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The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

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Ref/3(1)	Rules of the Management for the Governing Board of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (NICH Rule 83)
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Ref/4(1)	Long-term Programme (FY 2013-2021)
Ref/4(2)	Medium-term Programme (FY 2013-2015)
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Ref/6	Excerpts from the Medium-Term Strategy (2014-2021) of UNESCO (37C/4)
Ref/7	Excerpts from the Approved Programme and Budget (2014-2017) of UNESCO (37C/5)

Agenda

1 Reports on general affairs

- | | | |
|---|-------------------------------------|-------------------|
| A | New Members of IRCI Governing Board | |
| B | Revised Rules of IRCI | Decision required |
| C | Renewal of IRCI Advisory Body | Decision required |
| D | Evaluation and renewal process | |
| E | Participation of the Member States | |

2 Reports on activities

- | | | |
|---|--|-------------------|
| A | Activities in FY 2014, financial statement for FY 2014, and budget for FY 2015 | Decision required |
| B | Revised activities of Mapping Project 1 in FY 2015 | |

3 IRCI's Medium-term Programme (2016-2020)

Decision required

4 IRCI's Work plan and budget for FY 2016

Decision required

Schedule

Time	Programme
13:30-13:45	Introduction (1) Adoption of Agenda and Schedule (2) Introduction of the Governing Board members
13:45-14:35	1. Reports on general affairs A. New members of IRCI Governing Board B. Revised Rules of IRCI C. Renewal of IRCI Advisory Body D. Evaluation and renewal process E. Participation of the Member States
14:35-15:25	2. Reports on activities A. Activities in FY 2014, financial statement for FY 2014, and budget for FY 2015 B. Revised activities of Mapping Project 1 in FY 2015
15:25-15:45	Break
15:45-16:00	3. Medium-term Programme (FY 2016-2020)
16:00-17:00	4. Work plan and budget for FY 2016
17:00-17:30	Conclusion and closing remarks
17:30-18:00	Photo session

List of Participants

Governing Board Members

Masanori AOYAGI

Commissioner, Agency for Cultural Affairs, Japan
(Represented by Yoshinori MURATA, Director General, Cultural Properties
Department)

Tim CURTIS

Chief, Culture Unit, UNESCO Bangkok

Yeonsoo KIM

Director, International Cooperation Division, Cultural Heritage
Administration of the Republic of Korea

Toshiyuki KONO

Professor, Kyusyu University

Koïchiro MATSUURA

Eminent Professor, Ritsumeikan University /
Former Director-General of UNESCO

Johei SASAKI

(Chairperson)

President, National Institutes for Cultural Heritage, Japan

Osami TAKEYAMA

Mayor, Sakai City, Japan

Yoshio YAMAWAKI

Secretary-General, Japanese National Commission for UNESCO
(Represented by XXXXXXXX)

Ling ZHANG

Director, Division of Multilateral Affairs, Bureau for External Cultural
Relations, Ministry of Culture, P. R. China

Observers

Noriko AIKAWA-FAURE

(Representative of Advisory Body)

Member of IRCI Advisory Body

Jin ZHAO

Deputy Director, Division of Multilateral Affairs, Bureau for External Cultural Relations, Ministry of Culture, P. R. China

Jing ZHANG

Deputy Director-General, CRIHAP

Yuan JIE

Director, Division of Research, CRIHAP

Xiaoxi CHEN

Research Specialist, Division of Research, CRIHAP

Weonmo PARK

Chief, Information & Research Section, ICHCAP

Jimin HWANG

Assistant Programme Officer, Cooperation & Networking Section, ICHCAP

Hiroko MORIYAMA

Deputy Director, Office for International Cooperation on Cultural Properties, Traditional Culture Division, Cultural Properties Department, Agency for Cultural Affairs, Japan

Masashi TAKAHASHI

Director, Minister's Secretariat, Multilateral Cultural Cooperation Division, Ministry of Foreign Affairs, Japan

Akigo HAMAYA

Minister's Secretariat, Multilateral Cultural Cooperation Division,
Ministry of Foreign Affairs, Japan

Mitsuhiro IKEHARA

Director, National Institutes for Cultural Heritage

Emiko HAZAMA

Vice Mayor, Sakai City, Japan

Minoru KASATANI

Director General, Culture and Tourism Bureau, Sakai City, Japan

Katsumi MIZOGUCHI

Director, Sakai City Museum, Japan

Akira AKAZAWA

Senior Manager, Sakai City Museum, Japan

Noriyuki SHIRAKAMI

Manager, Art Research and Planning Division, Sakai City Museum,
Japan

Kayoko HIROSE

Assistant Manager, Art Research and Planning Division, Sakai City
Museum, Japan

Sujuan XU

Art Research and Planning Division, Sakai City Museum, Japan

Secretariat

Akio ARATA

Director-General, IRCI

Misako OHNUKI

Deputy Director-General, IRCI

Morihei KIMURA

Head of General Affairs, IRCI

Takao MISHIMA

Chief Executive Clerk, IRCI

Shigeaki KODAMA

Associate Fellow, IRCI

Yoko NOJIMA

Associate Fellow, IRCI

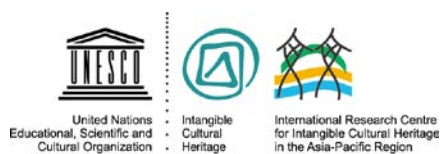
Sachie FURUKAWA

Assistant, IRCI

Part 1

Reports on general affairs

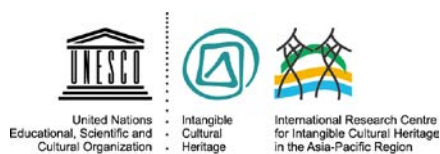
The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

New members of IRCI Governing Board

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. According to Article 5 Paragraph 1 of the Agreement, the Governing Board consists of the following representatives, and is renewed regularly.
 - (a) the Chief Executive of NICH;
 - (b) a representative of the Government or his/her appointed representative;
 - (c) a representative of the Japanese National Commission for UNESCO
 - (d) a representative of up to three other Member States of UNESCO that will have sent to the Director-General of UNESCO notification and that have expressed interest in being represented in the Governing Board;
 - (e) up to three representatives of Japanese universities and research institutions as well as local authorities; and
 - (f) a representative of the Director-General of UNESCO
2. As informed by the Office of the Director-General for International Affairs, Ministry of Education, Culture, Sports, Science and Technology of Japan, on 25 November 2014, Mr. Yoshio YAMAWAKI has replaced Mr. Shigeharu KATO, who is the former Secretary-General of Japanese National Commission for UNESCO and a representative prescribed in Item (c) above.
3. As informed on by the Cultural Heritage Administration of the Republic of Korea, on 2 February 2015, Ms. Yeonsoo KIM, Director of International Cooperation Division has replaced Mr. Hee-Ung PARK, who is the former Director of International Cooperation Division and a representative prescribed in Item (d) above.
4. Brief profiles of the new Governing Board members are presented in Annex 1.

Profiles of the new Governing Board members

Yoshio YAMAWAKI	
Current Position	Secretary-General, Japanese National Commission for UNESCO Director-General for International Affairs, Ministry of Education, Culture, Sports, Science and Technology (MEXT)
Professional career	2008 Director, Policy Planning Division, Institute of Physical and Chemical Research (RIKEN) 2009 Director, Promotion Policy Division, Research Promotion Bureau, 2010 Counsellor, Minister's Secretariat, MEXT 2012 Deputy Director-General, Sports and Youth Bureau, MEXT 2013 Deputy Director-General, Research Promotion Bureau, MEXT
Educational background	Bachelor in Civil Engineering, The University of Tokyo Master in Civil Engineering, The University of Tokyo

Yeonsoo KIM	
Current Position	Director, International Cooperation Division, Cultural Heritage Administration, Republic of Korea
Professional career	2004 Director, Exhibition Department, National Museum of Korea (NMK) 2005 Director, Exhibition & Publicity Division, National Palace Museum of Korea (NPMK) 2011 Director, Collection Management Division, NPMK 2013 Director, Artistic Heritage Division, National Research Institute of Cultural Heritage
Educational background	Bachelor and Master's degrees in archaeology and art history, Seoul National University Doctorate course in art history, Seoul National University

Revised Rules of IRCI

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. According to Article 5 Paragraph 3 Item (d) of the Agreement, the Governing Board shall draw up and adopt any necessary internal regulations of the Centre, based on the relevant legislative and regulatory framework relating to NICH.
2. As recommended by the Independent Evaluation commissioned by UNESCO, the Rules of NICH shall be revised. The main revision consists of:
 - (1) adding an article for 'Conflict of Interest' in case a Board member directly takes a part of implementing IRCI project. The Board member concerned shall not participate in the decision on adoption of such project. (Article 8 of NICH Rule 83)
 - (2) expanding the quota of Advisory Body members from eight to fifteen persons. (Article 3 Paragraph 1 of NICH Rule 88)
 - (3) adding an article and revising related Rules to stipulate the role of the Representative of Advisory Body to be present at a Board meeting to express opinions on behalf of Advisory Body when requested by the Chairperson. (Article 3 Paragraph 4 of NICH Rule 83, and Article 4 Paragraph 3 of NICH Rule 88)
3. Revisions on NICH Rule 83 is presented in Annex 1, and revised NICH Rule 83 is presented in Annex 2. Revisions on NICH Rule 88 is presented in Annex 3 and revised NICH Rule 88 is presented in Annex 4.
4. The Governing Board may wish to adopt the following decisions:

The Governing Board,

 - (1) Having examined document IRCI/2015/4GB/1B and its Annexes 1-4;
 - (2) Approves to adopt revised NICH Rules 83 and 88.

Revisions on NICH Rule 83 “Management for the Governing Board of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region”

Original	Revised
(Organization) Article 3 A member of the Board shall be chosen by the Director-General of UNESCO. 2 Other members of the Board shall be composed of the following persons. Those who fall within (2) to (5) shall be commissioned by the President of NICH. (1) President of NICH; (2) a representative of the Government of Japan or a deputy appointed by such representative; (3) a representative of the Japanese National Commission for UNESCO; (4) representatives of other Member States (limited to a maximum of three states) of UNESCO; and (5) representatives of Japanese universities and research institutions as well as local authorities (limited to a maximum of three persons). 3 When a member of the Board cannot be present at the Board Meeting, a deputy appointed by such member may be present at the Meeting. (Item 4 is newly prescribed) (Article 8 is newly prescribed)	(Organization) Article 3 A member of the Board shall be chosen by the Director-General of UNESCO. 2 Other members of the Board shall be composed of the following persons. Those who fall within (2) to (5) shall be commissioned by the President of NICH. (1) President of NICH; (2) a representative of the Government of Japan or a deputy appointed by such representative; (3) a representative of the Japanese National Commission for UNESCO; (4) representatives of other Member States (limited to a maximum of three states) of UNESCO; and (5) representatives of Japanese universities and research institutions as well as local authorities (limited to a maximum of three persons). 3 When a member of the Board cannot be present at the Board Meeting, a deputy appointed by such member may be present at the Meeting. <u>4 Whenever necessary, the Chairperson of the Board may have a person other than the deputy as stipulated in the preceding Paragraph to present at a Board Meeting and seek the person’s explanation or opinions</u> (Conflict of Interest) Article 8 In case a member of the Board himself/herself implements a project which is one of the items to be examined by the Board, the Board member concerned shall not participate in the examination nor the decision on adoption of such project. 2 In case, in the Board member’s opinion, the Board member and the implementer of the project have any of the following relationship, the Board member shall not

	participate in the examination nor the decision on adoption of such project. (1) Kinship or any other personal relationship of the same closeness level. (2) Having close collaboration in conducting joint research. (3) Being the members of the same research group. (4) Close mentoring relationship or direct employment relationship. (5) Confrontational relationship or competitive relationship where the examination or the decision on adoption of the project may be considered to result in the direct interest to the Board member.
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**Rules of Management for the Governing Board of the International
Research Centre for Intangible Cultural Heritage in the Asia-Pacific
Region**

3rd October 2011
NICH Rule 83

**Article 1
Purpose**

The purpose of these Rules is to prescribe matters related to the management of the Governing Board (hereinafter referred to as “the Board”) of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (hereinafter referred to as “the Centre”) of the National Institutes for Cultural Heritage (hereinafter referred to as “NICH”) established pursuant to Article 5 of the Agreement Regarding the Establishment of the International Research Centre (Category II) for Intangible Cultural Heritage in the Asia-Pacific Region in Japan Under the Auspices of the United Nations Educational, Scientific and Cultural Organization (hereinafter referred to as “UNESCO”) between the Government of Japan and UNESCO (hereinafter referred to as “the Agreement”) .

**Article 2
Functions**

1. The Board shall:
 - (1) examine and adopt the long-term and medium-term programmes of the Centre submitted by the Director-General of the Centre, subject to Paragraph 2 below;
 - (2) examine and adopt the work plan and budget drafts of the Centre submitted by the Director-General of the Centre, subject to Paragraph 2 below;
 - (3) examine the reports on the Centre's activities submitted by the Director-General of the Centre;

- (4) draw up and adopt any necessary internal regulations of the Centre, based on the relevant legislative and regulatory framework relating to NICH; and
 - (5) decide on the participation of other interested institutions in the activities of the Centre.
- 2. The long-term and medium-term programmes as well as the work plans and budgets of the Centre shall satisfy the relevant legislative and regulatory requirements relating to NICH.

Article 3 **Organization**

- 1. A member of the Board shall be chosen by the Director-General of UNESCO.
- 2. Other members of the Board shall be composed of the following persons. Those who fall within (2) to (5) shall be commissioned by the President of NICH.
 - (1) President of NICH;
 - (2) a representative of the Government of Japan or a deputy appointed by such representative;
 - (3) a representative of the Japanese National Commission for UNESCO;
 - (4) representatives of other Member States (limited to a maximum of three states) of UNESCO; and
 - (5) representatives of Japanese universities and research institutions as well as local authorities (limited to a maximum of three persons).
- 3. When a member of the Board cannot be present at the Board Meeting, a deputy appointed by such member may be present at the Meeting.

4. Whenever necessary, the Chairperson of the Board may have a person other than the deputy as stipulated in the preceding Paragraph to present at a Board Meeting and seek the person's explanation or opinions.

Article 4

Chairperson and Vice-chairperson

1. The Board has a Chairperson and a Vice-chairperson.
2. The Chairperson shall be the President of NICH.
3. A Vice-chairperson shall be appointed by the Chairperson and conduct the duties of the Chairperson when the Chairperson is unable to attend to his or her duties.

Article 5

Term of Office

1. The term of office of the members of the Board, who were commissioned by the President of NICH, shall be two years, and their reappointment shall not be precluded.
2. The term of office of a member of the Board chosen by the Director-General of UNESCO shall be four years, and his or her reappointment shall not be precluded.
3. In cases of a vacancy of a member of the Board, the term of office of his or her successor shall be the remaining term of office of such member.

Article 6

Convening

1. The Chairperson shall convene the Board Meeting.
2. The Board meets in an ordinary session at regular intervals, at least once every two Japanese fiscal years, on the initiative of the Chairperson.

3. In addition to sessions prescribed in the previous two paragraphs, the Board may meet in an extraordinary session if convened by its Chairperson at the request of the Director-General of UNESCO or a majority of the Board members.

4. In cases where it is difficult to hold the extraordinary session pursuant to the preceding paragraph, an alternative way of meeting, such as a television conference, conference call or meeting using e-mail or written documents, may be regarded as an extraordinary session.

Article 7

Quorum and Votes

1. The Board Meeting shall not be opened without the presence of a majority of all the members of the Board.

2. Any issue to be decided shall be adopted by a majority vote of the members of the Board present. In the case of a tie in votes, the Chairperson shall cast the tiebreaking vote.

Article 8

Conflict of Interest

1. In case a member of the Board himself/herself implements a project which is one of the items to be examined by the Board, the Board member concerned shall not participate in the examination nor the decision on adoption of such project.

2. In case, in the Board member's opinion, the Board member and the implementer of the project have any of the following relationship, the Board member shall not participate in the examination nor the decision on adoption of such project.

- (1) Kinship or any other personal relationship of the same closeness level.
- (2) Having close collaboration in conducting joint research.
- (3) Being the members of the same research group.

- (4) Close mentoring relationship or direct employment relationship.
- (5) Confrontational relationship or competitive relationship where the examination or the decision on adoption of the project may be considered to result in the direct interest to the Board member.

Article 9

Executive Committee

1. In order to ensure the effective management of the Centre between sessions, the Board may delegate to a standing Executive Committee such functions as it deems necessary.
2. The members of the Executive Board shall be determined by the Board.

Article 10

Clerical Work

The clerical work of the Board shall be done by the Centre.

Article 11

Revision

The revision of these Rules shall require the consent of at least two-thirds of all the members of the Board.

Article 12

Miscellaneous Provisions

In addition to what is provided for in these Rules, matters required for the management of the Board shall be separately provided by the Board.

Supplementary Provision

These Rules shall be enacted and come into effect on October 3, 2011, and shall be applicable from October 1, 2011.

Supplementary Provision

These Rules are revised and come into effect on September 13, 2013.

Revisions on NICH Rule 88 “the Advisory Body of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region”

Original	Revised
(Organization) Article 3 The Advisory Body shall consist of Japanese and foreign experts well versed in the field of intangible cultural heritage (limited to a maximum of <u>eight</u> persons) (Representative) Article 4 The Advisory Body shall assign a Representative. 2 The Director-General of the Centre shall recommend a member of the Advisory Body to be a representative, and submit that recommendation to the Board for its approval. (Item 3 is newly prescribed)	(Organization) Article 3 The Advisory Body shall consist of Japanese and foreign experts well versed in the field of intangible cultural heritage (limited to a maximum of fifteen persons) (Representative) Article 4 The Advisory Body shall assign a Representative. 2 The Director-General of the Centre shall recommend a member of the Advisory Body to be a representative, and submit that recommendation to the Board for its approval. 3 <u>The Representative may be present at a Board meeting when requested by the Chairperson and give advice pursuant to the provision of Paragraph 2 of Article 2.</u>

Rules for the Advisory Body of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region

3rd October 2011

NICH Rule 88

Article 1

Purpose

The purpose of these Rules is to prescribe matters related to the management of the advisory body established in the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (hereinafter referred to as “the Advisory Body”), which in turn is established pursuant to Paragraph 3 of Article 3 of the Rules of Management for the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (hereinafter referred to as the “the Centre”).

Article 2

Functions

1. The Advisory Body may give advice to the Director-General of the Centre on the following items.

(1) Elaboration of the long term and medium term programmes of the Centre.

(2) Elaboration of the work plan of the Centre.

(3) Implementation of the work plan of the Centre.

2. The Advisory Body may give advice to the Governing Board of the Centre (hereinafter referred to as “the Board”) on the report submitted by the Director-General of the Centre to the Board.

Article 3

Organization

1. The Advisory Body shall consist of Japanese and foreign experts well versed in the field of intangible cultural heritage (limited to a maximum of fifteen persons).
2. The Director-General of the Centre shall prepare a list of candidates for the members of the Advisory Body and submit it to the Board for its approval.

