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ANNUAL ACTIVITY REPORT

of

ICOM SECRETARIAT

for

2007

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1. ADMINISTRATION SERVICE

In 2007, the Administration Sector handled preparations for the General Conference, working in close collaboration with the ICOM 2007 Organising Committee.

It also dealt with the administrative and logistical aspects of arrangements for the following meetings of ICOM bodies:

- Advisory Committee (69th and 70th Sessions: August 2007, Vienna, Austria)
- Executive Council (extraordinary meeting: April 2007, Paris, France; 111th Session: August 2007, Vienna, Austria; informal session: August 2007, Vienna, Austria; 112th Session: December 2007, Paris, France)
- ICOM Standing Committees (December 2007, Paris, France).

The Administration Sector prepared estimates of future expenditure on running costs and administrative meetings until 2010 for the Triennial Budget for 2008–2010.

It also provided secretarial services to the President of ICOM and the Acting Secretary General, and handled the arrangements for the President's participation in Conferences organised by ICOM and/or the international bodies. Every year, the President attends or is represented at around twenty meetings in various parts of the world.

The Sector dealt with applications for the special subsidies awarded to ICOM Committees in 2007 and set up a Committee to choose between the projects submitted.

The Mentoring Grants programme to enable young ICOM members to attend meetings of the ICOM Committees was once again implemented in 2007. Its high point was a meeting for all young museum professionals during the General Conference, in August 2007, in Vienna (Austria). Over fifty young museum professionals benefited from this programme, which was greeted with enthusiasm by the Committees and will be run every year from now on.

ICOM's external premises are also managed by the Administration Sector (under the heading of general facilities): in 2007, plans to bring ICOM's offices under one roof elsewhere than in UNESCO's buildings were studied. The idea of creating an International Heritage House (IHH) was explored. A study by the firm of architects Nicholas Gilliland & Anne Durand was circulated to Executive Council members. The Administration Sector helped produce this study and contacted several estate agents to gauge the property market situation in Paris and the suburbs closest to the city. In December 2007, one of the partners in the IHH project, ICOMOS, informed the Executive Council that it had been offered premises by the Ministry of Culture and Communication. ICOM is also exploring this avenue, in collaboration with ICOMOS.

To enable the Administration Sector to carry out all these tasks, Cristelle Chantelauze was recruited on a fixed-term contract [14/06/2007 – 31/01/2008]. She assisted three members of the Administration Sector with preparations for the General Conference in Vienna, Austria and all the associated meetings.

2. MEMBERSHIP SERVICE

This report covers the annual period from January 31, 2007 to March 21, 2008.

ADMINISTRATION

The Membership Unit of ICOM is composed of three full-time and one part-time permanent staff members. A temporary bi-lingual clerk was hired in 2007 to help the Unit with its work.

INCOME

The Unit is responsible for the collection of annual membership dues from its members. In 2007 this comprised 70% of the Organisation's total income. Aside from income derived from National Committees and from members who do not belong to Committees, the Unit also collects or solicits:

- Annual dues from the 'Friends' and Patrons of the ICOM Foundation
- Contributions to the ICOM Fund
- Subscriptions to ICOM News from non-members
- Annual contribution from the Intl. Assn. of Transport & Communication Museums (IATM)

Details on these other sources of income can be found in the appropriate sections of this report. Moreover, exact figures can be found in the Organisation's Balance Sheet for 2007. It is to be noted that surplus income generated from annual dues replenish the so-called 'reserve fund' of ICOM.

ACTIVE MEMBERSHIP

At report's writing, the Unit ensured that services and benefits were rendered to more than 25,000 active members resident or located in 151 countries. The following is a summary of membership figures for the annual period covered by this report:

- 25114 active members in 151 countries
- 117 active National Committees
- 34 countries where active members are resident but national committees do not exist
- 2374 subsidized active individual members
- 4391 new members enrolled
- 3005 members lapsed or resigned
- 1307 members reinstated
- 1429 membership applications to International Committees processed

1. National Committees

Reorganised National Committees: The following National Committees were re-organized during the period: Benin, Kyrgyzstan and Uzbekistan.

Committees in Arrears: The following National Committees did not remit annual membership dues for 2007: Kazakhstan, Namibia, Tanzania, Zimbabwe.

ICOM Fund: Contributions to the ICOM Fund were received from the National Committees of France and Switzerland as well as from the President of ICOM. Council approved financial assistance from the Fund for the individual members of the National Committees of Mali and Nicaragua.

Subsidies: 64 National Committees benefit from a subsidy; ICOM Uruguay was granted a special subsidy for 2007 (see Annex A for a complete list of the countries that benefit from a regular membership subsidy.)

