Annex 7 |
Survey Form for NGO in Malaysia

Survey on Intangible Cultural Heritage (ICH) for Non-governmental Organization in Malaysia

ICHCAP has designed a survey study plan to collect all necessary information related to current safeguarding systems for intangible cultural heritage in the region. ICHCAP has been preparing this survey project since 2008 and this is the eighth year for the project implementation.

What is Intangible Cultural Heritage? (UNESCO 2003 Convention for the Safeguarding of the ICH Article 2.1)

The "intangible cultural heritage" means the practices, representations, expressions, knowledge, skills–as well as the instruments, objects, artefacts and cultural spaces associated therewith–that communities, groups and, in some cases, individuals recognize as part of their cultural heritage. This intangible cultural heritage, transmitted from generation to generation, is constantly recreated by communities and groups in response to their environment, their interaction with nature and their history, and provides them with a sense of identity and continuity, thus promoting respect for cultural diversity and human creativity. For the purposes of this Convention, consideration will be given solely to such intangible cultural heritage as is compatible with existing international human rights instruments, as well as with the requirements of mutual respect among communities, groups and individuals, and of sustainable development.

Five Domains UNESCO 2003 Convention for the Safeguarding of the ICH (UNESCO 2003 Convention for the Safeguarding of the ICH Article 2.2)

The intangible cultural heritage is manifested inter alia in the following domains:
1. Oral traditions and expressions, including language as a vehicle of the intangible cultural heritage
2. Performing arts
3. Social practices, rituals and festive events
4. Knowledge and practices concerning nature and the universe
5. Traditional craftsmanship

STATE:

NAME OF ORGANISATION:

1. Did your organization create any non-governmental inventory and/or database of ICH?

   Yes   ☐
   No   ☐

2. If your answer is 'yes' for question no. 1, how many inventory and/or database of ICH you have?

   Total number of the inventory and/or database: _____

   We may need the general information and ICH elements of the inventory and/or database. Please fill in Form A (Details of Inventory and/or Database) and Form B (ICH Elements Designated on a Non-governmental Inventory).

   If your answer is 'no', please proceed to the question no. 3.

3. If there isn't any non-governmental inventory in your area (or progress underway to make one), please provide information on the ICH elements well-known and considered as most representative. Please fill in Form C (Information on Uninscribed ICH Elements).

4. Please provide us the general information of your organization. Please fill in Form D (Non-governmental Organizations).

5. If your organization was having meeting (including conference, workshops, etc) relevant to ICH before, please provide information for each event. Please fill in Form E (Meetings on ICH).

6. Is there any supported system provided for ICH safeguarding purpose. If the answer is 'yes', please give us some details by fill in the Form F (ICH Transmission System).

*Please cut-and-paste or re-print the form if needed.

Form A: Details of Inventory and/or database

Title of the Inventory/ database:

Number of inscribed elements	
Year of establishment	
Date of most recent update	
Expert advisory panel	
Is there any responsible governmental organization? (If your answer is yes, please give us some details include office in charge, person in charge, contact information, job description etc.)	

Form B: ICH Elements Designated on a Non-governmental Inventory
*One element per form

Name of the Element (local language, English):
Category (national domain, UNESCO domain, etc.):
Regions:
Communities Involved:
Inscription (Y/N) (if inscribed, specify the name of the inventory and registration number)
Short Explanation (30 to 50 words):
Detailed Explanation (200 to 400 words):
Photographs (representing the element)
Relevant Organizations/Institutions:
Practitioners:
Associated items:
Source:

Form C: Information on Uninscribed ICH Elements
*One element per form

Name of the Element (local language, English):
Category (please choose one):
☐ Oral traditions and expressions, including language as a vehicle of the intangible cultural heritage ☐ Performing arts ☐ Social practices, rituals and festive events ☐ Knowledge and practices concerning nature and the universe ☐ Traditional craftsmanship
Regions:
Communities Involved:
Short Explanation (30 to 50 words):
Detailed Explanation (200 to 400 words):
Photographs (representing the element)
Relevant Organizations/Institutions:
Practitioners:
Associated items:
Source:

Form D: Non-governmental Organizations
*One organization per form

Name of Organization:
Location:
Field of concentration:
Advisory body (ICH experts, advisory committee)
Project details (title, purpose, duration, result, etc.)
Office in-charge (included name of person in-charge, job description, telephone, fax, email, etc.)
Reference materials (project report, explanation note, photos)

Form E: Meetings on ICH (including conferences, workshops, etc.)
*One meeting per form

Name of the meeting:
Theme:
Duration:
Venue:
Organiser (person in-charge and their contact information):
Participants (numbers, organisational affiliation):
Speakers list (detailing keynote speaker, presenters, discussants and their affiliations):
Main context:
Presentation sheet:
Points of discussion:
Questions raised during the meeting:

Action plan adopted
Follow- up activities
Reference materials (reports)

Form F: ICH Transmission System (Non-government supported system)
*One system per form

Title:
History:
Objectives:
Process of Training:
Rewards and duties: