

**UNESCO ‘MEMORY OF THE WORLD’ REGIONAL COMMITTEE FOR
ASIA AND THE PACIFIC (MOWCAP)
SIXTH MEETING**

13 and 14 May, 2014

Guangzhou, China

MEETING MINUTES

1. Introduction

1.1 The 6th General Meeting of UNESCO Memory of the World Committee for the Asia and the Pacific [MOWCAP] was convened by the UNESCO Regional Office for Asia and the Pacific and the Bureau of MOWCAP and hosted in Guangzhou, China by the State Archives Administration of China (SAAC) and the Guangzhou City Archives on 13 and 14 May 2014.

1.2 The objectives of the meeting were:

- i) to receive reports from the Bureau, national committees and the Goodwill Patron;
- ii) to consider the recommendations of the Register Subcommittee for inscriptions to the Regional Register and to announce the successful inscriptions;
- iii) to elect a new Bureau for the term 2014 - 2018;
- iv) to assist the development of national Memory of the World committees;
- v) to advance awareness of and development of the Memory of the World within the region;
- vi) to develop the forward work plan.

1.3 The meeting was attended by some 52 delegates, including representatives from 15 countries of Asia and the Pacific, 2 UNESCO official (UNESCO Bangkok and UNESCO Beijing.) Please refer to Appendix A for the complete listing of participants.

2. Opening Ceremony: Welcome Remarks

The opening ceremony was presided over by Mr. Li Minghua, Deputy General, SAAC. Welcome remarks were given by Mr. Yang Dongquan, Director General of SAAC, the representative of Guangdong Provincial Government, the representative of Guangzhou City Government, Dr. Ray Edmondson, Chairman of MOWCAP, Rosa Maria Gonzalez, Adviser for Communication and Information, UNESCO Bangkok Office, Andrea Cairola, Advisor for Communication and Information, UNESCO Office in Beijing

3. Introduction of the MOWCAP Bureau

Dr. Ray Edmondson, Chair of MOWCAP, introduced members of the MOWCAP

Bureau to the meeting, a voluntary group who serve in a personal capacity for the benefit of the whole, not as representatives or advocates of countries or groups.

MOWCAP Bureau Members present were:

Chairperson: Dr. Ray Edmondson (Australia)

Vice-Chairperson: Ms. Carmen Padilla (Philippines)

Vice-Chairperson: Mr. Li Minghua (China)

Secretary-General: Ms. Helen Swinnerton (Hong Kong SAR, China)

UNESCO Regional Advisor and ex-officio member: Ms. Rosa Maria Gonzalez (UNESCO Bangkok Office)

Register Subcommittee Chair (RSC) and Goodwill Patron: Dr. M. R. Rujaya Abhakorn (Thailand)

Special Adviser: Mr. Simon Chu (Hong Kong SAR, China)

Special Adviser: Ms. Sarah Choy (Hong Kong SAR, China)

Special Adviser: Mr. Kim Kwibae (Republic of Korea)

4. Establishment of Voting Status & Appointment of Rapporteur

4.1 Appointment of Rapporteur

Helen Swinnerton, Secretary-General of MOWCAP, was appointed as the meeting rapporteur.

4.2 Establishment of Voting Status

Helen Swinnerton conducted the roll call for the meeting. She explained that each national “Memory of the World” committee was eligible to exercise one vote. Under MOWCAP statutes, delegations of UNESCO National Commissions who had responsibility for MOW matters and fulfilled the function of a MOW national committee in their country, irrespective of whether they were formally styled as “national MOW committee”, would also be eligible for voting status. Helen Swinnerton also explained that under MOWCAP statutes (Article 4 (3)) the right to vote at MOWCAP meetings is conditional on the timely submission of an annual report, an obligation of membership. Accordingly the following countries were confirmed as having voting rights:

Australia, Cambodia, China, Fiji, Iran, New Zealand, Philippines, Republic of Korea, Samoa, Tajikistan, Thailand, Vietnam

The participation of observer representatives from Bangladesh, Brunei and the Democratic People’s Republic of Korea was also noted. The observer countries or territories do not have a right to vote.

