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**

**20 October 2016, 10 a.m.-1 p.m.**

**Item 5:**

**Examination of three international assistance requests**

**up to US$100,000**

|  |
| --- |
| **Summary**  Paragraph 49 of the Operational Directives provides that requests up to US$100,000 are examined and approved by the Bureau of the Committee. The present document includes an overview of three requests that the Secretariat treated, together with draft decisions concerning each request.  **Decision required:** paragraph 7 |

1. As stipulated in Article 20 of the Convention, International Assistance may be granted to States Parties for purposes of the safeguarding of the heritage inscribed on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding, the preparation of inventories in the sense of Articles 11 and 12 of the Convention, in support of programmes, projects and activities undertaken at the national, sub-regional and regional levels for the safeguarding of intangible cultural heritage and for any other purpose that the Committee may deem necessary. In conformity with paragraph 47 of the Operational Directives, and following its recent revisions, international assistance requests up to US$100,000 (except requests for preparatory assistance) can be submitted at any time. Paragraph 49 further provides that requests up to US$100,000 are examined and approved by the Bureau of the Committee.

**Overview of the present requests**

1. The Bureau is asked to examine and decide on the following three completed requests:

| **Draft Decision** | **Requesting State** | **Title** | **Amount requested** | **File no.** |
| --- | --- | --- | --- | --- |
| 11.COM 3.BUR 5.1 | Botswana | Promotion of earthen ware pottery-making skills in Kgatleng district | US$68,261.10 | 01153 |
| 11.COM 3.BUR 5.2 | El Salvador | Titajtakezakan. Speaking across time: oral tradition and use of Information and Communication Technologies | US$24,995.00 | 01249 |
| 11.COM 3.BUR 5.3 | Seychelles | Strengthening capacity in Seychelles for safeguarding intangible cultural heritage for sustainable development | US$94,718.00 | 01158 |

1. In conformity with paragraph 48 of the Operational Directives, the Secretariat assessed the completeness of the requests. Considering the importance of international assistance to achieving the Convention’s purpose of international cooperation, the Secretariat provided support to Botswana and El Salvador to help them improve their requests, by issuing comprehensive and detailed letters that indicated missing or insufficient information. In addition, the international assistance request submitted by Seychelles was identified as requiring more substantial revision and, therefore, the country benefitted from the technical assistance mechanism set up experimentally by the Committee in its [Decision 8.COM 7.c](http://www.unesco.org/culture/ich/en/Decisions/8.COM/7.c) in the form of specific advice provided by an expert.
2. The three requests are available online for the Bureau’s consultation, in English and French, at <http://www.unesco.org/culture/ich/en/11.com-bureau>, together with the preceding versions and the Secretariat’s letter(s) requesting additional information, where applicable. The following table summarizes the history of the revisions that took place to prepare the requests put forward for examination by the Bureau.

| **Requesting State and file no.** | **History of the request to be examined by the Bureau** |
| --- | --- |
| Botswana 01153 | Third version submitted by the State following two additional information letters from the Secretariat |
| El Salvador  01249 | Second version submitted by the State following an additional information letter from the Secretariat |
| Seychelles 01158 | Second version submitted by the State following technical assistance |

1. In accordance with paragraph 48 of the Operational Directives, the States Parties were informed about the possible examination dates of their requests. As also provided for in the Operational Directives, the Secretariat will communicate the decisions of the Bureau concerning the granting of assistance within two weeks following the decision.
2. For International Assistance up to US$100,000 the Secretariat forwards each request to the Bureau together with a draft decision incorporating the Secretariat’s assessment of how it responds to the eligibility and selection criteria set out in Chapter I of the Operational Directives.

**Draft Decisions**

1. The Bureau of the Intergovernmental Committee may wish to adopt the following decisions:

DRAFT DECISION 11.COM 3.BUR 5.1

The Bureau,

1. Recalling Chapter V of the Convention and Chapter I of the Operational Directives,
2. Having examined Document ITH/16/11.COM 3.BUR/5, as well as the international assistance request no. 01153,
3. Takes note that Botswana has requested International Assistance for a project entitled the **Promotion of earthen ware pottery-making skills in Kgatleng district**:

Earthenware pottery-making skills were inscribed in 2012 on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding. Practised among the Bakgatla ba Kgafela community in south-eastern Botswana and transmitted to daughters and granddaughters through observation and practice, earthenware pottery-making is at risk of extinction. The main factors for its decline are the decreasing number of master potters, lack of interest in learning the skills and knowledge among youth, low prices for finished goods and increasing use of mass-produced containers. Furthermore, two key ingredients used for pottery-making, the clay soil and weathered sand stone, are found at the foot of Phuthadikobo and Tsope hills in Mochudi, the capital of the Kgatleng district, where residential plots have encroached on the cultural spaces associated with this practice. Implemented by the Phuthadikobo Museum in Mochudi, the project foresees the implementation of a number of components of the safeguarding plan included in the nomination file. Strengthening the transmission of the earthenware pottery-making skills will be sought through training young potters while providing them with a temporary selling exhibition as well as through field work that should result both in the development of educational materials and the fencing of spaces associated with the practice in order to protect access to raw materials.

1. Further takes note that this assistance concerns the safeguarding of the heritage inscribed on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding in accordance with Article 20 (a) of the Convention, and that it takes the form of the granting of a donation in line with Article 21 (g) of the Convention;
2. Also takes note that Botswana requested an allocation of US$68,261.10 from the Intangible Cultural Heritage Fund for implementation of the project;
3. Decides thatfrom the information provided in file no. 01153, the request responds as follows to the criteria for granting International Assistance given in paragraphs 10 and 12 of the Operational Directives:

**Criterion A.1**: The request comes directly from two master potters as a result of their active involvement in the implementation of a pilot project on community-based intangible cultural heritage inventorying in 2010; their participation in the preparation of the request is adequately demonstrated as well as their involvement in the implementation of proposed activities such as field work and training; community participation in the implementation of the project, its evaluation and follow-up will also be ensured through the Village Development Committees responsible for the management of the cultural spaces associated with earthenware pottery-making.

**Criterion A.2**: Although expenditures included in the budget provide adequate level of detail, correspondence with the proposed activities is not entirely clear; with a budget only partially presented by activities, expenses related to field work or to the development of educational content are not easily identifiable.

**Criterion A.3**: While the primary objective of the project is clearly stated, namely to ensure the viability of earthenware pottery-making skills, the articulation between the different project components is not self-explanatory; in particular, the request does not adequately explain how the outputs of field work will be turned into educational materials nor how the latter will be used as part of the transmission workshop.

**Criterion A.4**: The project is expected to develop human and institutional resources able to sustain safeguarding efforts beyond project completion: twenty trainees will be equipped with the necessary skills to continue the practice as a means of livelihood and to transmit it to future generations; in addition, the agency responsible for implementing the project, the Phuthadikobo Museum, not only took care to hire a coordinator for intangible cultural heritage who will build on project results as part of a District Strategy for the Implementation of the 2003 Convention in Kgatlend but foresees the integration into its organizational structure of the four field researchers involved in the project.

**Criterion A.5**: The requesting State will share 12 per cent of the total amount of the project for which International Assistance is requested.

**Criterion A.6**: The request adequately describes how the project will contribute to building the capacities of twenty young motivated potters to enable them mainly to master earthenware pottery-making skills but also to gain better understanding of the cultural significances associated with the practice; capacities of the staff from the Phuthadikobo Museum for safeguarding intangible cultural heritage in general will be strengthened through each of the project activities, thereby impacting on the safeguarding capacities of the whole Bakgatla ba Kgafela community.

**Criterion A.7**: Botswana benefited from three multinational projects financed by the UNESCO/Flanders Funds-in-Trust from 2009 to 2015 and provided the work stipulated by the terms of reference of the contracts signed under these projects, in line with UNESCO’s regulations; however, Botswana has never implemented activities financed by the Intangible Cultural Heritage Fund.

**Paragraph 10(a)**: The project is local in scope and involves both local implementing partners such as the Kgatleng Main Land Board and national partners such as the Department of National Museums and Monuments of the Ministry of Youth, Sports and Culture.