Article 4

Representative

1. The Advisory Body shall assign a Representative.
2. The Director-General of the Centre shall recommend a member of the Advisory Body to be a representative, and submit that recommendation to the Board for its approval.
3. The Representative may be present at a Board meeting when requested by the Chairperson and give advice pursuant to the provision of Paragraph 2 of Article 2.

Article 5

Term

The term of members of the Advisory Body shall be two years with a possibility for renewal.

Article 6

Clerical Work

The clerical work of the Advisory Body shall be done by the Centre.

Supplementary Provision

These Rules shall be enacted and come into effect on October 3, 2011 and shall be applicable from October 1, 2011.

Supplementary Provision

These Rules shall be revised and come into effect on January 24, 2014.

IRCI/2015/4GB/1C

Renewal of IRCI Advisory Body

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. According to Article 3 Paragraph 2 of NICH Rule 88, the Director-General of the Centre shall prepare a list of candidates for the members of the Advisory Body; and according to Article 4 Paragraph 2 of NICH Rule 88, the Director-General of the Centre shall recommend a member of the Advisory Body to be a representative, and submit such a list and recommendation to the Governing Board for their approval.
2. A list of candidates for the members of the Advisory Body is presented in Annex 1, and the brief profiles of that candidates are presented in Annex 2.
3. The Governing Board may wish to adopt the following decisions:
The Governing Board,
 - (1) Having examined document IRCI/2015/4GB/1C and its Annex 1 and Annex 2;
 - (2) Approves that list and that recommendation.
4. As recommended by the Independent Evaluation commissioned by UNESCO, "Terms of Reference for Advisory Body of International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region" presented in Annex 3, has been prescribed.

List of candidates for IRCI Advisory Body members

Representative

Noriko AIKAWA-FAURE	Former Chief of Section, Intangible Cultural Heritage Section 1/Nov/2015-31/Oct/2017
Shota FUKUOKA	Associate Professor, Research Center for Cultural Resources, The National Museum of Ethnology 1/Nov/2015-31/Oct/2017
Chérif KHAZNADAR	President, Maison des Cultures du Monde 1/Nov/2015-31/Oct/2017
Ritu SETHI	Chairperson, Craft Revival Trust 1/Nov/2015-31/Oct/2017
Adi Meretui Tuvou RATUNABUABUA	Pacific Heritage Hub Manager, University South Pacific 1/Nov/2015-31/Oct/2017

Profiles of the Candidates for the Advisory Board Members

Ms Noriko AIKAWA-FAURE	
Assignment/ Affiliation	Former chief of UNESCO's Intangible Cultural Heritage section
Education	1973-76 Ecole Pratique des Hautes Etudes, Social Anthropology 1968-71 Doctorate course, University of Paris I, Art History 1966-68 University of Tokyo, M.A. course Art History
Publication	● 2010 'Cultural Heritage – from its enlarged concept to its integral approach', Center for glocal studies, Institute of Folklore Studies, Seijo University, Tokyo ● 2009 'Cultural diversity – its divers interpretation', Leadership and cosmopolitanism- new Nitobe Seminar, International House Press, Tokyo ● 2009 'Le Patrimoine culturel immatériel : naissance d'une convention', In Bolla, G. avec Aikawa, N. et Isar, Y.R. Le patrimoine à l'UNESCO: Le défi de la sauvegarde, History papers 5 (UNESCO action as seen by protagonists and witnesses), Association of Former UNESCO staff Members (Paris) ● 2009 'La convention de l'UNESCO pour la sauvegarde du patrimoine immatériel et sa mise en œuvre', in Khaznadar, C. (ed.) Le patrimoine culturel immatériel à la lumière de l'Extrême-Orient, Internationale de l'imaginaire, nouvelle série – N0 24, Maison des cultures du monde/Babel, Paris ● 2008 'Safeguarding of the African Intangible Cultural Heritage', in Yoshida, K & Mack, J. (Eds), Preserving the Cultural Heritage of Africa – crisis or renaissance, James Currey Unisa Press, Unisa, U.K

Mr Shota FUKUOKA	
Assignment/ Affiliation	Associate Professor, Research Center for Cultural Resources, The National Museum of Ethnology
Education	1991-1994 Doctoral Course, Graduate School of Music, Tokyo University of the Arts 1991 M.A., Graduate School of Music, Tokyo University of the Arts
Publication	Books 2004 "Wayan Square ---- Dolls and Masks of South East Asia", "Mimpaku Hakken (8), (Coauthor: FUKUOKA Madoka), the Senri Foundation Editing Works ● 1996 "Report on "Dynamism of the Asian Ethnic Music Cultures - Traditions and Alteration"", National Museum of Ethnology (Editorial supervisor: FUJII Tomoaki, Joint editor: YOSHIHARA Yuko) ● 2001 "The Masters of Sbaek, the Cambodian Shadow Theatre", the video work produced by the National Museum of Ethnology ● 2001 "Cambodian Music and Entertainments" (Joint supervisors: TERADA Yoshitaka and Sam-Ang Sam)", produced by the National Museum of Ethnology for multimedia programs, research lectures, public performances, and presentations.

Mr Chérif KHAZNADAR	
Assignment/ Affiliation	President, Maison des Cultures du Monde, France
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**Terms of Reference for Advisory Body of International Research Centre
for Intangible Cultural Heritage in the Asia-Pacific Region (IRCI)**

26th August 2015

Approved by Director-General of IRCI

The purpose of these Terms of Reference is to prescribe matters related to the roles and the management of the Advisory Body established in IRCI (hereinafter referred to as “the Advisory Body”) pursuant to Article 3, Paragraph 3 of the Rules of Management for the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (hereinafter referred to as “NICH Rule 86”) and Rules for the Advisory Body of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (hereinafter referred to as “NICH Rule 88”).

Article 1

Roles of the Advisory Body

1. The Advisory Body will function as stipulated in Article 2 of NICH Rule 88 by providing professional and academic advice and proposals concerning IRCI’s research projects (hereinafter referred to as “the projects”) and thus assisting IRCI to implement the projects.
2. The Advisory Body members (hereinafter referred to as “the Members”) are not obligated to provide advice or proposals on all issues for which IRCI seeks to have Members’ opinions. Instead, the Members are expected to give opinions in the field of expertise of respective Members.
3. Director-General of IRCI will examine the advice and proposals given by the Advisory Body, and will plan and implement the projects under his/her own responsibilities.
4. In case a Member is assigned roles in a certain project at IRCI’s request, such Member shall act in the position of a project partner or an affiliated researcher.

Article 2

Relation with the Governing Board Member Liaising with the Advisory Body

1. Pursuant to the provision of Article 3, Paragraph 4 of NICH Rule 86, the Governing Board member liaising with the Advisory Body appointed by the Chairperson of the Governing Board of IRCI (hereinafter referred to as “the Governing Board”) will note the advice and proposals provided by the Advisory Body and give his/her opinions by through the meeting between the Advisory Body and the Governing Board member liaising with the Advisory Body (hereinafter referred to as “the Liaison Meeting”) referred to Article 3, Paragraph 5 below, as well as participating in e-mail consultations based on the mailing list referred to Article 3, Paragraph 2 below, thus being responsible for liaisons with the Governing Board.

Article 3

Management of the Advisory Body

1. IRCI will liaise with, and gather opinions of, the Advisory Body in written documents, through e-mail consultations, and in the Liaison Meeting.
2. The mailing list will consist of the Members, the Governing Board member liaising with the Advisory Body, and IRCI staff. E-mail consultations based on such mailing list shall be the place of exchanging opinions in the same way as expected from the Liaison Meeting, and also be the place of information sharing among the members of the Advisory Body.
3. IRCI will seek the opinions of the Advisory Body, before drafting the long- and medium-term programmes and the work plan to be submitted to the Governing Board Meeting.
4. IRCI will send the project reports from the previous year to the Advisory Body and seek its opinions, before the Governing Board Meeting is held. Advisory Body's opinions on the reports will be shared among the representative of the Advisory Body, the Governing Board member liaising with the Advisory Body,

and IRCI, and will be distributed to the Governing Board members as reference at the Governing Board Meeting when necessary.

5. IRCI will hold a Liaison Meeting to discuss the draft long- and medium-term programmes and the draft work plan for the following year, before the Governing Board Meeting is held. The Liaison Meeting will consist of the representative of the Advisory Body, the Governing Board member liaising with the Advisory Body, Director-General of IRCI, and Deputy Director-General of IRCI. Any other Members may participate in the Liaison Meeting when necessary. The National Institutes for Cultural Heritage (NICH) and the relevant government agencies may attend the Liaison Meeting as observers. Alternative ways of meeting such as teleconferences, conference calls, e-mail consultations, or sharing written documents, may be regarded as a Liaison Meeting.
6. Procedures specified in the above Paragraphs 3 to 5 will be carried out during the first half of each fiscal year (from April to September), taking into consideration the scheduled date of the Governing Board Meeting.
7. IRCI will report to the Advisory Body the long- and medium-term programmes and the work plan approved by the Governing Board.
8. Liaison for advising on an individual project will be performed whenever necessary between the Member(s) involved in such project and the IRCI staff responsible for such project.
9. The Advisory Body shall have the obligation to keep confidentiality of any information and materials presented by IRCI. Except for the information approved by the Governing Board, the Advisory Body shall not share the information with any third party without the permission of IRCI.

Supplementary Provision

These Terms of Reference shall come into effect on September 25, 2015.

Evaluation and renewal process

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. According to Article 11 Paragraph 1 of the Agreement, UNESCO may, at any time, carry out an evaluation of the activities of the Centre.
2. As the Agreement shall expire on 29 August 2015, the Independent Evaluation of IRCI commissioned by UNESCO was carried out.
3. Archaeological and Heritage Management Solutions (AHMS) showed expression of interest and was commissioned by UNESCO. The cost was borne by FY 2014 budget of IRCI. The evaluation process was:

7-11 December 2014	Evaluation was carried out
20 March 2015	The draft report was shared with IRCI
24 April 2015	IRCI submitted feedback on the draft
29 May 2015	AHMS submitted the final draft to UNESCO
1 July 2015	UNESCO released the final report to public

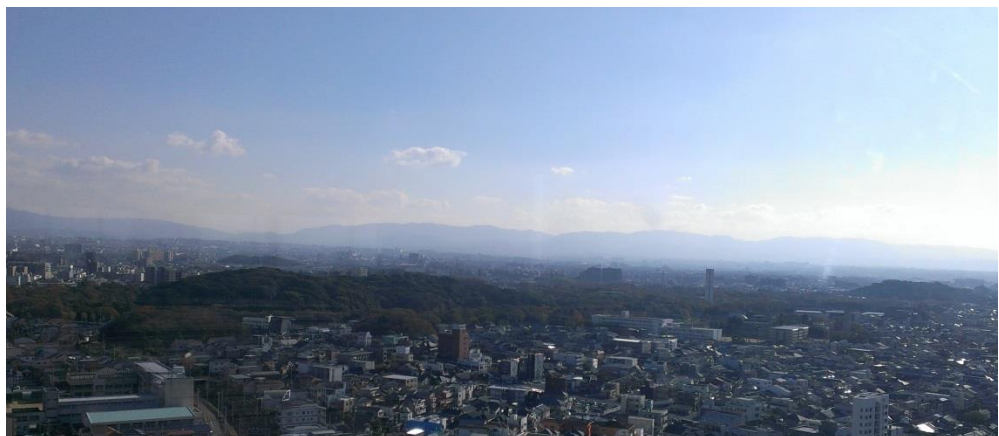
4. "Executive Summary" and "Recommendations" excerpted from the final report are presented in Annex 1.
5. This final report and the draft of the renewed Agreement will be submitted to the UNESCO Executive Board in its Spring session in 2016, in principle, for the endorsement of the Board. Until the renewed Agreement has been signed, the government of Japan and UNESCO will seek mutual understanding on the short-time extension of the validity of the existing Agreement either through a Note Verbale or by an exchange of letters.

CONFIDENTIAL

**Review of the International Research Centre for Intangible
Cultural Heritage in the Asia Pacific Region (IRCI)**

Report to UNESCO (Final)

May 2015



AHMS

ARCHAEOLOGICAL & HERITAGE
MANAGEMENT SOLUTIONS



Review of the International Research Centre for Intangible Cultural Heritage in the Asia Pacific region (IRCI)

29th May 2015

Client: UNESCO

Primary Author: Dr Susan McIntyre-Tamwoy

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Cover photo: View of Sakai City, home of the IRCI (Mozu-Furuichi Kofungun tumulus mid left field).

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CLIENT	UNESCO
PROJECT NAME	Review of the International Research Centre for Intangible Cultural Heritage in the Asia Pacific Region (IRCI)
DATE	1 June 2015

AHMS INTERNAL REVIEW/SIGN OFF						
WRITTEN BY	DATE	VERSION	REVIEWED	DATE	APPROVED	
Susan McIntyre-Tamwoy & Ben Christensen	8/01/2105	Draft	Fenella Atkinson		SMcT	for distribution to client
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Susan McIntyre-Tamwoy	20/05/2015	Final	Ben Christensen	29/5/2015	SMcT	

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LIST OF ABBREVIATIONS

	Definition
ACC	Agency for Cultural Affairs (Japan)
Agreement	The Agreement between UNESCO and the Government of Japan regarding the establishment in Japan, of an International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region under the auspices of UNESCO (Category 2).
Centre	See IRCI (both terms are used interchangeably in documents reviewed).
CRIHAP	International Training Centre for Intangible Cultural Heritage in the Asia Pacific Region
ICH	Intangible cultural heritage
ICHCAP	International Information and Networking Centre for Intangible Cultural Heritage in the Asia-Pacific Region
IRCI	International Research Centre for Intangible Cultural Heritage in the Asia Pacific Region
MEXT	Ministry of Education, Cultural, Sports Science and Technology (Japan)
MLA	Main Line of Action
NICH	National Institutes of Cultural Heritage (Japan)
NGO	Non-Governmental Organization
RBM	Results based management
UNESCO	United Nations Educational, Scientific and Cultural Organization

EXECUTIVE SUMMARY

This report details the findings and recommendations of an independent review into the performance and effectiveness of the UNESCO Category 2 Centre known as the International Research Centre for Intangible Cultural Heritage, Japan.

Each category 2 entity shall contribute to the achievement of UNESCO's strategic programme objectives and global priorities of the Organization, as well as sectoral or intersectoral programme priorities and themes, defined in the C/5 document¹.

Like all Category 2 Centres the IRCI, Japan is expected to contribute to the work of UNESCO and in the case of the IRCI this contribution is defined by its mandate to instigate and develop research into practices and methodologies of safeguarding endangered ICH in the region.

The report found that while there has been some progress on the part of the IRCI in achieving the agreed objectives and function as outlined in the Agreement between UNESCO and the government of Japan (signed on 30th August 2010), that this progress was less than one would expect in the life of such a Centre after 4 years of operation. This reduced progress is due to a number of factors some of which were outside the control of the centre and the State Party i.e the Japanese earthquake and Tsunami and the subsequent impacts of the economy and budgets. However, there are other matters that are clearly within the control of the State Party and IRCI Management and which despite concerns having been raised by UNESCO staff had not, at the time of the review, been resolved..

While the findings of the review identify some significant issues with the IRCI including matters of leadership, resourcing and governance; this review finds that the IRCI is carrying out functions generally consistent with the Agreement and that its work has benefited some of the Member States within the Asia Pacific Region. In particular researchers and practitioners reported that the IRCI filled an important niche- providing opportunities for researchers and practitioners to come together to discuss past and current research and to build future collaborations. At the same time they also urged the IRCI to expand this work and take immediate steps to establish the strong research network that should be a priority action for the centre.

The review therefore recommends the renewal of the IRCI's status as a category 2 centre subject to the adoption of the following key recommendations:

- Preferably contingent on the appointment of a full-time Director-General with a background in ICH and/or substantial experience working in a research environment at a senior level. Key performance measures should include demonstrable improvements in the visibility and credibility of the IRCI both domestically and in the region, the establishment of a robust research network, and sourcing of additional funding/partnership arrangements to promote ICH research projects through the Asia-Pacific region;

OR

- At the very least a part time Director- General with an increased weekly allocation of time, is supported by the appointment of additional long term senior research staff with demonstrable experience in ICH.

AND

¹ Paragraph B.2.1 'Integrated Comprehensive Strategy for Category 2 Centres under the Auspices of UNESCO' 2013.

- The Governing Board is improved to ensure it is effectively utilised and involved in the robust consideration of the centres program and resourcing by ensuring:
 - Board meetings are appropriately scheduled with time to discuss the agenda;
 - Meeting papers are circulated according to an agreed schedule that allows sufficient time for their review before meetings;
 - A practice of calling for Governing Board Member to declare real and / or perceived, conflicts of interest is adopted as standard practice at the commencement of each Governing Board Meetings. Such conflicts to be recorded in the minutes along with the decision on the appropriate action relating to that conflict (such as, for example, agreement to exclude from discussion and or voting on a related agenda item).
 - Consideration is given to filling the remaining position on the Board using criteria that look at gender, regional coverage and ICH expertise.
- The Advisory Body
 - is appropriately populated with a range of ICH experts from the Asia Pacific Region; and this is done in such a way as to establish gender, member state and discipline diversity (essential to comprehensively understand and research ICH);
 - is well briefed on their mandate at the time of appointment. Their role clearly defined as assisting Centre researchers by providing advice on specific technical ICH matters relating to projects rather than a role in managing the centre or commenting on general governance or day to day management issues.
 - is utilised to provide technical ICH expertise to the IRCI and provide specialist advice via the use of electronic meetings formally incorporated into the annual meeting cycles of the IRCI and the Governing Board.
 - communicates with the Governing Board, should this is required, via the Board member appointed from time to time as the Advisory Body liaison.
- The NICH develops a comprehensive strategy and timeframe for implementation, to ensure the appropriate facilities for housing the IRCI. Ideally this would involve moving the IRCI to a location where it is hosted as an independent centre by a university or other research institution.
- Progress on the implementation of the recommendations in this report (including 4.1-4.3) and the work of the IRCI is reviewed after 2 years

A number of recommendations are also made to the centre with a view to improving its operations and to UNESCO see sections 4.2- 4.4. The recommendations take into account the strong support from stakeholders and the recent achievements of the centre which includes the recent completion of several projects and the publication of the results (see Reference List). However, the review noted a number of areas of the IRCIs operation that require improvement and the recommendations target these.

4 RECOMMENDATIONS

The project brief allows for broad recommendations to be made however it specifically asked that recommendations address as a priority the following areas:

- whether renewal of the Centre's status as a category 2 centre is warranted and would conform to the Integrated Comprehensive Strategy;
- specific recommendations to the Centre for improving the effectiveness of its operations;
- specific recommendations to UNESCO for improving the effectiveness of its coordination and interaction with the Centre;
- specific recommendations for possible amendments to the Agreement, in the event it is to be renewed.

4.1 Renewal of the IRCI's Status

This review recommends the renewal of the IRCI's status as a category 2 centre subject to the adoption of the following key recommendations:

1. Preferably contingent on the appointment of a full-time Director-General with a background in ICH and/or substantial experience working in a research environment at a senior level and whose key performance measures include demonstrable improvements in the visibility and credibility of the IRCI both domestically and in the region, the establish of a robust research network, and sourcing of additional funding/partnership arrangements to promote ICH research projects through the Asia-Pacific region;

Or

2. At the very least a part time Director- General is supported by the appointment of additional long term senior research staff with demonstrable experience in ICH.