2. International Committees

During the period, the Unit processed 1429 applications for membership in International Committees. In 2007, 39.6 % of the paid-up members were members of Committees (9122). [See Annex B for the regular subventions allocated to International Committees for 2008.]

PAID UP MEMBERSHIP

At March 21, 2008, the Unit recorded 23021 paid-up members for 2007. The following table shows the number of **paid-up** members by category for **2007** (figures are valid at 21 March 2008).

N° of Paid-up Members for 2007 by Category

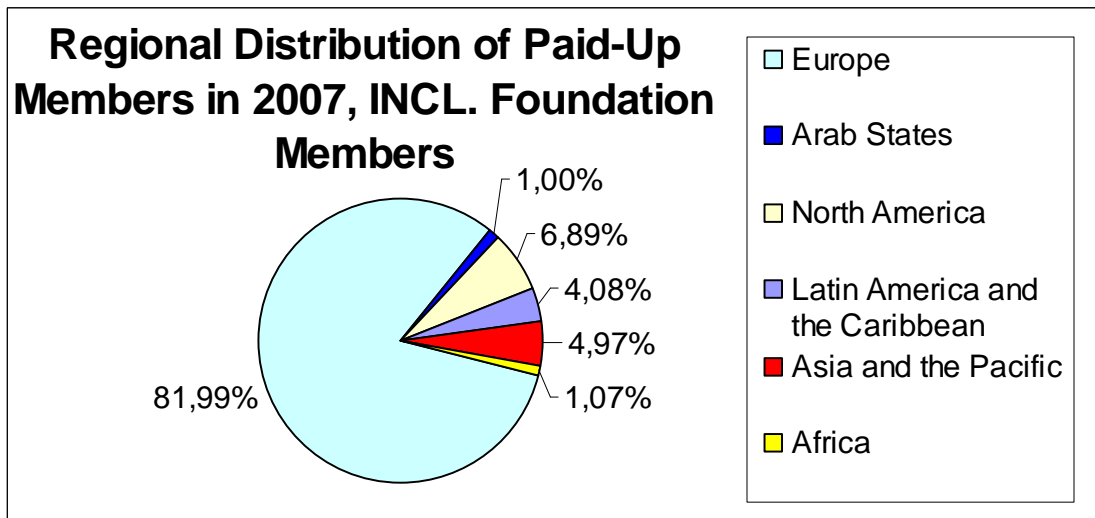
Individual		Institutional		Subsidized		Foundation	
<i>Regular</i>	16082	<i>Regular A</i>	679	<i>Regular</i>	2019	<i>Supporting</i>	206*
<i>Associate</i>	44	<i>Regular B</i>	380	<i>Students</i>	15*	<i>Patrons</i>	9*
<i>Contributor</i>	15	<i>Regular C</i>	599	<i>Uruguay</i>	42		
<i>Retired</i>	2303	<i>Sustaining</i>	6				
<i>Supporting</i>	38*	<i>Contributing</i>	-				
<i>Students</i>	583*	<i>Supporting</i>	1*				
Total paid	19065	Total paid	1665	Total paid	2076	Total paid	215

Total n° of members recorded as paid-up for 2007 = 23021

[N.B. The 2076 individual members (regular and students and members of ICOM Uruguay) who benefited from a subsidy in 2007 paid less than one-half of the fixed annual rates (€ 27 instead of € 58).]

The following is the regional geographical distribution of the paid-up members:

Africa = 246	Europe = 18874
Arab States = 230	Latin America/Caribbean = 940
Asia/Pacific = 1144	North America = 1587



* NON-VOTING

'HIT PARADE' OF NATIONAL COMMITTEES (in terms of **paid-up** members for **2007** recorded at the Secretariat at 21 March 2008)

Germany	3348	Denmark	972
France	2558	Spain	805
Netherlands	1717	U.K.	701
Switzerland	1285	Belgium	664
Austria	1062	Finland	645
U.S.A.	1015	Italy	588

4. Affiliated Organizations: Two organizations were officially approved in 2007 to be affiliated with the Organization: Hands On Europe (International Association of Children's Museums) and the International Association of Museum Facility Administrators (IAMF). The Organization has 17 affiliated associations.

5. Honorary Members: Three honorary members were approved at ICOM 2007: Prof. Byung-mo Kim (Rep. of Korea), Prof. Vinos Sofka (Sweden) and Mr. Manyando Mukela (Zambia). The following members died: Prof. Mario Barata (Brazil), Mr. Hubert Landais (France), Mme Marthe de Moltke Huitfeldt (France) and Prof. Dr. Guglielmo de Angelis d'Ossat (Italy). ICOM has 11 honorary members from the following countries: Algeria, Israel, Rep. of Korea, Mali, Nigeria, Russia, Sweden, United Kingdom (3), Zambia.