5. Adoption of Agenda

The draft agenda (Appendix B) was adopted.

6. Business arrangements and expectations of the meeting

The Chair gave an overview of the hospitality arrangements for the meeting including tours and dinners.

7. Review and adoption of minutes of the Fifth MOWCAP General Meeting (2012)

The Chair reviewed the minutes of the 5th General Meeting of MOWCAP 2012. The MOWCAP Bureau had reported on their activities, as did National Committees. Key issues in relation to the international and regional MOW programmes had been reviewed and discussed including the need for a MOW instrument. Country presentations of items nominated to the Regional Register had been made and the Register Subcommittee had reported on their recommendations for inscription, which had been adopted by the voting members resulting in four inscriptions on the register. Finally, the meeting had said farewell and thank you to Dr. Susanne Ornager, UNESCO Regional Advisor who would be retiring from the UNESCO Bangkok head office. After the presentation, the minutes were adopted without any amendments.

8. Bureau reports 2012-2014:

8.1 Dr. Ray Edmondson, Chair of the MOWCAP Bureau, presented a report on the activities of the MOWCAP Bureau 2012 – 2014 (see Appendix C.)

8.2 Ms. Helen Swinnerton, Secretary-General MOWCAP, presented an administrative and financial report for MOWCAP 2012 – 2014 (see Appendix D.)

8.3 Dr. Rujaya Abhakorn, Goodwill Patron, presented a report on his activities for MOWCAP 2012 – 2014.

8.4 The Chair advised the meeting that two of the Vice-Chairs of MOWCAP would be stepping down – Mr. Setareki Tale (Fiji) had been involved with the MOW programme for many years, including the setting up the Fiji National Committee, the Chair expressed thanks for Mr. Tale's contributions; Ms. Carmen Padilla, has been Vice Chair for 8 years, joining the Bureau in 2006 at a time when the MOWCAP programme was revitalised and the Chair expressed appreciation for the experience and worldly wisdom Ms. Padilla had brought to the Bureau.

9. Reports from National MOW Committees and UNESCO National Commissions

9.1 Dr. Ray Edmondson invited all participating countries to present on the structure and main activities of their MOW National Committees. Presentations were given in the following order: Australia, Cambodia, China, Fiji, Iran, New Zealand, Philippines, Republic of Korea, Samoa, Tajikistan, Thailand, Vietnam. Please refer to Appendix E for reports submitted to the Bureau, including reports submitted by countries not represented at the meeting.

9.2 Activities of MOW National Committees included efforts to promote public awareness of documentary heritage through communication plans, media

engagement, publications and websites as well as frequent meetings with communities concerned with documentary preservation. Some committees had held training workshops on the preparation of nominations to the MOW Registers. Seminars had also been arranged between some National Committees to share experiences and activities within the MOW programme. A number of committees had formed collaborations with education institutions to raise awareness among the younger generation of the value of documentary heritage. A number of countries highlighted the challenge of promoting the continued preservation of materials on MOW registers and the need for financial support to enable digitization of collections for access and preservation purposes.

9.3 Countries that have not yet established National Committees were also invited to briefly present their plans and steps towards doing so and reports were received from Bangladesh, Brunei and the Democratic People's Republic of Korea. The countries expressed hopes to form National Committees. Brunei reported that they were working towards identifying custodians of documentary heritage for nomination to the MOW Registers. The Democratic People's Republic of Korea advised that a workshop had been held in the country led by Mr. Simon Chu to introduce the activities of MOWCAP to institutions and experts from archives and heritage fields.