In this regard it is encouraging that the Japanese Government and NICH have advised since preparation of the draft report of this review that *"Taking the current conditions of the NICH into consideration, the NICH will increase the workdays of the Director-General from the current 1 day per week plus more days in a month to 3 days per week"* and further that *"After internal consultation and co-ordination within the NICH this may be implemented during the first half of the fiscal year."*

In addition we note with great optimism that the IRCI has advised that following *"A recent large-scale private sector donation to NICH allowed IRCI to enjoy an additional associate fellow position for the maximum funding for 5 years at senior grade from April 2015. The position is currently open. Once filled by a qualified researcher with a sufficiently high-level track record and experience, this will largely contribute to upgrading the capacity of the centre."* (Correspondence received 24/4/2015)

3. The Governing Board (see section 3.2.6) is
 - a. More effectively utilised and involved in the robust consideration of the centres program and resourcing;
 - b. Board meetings are appropriately scheduled with time to discuss the agenda;
 - c. Meeting papers are circulated according to an agreed schedule that allows sufficient time for their review before meetings;

- d. A practice of calling for, identifying real and or perceived conflicts of interest is adopted as standard for all Governing Board Meetings.
 - e. Consideration is given to filling the remaining position on the Board using criteria that look at gender, regional coverage and ICH expertise.
4. The Advisory Body
- a. Is appropriately populated with a range of ICH experts from the Asia Pacific Region; and this is done in such a way as to establish gender, member state and discipline diversity (essential to comprehensively understand and research ICH);
 - b. Should include experts from the broader region with a track record in Intangible Cultural Heritage Research and/or substantial practical experience in safeguarding intangible cultural heritage;
 - c. Is utilised to provide expertise to the IRCI and provide specialist advice via the use of electronic meetings formally incorporated into the annual meeting cycles of the IRCI and the Governing Board;
 - d. The new practice approved recently by the Governing Board of assigning to a Board member the task of liaison between the Board and the Advisory Body should be implemented immediately;
 - e. Is available as a source of ICH expertise to IRCI staff to utilize in project development and execution. IRCI researchers are to be encouraged to, communicate with the experts who make up the Advisory Body on a project by project basis as needed. Skype or other electronic meeting formats should be utilised for such applied research meetings;
 - f. provided with an operational brief that clearly outlines its function and excludes it from Centre management functions.
5. Commitment is made to realigning the work programme more close to the UNESCO MLA and Strategic Objectives and a Results Base Management Framework is adopted.
6. The NICH develops a comprehensive strategy and timeframe for implementation to ensure the appropriate facilities for housing the IRCI. Ideally this would involve moving the IRCI to a location where it is hosted as an independent centre by a university or other research institution.
7. Progress on the implementation of the recommendations in this report (including 4.1-4.3) and the work of the IRCI is reviewed after 2 years.

4.2 Recommendations to the Centre for Improving its Operations

The following recommendations are made in the context of the discussions in sections 3.2.1 to 3.2.5:

8. Improve the Effectiveness of its works programme and project outputs by:
- a. Adopting a Results Based Management Framework and, at the project development phase, design projects to be consistent with the Centre's agreed functions so as to align to the MLA's and strategic objectives of UNESCO.
 - b. Establish and grow a cohort of researchers that are affiliated with the IRCI through adjunct appointments;
 - c. Capture and report on the publications that are generated by the Adjunct Research Fellows (using this as one of the measures of 'fostering research');

- d. Address the public understanding of its role in order to effectively manage expectations of stakeholders including member states.
9. Build on the success of the Forums by holding them in conjunction with an open conference which focusses on themes relevant to the objectives of the IRCI. The following recommendations should be considered:
 - a. The conference should be structured so as to be self-funding in the long term based on income from sponsors and delegate fees;
 - b. Registration fees charged for general delegates can be used to offset costs for delegates from developing nations and to encourage early career and emergent researchers⁹;
 - c. While the conference should rotate amongst member states as hosts, in order to build the support of the Japanese people for the IRC, consideration should be given to the first conference being held in Japan;
 - d. In order to secure funding for subsequent conferences a local conference organising committee should be established for each conference which includes Centre staff and people identified by relevant member states;
10. Develop communication and engagement processes that:
 - a. Enable member states and other stakeholders to stay connected to the centre and informed as to its activities and outputs. These could include an electronic newsletter and or the use of social media in addition to the IRCI's website.
 - b. Enable timely response to requests from member states for engagement in Centre activities;
 - c. In light of the outcomes of the survey of stakeholders address as matter of priority the interest from Pacific and central Asian member states.
11. Appropriate and sustainable accommodation is needed to ensure the future of the Centre (see Recommendation 4.4) however in the short term the IRCI should immediately be outfitted with quality audio visual meeting facilities and should also be provided with free access to major electronic journals in a manner equivalent to the major research institutions.

4.3 Recommendations to UNESCO

It is understood that UNESCO works within a complex geo-political landscape however, as both parties acknowledge, the IRCI is not UNESCO and needs to negotiate its own position in the region. It is also acknowledged that a 'research' centre requires a certain amount of freedom to explore research agendas if it is to build a credible research hub. The Centre's ability to maintain the required independence within the parameters of the Agreement between the UNESCO and the Government of Japan should be respected.

A structural governance problem was noted in the course of the review i.e. that UNESCO staff have direct lines of contact with members of the Advisory Body that report on the functioning of the IRCI despite the Advisory Body currently existing in name only. This is a governance issue that needs to be resolved by the IRCI but should not be exacerbated inadvertently by UNESCO. Therefore it is recommended that:

⁹ Advice received from NICH via the IRCI on the draft report identifies a current legal constraint "So far as IRCI uses the government budget, either from the Agency for Cultural Affairs, MEXT, or any other Government departments, IRCI is not allowed to charge fees to participants, unlike such conferences organized in a self-funding manner by academic associations." It is unclear to the reviewer if this means that the IRCI could run a self-funded conference as long as it does not allocate government budget funds to it. This should be explored further by the IRCI along with other mechanisms to maximising funds.

12. UNESCO should communicate with the IRCI through the official channels and refer other parties back to those channels.
13. UNESCO should continue to provide the support agreed to, consistent with, the current agreement but should reflect on the state of relationships between UNESCO and the IRCI and make their own, considered determination whether current arrangements are still feasible;
14. Consideration be given to working intensively with the IRCI to assist it in developing a Results Based Management Framework tailored to the work of the Centre.

4.4 Specific recommendations for possible amendments to the Agreement, in the event it is to be renewed.

The renewal of the Centre provides an opportunity to review the existing agreement between UNESCO and the State Party and in view of this the following recommendations are made for consideration of both parties:

15. In Article 5
 - a. Clause 3 a) is amended by adding the words "...taking note of their alignment with the Main Lines of Action and the strategic Objectives of UNESCO."
 - b. Clause 3 b) is amended by adding the words "...taking note of the alignment with the Centre's agreed functions."
16. In Article 6:
 - a. Clause 1 is amended to read: "The Centre shall consist of a Director and at least 2 senior research staff with demonstrable track record in research and ICH, in addition to such staff as is required for the proper function of the Centre that may include members of UNESCO's staff who are temporarily seconded and made available to the Centre."
17. In Article 7:
 - a. Clause a) is amended to read: "prepare the long term and medium term programmes aligned to the MLA and Strategic objectives of UNESCO and consistent with the agreed functions of the Centre as well as the work plan and budget of the Centre to be submitted to the Governing Board."
 - b. A new clause is added to include in the duties of the director: "Develop and implement a Results Based Management Framework tailored to the operation of the Centre and within into which the Centres programme, budget and work plan are integrated".
18. In Article 9:
 - a. A new clause is added to the effect that: "The minimum recurrent budget of the centre will be guaranteed for the duration of this agreement and shall be an amount equal to the amount provided by NICH + MEXT + the value of seconded staff as at 2014-15 FY"; this amount to be annually indexed to compensate for inflation.
 - b. A new clause is added to the effect that: "The State party will provide suitable accommodation for the IRCI in Tokyo or Osaka as an independent institute aligned to a major university or similar research institution. Any cost associated with securing this accommodation will be provided in addition to the minimum recurrent budget above".

Participation of the Member States

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. As stipulated in the Article 2 Paragraph 2 of the Agreement, Member States of UNESCO wishing to participate in the Centre's activities, as provided for under this Agreement, may send the Director-General of UNESCO notification to this effect. The Director-General shall inform the Centre and the Member States of the receipt of such notification.
2. The Director-General of IRCI reports to the Governing Board that the Centre has received notifications from Member States listed as below:
 - Islamic Republic of Afghanistan
 - Kingdom of Bhutan
 - Brunei Darussalam
 - People's Republic of China
 - The Cook Islands
 - Japan
 - Republic of Kazakhstan
 - Republic of the Philippines
 - Democratic Socialist Republic of Sri Lanka
 - Republic of Turkey
 - Republic of Uzbekistan

Part 2

Reports on activities

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015

Activities in FY2014, financial statement for FY2014, and budget for FY2015

Decision required: paragraph 3

The 4th Governing Board Meeting of IRCI
Sakai City Museum, Osaka, Japan
25 September 2015

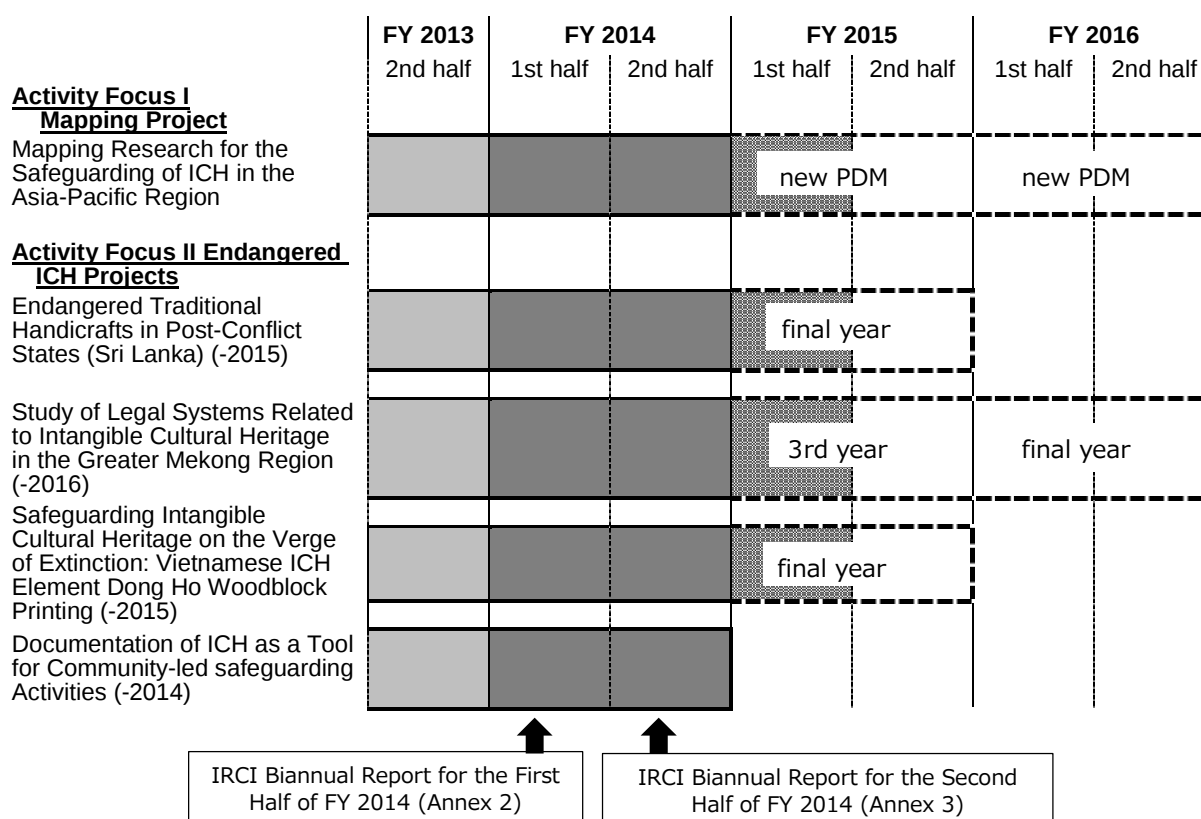
1. According to Article 5 Paragraph 3 Item (c) of the Agreement, the Governing Board shall examine the reports on IRCI's activities submitted by the Director-General of IRCI.
2. The reports of IRCI's activities in FY 2014 is presented in Annex 1 (Summary of Activities in FY 2014), Annex 2 (*IRCI Biannual Report for the First Half of FY 2014*), and Annex 3 (*IRCI Biannual Report for the Second Half of FY 2014*). The financial statement for FY 2014 and the budget for FY 2015 are presented in Annex 4.
3. The Governing Board may wish to adopt the following decisions:
The Governing Board,
 - (1) having examined the document IRCI/2015/4GB/2A and Annexes 1-4,
 - (2) approves the reports on IRCI's activities, financial statement for FY 2014, and budget for FY 2015.

Summary of Activities in FY 2014

1. Overview

IRCI's research projects in FY 2014 were approved by the 2nd Governing Board Meeting on 21 October 2013, to be implemented as multi-year projects within the framework of medium-term programme in 2013-2015 (Figure 1). 5 projects were implemented in FY 2014, 1 project under Activity Focus I: Mapping Studies on the Safeguarding of ICH in the Asia-Pacific Region ("Mapping Project"), and 4 projects under Activity Focus II: research for Safeguarding Endangered ICH ("Endangered ICH Projects"). This report summarises the outline of these research activities conducted in FY 2014. For further details, please refer to *IRCI Biannual Reports* (Annexes 2 and 3)¹. Activities in the first half of FY 2015 are also mentioned in this summary report, although detailed progresses are to be reported separately in the upcoming biannual report after the 4th Governing Board Meeting.

Figure 1. Timeline of Research Projects



¹ The biannual report for the first half of FY 2014 was submitted to the Governing Board on 1 October 2014, and the report for the second half of FY 2014 was mailed on 28 April 2015.

2. Project Results and Achievements

2.1 Mapping Studies on the Safeguarding of ICH

Objectives:

Information regarding ICH safeguarding studies in the Asia-Pacific region is not readily available, which is limiting the knowledge sharing and international collaborations among ICH researchers. To improve such situation, IRCI has been (1) developing a research database on ICH safeguarding in the Asia-Pacific region, and (2) hosting international experts meetings. It is aimed that this project provides a platform for sharing information among international researchers and enhancing research activities in the Asia-Pacific region.

FY 2014 Activities and Achievements:

- a) "Research Database on ICH Safeguarding in the Asia-Pacific Region" was successfully released on IRCI website on 25 September 2014, with more than 200 records. By the end of FY 2014, the total number of records on the database exceeded 300. This database is still at an elementary phase, and will be further improved through the succeeding project.
- b) An international experts meeting was held in Kuala Lumpur on 26-27 January 2015, in cooperation with Islamic Arts Museum Malaysia (IAMM). Two-day discussions focused on (1) the case studies of ICH safeguarding in the Asia-Pacific region, and (2) further activity plans in the following two years. Through this meeting, IRCI's relationship with sub-regions of the Pacific (Fiji), Central Asia (Kyrgyzstan), South Asia (India), and Southeast Asia (Malaysia), and collaboration with the National Museum of Ethnology (Japan) are strengthened. Papers, presentation materials, and discussion summary of the meeting were compiled and drafted as the project report.

Status/Progress in FY 2015:

PDM completed.

Considering the potential significance of the project in developing the ICH researchers' community and instigating research activities and international cooperation for ICH safeguarding in the Asia-Pacific region, the project will be continued as the core activities of IRCI. For FY 2015, two succeeding projects have been proposed and approved at the 3rd Governing Board Meeting: "<Mapping Project 1> International Forum on ICH Safeguarding in the Asia-

Pacific Region,” and “<Mapping Project 2> Research Data Collection on ICH Safeguarding in the Asia-Pacific Region and Optimisation of its Use”.

Activities for <Mapping Project 1> has been revised* in response to the decision made at the Kuala Lumpur meeting (January 2015). Instead of holding an international forum, the revised programme aims to conduct a systematic survey of available literatures on ICH safeguarding researches in the Asia-Pacific countries, and to hold an experts meeting based on the survey results. Accordingly, the international forum/conference is postponed to be held in FY 2016. See IRCI/2015/4GB/2B/Annex 1 for the details of revised project plan. Major changes are summarized in Table 1.

Table 1 Major revisions on Mapping Project 1

	Original plan	Revised plan
Title	International Forum on ICH Safeguarding in the Asia-Pacific Region	International Experts Meeting: Mapping Project for ICH Safeguarding in Asia and the Pacific Countries
Activities	International Forum - participants based on call for papers	Literature survey - contracts with researchers/ research institutions International experts meeting - based on survey results

*** This issue is reported separately in the following Item B.**

The literature survey is in progress, with participations of 19 researchers/ research institutions from 18 countries in the Asia-Pacific region. Collected data is currently under meta-analysis. An International Experts Meeting is in preparation to be held in Bishkek, Kyrgyzstan, in cooperation with Aigine Cultural Research Centre (Kyrgyzstan).

For Mapping Project 2, literature information collected via the above-mentioned literature survey adds a great number of entries to the research database. Integration of literatures written in local languages would be highly significant.

2.2 Research for the Safeguarding of Endangered ICH

2.2.1 Research for Endangered Traditional Handicrafts in Post-Conflict States (Sri Lanka)

Objectives:

Traditional Handicrafts of Sri Lanka have been severely impacted by the prolonged civil war, causing displacement and the loss of artisans. This project is a pilot study to revive ICH in a post-conflict society, as a potential way to reconstruct the people's livelihood contributing to sustainable peace building in the region. The project aims to identify elements of ICH in need of urgent safeguarding, and to develop recommendations and action plans leading to further efforts for craft revitalisation.

FY 2014 Activities and Achievements:

- a) Based on the results of the field survey in FY 2013, the first report "Towards Safeguarding Endangered Traditional Crafts in Post-Conflict Areas of Sri Lanka" has been drafted. The report, including recommendations for further project activities, will be available in the near future.
- b) IRCI research staff visited Colombo (17-18 September 2014) to discuss further project activities with Sri Lankan counterparts (government officials and other organisations), project partners (Craft Revival Trust; UNESCO Delhi Office), and practitioners from the communities of the northeast region.
- c) IRCI invited 2 artisans in northern and eastern provinces, chairpersons of the National Crafts Council and the National Enterprise Development Authority in Sri Lanka as observers to the "Intensive working Session on Intangible Cultural Heritage Documentation as a Tool for Community-led Safeguarding Activities" held in Tokyo (16-18 March 2015) to follow up one of the recommendations.

Status/Progress in FY 2015:

Ongoing (final year of the project).

As the final year of the project, IRCI is preparing to hold a final meeting summarising the activities in the past 3 years, and to discuss future plans for successful and sustainable craft revitalisations. The meeting is going to be held in Japan, in one of the rural towns displaying a successful example of craft revitalisation.

