



United Nations  
Educational, Scientific and  
Cultural Organization

Diversity of  
Cultural Expressions

Organisation  
des Nations Unies  
pour l'éducation,  
la science et la culture

Diversité  
des expressions  
culturelles

Organización  
de las Naciones Unidas  
para la Educación,  
la Ciencia y la Cultura

Diversidad  
de las expresiones  
culturales

Организация  
Объединенных Наций по  
вопросам образования,  
науки и культуры

Разнообразие форм  
культурного  
самовыражения

منظمة الأمم المتحدة  
للتربية والعلم والثقافة

تنوع أشكال التعبير  
الثقافي

联合国教育、  
科学及文化组织

文化表现形式  
多样性

# 5 CP

**CE/15/5.CP/Res.**  
**Paris, 12 June 2015**  
**Original: English / French**

## CONFERENCE OF PARTIES TO THE CONVENTION ON THE PROTECTION AND PROMOTION OF THE DIVERSITY OF CULTURAL EXPRESSIONS

**Fifth ordinary session**  
**Paris, UNESCO Headquarters, Room II**  
**10-12 June 2015**

**RESOLUTIONS**

**Item 1 of the agenda: Election of Chairperson, Vice-Chairperson(s) and Rapporteur of the Conference of Parties**

**Resolution 5.CP 1**

*The Conference of Parties,*

1. Elects Dr Arunas Gelunas (Lithuania) Chairperson of the Conference of Parties;
2. Elects Mr Sofiene Feki (Tunisia) Rapporteur of the Conference of Parties;
3. Elects Brazil, Democratic Republic of the Congo, Germany and the Republic of Korea Vice-Chairpersons of the Conference of Parties.

**Item 2 of the agenda: Adoption of the agenda**

**Resolution 5.CP 2**

*The Conference of Parties,*

1. Having examined document CE/15/5.CP/2;
2. Adopts the Agenda included in the above-mentioned document.

**Item 3 of the agenda: Approval of the list of observers**

**Resolution 5.CP 3**

*The Conference of Parties,*

1. Having examined the list of observers;
2. Approves the list of observers.

**Item 4 of the agenda: Adoption of the summary record of the fourth ordinary session of the Conference of Parties**

**Resolution 5.CP 4**

*The Conference of Parties,*

1. Having examined document CE/15/5.CP/4 and its Annex;
2. Adopts the summary record of the fourth ordinary session of the Conference of Parties to the Convention on the Protection and Promotion of the Diversity of Cultural Expressions annexed to the above-mentioned document as amended.

**Item 6 of the agenda: Report of the Committee on its activities and decisions to the Conference of Parties**

**Resolution 5.CP 6**

*The Conference of Parties,*

1. *Having examined document CE/15/5.CP/6 and its Annex;*
2. *Takes note of the report of the Committee on its activities and decisions submitted to the Conference of Parties and included in this document.*

**Item 7 of the agenda: Secretariat's report on its activities**

**Resolution 5.CP 7**

*The Conference of Parties,*

1. *Having examined document CE/15/5.CP/7 and its Annex;*
2. *Takes note of the Secretariat's report on its activities for the period 2014-2015 submitted to the Conference of Parties;*
3. *Invites each Party to determine the most appropriate mechanism to support the activities carried out by the Secretariat at Headquarters and in the Field;*
4. *Agrees that the following activities are essential for decision-making during the sessions of the governing bodies and implementation of the Convention and the necessary funds should be ensured as a matter of priority, despite the current financial situation:*
  - *Capacity-development and related knowledge management and production activities;*
  - *International Fund for Cultural Diversity, the implementation of its fundraising and communication strategy;*
5. *Encourages the Secretariat to continue developing synergies with other cultural Conventions of UNESCO;*
6. *Requests the Secretariat to present, at its sixth ordinary session, a report on its activities covering the period 2016-2017 that correspond with those identified in the 38 C/5.*

**Item 8 of the agenda: Report on the Evaluation of UNESCO's Standard-setting Work of the Culture Sector Part IV – 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions**

**Resolution 5.CP 8**

*The Conference of Parties,*

1. Having examined document CE/15/5.CP/8, its Annex and document CE/15/5.CP/INF.8;
2. Takes note of the Internal Oversight Service's (IOS) Evaluation of UNESCO's Standard-setting Work of the Culture Sector Part IV – 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions and progress made in the implementation of the IOS recommendations;
3. Requests the Secretariat to provide an update on the implementation of the recommendations made in the IOS report to the ninth ordinary session of the Committee;
4. Encourages UNESCO to seek extra-budgetary funds to implement the IOS recommendations, in particular those addressing the analysis and sharing of information on the impact of the Convention, capacity-building in the area of the governance of culture and the implementation of an overall results framework for the Convention including SMART indicators.

**Item 9a of the agenda: Analytical summary of quadrennial periodic reports of Parties to the Convention**

**Resolution 5.CP 9a**

*The Conference of Parties,*

1. Having examined document CE/15/5.CP/9a and its Annex, as well as information document CE/15/5.CP/INF.4;
2. Recalling its Resolution 4.CP 10 and the Decisions 7.IGC 5 and 8.IGC 7a of the Committee;
3. Takes note of the Secretariat's analytical summary of Parties' Quadrennial Periodic Reports 2013 and 2014, as presented in document CE/15/5.CP/INF.5;
4. Also takes note of information documents CE/14/8.IGC/INF.4, CE/14/8.IGC/INF.5 and CE/14/8.IGC/INF.6 containing the analysis of selected issues identified by the governing bodies (i.e., impact of digital technologies, role of civil society and role of public service broadcasting);
5. Decides that the Parties that ratified the Convention in 2012 shall submit their first quadrennial periodic report to the Secretariat before 30 April 2016 and that those that ratified in 2013 shall submit their report before 30 April 2017;