6. ICOM Foundation: Mr. Hubert Landais, Vice President of the Foundation, died. A new Treasurer, Mr. Rémy Best (Switzerland), was nominated in 2007 to replace Mrs. Sylvia Omura Pestalozzi who had resigned after more than 25 years as Board member. The Membership Officer continued to assist the President of the Foundation in the recruitment of new members to the Foundation. The Unit also continues to handle the renewal of its membership (supporting and patrons). In 2007, the Foundation had a record number of 216 paid-up 'Friends', an increase of 47 % over 2006 (114).

7. ICOM News The Unit continues to handle non-member subscriptions to *ICOM News* as well as a complimentary and exchange list (i.e. Permanent Delegations to UNESCO, national libraries, etc.) totalling 516 addresses.

8. Various activities pursued in line with the Organization's Strategic Plans

(2004-2007 – Objective 1: ICOM is proactive; Objective 3: ICOM is inclusive.
2008-2010 – Objective 1: Strengthen ICOM's global impact).

Participation of the Membership Officer at the following meetings:

ASPAC Regional Assembly – Shiraz (Iran), February – March 2007
ICOM 2007 Press Conference – Vienna (Austria) – April 2007
US ICOM Annual meeting – Chicago (US) – April- May 2007
Museums Assn. of the Caribbean (MAC) Annual General Meeting – Santiago (Dominican Rep.) – November 2007
ICOM Dominican Rep. - Inauguration of their office at the Zona Colonial, Santo Domingo – November 2007
ICOM Brazil 60th anniversary celebration – Rio de Janeiro (Brazil) – January 2008

Participation of 2 staff members at meetings of the SCIC (Standing Committee on International Committees) during ICOM 2007 in Vienna and in Paris (France) in December 2007

Preparation for and participation of the staff at ICOM 2007 – Vienna (Austria) – August 2007

N.B. The Membership Officer served as a member of the Nominations & Elections Committee of the Advisory Committee, the Task Force on National Committees and Regional Alliances, Working Group on ICOM 2007.

MEMBERSHIP SUBSIDIES FOR 2008

The Executive Council, at its session of August 2007, decided that membership subsidies are granted to ICOM's **individual members** (with or without a National Committee) who reside in countries that are considered as low-income (\$ 905 GNI per capita or less) and as lower middle income (GNI \$ 906-\$ 3595) by the 2007 World Development Indicators Database of the World Bank. For 2008, an individual member resident in these countries pays 27 Euros, which represents less than one-half of the annual dues fixed for regular individual members. These countries are the following:

AFGHANISTAN	GUATEMALA	PERU
ALBANIA	GUINEA	PHILIPPINES
ALGERIA	GUINEA-BISSAU	<u>ROMANIA*</u>
ANGOLA	GUYANA	<u>RUSSIA*</u>
ARMENIA	HAITI	RWANDA
AZERBAIJAN	HONDURAS	SAO TOME & PRINCIPE
BANGLADESH	INDIA	ST. VINCENT & GRENADINES
BELARUS	INDONESIA	SENEGAL
BENIN	IRAN	SERBIA
BHUTAN	IRAQ	SIERRA LEONE
BOLIVIA	JAMAICA	SOLOMON ISLANDS
BOSNIA & HERZEGOVINA	JORDAN	SOMALIA
BRAZIL	KAZAKHSTAN	<u>SOUTH AFRICA*</u>
BULGARIA	KENYA	SRI LANKA
BURKINA FASO	KIRIBATI	SUDAN
BURUNDI	KOREA DPR	SURINAME
CAMBODIA	KYRGYZSTAN.	SWAZILAND
CAMEROON	LAO PDR	SYRIA AR
CAPE VERDE	LESOTHO	TAJIKISTAN
CENTRAL AFRICAN REP.	LIBERIA	TANZANIA
CHAD	MADAGASCAR	THAILAND
CHINA	MALAWI	THE FORMER YUGOSLAV REP. OF
COLOMBIA	MALDIVES	MACEDONIA
COMOROS	MALI	TIMOR LESTE
CONGO	MARSHALL ISLANDS	TOGO
COTE D'IVOIRE	MAURITANIA	TONGA
CUBA	MICRONESIA	TUNISIA
DEM. REP. OF THE CONGO	MOLDOVA	<u>TURKEY*</u>
DJIBOUTI	MONGOLIA	TURKMENISTAN
DOMINICAN REP.	MONTENEGRO	TUVALU
ECUADOR	MOROCCO	UGANDA
EGYPT	MOZAMBIQUE	UKRAINE
EL SALVADOR	MYANMAR	UZBEKISTAN
EQUATORIAL GUINEA	NAMIBIA	VANUATU
ERITREA	NEPAL	VIET NAM SR
ETHIOPIA	NICARAGUA	WESTERN SAMOA
FIJI	NIGER	YEMEN
GAMBIA, The	NIGERIA	ZAMBIA
GEORGIA	PAKISTAN	ZIMBABWE
GHANA	PAPUA NEW GUINEA	and members residing in WEST BANK &
	PARAGUAY	GAZA