**Paragraph 10(b)**: The project fits into a series of regulations and initiatives at national level such us the 2001 National Policy on Culture, the purchasing standards ‘Arts and Craft’ or the annual Women’s Expo organized by the Women’s Affairs Department of the Ministry of Labour and Home Affairs, which gives hope that the assistance from the Intangible Cultural Heritage Fund may stimulate other financial and technical contributions at the national level.

1. Approves the international assistance request from Botswana for **The promotion of earthen ware pottery making skills in Kgatleng district** (No. 01153) and to grant an amount of US$68,261.10 to the State Party to this end;
2. Requests the State Party to work with the Secretariat at the earliest opportunity in order to revise, within the amount granted, the budget breakdown and make sure it corresponds exactly to the planned activities;
3. Invites the State Party to reconsider the sequence of planned activities in light of the expected results as stated in the request and revise the work plan as appropriate;
4. Recalls the State Party that a report on the status of ‘Earthenware pottery-making skills in Botswana’s Kgatleng District’, inscribed on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding, is expected at the latest by 15 December 2016 and encourages it to take into account the findings of the report in the revision requested for the present project;
5. Further invites the State Party to use the ICH-04-Report Form when reporting on the use of assistance provided.

DRAFT DECISION 11.COM 3.BUR 5.2

The Bureau,

1. Recalling Chapter V of the Convention and Chapter I of the Operational Directives,
2. Having examined Document ITH/16/11.COM 3.BUR/5, as well as the international assistance request no. 01249,
3. Takes note that El Salvador has requested International Assistance for a project entitled **Titajtakezakan. Speaking across time: oral tradition and use of information and communication technologies**:

The project aims to revitalize the intangible cultural heritage present in the municipality of Santo Domingo de Guzmán, in the west of El Salvador, by making use of information and communication technologies. Emphasis will be placed on oral traditions encompassed within mythology, tales and legends of Náhuat speakers. The small number and advanced age of Náhuat speakers seriously threaten the continuity of such oral traditions through which a complex body of knowledge and practices concerning nature, agriculture, ethics, health, etc., has been transmitted from generation to generation. The few initiatives led by educational institutions so far have had disappointing results. Planned activities within the present project include inventory work on oral traditions by young people below 20 years’ old who will be trained on the use of information and communication technologies for data collection and processing and the development and dissemination of both printed and audio-visual materials on oral traditions in Spanish and Náhuat. Implemented by the National Directorate of Cultural Heritage of the State’s Department of Culture in close cooperation with the Educational Complex of Santo Domingo, the Mayor’s Office of Santo Domingo de Guzmán and two community development associations, the project will encourage dialogue and exchanges between the younger and older generations throughout its duration.

1. Further takes note that this assistance concerns support for a project carried out at local level aimed at safeguarding intangible cultural heritage in accordance with  
   Article 20 (c) of the Convention, and that it takes the form of the granting of a donation in line with Article 21 (g) of the Convention;
2. Also takes note that El Salvador requested an allocation of US$24,995 from the Intangible Cultural Heritage Fund for implementation of the project;
3. Decides that from the information provided in file no. 01249, the request responds as follows to the criteria for granting International Assistance given in paragraphs 10 and 12 of the Operational Directives:

**Criterion A.1**: The project for which funding is requested meets the challenges identified by the communities of Santo Domingo de Guzmán themselves during the process of declaration of the Náhuat language as a Cultural Asset under the Special Law for the Protection of Cultural Heritage of El Salvador; community members of all age segments will be involved in all project phases, including monitoring and follow-up, along with teachers from the Educational Complex of the municipality and the ‘Náhuat Cradle’ project of the University Don Bosco.

**Criterion A.2**: The proposed budget is broken down in a clear and coherent manner and demonstrates the appropriateness of the amount of assistance requested for the proposed activities.

**Criterion A.3**: The proposed activities are described in detail and articulated in a logical sequence from the identification and documentation work, including an important training component in inventorying intangible cultural heritage using information and communication technologies, to the selection of information with a view to developing outreach materials and disseminating them; the feasibility of the project is adequately demonstrated.