6. *Further decides that the Parties that ratified the Convention in 2005-2008 shall submit their second quadrennial periodic report to the Secretariat before 30 April 2016 and that those that ratified in 2009 shall submit their second report before 30 April 2017;*
7. *Requests the Secretariat to invite the Parties concerned to compile their quadrennial periodic report no later than six months before the deadline set for their submission, as stipulated in paragraphs 5 and 6 above;*
8. *Further requests the Secretariat to submit to the ninth ordinary session of the Committee in December 2015 its first biennial Global Monitoring Report on the implementation of the Convention on the basis of the quadrennial periodic reports and other sources;*
9. *Encourages the Parties to provide extrabudgetary resources for the Secretariat's training programme on the preparation of the reports and for the implementation of a global knowledge management system designed to implement Articles 9 and 19 of the Convention;*
10. *Invites the Committee to submit to it at its next ordinary session in 2017 the quadrennial periodic reports together with its comments and the Secretariat's analysis in the form of a Global Monitoring Report.*

**Item 9b of the agenda: Approval of the revised operational guidelines on Article 9 on information sharing and transparency**

**Resolution 5.CP 9b**

*The Conference of Parties,*

1. *Taking note of documents CE/14/8.IGC/7b and IOS/EVS/PI/134 REV;*
2. *Having examined documents CE/15/5.CP/9a and CE/15/5.CP/9b and its annex;*
3. *Recalling its Resolution 4.CP 10;*
4. *Approves the revised Operational Guidelines on Article 9 as annexed to this Resolution;*
5. *Recognizes the importance of pursuing synergies in the monitoring of activities of related international standard-setting instruments, in particular, the 1980 Recommendation concerning the Status of the Artist;*
6. *Decides that Parties may select freely the themes relevant to the Convention that they want to address in transversal issues during the 2016-2019 cycle;*
7. *Invites Parties to pay particular attention to issues identified in prior resolutions and decisions in relation to periodic reporting such as digital issues and public service broadcasting;*
8. *Requests the Secretariat to update its online and print publications, as well as its electronic templates for the 2016-2019 reporting cycle and all other relevant materials accordingly.*

## **ANNEX to Resolution 5.CP 9b**

### **Operational Guidelines on Article 9 “Information Sharing and Transparency”**

#### **Quadrennial Periodic Reports of the Parties to the Convention**

1. Each Party submits, the fourth year following the year in which it deposited its instrument of ratification, acceptance, approval or accession, and every fourth year thereafter, a report to the Conference of Parties for its examination in accordance with Article 22.4 (b).
2. The reports shall provide relevant information on policies and measures Parties have taken to protect and promote the diversity of cultural expressions within their territory and at the international level, as well as on the impact and results of these policies and measures.
3. The information and data provided in these reports shall facilitate an exchange of experiences and best practices in order to contribute to the implementation of the Convention and its follow-up.

#### **Format and Content of Reports**

4. The Parties will provide information according to the format approved by the Conference of Parties and contained in the framework for reports annexed to these Guidelines. It is understood that the Conference of Parties may decide to adapt the framework, taking into account the timetable it has set itself in conformity with Article 9 (a).
5. The quadrennial periodic reports provide qualitative and quantitative information and analyze how, why, when and with what impact, policies and measures, based on the guiding principles set forth in Article 2 of the Convention, to protect and promote the diversity of cultural expressions have been introduced. The reports also provide statistical evidence, as much as possible, as well as best examples of measures and experiences Parties wish to share.
6. In preparing their reports, Parties will consider the implications of the Convention on the governance of culture and integrated policy-making for the creative sector. Parties are encouraged to form inter-Ministerial working groups, involving various governmental institutions responsible for arts and culture, education, trade, industry, tourism, labour, social and economic development, finance, planning, investment, communications and other governmental institutions concerned, to compile their reports. They are also encouraged to ensure that different government tiers, such as regions and cities, contribute to the preparation of the report.
7. In accordance with the Operational Guidelines for Article 16 of the Convention concerning preferential treatment for developing countries, developed countries will describe how they have implemented their obligations in conformity with this Article. In their turn, developing countries will report on the needs assessment they have carried out and the measures implemented to enhance their benefit from preferential treatment.
8. For each reporting cycle the Conference of Parties may establish, through a corresponding resolution, one or more thematic focus areas in order to address current policy issues and respond to changing contexts.
9. In accordance with the UNESCO Global Priority Gender Equality, the reports shall include information on the measures taken in order to facilitate and promote access for and the participation of women as creators and producers of cultural expressions, as well as the participation of women in the cultural life of societies.

10. Pursuant to the new UNESCO operational strategy 2014-2021 for youth, the reports of the Parties shall include information on the measures taken in order to facilitate and encourage the participation of youth in cultural life as creators, producers and beneficiaries of cultural activities, goods and services.
11. The maximum number of pages is limited to 30 excluding annexes. Information shall therefore be presented in a clear and concise manner.

### **Ensuring a Participatory Process**

12. In preparing their reports, Parties shall conduct multi-stakeholder consultations involving governmental and non-governmental actors, in order to capture the entire range of existing levels of engagement and sources of information.
13. In conformity with Article 11 of the Convention and the operational guidelines on the role and participation of civil society, Parties ensure the involvement of civil society in the preparation of the reports according to jointly-agreed modalities. The reports shall indicate the way in which civil society participated in the drafting process.
14. Parties are encouraged to cooperate with specialized bodies at local, national, regional and international levels to collect information and data requested in the framework of the quadrennial periodic reports.