N.B.: INSTITUTIONAL MEMBERS FROM THESE COUNTRIES PAY THE REGULAR MEMBERSHIP RATES. * These countries had been reclassified as upper middle-income countries (GNI \$ 3596-\$ 11115); however for 2008 individual members resident in these countries are allowed to pay the subsidized rates.

Annex 'B' – Regular subventions for International Committees for 2008

as at 20 March 2008

<u>Committee</u>	<u>N° de Membres*</u>	<u>Subvention</u> <u>(€ 8,15 per member)</u>
AVICOM	156	1271,4
CAMOC	93	757,95
CECA	923	7522,45
CIDOC	430	3504,5
CIMAM	705	5745,75
CIMCIM	106	863,9
CIMUSET	224	1825,6
CIPEG	97	790,55
COSTUME	232	1890,8
DEMHIST	191	1556,65
GLASS	85	692,75
ICAMT	240	1956
ICDAD	340	2771
ICEE	239	1947,85
ICFA	511	4164,65
ICLM	140	1141
ICMAH	582	4743,3
ICME	280	2282
IC MEMO	63	513,45
ICMS	113	920,95
ICOFOM	438	3569,7
ICOMAM	102	831,3
ICOM CC	1543	12575,45
ICOMON	99	806,85
ICR	228	1858,2
ICTOP	104	847,6
INTERCOM	250	2037,5
MPR	260	2119
NATHIST	189	1540,35
UMAC	159	1295,85
		74344,3
TOTAL	9122	74344,3

* membership dues 2007 received

3. PROGRAMME ACTIVITIES SERVICE

The year 2007 was a transition period from the 2005-2007 Strategic Plan and its objectives to those of 2008-2010 which enable the continuation of main platforms of activities and set the stage for new ones.

During the period covered by this report the Programme Activities Service pursued the following activities:

- Protection of cultural heritage and museum development
- Fight against illicit traffic
- Risk Management
- Collaboration with partner organisations
- Support to ICOM constituent bodies

1. Protection of cultural heritage and museum development

UNESCO-ICOM Partnership Programme for Preserving Endangered Movable Cultural Properties and Museum Development

In the framework of the project for the Preservation of the Cultural Assets of the Nomadic People of Mongolia, ICOM sent a sixth expert mission to the Zanabazar Museum of Fine Arts, Ullanbaatar, Mongolia, from 21 October to 1 November 2007, in order to:

- Monitor and evaluate the project activities carried out during the implementation of the project from 2005-2007 under the following six categories:
 - Museum and Object Security/Safety
 - Inventoring/Cataloguing
 - Collections Care / Storage
 - Collections Care / Exhibition
 - Training
 - Website, Linkages and Publication / Print
- Evaluate the achievements and the lessons learned during the project implementation.
- Assess further needs, and make recommendations for next-step activities for the sustainability of the project and the overall enhancement of the museum and its management.

Programme for the Protection of Cultural Heritage in Asia and the Pacific

The third and final activity for which the Swedish International Development Cooperation Agency (Sida) has provided funding under the above Programme was held in Hyderabad, India, 3-7 February 2008. It consisted of a capacity building workshop for South Asia designed to promote museums as the hubs for the documentation of traditional Knowledge, intangible heritage and natural history that is culturally perceived.

For the organisation of this workshop, ICOM worked through the ICOM Cross Cultural Task Force, with the main coordination of the workshop being through the Salar Jung Museum in Hyderabad. Participants were museum and heritage professionals from the South Asian region, researchers, journalists, representatives of international organisations involved in heritage protection, and some decision-makers dealing with the theme of the workshop.

A two-day visit to the tribal heartland of the Araku Valley was undertaken to understand indigenous knowledge systems, and at the end of the workshop, participants identified concrete recommendations for future actions at national and regional levels for the protection of cultural and natural heritage in South Asia.

The Proceedings are currently being prepared. (As are those from the second Sida-funded workshop in this package – on Museums, Cultural Mapping and Heritage Tourism in Southeast Asia, which was held in Laos and Cambodia, from 31 July to 8 August 2006.)

2. Fight against illicit traffic

Work and promotional activities continued on the two types of ICOM's awareness-raising publications for the fight against illicit traffic.

