

## **MINUTES of the 3rd meeting of the ICH NGO Forum Steering Committee**

**Skype meeting, 5 February 2020, 15–17 (Paris time)**

**Present:** Jorge Gustavo Caicedo, Naila Ceribašić, Dong Hwan Choi, Butholezwe Kgosi Nyathi, Kaloyan Nikolov, Meg Nömgård

**Absent:** Reme Sakr (excused)

### **Agenda:**

1. Welcome, opening of the meeting
2. Adoption of agenda
- 3a. Approval of minutes of the 2nd meeting of the Steering Committee
- 3b. Confirmation of minutes of the ICH NGO Forum General Meeting (11-12 December 2019)
4. Current issues – follow-up from the previous meeting:
  - 4.a. Publication of the Newsletter
  - 4.b. Information to all accredited NGOs on the ICH NGO Forum pre-14.COM and 14.COM activities and on the adopted Bylaws and Code of conduct
  - 4.c. Proposal of the Working Group on Gender and Intellectual Property Rights
5. Preparation of programme for 8.GA
6. Preparation of programme for 15.COM
7. Financial matters
  - 7.a. Financial report
  - 7.b. A new ICH NGO Forum account
8. Follow-up on each member responsibilities
9. Other business
10. Next meeting
11. Closing of the meeting

### **1. Welcome, opening of the meeting**

Meg Nömgård opened and chaired the meeting.

### **2. Adoption of agenda**

The agenda was adopted.

### **3a. Approval of minutes of the 2nd meeting of the Steering Committee**

The minutes were approved. Dong Hwan Choi will make translation into French. Naila Ceribašić will send the English version to Gabriele Desiderio, who will publish it at the Forum's website.

### **3b. Confirmation of minutes of the ICH NGO Forum General Meeting (11-12 December 2019)**

The minutes were confirmed. Dong Hwan Choi will make translation into French. Naila Ceribašić will send the English versions to Gabriele Desiderio, who will publish them at the Forum's website.

#### **4. Current issues**

##### **4.a. Publication of the Newsletter**

Butholezwe Kgosi Nyathi did not yet discuss the publication with Gabriele Desiderio. They will meet as soon as possible. In a week from now Butholezwe will inform the Steering Committee about the outcome.

##### **4.b. Information to all accredited NGOs on the ICH NGO Forum pre-14.COM and 14.COM activities and on the adopted Bylaws and Code of conduct**

Several hours before the meeting, Naila Ceribašić sent to the Committee the draft of the letter which is planned to be sent to all accredited NGOs. Nyathi and Caicedo suggested to include in the letter a short general information about the NGO Forum, especially thinking of the newcomers. Choi suggested to mention the ICHNGO Network in the letter, and to make all the material available not only at the Forum's website ([ichngoforum.org](http://ichngoforum.org)), but also at the Network's website ([ichngo.net](http://ichngo.net), hosted by CICS). Everyone agreed, and Dong Hwan Choi will be in charge for posting the material on [ichngo.net](http://ichngo.net).

Several reports are still missing. The final reminder will be sent immediately, with the final deadline by Monday, 10 February. The next day Ceribašić will send the letter to all accredited NGOs.

##### **4.c. Proposal of the Working Group on Gender and Intellectual Property Rights**

Jorge Gustavo Caicedo contacted via Whatsapp the chair of the Group, Ani Casimir, to clarify the feasibility of a very ambitious plan of the Group for 2020. Ani Casimir did not yet reply to the message. The members of the Committee also briefly discussed the relationship between gender and intellectual property rights, which is denoted in the name of the Group.

#### **5. Preparation of programme for 8.GA**

The programme for 8th General Assembly of State Parties to the Convention (2–4 June 2020 in Paris) is among the major projects of the Forum for 2020, and requires careful preparation. The members of the Committee discussed the contents, realization and effects of previous programmes of the ICH NGO Forum during to the General Assemblies. Building on these experiences, each member of the Committee suggested one or two possibilities. Through discussion, the following ones were selected as the most important from the perspective of the Forum:

**(a)** to arrange ICH NGO Forum desk, linked to an area with tables where NGOs will be able to present their material (such as leaflets, brochures, perhaps also posters, etc.) and meet informally with others;

**(b)** to organize a panel presentation and in-depth discussion on one or two success stories of good, viable and innovative safeguarding practices – the concrete examples will be selected from the pool of all proposals received on the basis of call for proposals that will be sent to all accredited NGOs;

**(c)** in collaboration with CRESPIAL, to organize a panel presentation and discussion on the role of NGOs in safeguarding ICH in Latin America and the Caribbean, especially in the context of our ongoing work on the regional report that will be prepared for 15.COM

(d) to propose to Finland a joint session on their “wheel chart of sustainability and ICH”, with a focus on its application in the work of ICH NGOs and their role in safeguarding.

In addition, the Steering Committee will try to meet with Category 2 centers to continue discussion started in Bogotá on the advancement of our collaboration.

Butholezwe Kgosi Nyathi will be in charge of overall coordination of Forum’s activities at 8.GA, but especially as regards activities listed ad (b) above. He will also prepare the draft of the initial information letter and call for all accredited NGOs to propose examples of good safeguarding practices for presentation and discussion at 8.GA. Kaloyan Nikolov will be in charge of organizing activities listed ad (a) above. Jorge Gustavo Caicedo will be in charge of activity listed ad (c) above. Meg Nömgård will contact UNESCO Secretariat for overall organizational matters, as well as Finland regarding activity listed ad (d) above. Dong Hwan Choi will contact Category 2 centers in order to arrange a meeting of the Steering Committee with them, and/or our attendance at their meeting that is, most likely, planned for the day after the 8.GA.

## **6. Preparation of programme for 15.COM**

For a lack of time, this agenda item was postponed for the next meeting.

## **7. Financial matters**

### **7.a. Financial report**

Dong Hwan Choi informed the Committee that since 31 December 2019 the only expense relates to a regular monthly bank fee taken from our account.

### **7.b. A new ICH NGO Forum account**

Kaloyan Nikolov informed the Committee about a new wallet bank account at TransferWise that he has recently opened for his NGO. Up to now, everything is functioning well. Until the next meeting, all members of the Committee will examine available information on wallet bank accounts in general, and on TransferWise in particular, so to be well informed before deciding – probably already at the next meeting – whether to close the existing, non-functional bank account in France and open a new wallet bank account.

## **8. Follow-up on each member responsibilities**

Aside from above mentioned division of labour, this agenda item was postponed for the next meeting due to a lack of time.

## **9. Other business**

Meg Nömgård informed the Committee that this month she will participate at the meeting on ICH and museums, and in March at the expert meeting organized by UNESCO on the nature and purpose of the listing mechanism; UNESCO invited her as an expert from civil society, and she accepted the invitation.

## **10. Next meeting**

Due to obligations related to her studies, Reme Sakr cannot attend our meetings on the first Wednesday in a month from 3 to 5 p.m. (Paris time). She is available after 5 p.m. during working days, or on weekend. An additional option is her lunch break from 1 to 2 p.m. The next meeting is therefore scheduled for 1 p.m. on Wednesday, 4 March,

although Caicedo will not be able to join before 1:30, and Sakr will need to leave at 2 p.m.

**11. Closing of the meeting**

Meg Nömgård thanked all the members and closed the meeting at 17:15.

Minutes drafted by Naila Ceribašić on 7 February 2020; approved by the Steering Committee on 4 March 2020, followed by their publication on the ICH NGO Forum website; translation into French made by Dong Hwan Choi.