### **Submission and Dissemination of Reports**

15. Upon request of the Conference of Parties, the Secretariat invites Parties to prepare their quadrennial periodic reports, at the latest six months before the date set for submission. To this end, the Secretariat refers to the points of contact appointed by the Parties and to the Permanent Delegations to UNESCO as well as the National Commissions for UNESCO.
16. Parties submit reports to the Secretariat on paper and in electronic form in one of the working languages of the Committee (English or French). For purposes of information sharing Parties are encouraged to submit their reports in additional languages, whenever possible.
17. Upon receipt of the reports of the Parties, the Secretariat registers them and acknowledges their receipt.
18. The Secretariat forwards to the Committee before its ordinary sessions preceding the Conference of Parties (i.e., every second year) a report monitoring the implementation of the Convention at the international and national levels on the basis of the information and data derived from the quadrennial periodic reports and other sources. The report will indicate transversal issues as well as challenges identified in the reports to be addressed in the future implementation of the Convention.
19. In accordance with Articles 22.4 (b) and 23.6 (c) of the Convention, quadrennial periodic reports, after deliberation by the Committee, are forwarded to the Conference of Parties for review. These reports are accompanied by the Committee's comments and the monitoring report prepared by the Secretariat.
20. To facilitate the exchange of information relating to the protection and promotion of the diversity of cultural expressions, quadrennial periodic reports are made available to the public after each session of the Committee at which they have been considered.

## Points of Contact

21. Upon ratification, Parties designate a point of contact responsible for sharing information on the Convention at the national level and, via the Secretariat, at the international level. If the point of contact changes, the Parties shall notify the Secretariat as soon as possible.
22. Points of contact are communication channels through which information about the Convention can be disseminated to relevant Ministries and public agencies. Points of contact shall be in a position to respond to queries about the Convention from the general public.
23. Parties shall involve the points of contact in gathering relevant information coordinating the inputs from different governmental and non-governmental sources, and drafting their quadrennial periodic reports.

## Framework for Quadrennial Periodic Reports on Measures to Protect and Promote the Diversity of Cultural Expressions

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### Structure

Quadrennial periodic reports (hereafter “reports”) are divided into *seven sections* with questions that are to act as guides for those designated to prepare the reports. A suggested number of pages is provided.

Section number	Heading	Suggested number of pages
	<i>Executive summary</i>	1
	<i>Technical information</i>	1
	<i>Overview of cultural policy context</i>	1
1	<i>Cultural policies and measures</i>	8
2	<i>International cultural cooperation</i>	3
3	<i>Preferential treatment</i>	3
4	<i>Culture and sustainable development</i>	3
5	<i>Awareness-raising and participation of civil society</i>	3
6	<i>Transversal issues and UNESCO priorities</i>	2
7	<i>Achievements, challenges, solutions and next steps</i>	2
Annex	<i>Complementary data, information and statistics</i>	

### Guidelines for writing reports

The following guidelines shall be taken into consideration when collecting information and data, and writing reports:

- (i) the number of pages of the periodic reports should not exceed **30**, excluding Annexes;
- (ii) declarative statements shall be supported by facts and explanations;



- (iii) information and analysis are to be derived from a variety of sources and be illustrated with examples;
- (iv) long historical accounts are to be avoided.

### **Technical procedures for submission and follow-up of reports**

The following procedures shall be respected:

- (i) Parties submit the reports in English or French (the working languages of the Committee) and, whenever possible, in other languages, using the electronic template prepared for this purpose by the Secretariat based on the Framework for Periodic Reports;
- (ii) The report shall conclude with the original signature of the official designated to sign it on behalf of the Party;
- (iii) The original signed version(s) is (are) sent to the following address: UNESCO, Section of the Diversity of Cultural Expressions, 7, Place Fontenoy 75352 Paris 07 SP, France;
- (iv) The reports are also transmitted electronically, in the same format as the Secretariat's template.

### **Executive Summary**

Parties shall provide a one-page summary of the content in their reports. The executive summary should highlight the salient points of the report focusing specifically on the main achievements and challenges in implementing the Convention and the outlook for the future. It is not an introduction to the report or an annotated table of contents.

The summary is transmitted to the Committee and Conference of Parties in accordance with Articles 22.4 (b) and 23.6 (c) of the Convention.

### **Technical Information**

- a) Name of Party
- b) Date of ratification
- c) Organization(s) or entity(ies) responsible for the preparation of the report
- d) Officially designated point of contact
- e) Date report was prepared
- f) Name of designated official(s) signing the report
- g) Description of the multi-stakeholder consultation process established for the preparation of the report
- h) Names of the stakeholders, including civil society organizations, involved in the preparation of the report

### **Overview of cultural policy context**

Parties shall describe the key objectives and priorities of their current cultural policy and the impact the Convention has had in their formulation or reformulation. They will also report on the opportunities and challenges to promote the diversity of cultural expressions in a digital environment.

In doing so, they shall address the following question: Has the Convention been integrated into the policy development process in any of the following ways?

- (i) It is (or has been) the basis for changing one or more policies;
- (ii) It is (or has been) a tool to promote policy discussion;
- (iii) It is (or has been) a reference for ongoing policy development.

## 1. Cultural Policies and Measures

Parties shall provide information on policies and measures adopted to protect and promote the diversity of cultural expressions within their territory, at the national, regional or local levels at the different stages of the cultural value chain, namely:

- creation,
- production,
- distribution / dissemination, and
- participation / enjoyment.



*Please note that intangible cultural heritage is not covered by the scope of the 2005 Convention and should therefore not be covered in this report.*

Measures may be understood as those that nurture creativity, form part of an enabling environment for independent producers and distributors as well as those that provide access to the public at large to diverse cultural expressions. They may be regulatory or legislative, action or programme oriented, institutional or financial measures. They may be specifically introduced to address the special circumstances and needs of individuals (e.g. women, young people) or groups (e.g. minorities, indigenous peoples) as creators, producers or distributors of cultural expressions.