The Red Lists

In 2007, the following press conferences were held for *The Red List of Afghanistan Antiquities at Risk* which had been printed in May 2006.

2 February 2007: in Brussels, Belgium, in collaboration with the Belgian Federal Police;
17 March 2007: in Kabul, Afghanistan: Presentation of the Red List at the press conference held on the occasion of the return of 1400 artefacts to the National Museum of Afghanistan under the aegis of UNESCO;
29 March 2007: in Washington D.C., in collaboration with the American Association of Museums and the US Department of State;
24 April 2007: in Paris, France at the Musée Guimet;
16 May 2007: in Berlin, Germany, at the Deutsche Historische Museum, in collaboration with its Deputy Director, Dr. Hans-Martin Hinz;
and negotiations are currently under way for a press conference at The British Museum, London.

These press conferences were organised in various formats and produced high media coverage.

Work on a **Red List of Peruvian Antiquities at Risk** began with the Editorial Committee meeting in Lima, Peru, 16-19 January 2007. The List was printed in four languages – English, French, Spanish and German – in August 2007, just in time for ICOM's General Conference in Vienna, where it was presented at a press conference on 21 August by the President of ICOM, the Chair of ICOM-LAC and the Chair of ICOM Peru. Additional press conferences for the Peruvian Red List were held on:

8 November 2007: in Lima, Peru, in collaboration with the Instituto Nacional de Cultura;
23 November 2007: in Basil, Switzerland, in collaboration with the Swiss Federal Office of Culture;
and negotiations are currently underway for press conferences for the Peruvian Red List to be held at the Musée du Quai Branly, and in Chile and Bolivia in collaboration with ICOM-LAC and the ICOM Chairs of these two countries.

The diffusion of both of these Red Lists is ongoing; electronic versions are posted on ICOM's Web site, and translations into other languages are being produced:

the Afghanistan Red List:

- into Dari and Pashto, under the ICOM-UNESCO Framework Agreement, by the UNESCO Office in Kabul and the Society for the Protection of the Afghanistan Cultural Heritage (SPATCH);
- into Spanish, by the Ministry of Culture of Spain (which also produced a Spanish version of the Emergency Red List of Iraqi Antiquities at Risk)

These and ICOM's other Red Lists are considered at international level as a most effective tool in the fight against illicit traffic. Thus the United States State Department, which provided the support for the publication and promotion of the above two Red Lists, has also provided support for two new Red Lists: one for Cambodia, and one for Mexico and Central America. Work has now begun on these new Red Lists, and a revision and reprinting of the Red List for Iraq is being considered.

One Hundred Missing Objects series

With support from UNESCO and the Prince Claus Fund, work continued on ***One Hundred Missing Objects. Looting in the Arab States***, in spite of the difficulty of obtaining information, especially from the Gulf States. This work will be pursued, and additional funding will be sought to enable the printing of this publication.

Other opportunities for promoting ICOM's role in the fight against illicit traffic

Other events presented the opportunity for the ICOM Programme Activities Unit to take the floor and/or disseminate information on its activities in connection with the fight against illicit traffic of cultural property, and in particular the publication of the Red Lists.

14 February 2007: Lyon, France. Fourth meeting of the Interpol Expert Group on Stolen Cultural Property, Interpol General Secretariat.

9 March 2007: Copenhagen, Denmark. Conference on Illicit Traffic and International Conventions in Denmark.

16 May 2007: London, United Kingdom. Conference on Antiquities in Conflict Zones.

5-6 June 2007: Paris, France: Fourteenth Session of the Intergovernmental Committee for Promoting the Return of Cultural Property to its Countries of Origin or its Restitution in case of Illicit Appropriation, UNESCO Headquarters.

12 June 2007: Paris, France. Information Meeting on the 1970 Convention, UNESCO Headquarters.

18-20 June 2007: Amman, Jordan. Protection of Cultural Property through Application of Conventions in the Arab States.

18-20 September 2007: Wieliczka, Poland. Fifth Interpol International Conference on Illicit Trafficking in Cultural Property Stolen in Central And Eastern Europe.

13-14 November 2007: Paris, France. International Coordinating Committee for the Safeguarding of the Cultural Heritage of Iraq, UNESCO Headquarters.

20 December 2007: Paris, France. Roundtable on the Repression of Acts of Vandalism of the Cultural Heritage, Ministry of Culture.

4-5 March 2008: Lyon, France. Fifth meeting of the Interpol Experts Group on Stolen Cultural Property.

In addition, the Programme Activities Service continues to provide information on request by police, customs officers, and journalists for assistance with cases and press articles concerning these issues.

It also continues to promote the Object ID Documentation Standard in the framework of all initiatives related to the fight against the illicit traffic.