10. Overview of Bureau election procedures

10.1 The Chair advised the meeting that in accordance with Article 9 of MOWCAP's statutes, Bureau elections are held every four years and an election for the MOWCAP Bureau would be held at the General Meeting as Agenda item 17. He explained that the Bureau presently comprises the Chair, three Vice Chairs and the Secretary-General; the assigned UNESCO Regional Advisor is an ex officio member. Bureau members, when acting in that capacity, serve as individuals representing the interests of the whole membership of MOWCAP, and not as representatives of a particular country or National MOW Committee. The Bureau is responsible for planning, organising, implementing and monitoring the work programmes approved by MOWCAP.

10.2 An agenda paper titled 'MOWCAP 6: Bureau Elections' had been circulated prior to the General Meeting and outlined the roles and workload of the Bureau members (see Appendix F). The Chair made special note of the role of Vice Chairs, which had been reviewed by the Bureau. For several years the Bureau had adopted the approach that each Vice Chair takes responsibility for an area within the Asia Pacific region: in practice, South East Asia, North/East/Central Asia, and the Pacific. Within their area, Vice Chairs are meant to maintain some overview of National Committees and liaise with them, seeking their annual reports and otherwise offering a live contact with MOWCAP. Following review of how well this arrangement has worked, the

Bureau have determined that it did not represent the best distribution of effort and had resolved that going forward Vice Chairs would be assigned a portfolio of responsibilities according to the MOWCAP Bureau functions.

10.3 The Chair explained that anybody who is committed to the MOW programme could stand for election. The election procedure comprises of a call for nominations from the meeting. At this point, the nominee would have an opportunity to talk about their experience and interest in a role of the MOWCAP Bureau.

11. Country presentations of Register nominations

11.1 Countries and territories nominating heritage to the Asia Pacific Regional Register for 2014 were invited to give short presentations on their nominations.

11.2 The Chair concluded the session by asking voting delegates to consider the nominations over the next two days and whether the nominations meet the criteria for listing on the Regional Register. On the 14 May, the Register Subcommittee would present its report and recommendations, based on the criteria for nomination.

12. Overview of international MOW program

12.1 The Chair gave a brief overview of the international MOW programme to the General Meeting. He updated the meeting that Joie Springer had retired from the position of MOW Secretariat and had been succeeded in the role by Iskra Panevska, with whom the MOWCAP Bureau looked forward to working. A Declaration entitled 'The Memory of the World in the Digital Age: Digitization and Preservation' had resulted from the MOW conference on the topic of digital preservation held in September 2012.

12.2 The Chair advised that the MOW International Advisory Committee (IAC) had met in 2013. The IAC consists of 14 experts appointed by the Director General, including Helen Jarvis from Cambodia and Dianne Macaskill from New Zealand. The IAC had received reports from the Regional Committees, including a report from Dr. Ray Edmondson on the activities of MOWCAP. Helen Jarvis and Dianne Macaskill noted to the MOWCAP meeting that the activities of MOWCAP have been influential and important to the progress of the whole MOW programme, which they observed is increasing in recognition with countries wanting their stories to be part of the global story. The 2013 IAC meeting had also considered the recommendations of the MOW Register Subcommittee for inscriptions to the International Register and out of a total of 80 nominations, 56 items had been approved for inscription.

12.3 MOW studies

Dr. Edmondson reported that a key outcome of the IAC meeting had been the formation of a subcommittee to focus on education and research opportunities in connection to the MOW programme and the registers. As an example of how MOW

could be included in education programmes, Helen Au Leong of the Macao Foundation presented to the MOWCAP General Meeting a paper on ‘Implementing the MOW Studies Project in Macau’, (Macao Foundation.) The General Meeting discussed the education opportunities for the programme and noted the importance of theoretical study about the role and meaning of memory in the global context.

12.4 MOW Instrument

The Chair reminded the meeting that in 2012 a meeting of experts had been convened in Warsaw to review the legal status of the MOW programme and had proposed that the UNESCO Executive Board begin work immediately on the development of a MOW Recommendation as the preferred normative instrument. The Chair explained that a UNESCO Recommendation sets out an agreed behavioural standard for all UNESCO members but entails no enforcement mechanism and does not require ratification. It is much easier to establish a Recommendation than a Convention and it is possible for a Recommendation to lead to a Convention at a later date if this is seen as needed. As a next step in the development of a MOW Recommendation, a meeting will take place later this year in Warsaw to draft the instrument for presentation to the UNESCO General Conference in 2015.