For more information on the types of measures to be reported on, please refer to Article 6, “Rights of Parties at the National Level”, and the Operational Guidelines adopted on Article 7 on “Measures to Promote Cultural Expressions”. A list of innovative examples is available from the Convention website.

The **key questions** to be addressed in this section are:

- a) Name of the measure
- b) What are the main objectives of the measure?
- c) What is the scope (local, national, regional level), nature (legislative, regulatory, financial, institutional) and main features of the measure?
- d) Does it specifically target individuals (e.g. women) and/or social groups as defined in Article 7 of the Convention as “persons belonging to minorities and indigenous peoples”?
- e) What are the results expected through the implementation of the measure?
- f) Which agency is responsible for its implementation and what financial resources have been allocated to implement the measure?

- g) Are non-governmental organisations and/or the private sector engaged in the implementation of the measure?
- h) Was this measure introduced or revised in order to:
- Implement the provisions of the Convention?
  - Support/nurture policy discussion inspired by the Convention?
  - Other reasons unrelated to the Convention?
- i) Has the implementation of the measure been evaluated? If so, what were the main conclusions and which indicators were used to determine impact?

Please respond to the **key questions** (a) – (i) above concerning the measures adopted to promote the diversity of cultural expressions at different stages of the cultural value chain.

*↪ You can describe up to **ten key measures**.*

## 2. International Cultural Cooperation

The purpose of this section is to report on measures aimed at facilitating international cultural cooperation.

Measures may be understood as international cultural cooperation frameworks and programme activities that:

- facilitate **dialogue between public officials** on policy issues;
- promote exchange between **professionals working in public sector** cultural institutions aimed at building strategic and management capacities;
- foster cooperation between **professionals working in the cultural and creative industries** aimed at building creation and production capacities.

For more information on the types of measures to be reported on, please refer to Article 12 (Promotion of International Cooperation). A list of innovative examples is available from the Convention website.

The **key questions** to be addressed in this section are:

- a) Name of the measure
- b) What are the main objectives of the measure?
- c) What is the scope (local, national, regional level), nature (legislative, regulatory, financial, institutional) and main features of the measure?
- d) Does it specifically target individuals (e.g. women) and/or social groups as defined in Article 7 of the Convention as “persons belonging to minorities and indigenous peoples”?
- e) What are the results expected through the implementation of the measure?
- f) Which agency is responsible for its implementation and what financial resources have been allocated to implement the measure?
- g) Are non-governmental organisations and/or the private sector engaged in the implementation of the measure?
- h) Was this measure introduced or revised in order to:
  - Implement the provisions of the Convention?
  - Support/nurture policy discussion inspired by the Convention?

- Other reasons unrelated to the Convention?
- i) Has the implementation of the measure been evaluated? If so, what were the main conclusions and which indicators were used to determine impact?

Please respond to the **key questions** (a) – (i) above in relation to the measures adopted to promote international cultural cooperation.

*↳ You can describe up to **six key measures**.*

### 3. Preferential Treatment

The purpose of this section is to report on measures aimed at granting preferential treatment as defined in Article 16 of the Convention and benefiting from it.

Article 16 stipulates that preferential treatment to be granted by developed to developing countries, through appropriate legal and institutional frameworks to achieve, *inter alia*, the emergence of a dynamic cultural sector in developing countries and wider and more balanced cultural exchanges. Preferential treatment as defined by Article 16 is understood as having both a cultural and/or a trade component.

Preferential treatment provision of the Convention creates an obligation for developed countries in favor of developing countries with regard to persons (artists and cultural professionals) and cultural goods and services.

In this light, preferential treatment measures can be reported on as having an impact on three different levels:

- *individual: human resource development, including programmes to facilitate the mobility and exchange of artists and cultural professionals and build expertise among them;*
- *institutional or organizational: building capacities of cultural enterprises and organizations in promoting the economic and trade dimension of the sector, including support schemes and co-distribution agreements;*
- *industry: wider systemic relationships established through bilateral, regional and multilateral trade agreements, cultural policy and other frameworks.*

↳ *For more information on the types of measures to be reported on, please refer to Article 16 (Preferential Treatment for Developing Countries) and its corresponding Operational Guidelines.*

#### Developed countries

↳ *This sub-section is addressed to Parties from **developed countries**. If your country is a developing country, please go directly to the next sub-section.*

Parties from developed countries describe the measures they have adopted to grant preferential treatment to artists and other cultural professionals and practitioners, as well as cultural goods and services from developing countries.

The **key questions** to be addressed in this section are:

- a) Name of the measure
- b) What are the main objectives of the measure?
- c) What is the scope (local, national, regional level), nature (legislative, regulatory, financial, institutional) and main features of the measure?
- d) Does it specifically target individuals (e.g. women) and/or social groups as defined in Article 7 of the Convention as “persons belonging to minorities and indigenous peoples”?
- e) What are the results expected through the implementation of the measure?
- f) Which agency is responsible for its implementation and what financial resources have been allocated to implement the measure?
- g) Are non-governmental organisations and/or the private sector engaged in the implementation of the measure?
- h) Was this measure introduced or revised in order to:
  - Implement the provisions of the Convention?
  - Support/nurture policy discussion inspired by the Convention?
  - Other reasons unrelated to the Convention?
- i) Has the implementation of the measure been evaluated? If so, what were the main conclusions and which indicators were used to determine impact?

Please respond to the **key questions** (a) – (i) above in relation to the measures adopted to grant preferential treatment for developing countries.