2.2.2 Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region

Objectives:

While Southeast Asia is particularly rich in ICH, little is known on how the countries in this region have institutionalized or formalized the safeguarding of their ICH. Collaborating with experts of Kyushu University (Graduate School of Law), this project aims to identify possible schemes to establish legal instruments enabling effective safeguarding of ICH in the Mekong region through investigating current legal mechanisms using research methodologies of questionnaires, workshops, and field researches.

FY 2014 Activities and Achievements:

- a) An interim report summarising the field activities in FY 2013 and brief descriptions of current conditions of ICH related laws in Laos and Cambodia was provided by the collaborating legal specialist.
- b) Difficulties in scheduling the field research and the withdrawal of collaborating legal specialists in May 2014 necessitated IRCI to revise the original project design. IRCI eventually re-established a collaborative relationship with ICH law specialists at Kyushu University, to implement the project centred on a series of workshops.
- c) An intensive questionnaire was distributed to government officials and legal experts of 8 countries in the Mekong region, and collected responses were summarised prior to the workshop.
- d) "IRCI 1st workshop on the Study of Legal Systems related to Intangible Cultural Heritage in Southeast Asia," organised by IRCI in cooperation with Graduate School of Law, Kyushu University, was held at Kyushu University (Fukuoka) on 19 December 2014. 13 participants from 9 countries in Southeast Asia (Laos, Cambodia, Myanmar, Thailand, Vietnam, Malaysia, Singapore, Philippines, and Timor-Leste), and 3 Japanese experts attended the workshop to analyse current ICH related legal conditions based on the questionnaire.

Status/Progress in FY 2015:

Ongoing.

While the activities in FY 2014 primarily focused on quantitative assessment of current legal conditions, activities in FY 2015 aims to obtain much detailed qualitative data. For this purpose, following activities are under preparation:

- a) "IRCI 2nd Workshop on the Study of Legal Systems related to Intangible Cultural Heritage in Southeast Asia" is currently in preparation, to be held in Tokyo on 17-18 December 2015.
- b) Field interviews are to be conducted in the countries in the Mekong region. Another detailed questionnaire for this purpose has been developed country-by-country in consideration of different sociopolitical conditions.

2.2.3 Research for Safeguarding Intangible Cultural Heritage on the Verge of Extinction: Vietnamese ICH Element Dong Ho Woodblock Printing

Objectives:

Following a request from the Vietnamese Government, IRCI in collaboration with Vietnam Institute of Culture and Arts Studies (VICAS) investigates the current status of Dong Ho block printing as a case of community-based safeguarding of endangered ICH. On the basis of field research identifying the risk factors and the number of practitioners, effective safeguarding measures with active participation of community members are explored. The project also encourages the involvement of young people in these processes.

FY 2014 Activities and Achievements:

- a) A research workshop "The Roles of Community Centre in ICH Revitalization: a Case Study of Dong Ho Woodblock Printing" was co-organized with VICAS (27-28 January 2015) in Hanoi and in Bac Ninh Province. The attendants included Vietnamese and Japanese researchers, Vietnamese national and local government officials, and woodblock printing practitioners. IRCI invited 4 Japanese experts including a university professor and specialists of institutions engaged in craft revitalisations and traditional printings as lecturers. Thanks to the attendance of interested Vietnamese researchers, the total number of participants exceeded 60.
- b) Field study at Dong Ho village was organised as part of the above workshop. This enabled IRCI to facilitate a discussion among community people and

the research to find out appropriate ways for transmission from their perspective.

- c) As a byproduct of the project, Vietnamese government made a decision to create a community centre at Dong Ho as a platform for community's safeguarding activities and cultural transmissions.

Status/Progress in FY 2015:

Ongoing (final year of the project).

Reflecting the results of the Vietnam workshop in FY 2014, various factors threatening the transmission of ICH (knowledge and techniques of woodblock printing) are analysed. In collaboration with VICAS, the final report including analytical papers is in preparation, to be published in English and in Vietnamese.

2.2.4 Documentation of ICH as a Tool for Community-led Safeguarding Activities

Objectives:

Audiovisual documentation records are one of the significant tools for communities in the process of ICH safeguarding on the verge of extinction. However, there are not enough good examples of documentation projects where the needs of the communities concerned have been taken into account in ICH safeguarding. To encourage the community's involvement in ICH safeguarding, IRCI has been promoting the research on documentation of ICH as a tool for community-based safeguarding activities through a series of workshops. The project takes the following 3 steps: 1) researchers forums, 2) workshops involving a practical approach documenting ICH elements by the bearers in collaboration with international experts, and 3) the final publication.

FY 2014 Activities and Achievements:

- a) Based on the results of the workshop on 4-6 February 2014, the framework of guidelines for community-based documentation was revised.
- b) "Intensive Working Session on Intangible Cultural Heritage Documentation as a Tool for Community-led Safeguarding Activities" was held in Tokyo (16-18 March 2015). This working session involving presentations and editing of videorecords was designed specifically for the participants from Timor-Leste to complete their documentation. Government officials and

practitioners from Sri Lanka who took special interests joined the session to bring a synergy between the projects.

- c) The digital version of the final report was drafted and edited.

Status/Progress in FY 2015:

Project completed.

3. Miscellaneous activities

3.1 Cooperation with Sakai City for promoting ICH

3.1.1 Seminars on Understanding Intangible Cultural Heritage

Sakai City has been offering a series of seminars for understanding the importance of ICH. In FY 2014, Director-General of IRCI gave a public lecture titled “IRCI and the UNESCO Convention for the Safeguarding of the Intangible Cultural Heritage” at The 10th Seminar on Understanding Intangible Cultural Heritage (Sakai City Museum, 21 February 2015).

3.1.2 Tokyo Symposium on Cultural Heritage

Sakai City and National Institutes for Cultural Heritage co-organised a symposium in Tokyo on 20 May 2015. Director-General of IRCI participated in the symposium as a panellist.

3.2 Communications and Publicity

3.2.1 IRCI website

IRCI’s website is constantly managed with monthly update of brief news related to its activities. IRCI’s effort to send out information in vernacular languages continues, and now the website is available in English, Japanese, Vietnamese, Thai, Lao, Khmer, Tamil, and Singhalese.

3.2.2 IRCI leaflet

IRCI produced a leaflet providing an easy-to-understand explanation on IRCI’s profile and major ongoing activities. The leaflet was originally printed in English and Japanese, and subsequently in Vietnamese. As Documentation Project completed in FY 2014, a revised English version was produced for FY 2015.

IRCI BIANNUAL REPORT

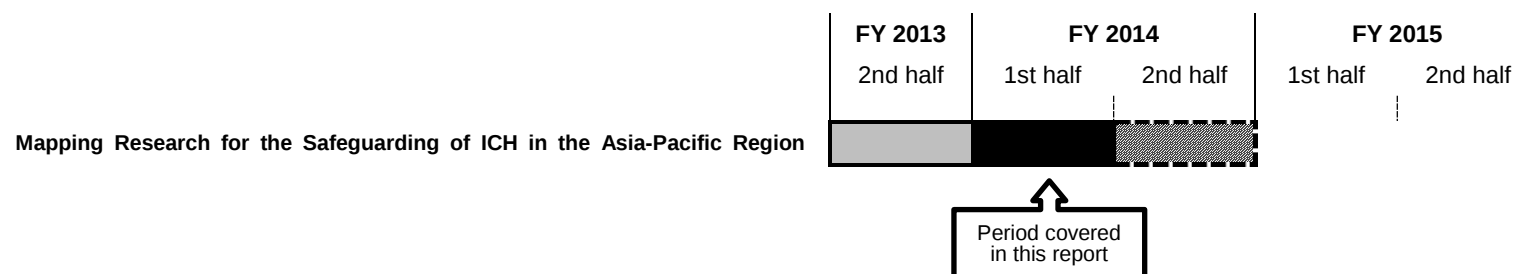
for the First Half of FY 2014



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

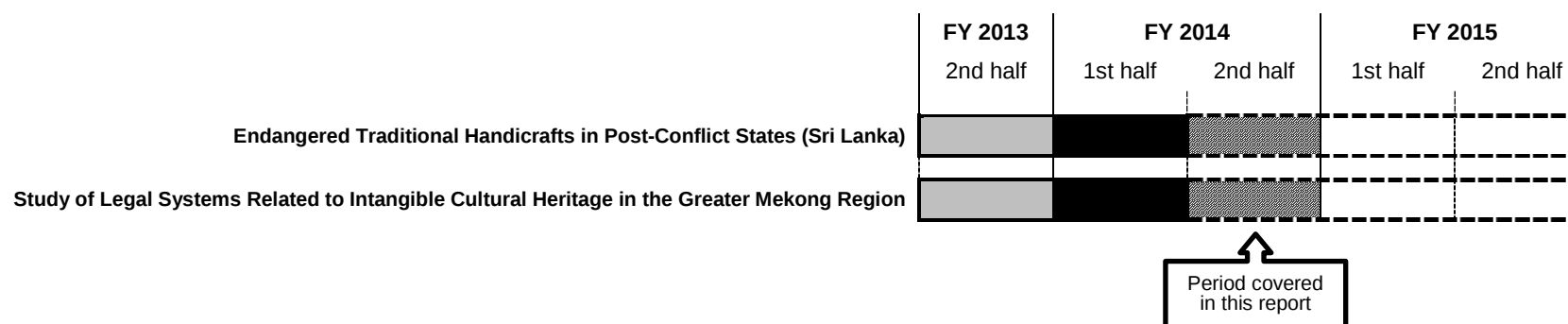
Monitoring of Programme Implementation for IRCI's Activities in the First Half of FY 2014 (April – September 2014)

Activity Focus 1: Mapping Studies on the Safeguarding of ICH			
Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Mapping Research for the Safeguarding of ICH in the Asia-Pacific Region (FY2013-2014)	PI: 1. 12 key researchers from 6 sub-regions of the Asia-Pacific will be identified and their participation in the project will be confirmed. 2. About 300 records regarding researchers, research institutions and good practices will be uploaded to the database. 3. Researchers' forum will be held and a project report will be published. B/b: 1. Complete identification of the key researchers. 2a. Conduct surveys on at least 4 of the 6 sub-regions. 2b. Construct the database with approximately 200 records. 3a. Organise 2 researchers' forums. 3b. Publish a project report including 12 contributions by key researchers.	2b. Database has been released on the web with more than 200 records. (as of March 2014) 1. 9 key researchers have been identified. 2a. Basic surveys have been conducted in all 6 sub-regions. 2b. The basic design of database has been completed. 3. 1st researchers' forum was held in Bangkok, February 19-21, 2014 as a preliminary meeting.	Achievements: Web database was successfully released on September 25, 2014. The researchers' forum is in preparation to be held in January 2015, in Kuala Lumpur, Malaysia. Aiming at the effective development of future programmes, IRCI has been developing a collaborative network with National Institute for Cultural Properties, Tokyo, National Museum of Ethnology (in Osaka), and Doshisha University, and National Institute of Information. Challenges: 3 researchers are yet to be nominated. In order to avoid the reduction of the number of contributors to the project, IRCI is eager to process such nomination in cooperation with relevant organizations. For those representing the Pacific region, IRCI has been enlisting possible candidates through the opportunities such as UN SIDS meeting in Samoa. Database needs further data inputs and development, which requires additional fundraising and technical assistance.



Monitoring of Programme Implementation for IRCI's Activities in the First Half of FY 2014 (April – September 2014)

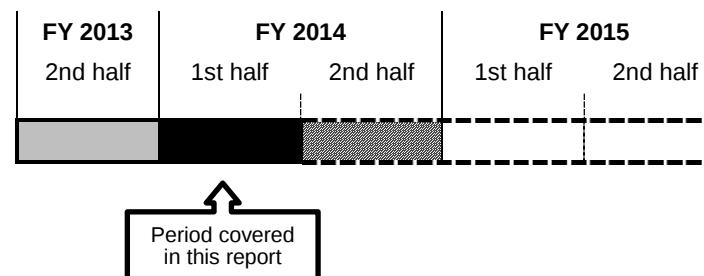
Activity Focus 2: Research for Safeguarding Endangered ICH			
Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Endangered Traditional Handicrafts in Post-Conflict States (Sri Lanka) (FY2013-2015)	PI: Information regarding handicraft production covering 10 provinces of the Northern and the Eastern Sri Lanka will be collected. B/b: 1. Conduct the feasibility study. 2. Complete handicraft data collection covering at least 3 provinces of the northern and eastern Sri Lanka. 3. Develop further benchmarks of the project such as the number of the records and more specific geographic coverage of the entire project based on the outcome of the research conducted in FY 2013.	3. Further project activities have been discussed with Sri Lankan counterparts and project partners. (as of March 2014) 1. The feasibility study has been completed. 2. Collection of the ICH elements and traditional artisans has been completed in 10 provinces (3 eastern, 5 northern and 2 north-eastern).	Achievements: The first report based on the result of feasibility study (including workshops) in FY 2013 is in the process of publication. This report includes recommendations which will be critical for developing further project activities. Challenges: The necessity for conducting intensive field research and data collection has been recognised as a result of the first field research. Further research and sharing good practices on revitalizing traditional handicrafts in other countries is also necessary.
Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region (FY2013-2015)	PI: Current legal systems related to intangible cultural heritage in three countries in the Mekong region — Laos, Cambodia, and Myanmar — will be studied. B/b: Draft project reports on the 2 countries.	An interim report has been drafted. (as of March 2014) 1. Questionnaire has been sent to 2 countries, and Cambodia has provided the answer. 2. Field researches including interviews and collection of local documents were conducted in Laos and Cambodia.	Achievements: An interim report containing a summary of field activities in FY 2013 and brief descriptions of current conditions of ICH related laws in Laos and Cambodia has been provided. Challenges: Due to the withdrawal of collaborating legal specialists in May 2014, project activities have been suspended. IRCI is currently in the process of adjusting conditions with alternative specialists to take over the project. Accordingly, IRCI has revised the current project design.



Monitoring of Programme Implementation for IRCI's Activities in the First Half of FY 2014 (April – September 2014)

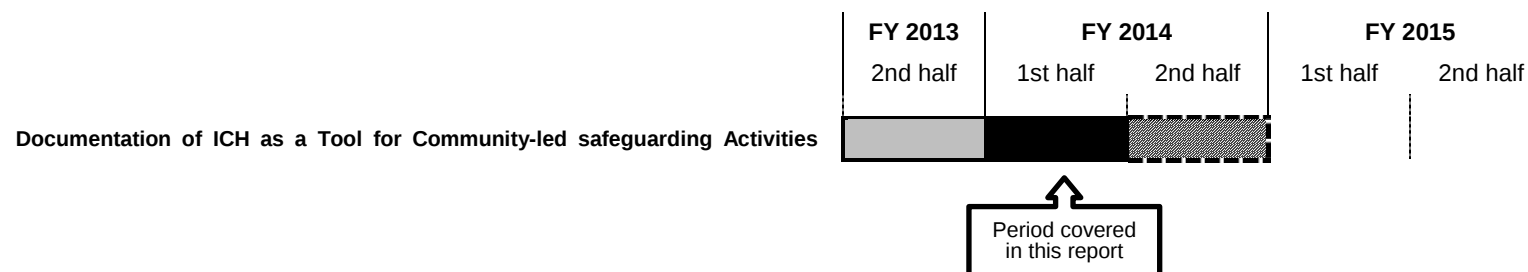
Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Safeguarding Intangible Cultural Heritage on the Verge of Extinction: Vietnamese ICH Element Dong Ho Woodblock Printing (FY2013-2015)	PI: 1. Video records and documents regarding the Dong Ho woodblock printing will be produced by Dong Ho community in cooperation with Bac Ninh local government. 2. Interviews with bearers and people in the Dong Ho community will be conducted. B/b: 1a. Invite representatives of bearers and Bac Ninh Province to the workshop. 1b. Representatives of bearers and Bac Ninh Province complete the production of the first version of the video record by October 2014. 2. Complete interviews with bearers and people in the community.	2a. Researchers identified information regarding bearers and risk factors. (as of March 2014) 1a. A bearer and a representative of Bac Ninh province participated in the workshop organised by IRCI in February 4-6, 2014. 1b. First version of the video record was produced.	Achievements: Based on research data obtained by researchers, IRCI and VICAS discussed elements required for developing action plans. As a byproduct of the project, Vietnamese government decided to construct a community centre at Dong Ho as a platform for community's safeguarding activities and cultural transmission, and a blueprint has been drafted by the Vietnamese government. Challenges: Interviews are yet to be conducted. Due to sociopolitical factors, conducting interviews directly with local individuals requires extra time and efforts.

Safeguarding Intangible Cultural Heritage on the Verge of Extinction:
Vietnamese ICH Element Dong Ho Woodblock Printing



Monitoring of Programme Implementation for IRCI's Activities in the First Half of FY 2014 (April – September 2014)

Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Documentation of ICH as a Tool for Community-led safeguarding Activities (FY 2013-2014)	PI: Audiovisual documentation of 6 elements of endangered ICH in 5 countries will be produced by participants and utilized among the local communities. B/b: 1. Participants complete the audiovisual documentation of endangered ICH elements. 2. Participants develop plans for the storage and utilization of the records by October 2014.	(as of March 2014) 1. Audiovisual documentation of endangered ICH elements was completed. 2. Ideas for the storage and utilization have been drafted by participants.	Achievements: Based on the results of the workshop held in February 4-6, 2014, guidelines for documentation have been revised by specialists, to be served as a methodology for community-led safeguarding of ICH. The final report of the project conducted since 2012 has been under editing, supervised by one of the IRCI Advisory Body member specialising in performing arts and the UNESCO 2003 Convention. Challenges: When reviewing the first version of the audiovisual recordings produced by the participants, it was recognized that more time and practice are required for improving their technical skills and the knowledge of audiovisual recording and editing. Also, promoting the importance of ICH documentation among community people, which affects the quality of documentation, slowed down the production process. Amendments to Programme: To overcome these challenges, the submission of the final version of audiovisual documentation has been postponed to February 2015.



