way the funds are spent’.
2. The present document is intended to inform States Parties of the progress of execution, from 1 January to 31 December 2018, of the spending plan adopted in June 2018. In particular, it provides an assessment of the programme implementation by Expected Result, together with an analysis of the main challenges in delivering the outputs approved by the Bureau.
3. The resources allocated by the General Assembly to ‘other functions of the Committee’ continue to provide unique and irreplaceable support to the Committee for the effective exercise of its mandate beyond the strict conduct of its sessions and the examination of files submitted by States Parties and decisions thereon. In summary, during the current biennium these funds continue to support the **enhancement of the knowledge management services** and the implementation of the **overall results framework** for the Convention through the development of guidance notes (Expected Result 1), as well as to provide essential support with a number of cross-cutting needs of the **capacity-building programme** (Expected Result 2). Furthermore, in the context of the 2030 Sustainable Development Agenda, funds were dedicated to the integration of intangible cultural heritage into development plans, programmes and policies, by paying clear attention to **intangible cultural heritage and education**, by furthering interaction with other agencies of the United Nations system, and by initiating a reflection on the role of communities and **intangible cultural heritage in situations of emergency** (Expected Result 3). Finally, thanks to the funds allocated to this budget line, the Secretariat was able to develop and undertake new comprehensive **awareness-raising and outreach actions** as well as to initiate the consultation process with a view to determining the **role of accredited NGOs under the 2003 Convention** (Expected Result 4).

**Assessment by Expected Result**

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| **Allocation** | **Expenditures** | **Exp. Rate %at 31/12/2018** |
| 1,718,184.00[[1]](#footnote-1) | 629,857.78 | 36.7% |

**ER 1: Sound governance of the 2003 Convention facilitated by enhanced monitoring and knowledge management services**

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| **Allocation** | **Expenditures** | **Exp. Rate %at 31/12/2018** |
| 338,512.00 | 254,925.39 | 75.3% |

| **OutputIndicators/Benchmark (B)** | **Assessment of progress:01/01/2018 to 31/12/2018** | **Assessment of implementation** |
| --- | --- | --- |
| **Output 1.1:**Processes and response time optimized thanks to monitoring interfaces and online workflows**B 2018-2019:*** Three new monitoring interfaces and online workflows
 | * Online system for NGO reaccreditation (quadrennial reports) fully operational for 2019 submissions.
* Incoming and outgoing correspondence integrated into the ‘country pages’ of the internal interfaces.
 | Partially accomplished |
| **Output 1.2:**Clearing-house function of the knowledge management system enhanced**B 2018-2019:*** Three new datasets made available online
 | * Open access granted to information about: (1) inscribed elements; (2) accredited NGOs; and (3) projects (downloadable files).
* Data visualization prototype developed in preparation of the project ‘Dive into Intangible Cultural Heritage’, which allows for interactive visual navigation through inscribed elements on the Lists.
 | Accomplished |
| **Output 1.3:**Interaction with key stakeholders strengthened for improved synergies**B 2018-2019:*** Three ‘interconnections’ established
 | * Connector to the UNESCO Thesaurus established for data indexing.
* Single sign-on bridge implemented, allowing for an authentication on the information system of the 2003 Convention using the UNESCO Directory.
 | Partially accomplished |
| **Output 1.4:**Overall results framework for the Convention complemented**B 2018-2019:*** Twenty-six guidance notes developed to assist with the collection of relevant information for each indicator of the results framework
 | * First sample guidance note developed, which will be used as the basis for all twenty-six guidance notes to be prepared in 2019.
 | Partially accomplished |
| **Output 1.5:**Basic Texts of the Convention revised and published**B 2018-2019:*** One publication of the 2018 version of the Basic Texts
 | * 2018 edition of the Basic Texts of the Convention designed, edited and published in the six working languages of the General Assembly. This version integrates the amendments to the Operational Directives adopted by the seventh session of the General Assembly and amendments to the Committee’s Rules of Procedure adopted at its twelfth session. For the first time, gender-neutral language is used throughout the versions of the publication in all six languages.
 | Accomplished |