*↪ You can describe up to **six key measures**.*

### **Developing countries**

 *This sub-section is addressed to **developing countries**.*

The Operational Guidelines relating to Article 16 specify that “developing countries are encouraged to implement, where possible, policies and measures designed to enhance their benefit from preferential treatment”.

In this Section, Parties from developing countries describe the measures they have adopted to identify their priorities, specific needs and interests, and enhance their benefit from preferential treatment. These Parties will also report on the preferential treatment measures they have taken to promote South-South cooperation.

The **key questions** to be addressed in this section are:

- a) Name of the measure
- b) What are the main objectives of the measure?
- c) What is the scope (local, national, regional level), nature (legislative, regulatory, financial, institutional) and main features of the measure?
- d) Does it specifically target individuals (e.g. women) and/or social groups as defined in Article 7 of the Convention as “persons belonging to minorities and indigenous peoples”?

- e) What are the results expected through the implementation of the measure?
- f) Which agency is responsible for its implementation and what financial resources have been allocated to implement the measure?
- g) Are non-governmental organisations and/or the private sector engaged in the implementation of the measure?
- h) Was this measure introduced or revised in order to:
  - Implement the provisions of the Convention?
  - Support/nurture policy discussion inspired by the Convention?
  - Other reasons unrelated to the Convention?
- i) Has the implementation of the measure been evaluated? If so, what were the main conclusions and which indicators were used to determine impact?

Please respond to the **key questions** (a) – (i) above in relation to the measures adopted to enhance the developing countries' benefit from preferential treatment.

↳ You can describe up to **six key measures**.

#### 4. Integration of culture in sustainable development policies

Taking into account the policies and measures reported on under sections 1, 2 and 3 of this Framework, Parties are invited to list here the measures that focus on integrating culture as a strategic element in sustainable development policies and assistance programmes at the national and international levels.

Typically, these measures are implemented by agencies responsible for economic growth, environmental sustainability and social inclusion (national level) and by development cooperation agencies (international level).

Operational Guidelines on Article 13 define *sustainable development* as “development that meets the needs of the present without compromising the ability of future generations to meet their own needs” (ref. Report of the World Commission on Environment and Development, 1987).

It is understood that sustainable development policies are to be formulated, adopted and implemented with relevant authorities responsible for the economy, environment, social affairs and culture. Measures to be reported on this section should take this interrelatedness into account.

#### 4.a. Measures at the national level

Please describe the measures taken with a view to achieving the following goals and outcomes:

- integrating culture into *overall national development planning*, i.e., strategies, policies and action plans;
- achieving *economic, social and environmental* outcomes by integrating culture into, *inter alia*, poverty eradication, social inclusion, education and training strategies;
- securing *fairness and equitable treatment* of disadvantaged individuals and social groups (including women) to participate in cultural life;
- securing *equity* in the distribution of cultural resources between regions and urban and rural areas.

▼ For more information on the types of measures to be reported on, please refer to the *Operational Guidelines on Article 13 (Integration of culture in sustainable development)*.

The **key questions** to be addressed in this section are:

- a) Name of the measure
- b) What are the main objectives of the measure?
- c) What is the scope (local, national, regional level), nature (legislative, regulatory, financial, institutional) and main features of the measure?
- d) Does it specifically target individuals (e.g. women) and/or social groups as defined in Article 7 of the Convention as “persons belonging to minorities and indigenous peoples”?
- e) What are the results expected through the implementation of the measure?
- f) Which agency is responsible for its implementation and what financial resources have been allocated to implement the measure?
- g) Are non-governmental organisations and/or the private sector engaged in the implementation of the measure?
- h) Was this measure introduced or revised in order to:
  - Implement the provisions of the Convention?
  - Support/nurture policy discussion inspired by the Convention?
  - Other reasons unrelated to the Convention?
- i) Has the implementation of the measure been evaluated? If so, what were the main conclusions and which indicators were used to determine impact?

Please respond to the **key questions** (a) – (i) above in relation to the measures adopted to integrate culture in national development policies and plans.

*↪ You can describe up to **six key measures**.*

#### 4.b. Measures at the international level

Please describe the measures taken to integrate culture in regional / international development assistance frameworks, policies and programmes (including South-South cooperation) to support the emergence of dynamic creative sectors in developing countries through:

- ↻ *strengthening human and institutional capacities* for policy development and entrepreneurship through training, networking, exchange of information, etc.;
- ↻ *transfer of technology and expertise* in the areas of cultural industries and enterprises: needs analysis, access to new information and communication technologies, development of new platforms, etc.;
- ↻ *financial support*: contribution to the IFCD, integration of the cultural sector within framework plans for official development assistance (ODA), facilitating access of the cultural industries to public and private funding, design of innovative financial mechanisms, etc.

✎ *For more information on the types of measures to be reported on, please refer to the Operational Guidelines on Article 14 (Cooperation for Development).*

The **key questions** to be addressed in this section are:

- a) Name of the measure

- b) What are the main objectives of the measure?
- c) What is the scope (local, national, regional level), nature (legislative, regulatory, financial, institutional) and main features of the measure?
- d) Does it specifically target individuals (e.g. women) and/or social groups as defined in Article 7 of the Convention as “persons belonging to minorities and indigenous peoples”?
- e) What are the results expected through the implementation of the measure?
- f) Which agency is responsible for its implementation and what financial resources have been allocated to implement the measure?
- g) Are non-governmental organisations and/or the private sector engaged in the implementation of the measure?
- h) Was this measure introduced or revised in order to:
  - Implement the provisions of the Convention?
  - Support/nurture policy discussion inspired by the Convention?
  - Other reasons unrelated to the Convention?
- i) Has the implementation of the measure been evaluated? If so, what were the main conclusions and which indicators were used to determine impact?