3. Risk Management

The Museums Emergency Programme-MEP

Objective 3 of ICOM Strategic Plan 2008-2010 is: **to champion effectiveness and high standards in museums**. It is in support of this objective that ICOM continues to develop activities in the framework of the Museums Emergency Programme (MEP) to make people aware of the value of heritage and its fragility and of the role that it can play in our multicultural society, and producing new methodologies in the field of Disaster Risk Management.

During this reporting period support on disaster risk management, and especially about emergency planning, has been provided to the Musée d'Histoire de la Ville de Luxembourg and to the Bibliothèque National de France.

Communication, information and awareness-raising for MEP

MEP has been presented on several occasions at the following international seminars by the Programme Specialist:

- § *International Conference on Museums and Earthquakes* organised by the Getty Museum, USA; the Pera Museum of Istanbul and the Technical University of Yildiz, Turkey. Istanbul, Turkey, 4-6 June 2007.
- § 3rd International Congress of the Spanish Group of the International Institute for Conservation of Historic and Artistic Works (IIC), *La Conservación infallible: de la teoría a la realidad*, Oviedo, Spain, 21-23 November 2007.
- § Open Seminar in occasion of the first phase *Workshop of the Teamwork for Integrated Emergency Management (TIEM)* course for museums in South East Europe, Ohrid, the Former Yugoslav Republic of Macedonia, 24 November 2007.
- § *International Conference on Preventive Conservation and Emergency Plans for Museums*, organised by the Guggenheim Museum, Bilbao, Spain, 14 et 15 December 2007.

MEP on the Web

MEP pages have been updated on-line on the ICOM Web site (<http://icom.museum/mep.html>) including all material already collected and useful information concerning the programme.

An interactive intranet webpage has been created for the new Teamwork for Integrated Emergency Management course organized from November 2007 to summer 2008 for the South East European Countries (TIEM-SEE). The intranet webpage contains all the support tools necessary for the training course and provide a platform for interaction among the course participants, the teachers and the coordinators of the course.

The MEP Bibliography

The MEP project bibliography was initiated by ICOM to identify publications on various aspects of disaster risk management. This bibliography is regularly updated and available at (<http://gcibibs.getty.edu/asp/>). The museum community can contribute to the MEP Project Bibliography through <http://icom.museum/download/MEPcontributorsguidelines.pdf>

TIEM-SEE DVD

A DVD on TIEM-SEE has been produced containing interviews of international specialists of the disaster risk management field and also showing the practical work and the mock exercises that are organised during the training course.

The DVD is a communication tool that is used during the MEP presentations, conferences and seminars. After the approval of the MEP-TIEM partners, it will be put on line for the access of a broader public. It will also be used to show the TIEM course content to the possible new partners (ICOM network and outside ICOM world) and possible donors. The DVD, of the duration of 16 minutes, has been financed by the UNESCO BRESCE Venice Office.

Information on training, publications and conferences in the field of the disaster risk management are regularly updated and entered into the MEP databases. At the same time, examples of emergency plans for museums and specialized publications and articles are collected for the MEP library.

The MEP Education Initiative: "Teamwork for Integrated Emergency Management (TIEM) course"

The TIEM is a course organised in partnership with the Getty Conservation Institute, and ICCROM. A new agreement has been signed validated until the end of 2008.

The course and related educational activities will focus on how to reduce risks from disasters including assessment and emergency preparedness, response and recovery— or integrated emergency management— for museums and other cultural institutions

The course will be offered on a regional basis. After the first experience in Asia (2005-2006) (http://icom.museum/tiem_pilot.html) a new TIEM course has been launched in November 2007 for the South East Europe Region (TIEM-SEE) and will last until September 2008. The MEP education strategy has undergone continuous monitoring and evaluation by the partners to make sure it accords with the goals of MEP in general. An evaluation meeting among the partners, also to evaluate the partnership, has been hold in Rome, Italy, on 5 March 2007.

TIEM-SEE

As a start to the TIEM SEE training course, ICOM has organized one day seminar, addressed to the Directors of the selected Museums on "Teamwork for Integrated Emergency Management for Southeast Europe and principles of Museum Risk Management". The Seminar was financed by the UNESCO BRESCE Venice Office and took place on August 18th 2007 in Vienna, Austria, just before the beginning of the 21st General Conference and 22nd General Assembly of ICOM.

The participating museums of the TIEM-SEE come from the following countries: Albania, Bulgaria, Bosnia and Herzegovina, Croatia, Macedonia, Montenegro, Moldavia, Romania, Serbia, and Slovenia. Two participants from educational programmes from Croatia and Serbia were also included among the participants.