**Criterion A.4**: The emphasis on intergenerational transmission as well as on youth training in the use of information and communication technologies, serving the safeguarding and awareness-raising of their intangible cultural heritage, provide reasonable guarantees of the sustainability of the project benefits beyond its end; the alignment of the project with the safeguarding measures included in the declaration of the Náhuat language as a Cultural Asset, whose implementation falls under the responsibility of the State, also points in this direction, in particular regarding the inclusion of Náhuat language in formal education that the project itself will encourage.

**Criterion A.5**: The State will share 42 per cent of the overall budget of the project for which the international assistance is requested while an unidentified source will cover 1 per cent.

**Criterion A.6**: Building capacities for safeguarding intangible cultural heritage of all different stakeholders involved in the implementation of the project is one of its expected results: young community members will be equipped with knowledge and techniques for community-based inventorying and for using information and communication technologies for this purpose, while adult bearers of oral traditions will count with new materials to promote awareness and respect of their intangible cultural heritage.

**Criterion A.7**: El Salvador has never implemented activities financed by the Intangible Cultural Heritage Fund.

**Paragraph 10(a)**: The project is local in scope and implies cooperation between local institutions such as the Educational Complex of Santo Domingo de Guzmán and the Mayor’s office and national agencies such as the National Directorate of Cultural Heritage.

**Paragraph 10(b):** Since the project aims to address the threats identified in the context of the declaration of the Náhuat language as a Cultural Asset in which three other municipalities participated and to which they gave their consent, it is likely to be replicated with the National Directorate of Cultural Heritage being in a position to support them build on the experience gained in this project.

1. Approves the international assistance request from El Salvador for a project entitled **Titajtakezakan. Speaking across time: oral tradition and use of information and communication technologies (ICTs)** and to grant an amount of US$24,995 to the State Party to this end;
2. Requests the Secretariat to reach an agreement with the requesting State Party on technical details of the assistance, paying particular attention to the detailed budget of activities to be covered by the Intangible Cultural Heritage Fund and their work plan;
3. Invites the State Party to use the ICH-04-Report Form when reporting on the use of assistance provided.

DRAFT DECISION 11.COM 3.BUR 5.3

The Bureau,

1. Recalling Chapter V of the Convention and Chapter I of the Operational Directives,
2. Having examined Document ITH/16/11.COM 3.BUR/5, as well as the international assistance request no. 01158,
3. Takes note that Seychelles has requested International Assistance for a project entitled **Strengthening capacity in Seychelles for safeguarding intangible cultural heritage:**

The project aims to strengthen the institutional and human capacities in Seychelles to safeguard the intangible cultural heritage present in its territory. In parallel, the project also seeks to reinforce legal frameworks for the safeguarding of intangible cultural heritage, in particular through its inclusion in the National Heritage Bill which is currently being developed under the leadership of the agency responsible for the implementation of the present project, namely the Department of Culture of the Ministry of Tourism and Culture. Through all planned activities, the project intends to raise awareness among policy-makers and communities from Seychelles’ three main islands, Mahe, Pralin and La Digue, on their respective roles in the safeguarding efforts at the national level and on the importance of safeguarding intangible cultural heritage for sustainable development, particularly for adapting to climate change. Planned activities include training on the implementation of the 2003 Convention at the national level, community-based inventorying through participatory video and preparation of nominations to the Convention’s list as well as policy advisory services. Over a period of 14 months, the Department of Culture will work closely with the administrations of the 25 districts of the country to implement activities, with the assistance of national and international experts in the field of cultural heritage.

1. Further takes note that this assistance concerns support for a project carried out at national level aimed at safeguarding intangible cultural heritage in accordance with  
   Article 20 (c) of the Convention, and that it takes the form of the granting of a donation in line with Article 21 (g) of the Convention;
2. Also takes note that Seychelles requested an allocation of US$94,718 from the Intangible Cultural Heritage Fund for implementation of the project;
3. Decides thatfrom the information provided in file no. 01158, the request responds as follows to the criteria for granting International Assistance given in paragraphs 10 and 12 of the Operational Directives:

**Criterion A.1**: The request results from preparatory work conducted among the district cultural committees of the three main islands and assigns a central role to communities in all activities, including training and pilot inventories; communities will be involved in monitoring and following-up project activities through District Administrations which will be represented in the project implementation team by a representative of Ministry of Community Development, Social Affairs and Sports working directly with them.