**Challenges and risks in implementation and remedial actions**

| **Key challenges** | **Remedial actions** |
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| The accumulation of data over the years, generated through many different processes, results in silos of information where knowledge cannot be easily accessed by stakeholders of the 2003 Convention or transferred beyond a specific context even when it is relevant. The challenge is to manage the multiple sources to provide an integrated and coherent body of information. | The Secretariat has set up indexing mechanisms using generic (based on the UNESCO Thesaurus) and intangible cultural heritage-specific vocabulary which will ultimately make it possible to directly access multiple sources of information on similar subjects. |
| The work of developing guidance notes for the twenty-six indicators of the overall results framework for the 2003 Convention could only begin after the latter was approved by the General Assembly at its seventh session in June 2018. The production time for the guidance notes is consequently short. The additional complication derives from the fact that the guidance notes need to be produced concomitantly and in harmony with the reform of the periodic reporting mechanism given that two issues are closely linked. | A pair of consultants was selected to revise the periodic reporting form and develop twenty-six guidance notes in parallel, starting with the form. Based on the new version of the reporting form, it was possible to design an initial sample guidance note. The rest is to be developed in 2019 based on the first model. |

**ER 2: Implementation of the Convention in Member States encouraged through a strengthened capacity-building programme and guidance on safeguarding measures and good practices**

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| **Allocation** | **Expenditures** | **Exp. Rate %at 31/12/2018** |
| 619,150 | 179,669.60 | 29% |

| **OutputIndicators/Benchmark (B)** | **Assessment of progress:01/01/2018 to 31/12/2018** | **Assessment of implementation** |
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| **Output 2.1:**Facilitators’ network strengthened**B 2018-2019:*** One redesigned webpage with search function online
* Coordination group for network established and made active
* 100 facilitators’ profiles updated
* One feasibility study undertaken to explore partnerships for sustaining the network and programme in the long term
* 100 facilitators trained on the latest programme developments, including 30 new members (pending financing from host countries)
* Feedback from three users integrated into the workshop planning and reporting tool
 | * Outline prepared for presentation of facilitators’ network online.
* Interregional working group for the development of the facilitator’s network established.
* Online form prepared to update facilitators’ profiles.
* Feasibility study commissioned to explore partnerships for sustaining the network in the long term.
* 52 facilitators (61% women) trained from Asia and the Pacific and from Europe, including 20 new members (52% women).
* Feedback from three users formed the basis for identifying several bugs in the tool and for preparing guidance notes for the different user groups (field offices, facilitators, Secretariat).
 | Partially accomplished |
| **Output 2.2:**Content and format of the capacity-building programme further developed to respond to major implementation challenges and decisions of statutory organs**B 2018-2019:*** Training approach with materials required on periodic reporting developed in two languages
* Training unit developed to integrate disaster risk management into capacity-building materials in two languages
* Two thematic policy information briefs developed (gender and education)
* Online tool developed to present examples on safeguarding intangible cultural heritage and sustainable development
* Training materials developed in the previous biennium in five thematic areas made available in two languages
* Feedback from three users integrated into the materials browser
 | * Consultations with facilitators conducted to provide information on the development of a training approach for periodic reporting.
* Online tool under development to present examples on safeguarding intangible cultural heritage and sustainable development.
* Training materials on policy development, gender, sustainable development and pilot inventorying activities made available in French.
* Technical problems in the material browser tool rectified based on use experiences shared by facilitators (i.e., material downloads, display order of units, multiple linguistic versions).
 | Partially accomplished |
| **Output 2.3:**Monitoring of the capacity-building programme ensured and information shared with relevant partners**B 2018-2019:*** Analytical report prepared based on information gathered through new online workshop planning and reporting tool, contributing to the implementation of the Convention’s overall results framework
* Knowledge consolidated and shared through one side event at a statutory meeting
* Pamphlet on the capacity-building programme updated and shared in two languages
* One new IT functionality developed to better monitor the capacity-building programme
 | * Side event organized at the thirteenth session of the Intergovernmental Committee on the capacity-building programme’s global facilitator network.
* Text for the pamphlet on the capacity-building programme developed.
 | Partially accomplished |
| **Output 2.4:**Lighter ways of sharing safeguarding practices developed**B 2018-2019:*** Three alternative lighter ways of sharing safeguarding experiences suggested to the Committee to complement the Register of Good Safeguarding Practices
 | * Online survey conducted about lighter ways of sharing safeguarding practices, resulting in 225 contributions by organizations and institutions in the field of intangible cultural heritage.
 | Partially accomplished |
| **Output 2.5:**Networking and partnerships with tertiary educational institutions strengthened**B 2018-2019:*** 15 additional universities engaged in networking
* Partnership for an online course on intangible cultural heritage established
 | * 29 additional universities engaged in networking through a survey in Africa (following similar activities in Asia and the Pacific and Latin America and the Caribbean); survey report disseminated during a side event at the thirteenth session of the Intergovernmental Committee and online.
 | Partially accomplished |