The introductory Workshop of the TIEM SEE training course was held from 19 November to 1 December 2007 in Ohrid, the Former Yugoslav Republic of Macedonia, with a very strong institutional commitment and with a strong support of the subgroup for South East Europe of the Regional Alliance of ICOM for Europe (ICOM Europe), the National committee of ICOM Macedonia and National Archive of The Netherlands.

The team of instructors was composed of experts in risk and emergency management, security and collection management from ICOM, ICCROM, Getty Conservation Institute, National Archive of The Netherlands and National Museum in Belgrade.

The workshop programme consisted of lectures, practical work, study visits, group work, mock exercises, seminars and discussions. The participants applied presented approaches, methodologies and techniques in the real museum situation (Museums of Ohrid).

The workshop is followed by a Distance Mentoring Phase which will end on August 31, 2008. During this phase, participants will carry out their respective projects according to the calendar and plan of actions

they have agreed upon.

The course intranet website will serve as a platform for reporting progress, exchanging information and developing further knowledge and skills. Instructors will serve as resources or mentors to provide guidance as required.

The International Committee of the Blue Shield (ICBS)

ICOM is a partner to the International Committee of the Blue Shield (ICBS) (<http://www.ifla.org/blueshield.htm>).

The Mission of the ICBS is to work for the protection of the world's cultural heritage by co-ordinating actions to meet and respond to emergency situations.

ICOM is represented in the ICBS by the Secretary General and the Programme Specialist.

The ICBS meets several times a year to monitor emergency situations and studies ways to coordinate the protection of cultural heritage. It acts as a clearing house for diffusing information on threats to heritage and coordinates its work with other agencies and institutions.

Since 2004 the ICOM Programme Specialist serves as the resource contact for countries that are in the process of setting up national or regional Blue Shield committees, and maintains updated information and the files of the national committees already established. During the reporting period new committees have been created in Israel and Senegal. Assistance has been given to the following countries in the process of creating a new National Committee: New Zealand and Peru.

Joan van Albada, retired Secretary General of ICA, will remain the President of ICBS until the end of 2008.

During the reporting period ICOM has always been represented in occasion of ICBS Meetings.

4. Collaboration with partner organisations

Due to our many common concerns, UNESCO continues to be our major partner, especially with the creation of UNESCO's Section of Museums and Cultural Objects. Noteworthy activities during this period included:

12-13 April 2007: Round table on Regional Cooperation with NGOs, organised in the framework of the 176th session of the Executive Board of UNESCO. ICOM had the honour of being the only NGO invited to sit on the podium for this round table. The Programme Activities Officer presented ICOM's involvement in regional collaboration to the assembly composed of representatives of UNESCO's Permanent Delegations to UNESCO.

27-28 September 2007: Again, during the 177th Session of UNESCO's Executive Board, ICOM was able to take the floor to stress the importance of working on an intersectorial basis.

23 October 2007: And again, before the Plenary Session of UNESCO's 34th General Conference, the Programme Activities Officer, on behalf of the President of ICOM, made a plea for intersectoriality and holistic networking. (It is important to note that only 2 NGOs were invited to address UNESCO's General Conference Plenary Session: ICOM, and the International Association of Universities, AIU)

25 October 2007: Civil Society Forum at UNESCO Headquarters. This forum engaged delegates, parliamentarians, donors, National Commissions, NGOs, Foundations and the private sector in an open dialogue on cooperation issues.

The organisation of the above activities and encounters is a positive indication of the strategic efforts on the part of UNESCO to take into account the contribution to and value of the work of NGOs for UNESCO's own programmes and activities.

Finally, the Programme Activities Service assisted the ICOM officers with drafting the proposal for the 2008-2013 UNESCO-ICOM Framework Agreement.

ICOM Programme Specialist provided support to UNESCO for the creation of the publication: *Disaster Risk Management for Museums* (UNESCO 2008).

A new agreement has been signed until the end of 2008 with the Getty Conservation Institute and ICCROM in the framework of the MEP-TIEM programme.

Collaboration and creation of new partnerships have been envisaged with the International Committee of the Red Cross and Red Crescent and the Militaries, in particular in the framework of the Museums Emergency Programme MEP.

5. Support to ICOM Constituent Bodies.

The Programme Activities Service also provides support to Regional Alliances and National and International Committees in carrying out their work and activities:

Thus support was provided to ASPAC by the Programme Activities Officer together with the Membership Services Officer, for the implementation of ASPAC's General Conference held in Shiraz, Iran, from 27 February to 1 March 2007.

Support was also provided to CIMAM in monitoring its grant from the Getty Foundation for participants from developing countries and Central and Eastern Europe to attend the CIMAM 2007 Annual Conference in Vienna, August 2007.