**Criterion A.2:** The budget breakdown is well detailed and adequately covers each of the proposed activities; however, funds requested for the elaboration of a nomination file to the List of the Intangible Cultural Heritage in Need of Urgent Safeguarding are not eligible under International Assistance.

**Criterion A.3:** The request is clearly structured and includes a series of four activities that are well-conceived and presented in a logical sequence from general training on the implementation of the Convention to more specialized training on the elaboration of nominations through pilot community-based inventories and work on heritage policies; expected results therefore seem to be achievable within the proposed project duration and timetable.

**Criterion A.4**: The emphasis on strengthening institutional and community capacities should result in a critical mass able to continue the implementation of the Convention at the national level beyond the activities for which funding is requested; measures such as the designation of persons trained during the project as focal points for intangible cultural heritage in their respective districts aim to consolidate their relationship with the Department of Culture so that the cooperation dynamics created by the project continue to work after its completion.

**Criterion A.5**: The State will share 5 per cent of the overall budget of the project for which the international assistance is requested.

**Criterion A.6**: Capacity-building in the field of safeguarding of intangible cultural heritage both for communities and the staff of the Department of Culture and its partners emerges as a fundamental component of the project; the request adequately demonstrates that the project will both build up capacities of communities in inventorying their living heritage with a highly participatory approach and reinforce the existing institutional capacities by familiarizing staff already involved in safeguarding initiatives with the framework of the Convention.

**Criterion A.7:** From 2009 to 2011 Seychelles benefited from a financial assistance amounting to US$9,862.61 from the Intangible Cultural Heritage Fund for a project entitled ‘Inventory of Intangible Cultural Heritage in Seychelles’; Seychelles provided the work stipulated by the terms of reference of the corresponding contract signed under this project, in line with UNESCO’s regulations.

**Paragraph 10(a)**: The project is national in scope; the institution responsible for implementing the project, the Department of Culture, and its main partner, the Ministry of Community Development, Social Affairs and Sports are competent at national level but will work closely with district administrations.

**Paragraph 10(b):** The training received and the equipment acquired for drawing up community-based inventories will enable communities to replicate the exercise at the local level on other intangible cultural heritage practices and the Department of Culture to do the same with other communities; in addition the interest that the project hopes to arouse around intangible cultural heritage as source of livelihood and an appeal for initiatives of sustainable cultural tourism may stimulate financial and technical support from other agencies such as the Small Enterprises Promotion Agency, the Ministry of Investment, Entrepreneurship and Business Innovation or the Seychelles Tourism Board.

1. Approves the international assistance request from Seychelles for a project entitled **Strengthening capacity in Seychelles for safeguarding intangible cultural heritage** and to grant an amount of US$90,000 to the State Party to this end;
2. Takes note of the technical assistance provided to Seychelles in preparing this request and commends the effort made by the State Party to follow-up on that assistance by substantially revising its initial request;
3. Requests the State Party to work with the Secretariat at the earliest opportunity in order to revise, within the amount granted, the budget breakdown and make sure it corresponds exactly to the planned activities and includes only eligible costs;
4. Encourages the State Party to coordinate closely with the Secretariat for the implementation of the project in order to ensure that the stakeholders will benefit fully from the developments under the UNESCO’s global programme for strengthening national safeguarding capacities, with which the State Party wishes to align the project;
5. Invites the State Party to use the ICH-04-Report Form when reporting on the use of assistance provided;
6. Further invites the State Party, if it wishes to request preparatory assistance for the elaboration of a nomination to the List of the Intangible Cultural Heritage in Need of Urgent Safeguarding, to prepare a separate request using the ICH-05 Form in compliance with established procedures and deadlines.