IRCI BIENNIAL REPORT

for the Second Half of FY 2014

(October 2014 – March 2015)



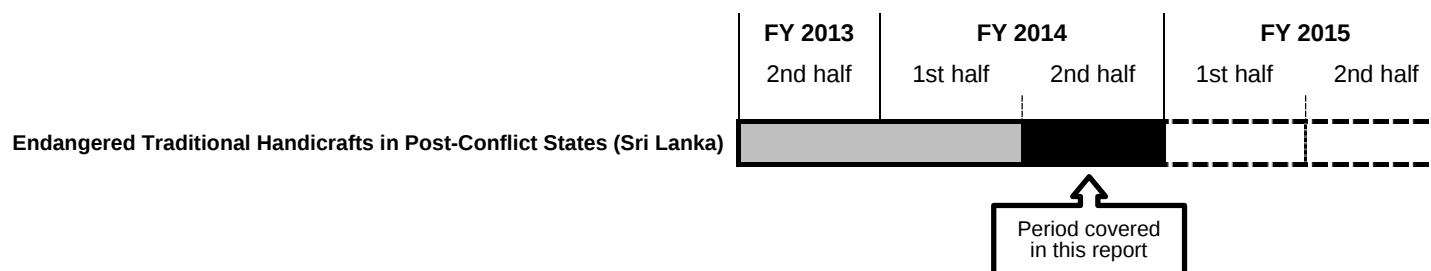
International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

Activity Focus 1: Mapping Studies on the Safeguarding of ICH			
Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Mapping Research for the Safeguarding of ICH in the Asia-Pacific Region (FY2013-2014) Project completed	PI: 1. 12 key researchers from 6 sub-regions of the Asia-Pacific will be identified and their participation in the project will be confirmed. 2. About 300 records regarding researchers, research institutions and good practices will be uploaded to the database. 3. Researchers' forum will be held and a project report will be published. B/b: 1. Complete identification of the key researchers. 2a. Conduct surveys on at least 4 of the 6 sub-regions. 2b. Construct the database with approximately 200 records. 3a. Organise 2 researchers' forums. 3b. Publish a project report including 12 contributions by key researchers.	1. 4 additional key researchers in 4 sub-regions (Pacific, Central Asia, South Asia and Southeast Asia) were identified. 2b. The total number of records on the research database exceeded 300. 3a. An international experts meeting was held in Kuala Lumpur, January 26-27, 2015, with the participation of 10 experts covering 6 sub-regions. This meeting was regarded as the 2nd researchers' forum. 3b. Papers, presentation materials, and discussion summary of the meeting were compiled and drafted as the project report. (as of September 2014) 2b. Database has been released on the web with more than 200 records. (as of March 2014) 1. 9 key researchers have been identified. 2a. Basic surveys have been conducted in all 6 sub-regions. 2b. The basic design of database has been completed. 3. 1st researchers' forum was held in Bangkok, February 19-21, 2014 as a preliminary meeting.	Achievements: IRCI held an international experts meeting in Kuala Lumpur in cooperation with Islamic Arts Museum Malaysia (IAMM) (January 26-27, 2015). Two-day discussions focused on (1) the case studies of ICH safeguarding in the Asia-Pacific region, and (2) further activity plans in the following 2 years. Since new experts joined the meeting, IRCI was able to strengthen its sub-regional relationship with Pacific (Fiji), Central Asia (Kyrgyzstan), South Asia (India), and Southeast Asia (Malaysia); by the same token, its internal collaboration with the Japanese research institution (National Museum of Ethnology). Challenges: IRCI had to relocate the venue from Bangkok to other countries, due to the unexpected political instability. Much of IRCI's initial energy had to be spent on identifying the suitable venue of the meeting. This delayed finalising the theme and outline of the meeting, and subsequently affected selecting participants and reduced the number of contributions to the meeting. Taking this case as a lesson, the Kuala Lumpur meeting included the detailed planning of the upcoming meetings in FY 2015 and 2016, thanks to the contributions of the core members of the previous Bangkok meeting. IRCI considered the development of research database better managed by showing it as a distinct sub-project with its expected results and benchmarks. For FY 2015, IRCI has split the project and drafted 2 PDM sheets for (1) the international forum/experts meeting (Mapping 1), and (2) research database (Mapping 2).



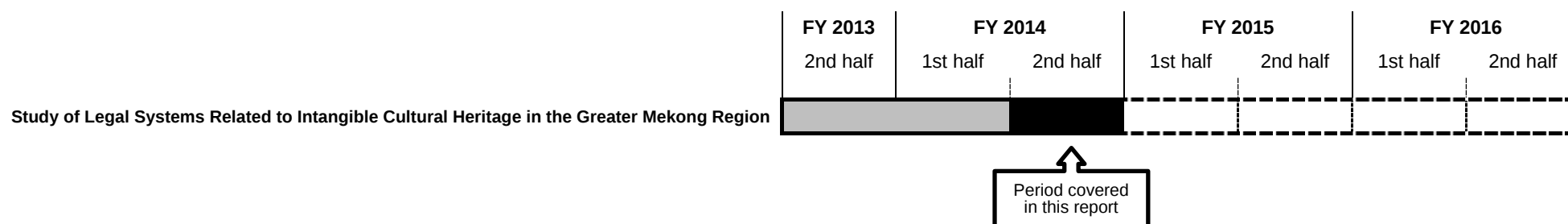
Monitoring of Programme Implementation for IRCI's Activities in the Second Half of FY 2014 (October 2014 – March 2015)

Activity Focus 2: Research for Safeguarding Endangered ICH			
Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Endangered Traditional Handicrafts in Post-Conflict States (Sri Lanka) (FY2013-2015)	PI: 1. Information regarding handicraft production covering 10 provinces of the northern and the eastern Sri Lanka will be collected. 2a. Information regarding good practices of craft revitalization in other countries will be collected. 2b. Action plans for revitalizing traditional handicrafts in the above regions of Sri Lanka will be drafted. 3. Final report will be published. B/b (by Mar. 2016): 1. Collect further handicraft data in northern, northwestern, and eastern regions. 2a. Collect information on good practices of craft revitalization. 2b. Draft action plans. 3. Complete the final report.	(as of September 2014) - Further project activities have been discussed with Sri Lankan counterparts and project partners. (as of March 2014) - The feasibility study has been completed. - Collection of the ICH elements and traditional artisans have been completed in 10 provinces (3 eastern, 5 northern and 2 north-eastern).	Achievements: In order to follow up one of the recommendations, IRCI invited a 4-member delegation (2 artisans in northern and eastern provinces, Chairman of National Crafts Council, and Chairperson of National Enterprise Development Authority (IRCI's focal point in the project)) as observers to the "Intensive Working Session on Intangible Cultural Heritage Documentation as a Tool for Community-led Safeguarding Activities" held in Tokyo (March 16-18, 2015) which was programmed under IRCI's documentation project. Challenges: The railroad between Colombo (capital) and Jaffna (northern province) just resumed service last year after two decades of service interruption. However, the low level of mobility and public security in some areas remain as major concerns for conducting further data collection in northern, northeastern and eastern regions. IRCI continues to cooperate with Sri Lankan government authorities for effective implementation of field activities. The result of the election in December 2014 may necessitate IRCI to re-establish its connections with Sri Lankan government authorities. Another national election in June 2015 also requires IRCI to reschedule programmed activities in FY 2015.



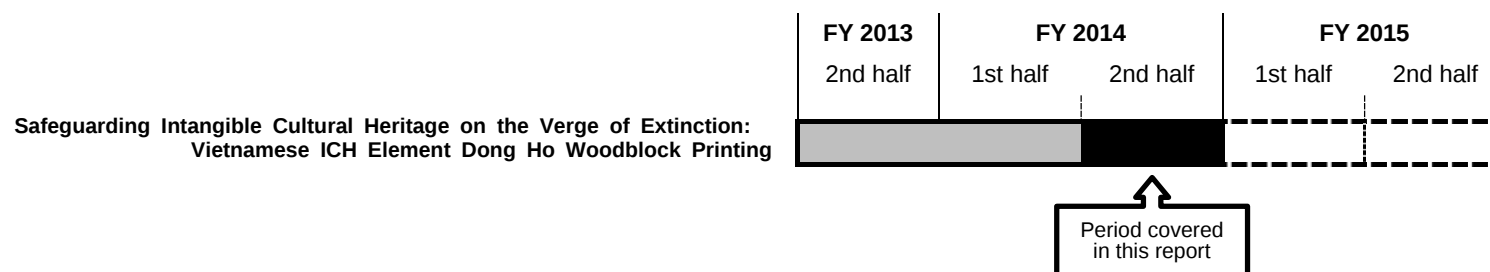
Monitoring of Programme Implementation for IRCI's Activities in the Second Half of FY 2014 (October 2014 – March 2015)

Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region (FY2013-2016)	PI: 1a. Current legal systems related to intangible cultural heritage in three countries in the Mekong region (Laos, Cambodia, and Myanmar) will be studied and analyzed. 1b. Current legal systems related to ICH in other countries in the Mekong region (such as Thailand and Vietnam) may be analyzed. 2. At least one workshop/seminar will be held in the FY 2015. 3. Final Report will be drafted and completed. B/b (by Mar. 2017): 1. Complete the analysis of current legal systems related to ICH in the Mekong region. 2a. Hold a workshop inviting participants from at least 3 countries in the Mekong region. 2b. Current legal systems in at least 3 countries are analyzed at the workshop. 3. Project final report completed by Mar.2017.	2. A workshop with 13 participants from 9 countries in Southeast Asia (including the Mekong countries such as Laos, Cambodia, Myanmar, Thailand, and Vietnam), and 3 Japanese experts was held to analyze current ICH related legal conditions. (as of September 2014) An interim report has been drafted. (as of March 2014) 1. Questionnaire has been sent to 2 countries, and Cambodia has provided the answer. 2. Field researches including interviews and collection of local documents were conducted in Laos and Cambodia.	Achievements: As of October 2014, the project adopted the revised PDM to overcome challenges of conducting field researches in the countries in focus. In this process, IRCI re-established the cooperative framework with the Graduate School of Law, Kyushu University for conducting further research programmes. The workshop “IRCI 1st Workshop on the Study of Legal Systems related to Intangible Cultural Heritage in Southeast Asia” (Kyushu University, December 19, 2014) was successfully organised by IRCI in cooperation with Graduate School of Law, Kyushu University in Japan. The response to the detailed questionnaire was collected and analyzed. This enabled IRCI and its collaborators to obtain the knowledge on the current situation of ICH laws in Southeast Asia. Participation from Philippines, Malaysia, Singapore, and Timor-Leste, enabled discussions on ICH laws in wider Southeast Asian context. Challenges: The survey based on the questionnaire is still incomplete, and further research and analysis specific to each country need to be conducted. IRCI, in cooperation with experts in ICH law, continues to obtain more information through the workshop and field research in selected countries in FY 2015.



Monitoring of Programme Implementation for IRCI's Activities in the Second Half of FY 2014 (October 2014 – March 2015)

Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Safeguarding Intangible Cultural Heritage on the Verge of Extinction: Vietnamese ICH Element Dong Ho Woodblock Printing (FY2013-2015)	PI: 1. Video records and documents regarding the Dong Ho woodblock printing will be produced by Dong Ho community in cooperation with Bac Ninh local government. 2. Interviews with bearers and people in the Dong Ho community will be conducted. 3. Final report will be published. B/b (by Mar. 2016): 1. Hold a workshop. 2. Conduct interviews with bearers and people in the community. 3. Publish the final project report.	1. A research workshop was held in Hanoi and in Bac Ninh Province (January 27-28, 2015). 2. Interviews with ICH bearers and community members were carried out. (as of September 2014) 2a. Researchers identified information regarding bearers and risk factors. (as of March 2014) 1a. A bearer and a representative of Bac Ninh province participated in the workshop organised by IRCI in February 4-6, 2014. 1b. First version of the video record was produced.	Achievements: The research workshop “The Roles of Community Centre in ICH Revitalization: a Case Study of Dong Ho Wood Block Printing” (January 27-28, 2015) was successfully organised by IRCI in collaboration with Vietnam Institute of Culture and Arts Studies (VICAS). The attendants included a Japanese researcher of Kyoto Institute of Technology, Vietnamese researchers, government officials (central and provincial), woodblock printing practitioners, and IRCI staff. IRCI also invited 4 Japanese experts in the fields of craft revitalization and traditional printings as lecturers. A great number of interested Vietnamese researchers joined, and the total number of participants exceeded 60. The field visit to Dong Ho village enabled IRCI to assess changing social conditions surrounding the woodblock printing. Interviewing the practitioners and community members finally became possible by holding a workshop at the community.



Monitoring of Programme Implementation for IRCI's Activities in the Second Half of FY 2014 (October 2014 – March 2015)

Project Title	Performance Indicators (PI) and associated Benchmarks (B)/baselines (b)		Achievements including challenges
	Programmed	Attained	
Documentation of ICH as a Tool for Community-led Safeguarding Activities (FY 2013-2014) Project completed	PI: Audiovisual documentation of 6 elements of endangered ICH in 5 countries will be produced by participants and utilized among the local communities. B/b: 1. Participants complete the audiovisual documentation of endangered ICH elements. 2. Participants develop plans for the storage and utilization of the records by October 2014.	(as of March 2014) 1. Audiovisual documentation of endangered ICH elements was completed. 2. Ideas for the storage and utilization have been drafted by participants.	Achievements: As the final year of the project, IRCI held an “Intensive Working Session on Intangible Cultural Heritage Documentation as a Tool for Community-led Safeguarding Activities” in Tokyo (March 16-18, 2015). This session was designed specifically for the participants from Timor-Leste who had not completed the film-making, to present and edit their video-recordings in accordance with the guidelines. IRCI also invited observers from Sri Lanka (including artisans), to bring a synergy between the projects. The digital version of the final report of the project was drafted and edited, supervised by an IRCI Advisory Body member specializing in performing arts and the UNESCO 2003 Convention.



FY 2014 Project Budget and Settlement

(JPY)

Project title	Allocation	Settlement	Source ⁽¹⁾	Execution rate
Mapping Research for the Safeguarding of ICH in the Asia-Pacific Region	5759890	3390937	A	84.7%
		1485540	C	
Documentation of ICH as a Tool for Community-led Safeguarding Activities	4958420	6090273	A	122.8%
Endangered Traditional Handicrafts in Post-Conflict States (Sri Lanka)	2409000	2055885	B	85.3%
Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region	2498000	2236068	B	89.5%
Safeguarding Intangible Cultural Heritage on the Verge of Extinction: Vietnamese ICH Element Dong Ho Woodblock Printing	3393000	4008047	B	118.1%

Notes

- (1) A: International Collaborative Project for the Safeguarding of Cultural Properties (Agency for Cultural Affairs)
 B: ODA for Supporting UNESCO's Activities (MEXT: Ministry of Education, Culture, sports, Science and Technology)
 C: Operational expenses (Government of Japan)

Financial Statement for FY 2014 and Budget for FY 2015

Financial Statement for FY 2014

(JPY)

Income	Category			Amount
	Government Funds	Management Expenses Grant		30,001,000
		Carried-forward		1,200,000
	External Funds	Agency for Cultural Affairs	International collaborative project for the safeguarding of cultural properties	51,387,993
		Ministry of Education, Culture, Sports, Science and Technology	ODA for supporting UNESCO's activities	8,300,000
	Total			90,888,993
Expenditure	Research for Endangered Traditional Handicrafts in Post-Conflict States (Sri Lanka)			2,055,885
	Research for Safeguarding ICH on the Verge of Extinction: Vietnamese ICH Element Dong Ho Wood Block Painting			4,579,031
	Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region			2,577,748
	Documentation of Intangible Cultural Heritage as a Tool for Community-led Safeguarding Activities			6,180,033
	Mapping Research for the Safeguarding of ICH in the Asia-Pacific Region			4,876,477
	Expenses for website and document purchases			3,155,070
	Third Governing Board Meeting			2,413,728
	Expenses for attending conferences and meetings in and out of Japan			4,136,435
	Expenses for UNESCO's assessment of IRCI			5,814,036
	Miscellaneous			5,702,438
	Operation expenses			10,252,798
	Personnel expenses			38,455,314
	Carried-forward to the next account			690,000
	Total			90,888,993
Reference	Cultural Heritage Disaster Risk Mitigation Network (*1)			857,864
	Sakai City intangible cultural heritage project expenses (*2)			2,058,000

* 1 Personnel expenses allocated for hiring a staff member for CH-DRM network project by NICH (from January 2015)

* 2 Independent budget Sakai City allocated for its own activities to promote ICH

Budget for FY 2015

(JPY)

Category		Amount
Income	Government Funds	Management Expenses Grant
		Carried-forward
	External Funds	Agency for Cultural Affairs
		International collaborative project for the safeguarding of cultural properties
		Ministry of Education, Culture, Sports, Science and Technology
Total		85,978,662
Expenditure	Research for Endangered Traditional Handicrafts in Post-Conflict States (Sri Lanka)	
	Research for Safeguarding ICH on the Verge of Extinction: Vietnamese ICH Element Dong Ho Wood Block Painting	
	Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region	
	<Mapping Project 1> International Experts Meeting: Mapping Project for ICH Safeguarding in Asia and the Pacific Countries	
	<Mapping Project 2> Research Data Collection on ICH Safeguarding in the Asia-Pacific Region and Optimization of its Use	
	Expenses for website and purchase of research materials	
	Forth Governing Board Meeting; Coordination Meeting between Governing Board-Advisory Body	
	Expenses for ICH-related field researches	
	Expenses for attending conferences and meetings in and out of Japan	
	Expenses for UNESCO's assessment of IRCI	
	Miscellaneous	
	Operation expenses	
	Personnel expenses	
	Total	
	85,978,662	
Reference	Cultural Heritage Disaster Risk Mitigation Network (*1)	4,222,250
	Sakai City intangible cultural heritage project expenses (*2)	6,000,000

* 1 Personnel expenses allocated for hiring a staff member for CH-DRM network project by NICH

* 2 Independent budget Sakai City allocated for its own activities to promote ICH

Revised activities of Mapping Project 1 in FY 2015

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. According to Article 5 Paragraph 3 Item (b) of the Agreement, the Governing Board shall approve the work plan and budget of IRCI.
2. Regarding Mapping Project 1, the International Experts Meeting “Mapping Research on the Safeguarding of Intangible Cultural Heritage (ICH) in the Asia-Pacific Region” held in Kuala Lumpur, Malaysia, on 26-27 January 2015 proposed that:
 - (1) surveys on available literatures are conducted in FY 2015 in cooperation with various researchers/research institutions in the Asia-Pacific region, in scope of holding a large-scale international conference in FY 2016; and
 - (2) the survey results are discussed at the international experts meeting to be held in 8-9 December 2015.Based on the above recommendations, IRCI reconsidered the activities of Mapping Project 1 and drafted the revised PDM.
3. As the revision requires the amendment of the work plan approved at the 3rd Governing Board Meeting held on 1 October 2014, Director-General of IRCI has requested via e-mail as of 13 May 2015 the approval of revised activities of Mapping Project 1 in FY 2015.
4. According to Article 7 Paragraph 2 of NICH Rule 83, the revised activities of Mapping Project 1 in FY 2015 was approved with the agreement of 5 Governing Board members.
5. A further adjustment is made to the revised PDM on the “project partners” section.
6. The updated PDM is presented in Annex 1, the revised PDM approved by the Governing Board in Paragraph 4 above is presented in Annex 2, and the old PDM approved at the 3rd Governing Board Meeting is presented in Annex 3.