Please respond to the **key questions** (a) – (i) above in relation to the measures adopted to integrate culture in international development assistance.

*↪ You can describe up to **six key measures**.*

## 5. Awareness-raising and participation of civil society

For the purposes of this Convention, civil society means non-governmental organizations, non-profit organizations, professionals in the culture sector and associated sectors, groups that support the work of artists and cultural communities (see paragraph 3 of the Operational Guidelines on the Participation of Civil Society).

Parties have acknowledged the fundamental role of civil society in protecting and promoting the diversity of cultural expressions and have committed to encourage their active participation in activities, designed to achieve the objectives of this Convention.

### Parties

The purpose of this sub-section is to report on what Parties are doing to involve civil society in their activities, what resources they are providing to ensure their involvement, and what results have been achieved.

Parties are to provide information on how they have involved civil society in activities such as:

- Promoting the objectives of the Convention through awareness-raising and other activities;
- Collecting data and sharing and exchanging information on measures to protect and promote the diversity of cultural expressions within their territories and at the international level;
- Developing policies while providing spaces where the ideas of civil society can be heard and discussed;
- Implementing Operational Guidelines, etc.



↘ *For more information on the types of measures to be reported on, please refer to Article 11 (Participation of Civil Society) and its corresponding Operational Guidelines.*

## Civil society

This sub-section is designed to engage civil society in reporting on what they have done to implement the Convention as per their roles and responsibilities outlined in Article 11 of the Convention and its Operational Guidelines.

Civil Society may contribute to the reports with information on activities they are pursuing, such as:

- Promoting the objectives and principles of the Convention within their territories and in the international fora;
- Promoting ratification of the Convention and its implementation by governments;
- Bringing the concerns of citizens, associations and enterprises to public authorities, including those of vulnerable groups such as women and persons belonging to minorities;
- Contributing to the achievement of greater transparency and accountability in the governance of culture;
- Monitoring policy and programme implementation on measures to protect and promote the diversity of cultural expressions, etc;
- Building capacities in domains linked to the implementation of the Convention and carrying out data collection;
- Creating innovative partnerships with the public and private sectors and with civil society of other regions of the worlds.

Civil society may also wish to share information on:

- Activities they have planned for the next four years to implement the Convention;
- Main challenges encountered or foreseen and solutions found or envisaged to overcome those challenges, etc.

↘ *Please specify which civil society organizations contributed to this section of the report.*

## 6. Transversal issues and UNESCO priorities

### Transversal issues

In this section, Parties report on the emerging transversal issue(s) identified by the governing bodies of the Convention for each reporting cycle. In doing so, they may be guided by **key questions** (a) – (i).

A resolution of the Conference of Parties will determine the transversal issue(s) to be reported on for each four-year reporting cycle.

### UNESCO Global Priority: Gender Equality

Gender equality is UNESCO global priority for the 2014-2017 Programme and Budget period.

According to Article 7 of the Convention, Parties are encouraged to “pay due attention to the special circumstances and needs of women”. Such attention means adopting and implementing policies and measures designed to support women as creators and producers of cultural expressions, and as citizens participating in cultural life. In order to achieve this, an *integrated policy response* through legislative, regulatory and institutional measures may be required.

In this section, Parties describe at least one policy or measure adopted to promote gender equality in the cultural sector, and support women as creators, producers and beneficiaries of cultural expressions. In doing so, they may be guided by **key questions** (a) – (i).

### **UNESCO Operational Strategy for Youth**

Empowering young people and promoting the participation of youth in the implementation of the Convention is in line with the UNESCO Operational Strategy 2014-2021 for Youth.

In this section, Parties describe at least one policy, measure or project to, for example:

- encourage the participation of youth as creators, producers and beneficiaries of cultural activities, goods and services;
- facilitate the involvement of youth and youth-led organizations and the integration of their concerns and needs in cultural policy-making processes;
- introduce new curricula or programmes in higher education and training institutions to build new skills required for the cultural and creative industries including entrepreneurial, management and technological skills;
- involve youth in collecting and disseminating information about the diversity of cultural expressions in their communities.

In doing so, they may be guided by **key questions** (a) – (i).

### **7. Achievements, challenges, solutions and next steps**

In this section of the reports, Parties and other participating stakeholders share information on:

1. *The main **results** achieved in implementing the Convention;*
2. *The main implementation **challenges** encountered or foreseen;*
3. *The **solutions** found or envisaged to overcome those challenges;*
4. *The **steps planned for the next four years** towards implementation of the Convention and priorities identified for that period.*

*℞ Please note that Parties having already submitted a quadrennial periodic report on the implementation of the Convention will describe the achievements, challenges and solutions within the timeframe of the past four years, i.e., since their previous report.*

## Complementary data, information and statistics

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The approach taken to the provision of statistical information in the reports is a pragmatic one. This means that Parties are asked, to the extent possible, to provide statistical information that already exists. This data may have been collected through national surveys, mapping studies, etc. Suggestions for where data can be found are provided below. All sources of data and the year of collection / publication are to be listed.

### 1. Economy and finance

When reporting data in this section, it is important to define the “cultural sector” for statistical purposes and apply that definition consistently. For guidelines, please refer to the 2009 UNESCO Framework for Cultural Statistics (FCS) at:

<http://www.uis.unesco.org/culture/Documents/framework-cultural-statistics-culture-2009-en.pdf>

#### 1. 1. Total flows of cultural goods and services

Please refer to the definitions of cultural goods and services in the 2009 UNESCO Framework for Cultural Statistics which lists the *Harmonized Commodity Description and Coding System (HS)* and the *Extended Balance of Payments (EBOPS)* codes to be used when defining cultural goods and services. Additional information on cultural services statistics can be found in the *Manual on Statistics of International Trade in Services*, available at: <http://unstats.un.org/unsd/tradeserv/TFSITS/manual.htm>.