**Challenges and risks in implementation and remedial actions**

| **Key challenges** | **Remedial actions** |
| --- | --- |
| Expanding the number of universities engaged in networking around the topic of integrating intangible cultural heritage into their programmes presented a challenge because the survey designed for this purpose was not always understood by the universities concerned. For example, some universities which have programmes in areas that fall into the broad field of intangible cultural heritage were not aware that they would qualify as such. | The Secretariat combined the online survey approach with a person-to-person approach, where a consultant conducted telephone interviews to explain the objectives of the survey in more detail and obtain the required information. Moreover, the Secretariat organized the work in such a way that the different field offices in Africa could support the data collection for the countries under their responsibility, contacting them, if and as required, starting with Southern Africa. |
| Reviewing new content developed required more time and human resources than anticipated. | The production and translation schedules had to be adjusted to ensure finalization within the two-year period of this spending plan. |

**ER 3: Integration of intangible cultural heritage into development plans, policies and programmes supported**

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| **Allocation** | **Expenditures** | **Exp. Rate %at 31/12/2018** |
| 286,600.00 | 68,010.49 | 23.7% |

| **OutputIndicators/Benchmark (B)** | **Assessment of progress:01/01/2018 to 31/12/2018** | **Assessment of implementation** |
| --- | --- | --- |
| **Output 3.1:**Global clearing house for knowledge sharing, cooperation and innovation on intangible cultural heritage and education established and functioning**B 2018-2019:*** Webpage and resources for the clearing house developed
* Two recommendations from the consultation held in 2017 with relevant educational institutions on integrating intangible cultural heritage into their programmes implemented
* Knowledge consolidated and shared through one side event and participation in one relevant meeting
* Programme information pamphlet produced in two languages
* Global working meeting organized with staff and experts involved in the implementation of operational activities
 | * Work for the webpage and resources for the clearinghouse commissioned.
* Joint virtual conference held with UNESCO-UNEVOC on ‘Safeguarding intangible cultural heritage through technical and vocational education and training’ with 302 participants from 83 countries.
* Roundtable discussion held as a side event at the seventh session of the General Assembly on ‘Safeguarding intangible cultural heritage for quality and relevance in education’.
* Information session held during the thirteenth session of the Intergovernmental Committee to share and exchange on safeguarding intangible cultural heritage through formal and non-formal education.
 | Partially accomplished |
| **Output 3.2:**Synergies between the 2003 Convention and work of the UN system in the framework of the 2030 Agenda for sustainable development strengthened**B 2018-2019:*** Participation in two meetings organized by UN and other development agencies
 | * Preparatory meetings held with the Science Sector (UNESCO focal point for indigenous peoples) to plan the Secretariat’s participation in the eighteenth session of the UN Permanent Forum on Indigenous Issues in May 2019.
* Exchanges made with World Intellectual Property Organisation (WIPO) regarding draft articles on ‘The Protection of Traditional Cultural Expressions’.
* A meeting convened on intangible cultural heritage in emergencies (see the Output 3.3 below).
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| **Output 3.3:**Framework established for the safeguarding of intangible cultural heritage in emergencies**B 2018-2019:*** Two reference documents developed on methodological approaches
* Cooperation with two institutions strengthened
* One expert meeting organized with a view to defining a strategy
 | * One study carried out to map and analyse different methodological approaches used worldwide with a view to safeguarding intangible cultural heritage in emergencies and mobilizing it as a tool for resilience and recovery.
* One brainstorming meeting held in Beirut (Lebanon) in October 2018 with UN agencies and humanitarian stakeholders based in the country, notably ESCWA, UNDP, UN Habitat, UNHCR, UNIFIL and WHO.
* Funding partner identified to support the organization of an expert meeting, following Decision 13.COM 11 of the Intergovernmental Committee requesting that the Secretariat ‘*organize an individual expert meeting during the course of 2019 to conceptualize and transform the knowledge and experience acquired into methodological guidance for States Parties’*.
 | Partially accomplished |