<Mapping Project 1> International Experts Meeting: Mapping Project for ICH Safeguarding in Asia and the Pacific Countries			
Expected results	International and regional cooperation for ICH safeguarding strengthened through sharing research information		
Period	FY2015		
Relevance	Agreement Article 4.2: (a) (c) (f)	37C/4 paragraphs: 66, 68, 69	37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues: 1. The range of activities and approaches for ICH safeguarding has not been fully explored in the Asia-Pacific region. 2. Information of research activities pertaining to the safeguarding of ICH in the Asia-Pacific region is not effectively shared among ICH experts, which is limiting the development of productive discussions. 3. ICH safeguarding researches are still an emerging field of study, with limited number of specialists involved.		Specific project goals (How can the issues be resolved or improved?): 1. Areas of theoretical and practical approaches in need of fostering and enhancement in further research activities are identified. 2. Information sharing related to ICH safeguarding researches in the Asia-Pacific region is enhanced through the systematic collection and analysis of existing researches, research institutions and researchers, and by making such information widely accessible. 3. The connection among ICH researchers having various research fields and academic backgrounds in the Asia-Pacific region is enhanced through the experts meeting which, to develop a network for information exchange, functions as a commonplace for discussion.	
Details of specific activities: 1a. Conduct a survey on existing literatures related to ICH safeguarding researches in the Asia-Pacific countries as well as research institutions and researchers on ICH safeguarding, in collaboration with research institutions/researchers, by signing contracts. 1b. Analyse concepts, practices and methodologies of safeguarding of ICH by country. 1c. Each researcher under contract drafts a survey paper, which is to be shared among ICH experts through the international experts meeting and IRCI's research database. 2a. Hold an international experts meeting to present and discuss the survey results. 2b. As part of the experts meeting, discuss specific focuses and the programme outline for the international conference to be held in FY 2016. This expert meeting is considered a preparatory step for the conference in FY 2016. 3. Papers presented at the meeting will be finalised for publication. 4. Discuss the future periodical publication of scientific journal/monograph series specialising in ICH safeguarding.		Targets and partners for the activities: Targets: Experts on ICH safeguarding in the Asia-Pacific region; institutions and museums related to ICH safeguarding; researchers in ICH related fields Partners: research institutions in the Asia-Pacific region; ICH specialists selected by IRCI	

Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes):		How the outcomes will be measured, means of obtaining data, and potential:	
1a. Survey depicts the up-to-date trends of ICH safeguarding in each country in the Asia-Pacific region. 1b. Areas of ICH researches requiring further input and development are identified, and drafted as recommendations. 2. Information sharing related to ICH safeguarding researches in the Asia-Pacific region is enhanced, leading to the development of ICH safeguarding researches in the Asia-Pacific region. 3. Interdisciplinary and international network of researchers and specialists are developed to enhance research activities.		1. The survey will be evaluated based on the number of countries surveyed, and the number and quality of drafted papers for the final report. The quality of surveys will be controlled by IRCI, through processes such as providing guidelines, progress review, and discussions at the meeting. 2. The expert meeting will be evaluated based on the number of participants and contributing paper presentations. 3. Factors such as participants’ research fields/expertise and geographic focuses will be considered for the development of researchers’ network.	
Performance Indicator:			
1. IRCI will make contracts with research institutes/researchers in the Asia-Pacific region, for conducting systematic survey and analysis. 2. An international expert meeting will be successfully organized, according to the rigid preparatory process and timeframe. 3. Experts from all the 6 sub-regions in the Asia-Pacific regions participate in the meeting. 4. The meeting delivers recommendations for (a) research focuses to be implemented in future programmes, and (b) themes and panels for the international conference in FY 2016. 5. Survey papers will be revised after the meeting to be published as the final report (including online publication).			
Benchmarks (by Mar. 2016):	(by Mar. 2017)	(by Mar. 2018)	
1. At least 10 institutions/researchers conduct a survey in contract with IRCI. 2. At least 15 researchers participate in the meeting. 3. Researchers from all the 6 sub-regions in the Asia-Pacific region participate in the meeting. 4. Recommendations include (a) at least 5 future research topics, and (b) the draft structure of the 2016 conference. 5. Publish the final report, which should include all survey papers.			
Specific deliverables (if applicable):		Distribution and beneficiaries of the deliverables, how benefits are provided:	
project report		Online/printed report will be presented to UNESCO, culture sections of governments in the Asia-Pacific countries, and major research institutions in the region.	
Notes:			
Total budget for Mapping Project 1: 9 million JPY (Survey: 2 million JPY; Experts meeting: 7 million JPY)			

<Mapping Project 1> International Experts Meeting: Mapping Project for ICH Safeguarding in Asia and the Pacific Countries			
Expected results	International and regional cooperation for ICH safeguarding strengthened through sharing research information		
Period	FY2015		
Relevance	Agreement Article 4.2: (a) (c) (f)	37C/4 paragraphs: 66, 68, 69	37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues: 1. The range of activities and approaches for ICH safeguarding has not been fully explored in the Asia-Pacific region. 2. Information of research activities pertaining to the safeguarding of ICH in the Asia-Pacific region is not effectively shared among ICH experts, which is limiting the development of productive discussions. 3. ICH safeguarding researches are still an emerging field of study, with limited number of specialists involved.		Specific project goals (How can the issues be resolved or improved?): 1. Areas of theoretical and practical approaches in need of fostering and enhancement in further research activities are identified. 2. Information sharing related to ICH safeguarding researches in the Asia-Pacific region is enhanced through the systematic collection and analysis of existing researches, research institutions and researchers, and by making such information widely accessible. 3. The connection among ICH researchers having various research fields and academic backgrounds in the Asia-Pacific region is enhanced through the experts meeting which, to develop a network for information exchange, functions as a commonplace for discussion.	
Details of specific activities: 1a. Conduct a survey on existing literatures related to ICH safeguarding researches in the Asia-Pacific countries as well as research institutions and researchers on ICH safeguarding, in collaboration with research institutions/researchers, by signing contracts. 1b. Analyse concepts, practices and methodologies of safeguarding of ICH by country. 1c. Each researcher under contract drafts a survey paper, which is to be shared among ICH experts through the international experts meeting and IRCI's research database. 2a. Hold an international experts meeting to present and discuss the survey results. 2b. As part of the experts meeting, discuss specific focuses and the programme outline for the international conference to be held in FY 2016. This expert meeting is considered a preparatory step for the conference in FY 2016. 3. Papers presented at the meeting will be finalised for publication. 4. Discuss the future periodical publication of scientific journal/monograph series specialising in ICH safeguarding.		Targets and partners for the activities: Targets: Experts on ICH safeguarding in the Asia-Pacific region; institutions and museums related to ICH safeguarding; researchers in ICH related fields Partners: Noriko Aikawa-Faure (ICH Expert); research institutions in the Asia-Pacific region; ICH specialists selected by IRCI	

Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes):		How the outcomes will be measured, means of obtaining data, and potential:	
1a. Survey depicts the up-to-date trends of ICH safeguarding in each country in the Asia-Pacific region. 1b. Areas of ICH researches requiring further input and development are identified, and drafted as recommendations. 2. Information sharing related to ICH safeguarding researches in the Asia-Pacific region is enhanced, leading to the development of ICH safeguarding researches in the Asia-Pacific region. 3. Interdisciplinary and international network of researchers and specialists are developed to enhance research activities.		1. The survey will be evaluated based on the number of countries surveyed, and the number and quality of drafted papers for the final report. The quality of surveys will be controlled by IRCI, through processes such as providing guidelines, progress review, and discussions at the meeting. 2. The expert meeting will be evaluated based on the number of participants and contributing paper presentations. 3. Factors such as participants’ research fields/expertise and geographic focuses will be considered for the development of researchers’ network.	
Performance Indicator:			
1. IRCI will make contracts with research institutes/researchers in the Asia-Pacific region, for conducting systematic survey and analysis. 2. An international expert meeting will be successfully organized, according to the rigid preparatory process and timeframe. 3. Experts from all the 6 sub-regions in the Asia-Pacific regions participate in the meeting. 4. The meeting delivers recommendations for (a) research focuses to be implemented in future programmes, and (b) themes and panels for the international conference in FY 2016. 5. Survey papers will be revised after the meeting to be published as the final report (including online publication).			
Benchmarks (by Mar. 2016):	(by Mar. 2017)	(by Mar. 2018)	
1. At least 10 institutions/researchers conduct a survey in contract with IRCI. 2. At least 15 researchers participate in the meeting. 3. Researchers from all the 6 sub-regions in the Asia-Pacific region participate in the meeting. 4. Recommendations include (a) at least 5 future research topics, and (b) the draft structure of the 2016 conference. 5. Publish the final report, which should include all survey papers.			
Specific deliverables (if applicable):		Distribution and beneficiaries of the deliverables, how benefits are provided:	
project report		Online/printed report will be presented to UNESCO, culture sections of governments in the Asia-Pacific countries, and major research institutions in the region.	
Notes:			
Total budget for Mapping Project 1: 9 million JPY (Survey: 2 million JPY; Experts meeting: 7 million JPY)			

<Mapping Project 1> International Forum on ICH Safeguarding in the Asia-Pacific Region			
Expected results	International and regional cooperation for ICH safeguarding strengthened through sharing research information		
Period	FY2015		
Relevance	Agreement Article 4.2: (a) (c) (f)	37C/4 paragraphs: 66, 68, 69	37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues: 1. Information of research activities pertaining to the safeguarding of ICH in the Asia-Pacific region is not effectively shared among ICH experts, which is limiting the development of productive discussions. 2. ICH safeguarding researches are still an emerging field of study, with limited number of specialists involved.		Specific project goals (How can the issues be resolved or improved?): 1. Arguments related to ICH safeguarding in the Asia-Pacific region progress through the international researchers' forum 2. The forum connects ICH researchers having various research fields and academic backgrounds to develop a network for information exchange, and functions as a commonplace for discussion.	
Details of specific activities: 1a. Organize an international forum on specific topics* related to ICH safeguarding in the Asia-Pacific region. (* Themes of the forum will be determined at the meeting to be held in January 2014.) 1b. CFP (call for papers) will be sent to major institutions. 1c. Hold the forum at Islamic Arts Museum Malaysia, in FY 2015. 2. Publish papers presented at the forum. 3. Discuss specific focuses for future forums after FY 2015. 4. Discuss and prepare for the future periodical publication of scientific journal specialized in ICH safeguarding.		Targets and partners for the activities: Targets: Experts on ICH safeguarding in the Asia-Pacific region (in particular, participation of young researchers including PhD students are encouraged); experts, institutions, and museums related to ICH safeguarding; researchers in ICH related fields Partners: Islamic Arts Museum Malaysia ICH specialists selected by IRCI; research institutions related to ICH safeguarding in the Asia-Pacific region	
Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes): 1. Arguments related to ICH safeguarding in the Asia-Pacific region progress, leading to the development of ICH safeguarding studies in the Asia-Pacific region. 2. Interdisciplinary network of researchers and specialists are developed to enhance research activities.		How the outcomes will be measured, means of obtaining data, and potential: 1. The forum will be evaluated based on the number of participants and contributing papers. 2. Factors such as participants' research fields/expertise and geographic focuses will be considered for the development of researchers' network.	

Performance Indicator: 1. CFP will be sent to major institutions. 2. A forum will be successfully organized. 3. Researchers from a various disciplines/research focuses participate in the forum. 4. Papers presented at the forum will be published.		
Benchmarks (by Mar. 2016): 1. Send CFP to major institutions, and post at IRCI website. 2. At least 30 researchers participate in the forum. 3. Researchers from at least 6 different disciplines/research focuses participate in the forum. 4. Publish the papers presented at the forum.	(by Mar. 2017)	(by Mar. 2018)
Specific deliverables (if applicable): proceedings, including discussions and papers presented at the forum	Distribution and beneficiaries of the deliverables, how benefits are provided: Proceedings will be distributed to UNESCO, culture sections of governments in the Asia-Pacific countries, and major institutions in the region.	
Notes: Total budget for Mapping Project 1 and 2: 10.5 million JPY * In addition to the above budget, IRCI is seeking external grants for expanding the scale of forum.		

Part 3

Medium-term Programme (FY 2016-2020)

Decision required: paragraph 3

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015

1. According to Article 5 Paragraph 3 Item (a) of the Agreement, the Governing Board shall examine and adopt the long-term and medium-term programmes of IRCI submitted by the Director of IRCI.
2. Draft Medium-term Programme (FY 2016-2020) is presented in Annex 1.
3. The Governing Board may wish to adopt the following decisions:
The Governing Board,
 - (1) having examined the document IRCI/2015/4GB/3 and Annex 1,
 - (2) approves the Medium-term Programme (FY 2016-2020).
4. For ensuring the consistency of expressions between the long-term and medium-term programmes, minor adjustments are made to Long-term Programme (FY 2013-2020). Revisions are presented in Annex 2, and the revised Long-term Programme (FY 2013-2020) is presented in Annex 3.

Draft Medium-term Programme (FY 2016-2020)

I. Duration

The duration of the medium-term programme is 5 years from FY 2016 to FY 2020.

II. Main Line of Action

(1) Focusing on and within the geographic limitation to the Asia-Pacific region, perform the functions outlined in Article 4 Paragraph 2 of the Agreement between the Government of Japan and the United Nations Educational, Scientific and Cultural Organization (UNESCO) regarding the establishment, in Japan, of an international research centre for intangible cultural heritage in the Asia-Pacific region under the auspices of UNESCO (Category2) (hereinafter referred to as “the Agreement”), through promoting research activities on the following domains in consistent with UNESCO’s Convention for the Safeguarding of the Intangible Cultural Heritage (hereinafter referred to as “the 2003 Convention”), whereby contributing to the enhancement of the safeguarding of intangible cultural heritage and the research for safeguarding:

- (i) Current status of researches on the safeguarding of intangible cultural heritage;
- (ii) Policies and various methodologies for the safeguarding of intangible cultural heritage;
- (iii) Good practices of the safeguarding of intangible cultural heritage.

(2) Instigate the following activities during the course of implementing what mentioned in Paragraph (1) above:

- (i) Participation of young researchers who are engaged in the research on the safeguarding of intangible cultural heritage into the activities of International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region (hereinafter referred to as “IRCI”);
- (ii) Collaboration with researchers and research institutions;
- (iii) Organising international experts meetings and research workshops to discuss various methodologies and practices of the safeguarding of intangible cultural heritage.

(3) Conduct following activities in the Asia-Pacific region with a view to contributing to II (1) of the long-term programme:

- (i) Plan and implement research activities, with special attention to

contributing to UNESCO's Medium-Term Strategy (37C/4), particularly its Strategic Objectives 7 (protecting, promoting and transmitting heritage) and 8 (fostering creativity and diversity of cultural expressions), as well as MLAs specified in Programme and Budget (C/5);

- (ii) Contribute to the promotion of international cooperation in the Asia-Pacific region in the field of the safeguarding of intangible cultural heritage, in accordance with the Medium term program of the National Institutes for Cultural Heritage;
- (iii) Within the framework of IRCI's objectives specified in Article 4.1 of the Agreement, contribute to the projects carried out by Sakai City to promote intangible cultural heritage for the general public.

III. Specific Contents of Activities

(1) Promote researches for the safeguarding of intangible cultural heritage, through conducting the following activities regarding the practices and methodologies of safeguarding, in cooperation with research institutions and researchers working in the Asia-Pacific region:

- (i) Instigate research activities and develop the researchers' community through international conferences, experts meetings, and publications;
- (ii) Examine and develop strategies for optimizing the use of research data, while collecting research information

(2) Conduct researches on the current status and the cases of the safeguarding of intangible cultural heritage in the Asia-Pacific region that are endangered by disasters such as natural hazards, in consideration of UNESCO's focus in the Medium-Term Strategy (37C/4) on the response to post-conflict and post-disaster situations (PCPD).

(3) In accordance with Article II(3)(iii) of Main Line of Action above, contribute to the following projects carried out by Sakai City for the general public:

- (i) Projects to disseminate information on intangible cultural heritage in cooperation with relevant research institutes and universities;
- (ii) Projects to enhance understanding of intangible cultural heritage.

Long-term Programme (FY 2013–2020)

< List of revisions >

Original	Revised
II. Vision (1) Promote <u>the 2003 Convention</u> in the Asia-Pacific region on the ground of <u>the Article 4 Paragraph 1 of the Agreement</u>.	II. Vision (1) Promote <u>UNESCO's Convention for the Safeguarding of the Intangible Cultural Heritage</u> (hereinafter referred to as "<u>the 2003 Convention</u>") in the Asia-Pacific region on the ground of <u>Article 4 Paragraph 1 of the Agreement between the Government of Japan and the United Nations Educational, Scientific and Cultural Organization (UNESCO) regarding the establishment, in Japan, of an international research centre for intangible cultural heritage in the Asia-Pacific region under the auspices of UNESCO (Category2)</u> (hereinafter referred to as "<u>the Agreement</u>").
(2) Achieve the objectives prescribed in <u>the Article 4 Paragraph 1 of the Agreement between UNESCO and Japan</u>, through the <u>function</u> outlined in <u>the Article 4 Paragraph 2 of the Agreement</u>.	(2) Achieve the objectives prescribed in <u>Article 4 Paragraph 1 of the Agreement</u>, through the <u>functions</u> outlined in <u>Article 4 Paragraph 2 of the Agreement</u>.
(3) Contribute to the achievement of UNESCO's Medium-term Strategy <u>37/C4</u> and <u>Quadrennial Program and Budget 37 C/5</u>, through the functions outlined in <u>the Article 4 Paragraph 2 of the Agreement</u>.	(3) Contribute to the achievement of UNESCO's Medium-term Strategy <u>37C/4 Strategic Objectives 7 (protecting, promoting and transmitting heritage) and 8 (fostering creativity and diversity of cultural expressions)</u>, and <u>quadrennial Programme and Budget 37C/5</u>, through the functions outlined in <u>Article 4 Paragraph 2 of the Agreement</u>.
III. Mission(1)-(6) Asia-Pacific <u>Region</u>	III. Mission(1)-(6) Asia-Pacific <u>region</u>

Long-term Programme (FY 2013-2020)

I. Duration

The duration of the long-term programme is 10 years after the inauguration of the International Research Centre for Intangible Cultural Heritage in the Asia-Pacific Region.

II. Vision

(1) Promote UNESCO's Convention for the Safeguarding of the Intangible Cultural Heritage (hereinafter referred to as "the 2003 Convention") in the Asia-Pacific region on the ground of Article 4 Paragraph 1 of the Agreement between the Government of Japan and the United Nations Educational, Scientific and Cultural Organization (UNESCO) regarding the establishment, in Japan, of an international research centre for intangible cultural heritage in the Asia-Pacific region under the auspices of UNESCO (Category2) (hereinafter referred to as "the Agreement").

(2) Achieve the objectives prescribed in Article 4 Paragraph 1 of the Agreement, through the functions outlined in Article 4 Paragraph 2 of the Agreement.

(3) Contribute to the achievement of UNESCO's Medium-term Strategy 37C/4 Strategic Objectives 7 (protecting, promoting and transmitting heritage) and 8 (fostering creativity and diversity of cultural expressions), and quadrennial Programme and Budget 37C/5, through the functions outlined in Article 4 Paragraph 2 of the Agreement.

III. Mission

(1) To instigate and coordinate research into practices and methodologies of safeguarding endangered intangible cultural heritage elements present in the Asia-Pacific region, while cooperating with universities, research institutions, community representatives and other governmental and non-governmental organisations in Japan and elsewhere in the region

(2) To assist, in terms of research, countries in the Asia-Pacific region in implementing such measures as referred to in Articles 11, 12, 13 and 14 of the 2003 Convention, while paying special attention to developing countries;

(3) To organise workshops and seminars focusing on the role of research as a

useful component for safeguarding the intangible cultural heritage and related practices and methodologies, involving experts, community representatives and administrators from the Asia-Pacific region;

(4) To encourage and assist young researchers in the Asia-Pacific region engaging in research activities related to safeguarding the intangible cultural heritage;

(5) To cooperate with other category 2 centres and institutions active in the domain of safeguarding the intangible cultural heritage, in the Asia-Pacific region and beyond; and

(6) To initiate cooperation among all other interested institutions active in the domain of safeguarding the intangible cultural heritage, while furthering technical assistance vis-à-vis developing countries, in the Asia-Pacific region.