12.5 MOW “Companion”

The new MOW “Companion” was outlined as a user-friendly guide to the process of preparing a nomination to the International Register. The companion is available on the main UNESCO website, in several languages.

13. Overview of regional Asia/Pacific MoW program

13.1 The MOWCAP Bureau presented an overview of the regional Asia Pacific MOW programme, which included a presentation from Mr. Kim Kwibae on a workshop arranged in Cambodia by the Korean National Commission and the Cambodian Ministry of Culture. The workshop was attended by eight countries and had provided guidance and assistance on the development of nominations to the MOW registers. A number of the nominations that had been evolved during the workshop had been of a good quality and had been submitted to the International and Regional Registers. A workshop using the same model would next be arranged in Kyrgyzstan. The meeting went on to discuss other workshop topics that would add value to the MOWCAP members and suggestions included workshops on the preservation of and access to the registered items.

13.2 Simon Chu, Special Advisor to the MOWCAP Bureau reported on progress towards the first major MOWCAP publication “Memory” – a coffee table book featuring the registered documentary heritage from the Asia Pacific region. A number of sample pages that had been developed by the publisher, were presented to the meeting and received positive feedback. Mr. Chu advised that the Bureau's aim is for

the publication to be printed this year and thanked the State Archives Administration of China for their generous sponsorship of the printing costs.

13.3 The MOWCAP Bureau reported on efforts to promote MOWCAP through communication and media. Helen Swinnerton presented the initial drafts for the new MOWCAP website that aims to be much more user-friendly, useful and attractive. Rosa Maria Gonzalez circulated a brochure developed by the UNESCO Bangkok Office to raise awareness about MOWCAP's work in Asia-Pacific, which would be published once it has been updated with the details of any items added to the Regional Register after the 6th General Meeting.

13.4 Rosa Maria Gonzalez updated the meeting on the changes in the UNESCO Bangkok Office since the last General Meeting, including the retirement of her predecessor. She advised the meeting that to gain additional resources, MOWCAP would need to fundraise for concrete heritage preservation projects that are action-oriented and results-based and that exclude running or administrative costs. UNESCO's Bangkok Office can support MOWCAP in formulating project proposals and submitting them to potential donors.

14. Facilitating National MOW Committees

A discussion was held on how the MOWCAP Bureau can effectively facilitate the National MOW Committees. The Bureau highlighted to the National Committees the importance of the obligation of the National Committees to submit an annual report updating the Bureau on key roles and activities and also encouraged the Committees to establish contact points that could regularly communicate news to the Secretary-General. The representatives of National Committees commended the Bureau for the number of projects they have been progressing and suggested that to enhance participation from members, the Bureau could consider using technology to conduct virtual training and seminars.

15. Asia Pacific MOW Register

15.1 Presentation and discussion of RSC report and recommendations

The Chair began the session by talking through the criteria for the Regional Register. Dr. Rujaya Abhakorn, Chair of the Register Subcommittee, presented the report of the Register Subcommittee and their recommendation of inscriptions to be added to the Regional Register. Twenty-one nominations had been submitted and the subcommittee recommended the inscription of fifteen of the nominations and the provisional inscription of a sixteenth, to be confirmed upon the receipt of written support from joint nominators. See Appendix G for the full RSC reports and recommendations.

