

MOWCAP BUREAU MEETING 17

19-21 July 2017

Tokyo, Japan

Day 1:

Description	Time	Duration	Resource person
Opening Ceremony	09.00- 09.15	15 in	Ms. Tomoka Satomi Senior Deputy Secretary- General, Japanese National Commission for UNESCO / Director, International Affairs Division, Minister's Secretariat, Ministry of Education, Culture, Sports, Science and Technology (MEXT) Mr. Li Minghua, Chairperson of MOWCAP
Group photo (all meeting participants)			
Session 1: Overview of the meeting program arrangements and adoption of the agenda	09.15 09.30	15 Min	• Ms. Helen Swinnerton, Secretary General, MOWCAP
Session 2: Bureau Reports ➤ Chair (including review of the MOWCAP General Meeting in Hue) ➤ Secretary General (including activity and financial report) ➤ The MOWCAP Goodwill Patron	09.30 10.00	30 min	• Mr. Li Minghua, Chairperson of MOWCAP • Ms. Helen Swinnerton, Secretary General, MOWCAP • Dr M.R. Rujaya Abhakorn
Discussion of the Bureau Reports and adoption of decisions and action points as required	10.00 10.30	30 min	• All Bureau Members

Morning Tea	10.30 11.00	30 min	
Session 3: Overview of the MoW Programme <ul style="list-style-type: none"> ➤ MoW review update ➤ Register and Meetings ➤ Implementation of the Recommendation ➤ Future direction of the MoW programme and possible implications for MOWCAP 	11.00 11.40	40 min	<ul style="list-style-type: none"> • Ms. Misako Ito, Programme Specialist, UNESCO Bangkok • Dr Ray Edmondson, Special Advisor, MOWCAP
Discussion and adoption of decisions and action points as required	11.40 12.00	20 min	<ul style="list-style-type: none"> • All Bureau Members
Lunch	12.00 13.30	90 min	
Session 4: MOWCAP communications <ul style="list-style-type: none"> ➤ Website (content) ➤ Facebook ➤ Newsletters ➤ Exhibition ➤ MOWCAP YouTube channel ➤ MOWCAP publication 2018 	13.30 14.10	40 min	<ul style="list-style-type: none"> • Ms. Dianne Macaskill, • Mr. JungDoe Jang, MOWCAP Centre, Korea • Mr. Andrew Henderson, Consultant, UNESCO Bangkok

<p>Session 5: Project updates, proposals, fundraising</p> <ul style="list-style-type: none"> ➤ Malaysia funded project implementation report ➤ Silk Road project ➤ Cinema of Southeast Asia workshop ➤ Complimentary approaches to MoW 	<p>14.10 14.40</p>	<p>30 min</p>	<ul style="list-style-type: none"> • Mr. Andrew Henderson, Consultant, UNESCO Bangkok • Bureau Members wishing to share a project idea
<p>Discussion and adoption of decisions and action points as required</p>	<p>14.40 15.00</p>	<p>20 min</p>	<ul style="list-style-type: none"> • All Bureau Members
<p>Afternoon Tea</p>	<p>15.00 15.20</p>	<p>30 min</p>	
<p>Session 6 Membership reports/ activities</p> <ul style="list-style-type: none"> ➤ Bureau members to report for countries they have knowledge of ➤ Japanese National Memory of the World Committee are invited to share their activities/reports 	<p>15.20 16.00</p>	<p>40 min</p>	<ul style="list-style-type: none"> • All Bureau Members
<p>Session 7: Facilitating national MOW committees</p> <ul style="list-style-type: none"> ➤ Reporting and liaison ➤ Capacity building – workshops, sharing platforms ➤ Report on the establishment of MoW Committees in Timor-Leste and Myanmar 	<p>16.00 16.40</p>	<p>40 min</p>	<ul style="list-style-type: none"> • Dr Ray Edmondson, Special Advisor, MOWCAP • Ms. Helen Swinnerton, Secretary General, MOWCAP

Discussion and adoption of decisions and action points as required	16.40 17.00	20 min	• All Bureau Members
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Day Two:

Description	Time	Duration	
Session 8: MOWCAP Centre/Secretariat Office <ul style="list-style-type: none"> ➤ Activity report ➤ Proposed project activities 2017 ➤ Tasks assigned by the MOWCAP Bureau to the MOWCAP Centre/Office and staff ➤ Situation update regarding location of the Centre/Office ➤ Human Rights Seminar ➤ Status of the MOWCAP Centre/Office ➤ Project proposal development for 2018 	09.00 09.45	45 Min	<ul style="list-style-type: none"> • Mr. JungDoe Jang, MOWCAP Centre, Korea • Ms. Helen Swinnerton, Secretary General, MOWCAP <p>Note: Copies of the proposed MOWCAP Centre/Office activities and proposals to be circulated to MOWCAP Members in advance</p>
Discussion and adoption of decisions and action points as required	09.45 10.15	30 min	• All Bureau Members
Morning Tea	10.15 10.45	30 min	

<p>Session 9: Register Nominations</p> <ul style="list-style-type: none"> ➤ MOWCAP register – current call for nominations (role of the Secretariat, MOWCAP Centre/Office and RSC) ➤ Recommendations on the RSC including resources needed ➤ RSC meeting in Korea early 2018 and creation of reports ➤ Review of region RAC in context of the new international guidelines and statutes. 	<p>10.45 11.45</p>	<p>60 min</p>	<ul style="list-style-type: none"> • Dr M R Rujaya Abhakorn, MOWCAP, Chair, Register Sub-Committee • Ms Dianne Macaskill
<p>Discussion and adoption of decisions and action points as required</p>	<p>11.45 12.15</p>		<ul style="list-style-type: none"> • All Bureau Members
<p>Lunch</p>	<p>12.15</p>	<p>13.30</p>	
<p>Session 10: 8th General Meeting of MOWCAP 2018</p> <ul style="list-style-type: none"> ➤ Location and date ➤ Bureau members election ➤ Secretary General position 	<p>13.30 14.30</p>	<p>60 mins</p>	<ul style="list-style-type: none"> • Ms. Helen Swinnerton, Secretary General, MOWCAP • All Bureau Members
<p>Discussion and adoption of decisions and action points as required</p>	<p>14.30 14.50</p>	<p>20 mins</p>	<ul style="list-style-type: none"> • All Bureau Members
<p>Afternoon Tea</p>	<p>14.50 15.20</p>	<p>30 mins</p>	

<p>Session 11: Any other business</p>	<p>15.20 16.00</p>		<ul style="list-style-type: none"> • All Bureau Members
<p>Closing Ceremony</p>	<p>16.00 16.30</p>		<p>Mr. Hiroyuki Shimatani, Chair, National MoW Committee, National Commission for UNESCO / Executive Director, Kyushu National Museum</p> <p>Mr. Li Minghua, Chairperson of MOWCAP</p>