



Annex 4

Rule of National Council for Determining The Intangible Cultural Heritage

Draft, Attachment 1 to Resolution issued by Minister of Education, Culture and Science

I. Overview

1. National Council for Determining intangible cultural heritage bearers (hereafter 'National Council') shall be an advisory body to provide advice and consultations to MECS and its Minister, in regards to issues regulating relations associated with determining, registering, documenting, safeguarding, maintaining, transmitting, developing and promoting State support to genuine forms of intangible cultural heritage (hereafter as 'Intangible cultural heritage') and their bearers in Mongolia, in compliance with concepts of UNESCO 'Convention for the Safeguarding of the Intangible Cultural Heritage' adopted in 2003.
2. National Council shall comply the Constitution of Mongolia, state policy statements promoting culture, Law on Culture, Law on Safeguarding cultural heritage, other relevant laws and relations, international and bilateral treaties and agreements, Regulations of determining, registering, safeguarding, maintaining, developing and promoting State support to intangible cultural heritage and this Rule within its functions and activities.
3. National Council membership shall mainly consist of representatives from professional non-governmental organizations, scholars and researchers operating within culture theories, history, management and marketing affairs, as well as within areas of intangible cultural heritage forms, such as oral traditions expressed in the Mongolian language, traditional performing arts, social practices, rituals and festive events, knowledge and practices concerning nature and the universe, traditional craftsmanship and techniques. Members shall be selected and appointed every five years.
4. Culture and Arts Committee shall provide a premise for National Council meetings, relevant assistance to its functional activities, and budget for operational costs associated with business trips and remuneration of work hours and meetings expenditure accordingly.

II. Organizational structure of National Council

1. National Council shall be an advisory body comprised of the Chairperson, Deputy Chairperson, secretary and 20-22 members.

2. Six expertise teams shall operate under National Council as below:
 - a. Expert team on Culture theory, history, management and marketing affairs;
 - b. Expert team on Oral traditions expressed in the Mongolian language;
 - c. Expert team on Performing arts;
 - d. Expert team on Social practices, rituals and festive events;
 - e. Expert team on Knowledge and practices concerning nature and the universe;
 - f. Expert team on Traditional craftsmanship and techniques.

Each expert team shall consist of 4-10 members and the Team Leader shall be elected through open voting during a National Council meeting. The National Council Chairperson, Deputy Chairperson, Secretary and members may hold membership in no more than three expert teams each.

3. A local Sub-Council for determining intangible cultural heritage bearers (hereafter Sub-Council) shall be set up and operating in Ulaanbaatar city and all aimags. The membership components and procedural rule of each Sub-Council shall be approved by Chairperson of Culture and Arts Committee.
4. Main activities of National Council shall be National Council meetings; its regular meeting shall be held within the first half of June annually, and emergency meetings may be called for / convened by Chairperson's competence, or by Deputy chairperson based on Chairperson's approval in case of his absence.
5. The secretary of National Council shall deliver the meeting agenda, related materials and announcement stating meeting premise location, date and time, to all members three days prior to the meeting date.
6. The National Council meeting shall be chaired by the Chairperson or the Deputy Chairperson in case of Chairperson absent. The meeting shall be held upon presence of no less than $\frac{3}{4}$ members in presence, while meeting decisions shall be valid upon votes of no less than $\frac{3}{4}$ members participated.
7. Meeting minutes shall be produced after each meeting and both the Chairperson and the Secretary shall sign the approved minutes.
8. National Council shall use letterhead and logo of Culture and Arts Policy Coordination Department of MECS. The minutes of National Council meetings shall be valid after being sealed by the stamp of Culture and Arts Policy Coordination Department and numbered with its official letter number.

III. Rights of National Council members

1. National Council members shall exercise rights to participate its meeting with voting rights, express own requests and viewpoints freely, and submit proposals over issues, concerning intangible cultural heritage and its bearers, to the National Council.
2. National Council members – within their expert team membership status – shall have rights to monitor compliance of contract agreements established between heritage bearers and Culture and Arts Committee, review performance reports and inquire necessary information from them, if necessary.

3. National Council members shall have rights to make queries from Culture and Arts Committee, Cultural Heritage Center, and relevant local institutions, in order verify information related to revoking, terminating and transferring heritage bearers' certificates.
4. National Council Chairperson, Deputy Chairperson, secretary and members shall be issued member's ID card signed by Minister of Education, Culture and Science so that they shall present their Member's ID card to encounter with relevant agencies and individuals within their membership status.
5. National Council members shall be able to submit and reflect proposals on work conditions, excessive duties and tasks, business trip costs, remuneration and incentives, as well as on strengthening work performance efficiencies or other comments to be reflected to the minutes of National Council meetings.
6. The chairperson, deputy chairperson, secretary and members of the National Council may submit personal requests to resign from their positions based on own wills, and to terminate and change membership status to the Minister of Education, Culture and Science in writing.

IV. Obligations and responsibilities of National Council members

1. National Council members shall devote their knowledge, abilities, and experiences with integrity and sincerity to accurately determine intangible cultural heritage bearers (hereafter Heritage bearers) in Mongolia, based on realistic groundings and in compliance with UNESCO 'Convention for the Safeguarding of the Intangible Cultural Heritage' adopted in 2003.
2. National Council members shall be responsible for participating its routine meetings regularly and actively; reviewing all applications submitted from prospective heritage bearers', including enclosed materials such as documentaries, DVDs, VCDs, CDs, audio tapes, regular and digital photographs and other documented items; viewing prospective heritage bearers' talents and skills in person; and participate actively in decision-making processes of the National Council to let realistic decisions taken ultimately.
3. Representing experts' team, National Council members shall closely cooperate with MECS, Culture and Arts Committee, Cultural Heritage Center, relevant local institutions, professional non-governmental organizations, partnership groups, scholars, researchers and general public, in regards to issues and matters related to intangible cultural heritage.
4. National Council members shall be responsible for following duties, such as develop relevant policy proposals over intangible cultural heritage related issues; create adequate legal frameworks; conduct research; develop database registration; communicate with and provide support to heritage bearers; make efforts in transmitting intangible cultural heritage to young generations; organize public awareness activities and introduce heritage to general public; organize contest events; participate in activities aimed to expand heritage bearers' fame and reputations among general public; particularly, assure urgent protection of intangible cultural heritage types in danger of disappearing; develop intangible cultural heritage elements in line with modern science and technology achievements and ongoing development needs; register certain heritage types in UNESCO List of intangible cultural heritage; and make initiatives in promoting Mongolia's fame and reputations as high as possible.

5. National Council members shall make efforts in seeking for opportunities and resources, providing relevant financial support and allowances and creating an adequate support system for heritage bearers, in addition to ensure implementation impacts in place.
6. In case a National Council member commit following inactions or improprieties, such as neglect main responsibilities and other duties, try to affect decisions of National Council meeting unfairly; communicate with other institutions and individuals improperly, pressure heritage bearers and learners, and demonstrate conflicts of interest to any official matters; ignore code of conduct norms, and be liable for legal punishments, concerned members, the issue of revoking his/her membership status shall be discussed and decided by the National Council meeting and its decision shall be presented to the Minister for ultimate approval accordingly.