Part 4

Work plan and budget for FY 2016

Decision required: paragraph 3

The 4th Governing Board Meeting of IRCI
Agora Regency, Sakai, Osaka, Japan
25 September 2015



International Research Centre for
Intangible Cultural Heritage in the
Asia-Pacific Region (IRCI)

1. According to Article 5 Paragraph 3 Item (b) of the Agreement, the Governing Board shall approve the work plan and budget of IRCI.
2. Work plan for FY 2016 is presented in Annex 1, PDMs are presented in Annex 2, and the budget is presented in Annex 3.
3. The Governing Board may wish to adopt the following decisions:
The Governing Board,
 - (1) having examined the document IRCI/2015/4GB/4 and Annexes 1-3,
 - (2) approves the work plan and budget for FY 2016.

Draft Work Plan for FY 2016

1. Activity Focus

Work Plan for FY 2016 is developed under IRCI's new Medium-term Programme (FY 2016-2020), which is subject to approval at The 4th Governing Board Meeting of IRCI (25 September 2015) and underscores the directions and major focuses of IRCI's research activities in the next five years. For the period from FY 2016 to 2020, IRCI intends to implement a series of projects around the "Mapping Project" (Activity Focus I). At the same time, IRCI will embark on new projects focusing on ICH and natural disasters (Activity Focus II).

I. Mapping Studies on the Safeguarding of ICH

IRCI has been conducting since FY 2013 a project based on the collection and mapping of research information pertaining to the ICH safeguarding in the Asia-Pacific region. This "Mapping Project" aiming at instigating the research for ICH safeguarding in the Asia-Pacific region constitutes the very core of IRCI's research activities, which is in accordance with IRCI's objectives and functions specified in the Article 4 of the Agreement¹:

(The objective of the Centre will be) to enhance safeguarding of the intangible cultural heritage in the Asia-Pacific Region, while developing and mobilizing research as a tool for safeguarding the intangible cultural heritage (Article 4.1b)

(the function of the Centre will be) to instigate and coordinate research into practices and methodologies of safeguarding endangered intangible cultural heritage elements present in the Asia-Pacific Region, while cooperating with universities, research institutions, community representatives and other governmental and non-governmental organizations in Japan and elsewhere in the Region; (Article 4.2a)

¹ Agreement between the Government of Japan and the United Nations Educational, Scientific and Cultural Organization (UNESCO).

In the next 5 years corresponding to IRCI's new Medium-term Programme (FY 2016-2020), Mapping Project will be strengthened for the effective enhancement of research activities and the development of researchers' community encouraging international and interdisciplinary cooperation in the field of ICH safeguarding in the Asia-Pacific region. Specific activities to be implemented under this scheme will be:

- 1) international conferences and experts meetings
- 2) research data collection (research database) and optimization of its use
- 3) periodical publication (journal/monograph) specialized in ICH safeguarding in the Asia-Pacific region

There is also a potential that ideas for new research projects will be proposed as outputs of the Mapping Project. Such ideas could be further developed by IRCI to be implemented as individual research projects.

It is expected that these activities under the Mapping Project contributes significantly to ER6 (national capacities strengthened and utilized to safeguard ICH) of UNESCO's MLA2 (37C/5), especially its performance indicator, *"knowledge produced by all stakeholders involved in the implementation of the Convention available through the knowledge-management system"*².

II. Research on ICH safeguarding and the Disaster-Risk Management

This focus has been devised in consideration of ongoing activities of NICH (National Institutes for Cultural Heritage) under National Task Force for the Japanese Cultural Heritage Disaster Risk Mitigation Network, as well as UNESCO's concern on post-conflict and post-disaster situations (PCPD) as described in its Medium-Term Strategy 2014-2021 (37C/4). As indicated in 37C/5 (para.04008)³, projects to be implemented under this theme could

² Potentials of the Mapping Project has been remarked in the draft report "Review of the International Research Centre for Intangible Cultural Heritage in the Asia Pacific Region (IRCI)" submitted to UNESCO by the independent evaluator (AHMS 2015).

³ "Although activities under each of the MLAs have been clearly associated to the achievement of one of the two strategic objectives of the Medium-Term Strategy, in certain cases they may also contribute to the achievement of both. The role of World Heritage in promoting creativity or of intangible cultural heritage in preventing and recovering from disasters are cases in point." (para.04008)

contribute to the achievement of MLAs for both Strategic Objectives 7 and 8.

One of the objectives of NICH's National Task Force for the Japanese Cultural Disaster Risk Mitigation Network is on the international cooperation concerning the disaster mitigation and rescue of cultural heritage. IRCI, as an organization under NICH, intends to explore the impact of natural disasters upon the transmission of ICH, as well as the cases of safeguarding intangible cultural heritage in the Asia-Pacific region that were affected by such disasters. Japan's current international cooperation for the post-disaster recovery processes largely deals with tangible heritage, and strategies in the field of ICH are yet to be developed. IRCI's projects will be an important step for the effective heritage management in future. Cooperation with National Research Institute for Cultural Properties, Tokyo (an organization under NICH), as well as international organisations in related fields, will be sought for effective implementation of project activities.

Natural and other disasters are one of the major factors threatening the transmission of ICH. At the same time, the cultural diversity embodied by ICH assures community's resilience. Given that many countries in the Asia-Pacific region are vulnerable to various natural disasters such as earthquakes, tsunamis, cyclones, floods and volcanic eruptions, it would be critical for ICH safeguarding to be integrated into the disaster risk management strategies leading to sustainable development. By examining in detail the situations of ICH in the Asia-Pacific region that were impacted by natural disasters, and cases of safeguarding such ICH elements, IRCI aims to contribute to UNESCO's Strategic Objectives 7 and 8 (37C/4), and specifically to MLA2 and ER6 (37C/5)⁴. The role of ICH on disaster mitigation, community's resilience and social recovery is also a sub-theme that could be investigated in the course of programme activities.

⁴ ER6 (37C/5): National capacities strengthened and utilized to safeguard the intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention.

2. Outline of Individual Project Plans

The following projects are planned FY 2016:

Project title	Activity Focus under IRCI's medium-term programme	Expected funding source
<Mapping project 1> The 1st IRCI International Conference on ICH Safeguarding in the Asia-Pacific Region	I. Mapping Studies	Agency for Cultural Affairs, plus NICH, Sakai City
<Mapping project 2> Literature Survey on ICH Safeguarding Researches in the Asia-Pacific Countries	I. Mapping Studies	Agency for Cultural Affairs
<Mapping project 3> Research Data Collection on ICH Safeguarding in the Asia-Pacific Region and Optimization of its Use	I. Mapping Studies	Agency for Cultural Affairs
Preliminary Research on ICH Safeguarding and the Disaster-Risk Management in the Asia-Pacific Region	II. ICH and natural disasters	MEXT
Study of Legal Systems related to Intangible Cultural Heritage in the Greater Mekong Region	*II. Endangered ICH (to be carried out as the final year of the 4 year project)	Agency for Cultural Affairs

Activity Focus I: Mapping Studies on the Safeguarding of ICH

During FY 2013-2015, three international meetings and a systematic collection of available literature on ICH safeguarding researches were conducted for more than 20 countries, and areas of theoretical and practical approaches in need of fostering and enhancement were identified, shared, and discussed among the experts who participated in the activities of Mapping Project. As a next step to enhance research activities for ICH safeguarding in the Asia-Pacific region, IRCI aims to achieve the following points:

- a. Discuss methodologies and approaches for effective ICH researches through international conferences and experts meetings
- b. Enhance connection and stimulus among ICH researchers
- c. Launch publications to function as an arena for discussions on ICH safeguarding researches

I.1. <Mapping Project 1> The 1st IRCI International Conference on ICH Safeguarding in the Asia-Pacific Region

In FY 2016, the first international conference of IRCI is organized, in cooperation with National Museum of Ethnology (Minpaku). This is the first effort under the Mapping project to bring together ICH researchers working in the Asia-Pacific region for academic discussions. While major participants are leading researchers in the subject, participation of young researchers would encourage the development of human resources in the Asia-Pacific region. It is also expected that the conference becomes the first step for the dialogue and sharing viewpoints between researchers and ICH practitioners.

Period: FY 2016

Activity details:

1. Set up the planning committee for the conference.
 - a) The committee is responsible for the organization and the programme of the conference.
 - b) The committee is comprised of IRCI research staff and the Minpaku researchers, and is in the process of discussing the conference structures.
2. Hold the first international conference of IRCI.
 - a) The conference is held for 2 days in Japan, in FY 2016.
 - b) The conference is comprised of a series of sessions, which is developed by the planning committee.
 - c) Some young researchers on ICH are invited.
 - d) Certain public events are programmed in cooperation with Sakai City.
3. Publish the conference proceedings. This could be further edited for an official IRCI publication in the following years.

Output: Conference proceedings

See attached PDM (IRCI/2015/4GB/4/Annex 2(1)) for the detailed project design.

I.2. <Mapping Project 2> Literature Survey on ICH Safeguarding Researches in the Asia-Pacific Countries

The literature survey conducted in FY 2015 under “<Mapping Project 1> International Experts Meeting: Mapping Project for ICH Safeguarding in Asia and

the Pacific Countries” yielded valuable basic information regarding ICH safeguarding researches in the Asia-Pacific region including the country-by-country analysis of research trends. However, there are many countries in the region that are yet to be surveyed, and the lack of systematic information in these countries is limiting the range of analysis in the broader perspective. Therefore, the systematic literature survey is set up as a research project, to cover major countries in the Asia-Pacific region in the following 3 years.

Period: FY 2016-2018

Activity details:

1. Conduct surveys on existing literatures related to ICH safeguarding researches in the Asia-Pacific countries. In FY 2016, 10 countries in the region are systematically surveyed.
 - a) Surveys are conducted in cooperation with research institutions and researchers, by signing contracts, following the same procedure as the survey in FY 2015.
 - b) Information regarding research institutions and researchers on ICH safeguarding is also collected.
 - c) Concepts, practices, and methodologies of ICH safeguarding is analysed country-by-country, and researchers under contract are expected to submit the survey paper and literature annotation sheets summarizing each publication.
2. Hold a meeting to discuss the survey results.
3. Papers submitted by the survey participants are edited for final publication.

Output: Project report; collected literature information is added to the research database (see <Mapping Project 3>).

See attached PDM (IRCI/2015/4GB/4/Annex 2(2)) for the detailed project design.

I.3. <Mapping Project 3> Research Data Collection on ICH Safeguarding in the Asia-Pacific Region and Optimization of its Use

As part of the Mapping Project, IRCI has been continuously collecting information on ICH safeguarding researches, and launched in FY 2014 the current version of research database (“Research Database on ICH safeguarding in the Asia-Pacific Region”). It is still elementary, and there is much room for

improving its performance, while more publications including those written in various languages in the region have to be fed into the database. This project aims to upgrade the research database so that it could function effectively as a data source for ICH researchers and experts. Collaboration with IT and database/archive specialists is sought for the effective implementation of the project. It is expected that the refined database significantly enhance information sharing among ICH researchers, leading to increased cooperation for various research activities.

Period: FY 2016-2019

Activity details:

The following activities will be implemented in the following 4 years:

1. Continue data collection related to ICH safeguarding researches in the Asia-Pacific region.
 - a) Information collected in the above <Mapping Project 2> is added to the database. This enables the addition of literatures that are written in local languages.
 - b) Cooperation of National archives, libraries, and other relevant organizations in the Asia-Pacific region might be sought for collecting research information.
2. Review and refine database functions and usability in cooperation with ICH researchers (possible users) and information scientists.
 - a) A questionnaire is distributed to selected ICH researchers for collecting comments regarding desirable functions to be equipped to the database system.
 - b) Hold review meetings with IT specialists and ICH researchers, to discuss the improvement the performance of research database.

Activities in FY 2016 specifically focus on (1) the adding of new entries through the information collected in the literature survey (<Mapping Project 2>), and (2) the review of current database.

Output: Refined database

See attached PDM (IRCI/2015/4GB/4/Annex 2(3)) for the detailed project design.

Activity Focus II: Research on ICH Safeguarding and the Disaster-Risk Management

II.1. Preliminary Research on ICH Safeguarding and the Disaster-Risk Management in the Asia-Pacific Region

IRCI starts to implement a new research project under the theme of “ICH safeguarding and the Disaster-Risk Management” (see descriptions in Activity Focus II above). Natural and other disasters are one of the major factors threatening ICH. Given that many countries in the Asia-Pacific region are vulnerable to various natural hazards, developing effective risk-management and recovery strategies incorporating ICH safeguarding would be critical for ensuring the transmission of ICH.

While long-term project plans are yet to be developed, activities in FY2016-2017 focus on collecting (a) information on research trends related to ICH and natural disasters, and (b) information on the cases of ICH in the Asia-Pacific region that were affected by past and recent natural hazards. In so doing, impacts caused by the event, supports received/needed, and the roles ICH played in the recovery process will be assessed. This will provide a baseline for further project directions and activities in the following years.

Period: FY 2016-2017 (The project continues after FY2017, and further plans are drafted reflecting the outputs of this preparatory phase.)

Activity details:

1. Conduct archival surveys to collect research information dealing with ICH and natural disasters.
2. Collect basic disaster-impact information in the Asia-Pacific region.
3. Set up a working group to discuss issues related to the subject. Further project plans including research methodologies are developed in cooperation with the group members.
4. Further information might be collected by holding working group sessions, or through field researches in selected countries.
5. Draft the summary report, including plans for further project activities.

Output: Project summary report, including further project plans

See attached PDM (IRCI/2015/4GB/4/Annex 2(4)) for the detailed project design.

***Activity Focus II. Research for the Safeguarding of Endangered ICH**

(* This is an activity focus under IRCI Medium-term Programme 2013-2015)

II.2. Study of Legal Systems related to Intangible Cultural Heritage in the Greater Mekong Region

While Southeast Asia is particularly rich in ICH, little is known on how the countries in this region have institutionalized or formalized the safeguarding of their ICH. It is also mentioned in many available literatures that legal systems related to cultural heritage are not fully developed in the countries in the Mekong region. In this context, IRCI in collaboration with experts of Kyushu University (Graduate School of Law) has been implementing this research project investigating legal mechanisms for ICH safeguarding in the Mekong region and other countries in Southeast Asia from a comparative perspective. Thus far, basic information regarding the current legal conditions in 9 countries was compiled via an intensive questionnaire, as a quantitative survey. The results of this survey was intensively discussed in the workshop held in December 2014. As a next step, a qualitative survey should be conducted to identify possible schemes and processes/procedures to establish legal instruments for the safeguarding of the ICH in the region. For this purpose, another workshop is currently in preparation (to be held in December 2015 in Tokyo), and if necessary, the field research might be conducted in several countries for collecting more detailed information.

Period: FY 2013-2016 (final year of the 4-year project)

Activity details:

1. Conduct field researches to collect detailed information.
2. Hold international experts meetings to discuss and review the results of the comparative analysis.
3. Create a kind of "tool-kit for planning legal mechanisms" that could be utilized by member states.
4. Publish the final report containing research papers from experts, and the above "tool-kit."

Output: A collection of research papers as a project report; "Tool-kit for planning legal mechanisms"

See attached PDM (IRCI/2015/4GB/4/Annex 2(5)) for the detailed project design.

<Mapping Project 1> The 1st IRCI International Conference on ICH Safeguarding in the Asia-Pacific Region			
Expected results	International and regional research activity for ICH safeguarding instigated through international conference		
Period	FY2016	Agreement Article 4.2: (a) (d) (e) (f)	
Relevance	UNESCO strategic objectives: 7. Protecting, Promoting and transmitting heritage; 8. Fostering creativity and diversity of cultural expressions;		37C/4 paragraphs: 66, 68, 69
	UNESCO MLAs and Expected Results (ER): MLA2, ER6. National capacities strengthened and utilized to safeguard the intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention Performance indicators: (see 37C/5 p.168-9) ♦National policies and human and institutional resources for ICH developed and/or strengthened; ♦Number of organizations within and outside the UN system, civil society, and the private sector contributing to programme delivery; ♦Knowledge produced by all stakeholders involved in the implementation of the Convention available through the knowledge-management system		37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues:		Specific project goals (How can the issues be resolved or improved?):	
1. Research activities ICH safeguarding is limited in the Asia-Pacific region. 2. Human and institutional resources for ICH safeguarding researches have not been fully developed in the Asia-Pacific countries. 3. Information of research activities pertaining to ICH safeguarding in the Asia-Pacific region is not effectively shared among ICH experts, which is limiting the development of productive discussions.		1. Research activities for ICH safeguarding, especially those taking various practical approaches, is instigated. 2. Human and academic resources for ICH safeguarding are developed through the participation of young researchers in the international conference. 3. Information sharing is enhanced through the international conference, which functions as a common platform for academic discussions and researchers' network.	
Details of specific activities:		Targets and partners for the activities:	
1. Set up the planning committee for the conference. The planning committee is responsible for the organisation and the programme of the conference, and is comprised of IRCI research staff and researchers of National Museum of Ethnology (Minpaku). 2. Organise an international conference. * The conference is comprised of a series of sessions. * Some young researchers and ICH practitioners in the Asia-Pacific region are invited. * Public events might be programmed in cooperation with Sakai City. 2. Conference proceedings are published. * Submitted papers are reviewed by session organisers and IRCI.		Targets: Researchers and experts in the field of ICH safeguarding; young researchers in related field; institutions and museums related to ICH safeguarding Partners (specify their roles within the project): ICHI specialist(s) (TBD) National Museum of Ethnology (Minpaku) (co-organiser) ICHI researchers/experts selected by IRCI Sakai City (for public events)	

Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes): 1. Case studies are shared among researchers, which contributes to the enhancement of practical ICH safeguarding researches in the Asia-Pacific region. 2. Network among ICH researchers are strengthened. 3. Participation of young researchers encourages human resource development in the Asia-Pacific region. 4. The conference becomes the first step for the positive dialogue and sharing viewpoints between researchers and ICH practitioners.		How the outcomes will be measured, means of obtaining data, and potential: 1. The conference is evaluated based on the number of participants and contributing paper presentations. 2. Factors such as participants’ research fields/expertise and geographic focuses are considered for the development of researchers’ network.	
Performance Indicator: 1. IRCI and ICH specialists organise a planning committee. 2. The conference is successfully organized. 3. Young researchers are involved in the conference. 4. Conference proceedings are published.			
Benchmarks (by Mar. 2017): 1. At least 5 sessions are developed. 2. At least 20 papers are presented. 3. At least 5 young researchers participate in the conference. 4. Proceedings, including at least 15 papers, are drafted and edited for publication.			
Specific deliverables (if applicable): Conference Proceedings		Distribution and beneficiaries of the deliverables, how benefits are provided: Proceedings are distributed to major research institutions in the Asia-Pacific region, and are made available online.	
Notes: Budget: 8 million JPY (additional budget for the public event is allocated by Sakai City)			