15.2 Decision on inscriptions

MOWCAP member countries with a voting right considered and voted on each nomination in turn by secret ballot. The meeting selected two non-voting participants

to tally the votes and verify the outcome. For each nomination it was confirmed that the delegation from the nominating country had abstained from voting. A majority accepted the recommendations of the RSC and the following inscriptions were therefore added to the Regional Register:

Australia: Queensland South Sea Islander

Cambodia: The Reamker by Takrut

China: The Double Stellar Hemisphere

Cook Islands: The Proclamation (E Tuatua Akakite) of 1891

Fiji: Polynesian Immigrants Records 1876 - 1914

Iran: Al-Masaalik Wa Al-Mamaalik

Iran: “Collection of Documents and Images of Karbala”

(Inscription has been confirmed upon receipt of written confirmation of support by the institutions listed as joint nominators.)

Iran: The Soul of the Reef

Iran: Vendidad

Lao PDR: Neo Lao Hak Xath Film Collection

Maldives: Loamaafaanu

Mongolia: Sutra of Great Deity Tara

New Zealand: Western Pacific Archives

Samoa: Archives of German-Samoa Colonial Administration

Singapore: Asian Film Archive Collection Cathay-Keris Malay Classics

Vietnam: Imperial records of Nguyen Dynasty (1802 – 1945)

16. Bureau Elections

16.1 The Chair, Dr. Ray Edmondson explained that in accordance with Article 9 of MOWCAP’s statutes, the Bureau members had been elected for a period of four years. The four-year tenure ended at this meeting and the Bureau members would now step down. The elections were convened. As Dr. Ray Edmondson would not be

standing for election, he would preside over the elections as a neutral party. He explained the rules and procedures of the Bureau election. If an individual is nominated to a post uncontested, they would be appointed, however, if more than one individual is nominated for a position, a secret ballot vote would be conducted.

16.2 Dr. Edmondson explained that under the statutes and rules the positions to be appointed to the Bureau consist of a Chair, one or more Vice Chairs and a Secretary-General. Nominations from the floor were then called for the Chair and Secretary-General roles, which were uncontested. Four nominations were received for the Vice Chair positions and following a close vote, a recommendation was made by the outgoing Chair and agreed by the voting members that a fourth Vice Chair position be created. On completion of the election, the following Bureau was elected for a four-year term:

Chair: Mr. Li Minghua

Secretary-General: Ms. Helen Swinnerton

Vice Chairs: Mr. Kim Kwibae, Ms. Dianne Macaskill, Ms. Fatima Fahimnia, Ms. Vu Thi Minh Huong

16.3 Dr. Ray Edmondson confirmed that in the 14th meeting of the Bureau, which had preceded the 6th General Meeting, the special advisors to the Bureau had been reappointed - Ms. Sarah Choy, Mr. Simon Chu and Dr. Richard Engelhardt - as had the Register Subcommittee Chair, Dr. Rujaya Abhakorn. Dr. Edmondson also advised the meeting that he had been appointed by the Bureau as a special advisor, effective from the point of his stepping down as Chair.

17. Closing

17.1 In closing, Dr. Ray Edmondson again expressed MOWCAP's gratitude to the Guangzhou Municipal Bureau hosts for their hospitality and the arrangements for the meeting. He also thanked the outgoing MOWCAP Bureau for their contributions to the meeting preparations. The participants from different parts of the Asia Pacific region were also thanked for their active participation and were invited to join the next MOWCAP General Meeting in early 2016. He thanked Iran for their generous offer to host the next General Meeting, which would be considered by the new Bureau and the location would be confirmed at a later date.

17.2 Finally Dr. Edmondson handed the position of Chair to Mr. Li Minghua. Mr. Li Minghua expressed that he felt honoured to be the successor of Dr. Ray Edmondson and would fulfil his obligations in the role, working closely with the Bureau. He made special note that since the founding of MOWCAP in 1998, Dr. Edmondson has made

huge contributions to MOWCAP as a founding member and for many years as the committee's Chair. Under Dr. Edmondson's stewardship MOWCAP has grown to be one of the most successful regional committees in the MOW programme. The new Chair asked all to join him in commending Dr. Edmondson's contribution to MOWCAP. There followed applause of appreciation for Dr. Edmondson.