##### 1. 1.a. Cultural Goods

- a) Exports in cultural goods (total in USD; year; source)
- b) Imports in cultural goods (total in USD; year; source)

##### 1. 1.b. Cultural Services

- a) Exports in cultural services (total in USD; year; source)
- b) Imports in cultural services (total in USD; year; source)

#### 1. 2. Contribution of cultural activities to Gross Domestic Product (GDP)

Please refer to the 2009 UNESCO Framework for Cultural Statistics (FCS) for the list of applicable cultural codes in the International Standard Industrial Classification (ISIC). Please indicate which methodology was used to calculate the share of culture in total GDP (value added, input/output, etc.).

- a) Total GDP (in USD; year; source)
- b) Share of cultural activities in GDP (in percentage; year; source)

#### 1. 3. Government expenditure on culture

- a) Total government expenditure (in USD; year; source)
- b) Share of culture in government expenditure (in USD and as percentage of total government expenditure; year; source)

If Culture expenditure is not available, please use government expenditure on Recreation and Culture.

## 2. Books

- a) Number of published titles (year; source)
- b) Number of publishing companies (year; source):
  - Small size (1 to 20 titles per year)
  - Medium size (21 to 49 titles per year)
  - Large size (50 titles and above per year)
- c) Bookshops and sales
  - Bookstore chains (total number and sales in USD; year; source)
  - Independent book stores (total number and sales in USD; year; source)
  - Book stores in other retail structures, including department stores (total number and sales in USD; year; source)
  - Online retailers (total number and sales in USD; year; source)
- d) Translation flows: number of published translations (year; source)

## 3. Music

- a) Production: number of albums produced:
  - Physical format (year; source)
  - Digital format (year; source)
  - Independent (year; source)
  - Majors (year; source)
- b) Sales: total number of recorded music sales:
  - Physical format, broken down by CDs and other physical formats (year; source)
  - Digital format, broken down by Single Tracks and Digital Albums (year; source)

## 4. Media

For definitions and information on media statistics, please refer to the *UIS Guidebook of Broadcast and Newspaper Indicators* available at this address:  
<http://www.uis.unesco.org/Communication/Documents/tp10-media-indicators-2013-en.pdf>.

a) Broadcasting audience and share (year; source):

Programme type	Audience share	Type of ownership (Public, Private, community)	Type of access (Paid-free)
1st Channel			
2 <sup>nd</sup> Channel			
3rd Channel			
4th Channel			

b) Broadcasting media organizations (year; source):

Ownership	Number of domestic media organizations providing			
	Radio channels only	Television channels only	Both radio and television channels	Total
Public				
Private				
Community				
Not specified				
<b>Total</b>				

c) Newspapers (year; source):

Publishing format*	Number of titles	
	Daily Newspapers	Non Daily Newspapers
<b>Printed</b>		
Free only		
Paid only		
Both free and paid		
<b>Both Print and Online</b>		
Free Only		
Paid Only		
Both free and paid		
<b>Total</b>		

\* Excluding online newspapers only.

## 5. Connectivity, infrastructure, access

- a) Number of mobile telephone subscribers per 1000 inhabitants (year; source)
- b) Number of households with Internet access at home (year; source)
- c) Number of individuals using the Internet (year; source)

## 6. Cultural participation

Percentage of people participating in cultural activities at least one time during the past 12 months:

Cultural participation (in %)			
Activity	Female	Male	Total
Cinema			
Theatre (including cabaret, opera and puppet shows)			
Dance (including ballet)			
Live concert / musical performance			
Exhibition			
<b>Total</b>			

If available, please indicate the reasons for not attending cultural events at least one time during the past year:

Main reasons for non-participation (in %)			
Type	Female	Male	Total
Too expensive			
Lack of interest			
Lack of time			
Lack of information			
Too far away			

## 7. Additional clarifications

Please provide any additional explanations and clarifications as necessary.

**Item 10 of the agenda: Secretariat's report on the International Fund for Cultural Diversity (IFCD) and the fundraising strategy**

**Resolution 5.CP 10**

*The Conference of Parties,*

1. *Having examined document CE/15/5.CP/10 and its Annexes;*
2. *Takes note of the summary of activities and approaches implemented for the IFCD;*
3. *Acknowledges the work done by the Secretariat to manage the IFCD in an effective manner and recognizes its performance in the funding cycles from 2010 to 2015;*
4. *Reiterates the importance of sustainability and need among the criteria to be used for the allocation of funds from the IFCD;*
5. *Recognizes the progress made by the Secretariat on the implementation of the IOS recommendations, in accordance with Decisions 7.IGC 8 and 8.IGC 8, and requests Parties to provide extrabudgetary resources so that the Secretariat may fully implement these recommendations;*
6. *Also recognizes the impact of the work of the Secretariat in increasing the visibility of the IFCD through its fundraising and communications strategy, requests the Committee to continue its work on pursuing the strategy for the IFCD and to identify the resources to be used for this initiative, and invites it to report on that matter at its sixth ordinary session;*
7. *Takes note of the urgency for all stakeholders to raise awareness of the IFCD and requests Parties to actively support and engage in the fundraising activities of the Secretariat and inform the Secretariat of the impact of the fundraising activities held at the national level, which would be reported at its sixth ordinary session;*
8. *Encourages Parties to support the IFCD by providing regular voluntary contributions equivalent to at least 1 per cent of their total contribution to UNESCO and requests the Secretariat to send the official letter of appeal on an annual basis;*
9. *Encourages Parties to support the reinforcement of the Secretariat by the appointment of an Associate Expert or a secondee to work on the implementation of the IFCD.*