<Mapping Project 2> Literature Survey on ICH safeguarding researches in the Asia-Pacific Countries			
Expected results	International and regional cooperation for ICH safeguarding strengthened through sharing research information		
Period	FY2016 – FY2018	Agreement Article 4.2: (a) (c) (f)	
Relevance	UNESCO strategic objectives: 7. Protecting, Promoting and transmitting heritage; 8. Fostering creativity and diversity of cultural expressions		37C/4 paragraphs: 66, 68, 69
	UNESCO MLAs and Expected Results (ER): MLA2, ER6. National capacities strengthened and utilized to safeguard the intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention Performance indicators: (see 37C/5 p.168-9) ♦National policies and human and institutional resources for ICH developed and/or strengthened; ♦Number of organizations within and outside the UN system, civil society, and the private sector contributing to programme delivery; ♦Knowledge produced by all stakeholders involved in the implementation of the Convention available through the knowledge-management system		37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues:		Specific project goals (How can the issues be resolved or improved?):	
1. The range of activities and approaches for ICH safeguarding has not been fully explored in the Asia-Pacific region. 2. Information of research activities pertaining to the safeguarding of ICH in the Asia-Pacific region is not effectively shared among ICH experts, which is limiting the development of productive discussions. 3. The literature survey conducted in FY 2015 under <Mapping Project 1> yielded valuable basic information regarding ICH safeguarding researches in the Asia-Pacific region. However, there are many Asia-Pacific countries whose current conditions are yet to be investigated.		1. Areas of theoretical and practical approaches in need of fostering and enhancement in further research activities are identified through the analysis of collected literatures. 2. Information sharing related to ICH safeguarding researches in the Asia-Pacific region is enhanced through the systematic collection and analysis of existing researches, research institutions and researchers, and by making such information widely accessible. 3. The goal specified in above 1 is further elaborated by integrating all the results of annual surveys covering the major countries in the Asia-Pacific region, and recommendations for future researches are proposed.	
Details of specific activities:		Targets and partners for the activities:	
1a. Conduct surveys on existing literatures related to ICH safeguarding researches in the Asia-Pacific countries as well as research institutions and researchers on ICH safeguarding, in collaboration with research institutions/researchers, by signing contracts. 1b. Analyse concepts, practices and methodologies of safeguarding of ICH by country. 1c. Each researcher under contract drafts a survey paper, which is to be shared through IRCI's research database. 2. Hold a meeting to discuss the survey results. 3. Papers submitted by survey participants will be finalised for publication.		Targets: Experts on ICH safeguarding in the Asia-Pacific region; institutions and museums related to ICH safeguarding; researchers in ICH related fields Partners (specify their roles within the project): research institutions in the Asia-Pacific region; ICH specialists selected by IRCI	

Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes): 1a. Survey depicts the up-to-date trends of ICH safeguarding in each country in the Asia-Pacific region. 1b. Areas of ICH researches requiring further input and development are identified, and drafted as recommendations. 2. Information sharing related to ICH safeguarding researches in the Asia-Pacific region is enhanced, leading to the development of ICH safeguarding researches in the Asia-Pacific region.		How the outcomes will be measured, means of obtaining data, and potential: 1. The survey will be evaluated based on the number of countries surveyed, and the number and quality of drafted papers for the final report. The quality of surveys will be controlled by IRCI, through processes such as providing guidelines, progress review, and discussions at the meeting.	
Performance Indicator: 1. IRCI makes contracts with research institutes/researchers in the Asia-Pacific region, for conducting systematic survey and analysis. 2. The survey covers a greater number of countries in the Asia-Pacific region. 3. Survey papers will be revised after the meeting to be published as the final report (including online publication).			
Benchmarks (by Mar. 2017): 1. At least 10 institutions/researchers conduct a survey in contract with IRCI. 2. Total number of countries that are systematically surveyed reaches 25. 3. At least 8 summary papers are edited.	(by Mar. 2018) to be determined	(by Mar. 2019) Publish the final report, which should include all survey papers. (Other benchmarks are determined after FY 2016)	
Specific deliverables (if applicable): project report		Distribution and beneficiaries of the deliverables, how benefits are provided: Online/printed report will be presented to UNESCO, culture sections of governments in the Asia-Pacific countries, and major research institutions in the region.	
Notes: estimated budget: 1,500,000 JPY			

<Mapping Project 3> Research Data Collection on ICH Safeguarding in the Asia-Pacific Region and Optimization of its Use			
Expected results	International and regional cooperation for the ICH safeguarding research enhanced through sharing research information and experiences		
Period	FY2016 – FY2019	Agreement Article 4.2: (a) (e) (f)	
Relevance	UNESCO strategic objectives: 7. Protecting, Promoting and transmitting heritage; 8. Fostering creativity and diversity of cultural expressions		37C/4 paragraphs: 66, 68, 69
	UNESCO MLAs and Expected Results (ER): MLA2, ER6. National capacities strengthened and utilized to safeguard the intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention Performance indicators: (see 37C/5 p.168-9) ♦National policies and human and institutional resources for ICH developed and/or strengthened; ♦Number of organizations within and outside the UN system, civil society, and the private sector contributing to programme delivery; ♦Knowledge produced by all stakeholders involved in the implementation of the Convention available through the knowledge-management system		37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues: 1. Systematic information on ICH safeguarding researches in the Asia-Pacific region is limited. 2. Information of research activities pertaining to the safeguarding of ICH in the Asia-Pacific region is not effectively shared among ICH experts, which is limiting cooperation for ICH safeguarding. 3. Research database released by IRCI in 2014 is still at the early stage, in need of further improvement.		Specific project goals (How can the issues be resolved or improved?): 1. Information related to ICH safeguarding in the Asia-Pacific region is systematically compiled, and becomes accessible through IRCI's research database. 2. Refined database is widely utilised by specialists and institutions as a common platform for sharing information related to ICH safeguarding researches. 3. Current research database is significantly improved through continuous data collection and by functional development in collaboration with IT specialists and possible users.	
Details of specific activities: 1a. Collect information related to ICH safeguarding researches in the Asia-Pacific region to be added to the research database. 1b. Information collected in the course of <Mapping Project 2> is added to the database. 2. Review and refine database functions and usability.		Targets and partners for the activities: Targets: Researchers on ICH safeguarding in the Asia-Pacific region; experts, institutions, and museums related to ICH safeguarding; researchers in ICH related fields Partners: research institutions in the Asia-Pacific region and ICH specialists selected by IRCI (conducting survey, reviewing and refining research database); IT specialists/institutions (reviewing and refining research database)	

Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes): 1. Refined research database serves as a common platform for sharing information. 2. Effective utilisation of the database contributes to the improvement of information sharing among specialists and institutions that are working for ICH safeguarding in the Asia-Pacific region.		How the outcomes will be measured, means of obtaining data, and potential: 1. Refining database is evaluated by the number of new entries, degree of regional coverage, and the improvement of its functions/usability added to the database 2. Degree of database utilisation is measured by analyzing access information (such as access count and countries)	
Performance Indicator: 1a. Database entries are increased, and resources written in local languages in the Asia-Pacific region are added. 1b. Database function is strengthened by adding modifications and new functions to the current database design. 2. Access to the database is increased in the total access count and in the number of unique visitors. 3. The process of data collection and optimization is monitored through constant review sessions.			
Benchmarks (by Mar. 2017): 1. The total number of entries to the database reaches 1,000 2. Access count reaches 1,000 3. The database is reviewed at least once.	(by Mar. 2018) to be determined		(by Mar. 2019) to be determined
Specific deliverables (if applicable): Research database on ICH safeguarding in the Asia-Pacific region, with increased number of entries and refined usability		Distribution and beneficiaries of the deliverables, how benefits are provided: Database will be available and updated on IRCI website. Update information will be notified to related researchers and institutions via e-mail, and on the website.	
Notes: Budget: 1,000,000 JPY			

< ICH and Natural Disasters > Preliminary Research on ICH Safeguarding and the Disaster-Risk Management in the Asia-Pacific Region			
Expected results	Major impacts of natural disasters on ICH and current trends of disaster-management are assessed		
Period	FY2016	Agreement Article 4.2: (a) (b) (c) (f)	
Relevance	UNESCO strategic objectives: 7. Protecting, Promoting and transmitting heritage; 8. Fostering creativity and diversity of cultural expressions; UNESCO's response to post-conflict and post-disaster situations (PCPD)		37C/4 paragraphs: 67, 69, 71, 75, 99
	UNESCO MLAs and Expected Results (ER): MLA2, ER6. National capacities strengthened and utilized to safeguard the intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention Performance indicators: (see 37C/5 p.168-9) ♦Number of organizations within and outside the UN system, civil society, and the private sector contributing to programme delivery; ♦Knowledge produced by all stakeholders involved in the implementation of the Convention available through the knowledge-management system		37C/5 paragraphs: 4013, 4024
Current issues: 1. Asia-Pacific countries are frequently hit by increasing numbers of various natural hazards such as earthquakes, tunamis, cyclones, floods, and volcanic eruptions, which is threatening the viability of ICH. However, actual impacts of natural hazards on ICH in the Asia-Pacific region are not systematically investigated. 2. There are growing international interests in the disaster-risk management of cultural heritage. However, major efforts and related international cooperation are largely centred on tangible cultural heritage. While the importance of ICH and cultural diversity for disaster-resilient societies is acknowledged, practical disaster-management strategies incorporating ICH safeguarding is not fully investigated.		Specific project goals (How can the issues be resolved or improved?): 1. Basic surveys (via a questionnaire, and possibly by a workshop or field researches) clarifies the various impacts of natural disasters on ICH. Specific cases where ICH elements played certain roles in disaster-mitigation/response are identified. 2. Latest research trends dealing with ICH and natural disasters are grasped. Leading researchers and international institutions active in this topic are identified to establish collaborative relationship. These results provide the baseline for further research activities.	
Details of specific activities: 1. Conduct archival surveys to collect research information on ICH and natural disasters, and identify project partners. 2. Collect basic disaster-impact information in the Asia-Pacific region. 3. Set up a working group to discuss issues related to the subject, and further project plans including research methodologies. 4. Further information might be collected by holding working group sessions, or through field researches in selected countries. 5. Draft the summary report, which should include plans for further project activities in the following years.		Targets and partners for the activities: Information is collected widely within the Asia-Pacific region, from countries that have experienced natural disasters in the past 10 years or so. Targets: government (national/local) officials in culture-related sections; museum staff; disaster-affected communities and ICH practitioners Partners (specify their roles within the project): specialist(s) in disaster-management of heritage (TBD) International research institution(s) active in disaster-management of heritage ICH researchers working in the Asia-Pacific region	

Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes): Basic information on the impacts of natural disasters on ICH is synthesised, which is used by IRCI for developing further project plans. It might be used by government officials in the Asia-Pacific region and international agencies on heritage protections as reference for effective disaster-relief/recovery strategies.		How the outcomes will be measured, means of obtaining data, and potential: 1. Basic information is collected firstly by the questionnaire, which is followed by qualitative data collection such as working sessions and field interviews. 2. The basic survey is evaluated based on the number of countries surveyed.
Performance Indicator: 1. Project partners/collaborating researchers are identified. 2. A working group is organized for discussions related to the project. 3. Basic information on the impacts of natural disasters on ICH in the Asia-Pacific region is collected and analysed, and more specific research questions are developed. 4. The summary report including further project plans is drafted.		
Benchmarks (by Mar. 2017): 1. At least 1 project partner is identified. 2. A working group is established and at least 1 meeting session is held. 3a. Information on the impacts of natural disasters on ICH is collected from at least 10 countries.	(by Mar. 2018) 3b. Major disaster events and impacts on ICH are analysed. 3c. Key questions for further researches are listed. 4a. The summary report is drafted. 4b. Project plans for FY 2017 onwards are developed.	(by Mar. 2019) (new PDM drafted)
Specific deliverables (if applicable): Draft summary report		Distribution and beneficiaries of the deliverables, how benefits are provided: Distribution of the report is restricted to project participants and related organisations, considering the nature of the report and the preliminary stage of the project. Detailed information will be disclosed in the course of further project activities and as the final project report.
Notes: estimated budget: 5,000,000 JPY (subject to the competitive grant process of MEXT)		

<Safeguarding Endangered ICH> Study of Legal Systems related to Intangible Cultural Heritage in the Greater Mekong Region			
Expected results	Legal systems related to the safeguarding of intangible cultural heritage in the Mekong region strengthened		
Period	FY 2013 – FY 2016 (April 2013 – March 2017)	Agreement Article 4.2: (a) (b) (f)	
Relevance	UNESCO strategic objectives: 7. Protecting, Promoting and transmitting heritage; 8. Fostering creativity and diversity of cultural expressions		37C/4 paragraphs: 66, 69
	UNESCO MLAs and Expected Results (ER): MLA2, ER6. National capacities strengthened and utilized to safeguard the intangible cultural heritage, including indigenous and endangered languages, through the effective implementation of the 2003 Convention Performance indicators: (see 37C/5 p.168-9) ♦ National policies and human and institutional resources for ICH developed and/or strengthened; ♦ Number of organizations within and outside the UN system, civil society, and the private sector contributing to programme delivery		37C/5 paragraphs: 4023, 4024, 4029, 4030
Current issues: 1. UNESCO does not have sufficient information on legal systems related to the safeguarding of ICH in the Mekong region. 2. Available literature generally notes the insufficient development of legislation regarding cultural heritage in the Mekong region. 3. Sufficient analysis of legal systems is not provided.		Specific project goals (How can the issues be resolved or improved?): 1. Information on the legal systems related to ICH in the Greater Mekong region is collected and analyzed , and the findings are shared with UNESCO and the governments as well as research institutions of countries in focus and in other areas 2a. Current issues on ICH related legal systems in the Mekong region are identified. 2b. If the government of countries in focus requests, recommendations for solving current problems will be provided by the legal experts based on the findings in 2a.	
Details of specific activities: (1st year) 1. Review of existing legal systems by the legal expert team 2. Send a questionnaire to the government authorities and universities. 3. Field interviews based on the findings in 1 and 2 by the legal expert team (Laos and Cambodia in 2013) (2nd – 4th years) Given the critical importance and the potential of this research, project period is also extended to FY 2016 so that productive results will be delivered in the scope of implementing further programmes. 1. By the end of FY 2013, IRCI, through the commitment of legal experts, reach agreement on project activities with the governments concerned, and identify local project partners. 2. Legal experts conduct the review of existing legal systems to safeguard ICH, which include laws and regulations as well as other mechanisms and arrangements in the Mekong countries. 3. Hold workshops/seminars, inviting legal experts/government officials, without excluding other stakeholders, to examine current conditions of the above mentioned legal		Targets and partners for the activities: The project primarily focused on three countries of Laos, Myanmar, and Cambodia; however, other countries in the Mekong region such as Thailand and Vietnam could be included from the 2nd to 4th years. Targets (for 2nd – 4th years): stakeholders, including government officials in ICH or related section as well as NGOs and research institutions: Partners (specify their roles within the project) (for 2nd – 4th years): Toshiyuki Kono (Professor, Graduate School of Law, Kyushu University): ICH and law specialist individual researchers/legal experts working in the countries in focus in both governmental and private sectors	

systems related to ICH in the Mekong region.			
4. Draft a final report including the result of workshops and recommendations.			
5. Discuss possibilities of developing further programmes based on recommendations.			
Expected outcomes (indicate the beneficiaries and who will effect changes if changes are part of the outcomes):		How the outcomes will be measured, means of obtaining data, and potential:	
1. Analysis of legal systems to safeguard ICH, including laws, regulations, policies and good practices in the countries in focus will be made and issues needing solutions will be identified.		In addition to available legal documents, interviews are conducted for examining the current situations and problems of legal systems related to ICH. Impact of the project outcomes will be assessed by collecting feedback from stakeholders for ICH safeguarding in governmental and private sectors.	
2. "Tool-kit for planning legal mechanisms" will be utilized by member states for the development of legal systems enabling effective ICH safeguarding.			
Performance Indicator:			
1a. Current legal systems related to ICH in three countries in the Mekong region (Laos, Cambodia, and Myanmar) will be studied and analyzed.			
1b. Current legal systems related to ICH in other countries in the Mekong region (such as Thailand and Vietnam) may be analyzed.			
2. At least one workshop/seminar will be held in the FY 2015.			
3. Workshops/conferences will be held in the Mekong region.			
4. "Tool-kit for planning legal mechanisms" will be developed.			
5. Final report will be drafted and completed.			
Benchmarks (by Sept. 2014):	(by Mar. 2016)	(by Mar. 2017)	
(Draft project reports on the 2 countries.)	2a. Hold a workshop inviting participants from at least 3 countries in the Mekong region. 2b. Current legal systems in at least 3 countries are analyzed at the workshop.	1. Complete the analysis of current legal systems related to ICH in the Mekong region. 3a. Hold at least 1 workshop/conference in one of the countries in the Mekong region. 3b. At least 8 experts, including 4 from the Mekong region, participate in the above workshop/conference. 4. "Tool-kit" developed and included into the project final report. 5. Project final report completed by Mar. 2017.	
Specific deliverables (if applicable):		Distribution and beneficiaries of the deliverables, how benefits are provided:	
Final report containing research papers from experts and the "tool-kit" (prepared in English)		The report will be distributed to UNESCO, governments and academic institutions in the countries in focus as well as in other areas. The biggest beneficiaries are expected to include UNESCO, and stakeholders in governmental and private sectors in the countries in focus, who can utilize the deliverables as a basic resource for ICH safeguarding	
Notes: (1st year) Budget of around 2 million JPY; Four legal experts (Experts from Kyushu University and the National University of Singapore. Study team's leader is an expert in conflict of laws.)	(2nd year) Budget: 2.49 million JPY	(3rd year) Budget: 4.5 million JPY	(4th year) Budget (estimation): 4.5 million JPY

Budget for FY 2016

Estimated Budget for 2016

(JPY)

	Category		Amount
Income	Government Funds	Management Expenses Grant	28,497,000
	External Funds	Agency for Cultural Affairs	51,455,000
		Ministry of Education, Culture, Sports, Science and Technology	5,000,000
	Total		84,952,000
Expenditure	Preliminary Research on ICH Safeguarding and Disaster Risk Management in the Asia-Pacific Region		5,000,000
	Study of Legal Systems Related to Intangible Cultural Heritage in the Greater Mekong Region		4,500,000
	<Mapping Project 1> International Conference on ICH Safeguarding in the Asia-Pacific Region		8,000,000
	<Mapping Project 2> Literature Survey on ICH Safeguarding Researches in the Asia-Pacific Countries		1,500,000
	<Mapping Project 3> Research Data Collection on ICH Safeguarding in the Asia-Pacific Region and Optimization of its Use		1,000,000
	Expenses for website and purchase of research materials		2,100,000
	Fifth Governing Board Meeting; Coordination Meeting between Governing Board-Advisory Body		4,000,000
	Expenses for attending conferences and meetings in and out of Japan		3,600,000
	Expenses for ICH-related field researches		4,550,000
	Miscellaneous		2,830,000
	Operation expenses		8,130,000
	Personnel expenses		39,742,000
	Total		84,952,000

* Figures are the estimation based on the budget for FY 2015.

* Sakai City's budget for FY 2016 is yet to be determined.