**Challenges and risks in implementation and remedial actions**

| **Key challenges** | **Remedial actions** |
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| One challenge for the work related to intangible cultural heritage and education has been finding resource persons combining competencies in these two fields. | The Secretariat reflected on this challenge and decided that a concentrated effort would be required to identify and train resource persons with appropriate profiles for working on intangible cultural heritage and education. Options for a training of trainers session on the thematic area of intangible cultural heritage and education are being explored. |
| One key challenge for carrying out the study on methodological approaches to the safeguarding of intangible cultural heritage in emergencies was the lack of recorded experiences, especially in English, French or Spanish. At present, most experiences are recorded by researchers at the local level in their own languages. | The number and range of interviews were broadened in order to gather the maximum amount of information possible beyond the available literature-based materials. |

**ER 4: Objectives of the Convention promoted through awareness-raising and outreach**

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| **Allocation** | **Expenditures** | **Exp. Rate %31/12/2018** |
| 473,922.00 | 127,252.30 | 26.9% |

| **OutputIndicators/Benchmark (B)** | **Assessment of progress:01/01/2018 to 31/12/2018** | **Assessment of implementation** |
| --- | --- | --- |
| **Output 4.1:**Communication and outreach tools developed and implemented to promote the objectives of the Convention**B 2018-2019:*** Five outreach materials/tools produced and widely disseminated
 | * Communication materials (i.e., four youth video clips, one media kit for the press) produced to raise public and media awareness and promote the importance of safeguarding intangible cultural heritage; these were widely disseminated during the statutory meetings of the Convention and through social media.
* Outreach activities (i.e., dialogue session on International Assistance, roundtable discussion to promote intangible cultural heritage and education, NGO networking platform) that promote the objectives of the Convention organized during the seventh session of the General Assembly and the thirteenth session of the Intergovernmental Committee.
* Launch and pilot demonstration of the web-based interface ‘Dive into Intangible Cultural Heritage’ held during the thirteenth session of the Intergovernmental Committee.
 | Partially accomplished |
| **Output 4.2:**Additional advisory functions of accredited NGOs identified through an effective consultation process**B 2018-2019:*** One consultation meeting organized to reflect on the role of accredited NGOs under the 2003 Convention with the informal ad hoc working group and in cooperation with the ICH NGO Forum
 | * Consultation process initiated with a view to identifying the inter alia advisory functions that accredited NGOs could provide to the governing bodies of the Convention.
* 68 accredited NGOs and 38 States participated in an electronic consultation in September–October 2018 in order to identify emerging ideas for the future accreditation system.
 | Partially accomplished |

**Challenges and risks in implementation and remedial actions**

| **Key challenges** | **Remedial actions** |
| --- | --- |
| While there was a need to accelerate the implementation of the pilot communication initiatives proposed for the 2003 Convention, certain delays were encountered in initiating the implementation so that the communication actions would be fully aligned with the strategic objectives and global priorities set out for UNESCO’s communication. | Internal coordination and consultations are ongoing with the web and media relation sections of the Division of Public Information, as well as with the Partnerships, Communication and Meetings Unit of the Culture Sector. In addition, an informative meeting was held in September 2018 with one of the senior managers leading the working group of Strategic Transformation for communication in order to provide an update on the proposed communication and outreach actions for the 2003 Convention. |
| A certain number of challenges were also identified due to the lack of human resources within the Secretariat specializing in the field of communication. Based on the experience of implementing outreach actions and developing communication materials in 2018, the Secretariat confirmed the need to engage the necessary human resources with experience in communications. | The Secretariat identified and engaged a specialist with proven expertise in developing successful communication actions at the international level. This specialist has been providing steady and substantial support to the Secretariat since December 2018 for the implementation of the communication work of the 2003 Convention. |
| The initially low response rate of the electronic consultation, among both States Parties and accredited NGOs, raised some concerns as its findings were foreseen to provide the basis for the reflection on the role of accredited NGOs. | Partners, such as the ICH NGO Forum, were mobilized to draw the attention of accredited NGOs to the importance of the electronic consultation in the reflection process. In addition, announcements were made through the websites of the Convention, the ICH NGO Forum and a network of experts involved in the implementation of the Convention. |

1. . All figures in the tables below are expressed in US dollars. [↑](#footnote-ref-1)