**Item 11 of the agenda: Preferential treatment and international consultation and coordination: report on Articles 16 and 21 of the Convention**

**Resolution 5.CP 11**

*The Conference of Parties,*

1. Having examined document CE/15/5.CP/11 and its Annex;
2. Recalling its Resolutions 3.CP 11 and 4.CP 11, and Decisions 5.IGC 8, 6.IGC 11, 7.IGC 12 and 8.IGC 11 of the Committee;
3. Takes note of information provided on the implementation and impact of Articles 16 and 21 of the Convention as presented in Annex to the above-mentioned document;
4. Requests the Committee to continue its reflection on the implementation and impact of Articles 16 and 21, including, *inter alia*, the digital dimension, taking into account the debate that occurred during this session, and report on the results of its work to the sixth ordinary session;
5. Requests the Secretariat to actively consult Parties, international organizations and civil society on a biennial basis in order to collect and analyze information on the implementation and impact of Articles 16 and 21;
6. Also requests the Secretariat to develop training modules for the implementation of Articles 16 and 21 as part of its Global Capacity-Building Strategy;
7. Calls on the Parties to transmit to the Secretariat all relevant information and to use the online platform to share documents and events, and requests them to support the work of the Secretariat by providing extrabudgetary resources.

**Item 12 of the agenda: Digital issues and their impact on promoting the diversity of cultural expressions**

**Resolution 5.CP 12**

*The Conference of Parties,*

1. Having examined document CE/15/5.CP/12 and its Annex;
2. Takes note of the report in Annex, including the proposed action plan 2015-2017;
3. Requests the Committee to continue its work in this field, including the production of draft Operational Guidelines, and to submit the results of its work to its sixth ordinary session;



4. *Requests the Secretariat to continue its work in this field by including an analysis of digital issues in the biennial Global Monitoring Report based on the quadrennial periodic reports and other sources and in its biennial report monitoring the impact of Articles 16 and 21;*
5. *Also requests the Secretariat to continue exchanging with the Communication Sector as well as international organizations and civil society organizations whose work on digital issues may impact the implementation of the Convention.*

### **Item 13 of the agenda: Promoting the visibility of the Convention**

#### **Resolution 5.CP 13**

*The Conference of Parties,*

1. *Having examined document CE/15/5.CP/13;*
2. *Takes note of Decision 8.IGC 17 of the Committee;*
3. *Recalls the need to ensure coordination between the messaging and activities of the IFCD fundraising and communication strategy and activities to promote the Convention overall;*
4. *Invites Parties and civil society stakeholders to participate in raising the visibility of the Convention and fully implement the Operational Guidelines on measures to ensure the visibility and promotion of the Convention and in particular in relation to the tenth anniversary of the Convention;*
5. *Requests the Parties and civil society stakeholders to continue their work in support of the visibility of the Convention, in particular to engage with professionals and identify the resources required to implement activities proposed;*
6. *Invites the Secretariat to continue developing and disseminating good practices on the implementation of the Convention and to integrate them in targeted narratives to promote the Convention and also encourages the Secretariat to reach out to a wide range of Convention stakeholders providing platforms to raise visibility of the Convention and to investigate possible means to evaluate the impact of the visibility efforts and communication tools produced so far.*

**Item 14 of the agenda: Future activities of the Committee**

**Resolution 5.CP 14**

*The Conference of Parties,*

1. *Having examined document CE/15/5.CP/14;*
2. *Takes note of information document CE/15/5.CP/INF.8;*
3. *Takes note also of Decisions 8.IGC 5a and 5b as well as Decisions 8.IGC 7–12 of the Committee;*
4. *Invites the Committee to:*
  - *implement the Global Capacity-Building Strategy and develop training modules for Articles 16 and 21;*
  - *implement the IFCD, its fundraising strategy, and prepare terms of reference for the second IOS audit and evaluation of the IFCD to be launched in 2017, with special attention to the application of UNESCO's cost recovery policy and the criteria for the allocation of funds pertaining to sustainability and need;*
  - *continue its policy monitoring activities to assess the impact of the Convention through the collection and analysis of data, information and best practices based on the Parties' quadrennial periodic reports and other sources, and share the results through the publication of a biennial Global Monitoring Report and through the development of a global knowledge management system. Particular attention is to be given to monitoring the impact of Articles 16 and 21;*
  - *pursue synergies in the monitoring of activities of related international standard setting instruments, in particular the 1980 Recommendation concerning the Status of the Artist;*
  - *continue to encourage and assess the engagement of civil society in the implementation of the Convention as well as in the work of the Convention's governing bodies;*
  - *prepare draft Operational Guidelines on digital issues;*
  - *develop an overall results framework for the Convention including SMART indicators;*
  - *continue monitoring recommendations resulting from the IOS evaluations (pilot phase of the IFCD, working methods of the culture conventions), desk study (implementation of the Convention) and external evaluator (self-assessment of governing bodies) ;*
5. *Requests the Committee to establish, at its ninth ordinary session, a work plan and timeline for the implementation of these activities based on the human and financial resources available from both of the Regular Programme and Extra-budgetary Resources.*

**Item 15 of the agenda: Election of the members of the Committee**

**Resolution 5.CP 15**

*The Conference of Parties,*

1. *Having examined document CE/15/5.CP/15 and its Annexes;*
2. *Decides that, for the purposes of the election of the members of the Committee at this session, the 12 seats will be distributed among the electoral groups as follows:*
  - *Group I: France, Germany;*
  - *Group II: Czech Republic, Slovakia;*
  - *Group III: Brazil, Paraguay, Peru;*
  - *Group IV: Indonesia;*
  - *Group V(a): Côte d'Ivoire, Democratic Republic of the Congo, Nigeria;*
  - *Group V(b): Morocco.*