Also to ICOM-CC to ask for financial support to the Getty Foundation for the following Project Proposals: *Web Communication Improvement project* and *Support for Bursaries from Developing and Low-Income Countries to attend the 15th Triennial Conference of ICOM CC in new Delhi, India from 22 to 26 September 2008.*

Also to ICOM-Georgia's 'Special Project' for the organisation, together with INTERCOM, of Training in Museum Management Issues for South Caucasus Region Museums, held in Tbilisi, Georgia, 4-8 February 2008.

Also to ICLM for participation of its officers in the 3rd International Conference of the UNESCO Memory of the World Programme, in Canberra Australia, 19-22 February 2008.

In addition, the Programme Activities Service also takes part in ICOM's Special Projects Working Group, its Cross-Cultural Task Force, and the Working Group on Regional Alliances and International Committees.

The Programme Specialist assisted to all the meeting organised by the Disaster Relief for Museum (DRFM) Task Force and contributed actively to its mandate.

4. COMMUNICATION ET PUBLICATIONS SERVICE

Highlights

March 2007-March 2008

Growing recognition of ICOM as a strategic leader and key voice in the global heritage community, with intergovernmental, INGO partners, and museums worldwide has been evidenced over the past year.

Key issues and themes including illicit traffic, ethics, cultural property disputes, cultural heritage preservation, and universal museums vs universal heritage have attracted the press and led to interviews with/articles on/by the President and Chairperson of the Ethics Committee and coverage of ICOM, in connection with the General Conference.

An increased number of invitations to international fora, speeches, press releases, declarations and other statements were handled by the Secretariat for the President of ICOM. On behalf of the President and official representatives of the Organisation, speeches and statements are generally written and/or edited by the Editor and published on the appropriate discussion list and/or website by the Webmaster.

ICOM News No. 1/2007 was published on "Museums and Universal Heritage", along with an article by the President and Press Release on International Museum Day and the ICOM General Conference, inaugurating the dominant theme of the year. Collaboration, in the absence of a permanent Secretary General, and then with the interim Secretary General ensured the successful communication efforts at the General Conference in Vienna, including *ICOM News No. 2/2007 "Music"*, the "Museums & Universal Heritage" poster, featured worldwide from May through August as well as posters on .museum, IMD, International Committees, and the brochure on the General Secretariat. Online information, all key documents and links were published on icom.museum. The Webmaster, in addition, produced the successful video clip series in Vienna, viewed by thousands via icom.museum, during and after the GC.

Particular attention was given to the young professionals who participated with interviews and the special 'A Museum is...' project. The Editor participated in the Resolutions Committee and featured the Resolutions from the General Conference in *ICOM News No. 3-4/2007*, the double issue completing the year. The new 4-colour cover, back cover format was born in red with the rock art series to illustrate Universal Heritage in 2007. *ICOM News No. 1/2008* introduced "Museums: agents of social change and development" in green with 3-D imagery to launch the strategic communications campaign for International Museum Day including activities in both the virtual and real museum worlds, aimed at raising consciousness concerning the digital divide and promoting ICOM's global leadership role as the international museum professionals' network.

Mission

- Promote the Organisation within the museum community, as well as among ICOM's partners.
- Disseminate information inside and outside the Organisation.
- Support the activities of ICOM in general and participate in awareness-raising campaigns.
- Develop and maintain information tools and institutional communications, in particular *ICOM News*, the Web site and the Distribution Lists.
- Manage and distribute the publications of the Secretariat and assist in creating and producing the publications of the Committees.
- Respond to the objectives set forth in the Strategic Plan through consistent actions in Communications and Publications.

Human Resources: **Webmaster:** Carla Bonomi (since 2001); **Trilingual Editor:** Lysa Hochroth (since 2005) **Editorial/Communications Assistant:** Jehanne Fabre (part-time intern March 2007-Sept 2007, then CDD since Jan 2008 - IMD); **Consultant:** Laurence Lévi (mid June-mid August 2007 – GC promotional materials, Secretariat brochure).

Mission & Role: Communications

It should be noted that the duties and responsibilities previously assumed by a "Communications or Publications and Communication Officer" (for a period of more than ten years) have been handled *in extenso* by the Webmaster and Trilingual Publications Editor (See Triennial Report 2004-2007). Since hired in 2005, the Publications Editor has been *solely responsible* for the production management of ICOM publications (collaborating, supervising, managing layout and design, editing, translation management, revising, correcting, printing and distribution) of the quarterly *ICOM News* (in English, French and Spanish, including thematic content and iconography), the *Study Series No. 12 (INTERCOM)*, and the *ICOM Code of Ethics for Museums* (2006). The Editor also acts to devise the communications strategy and implement it as publications editor and speechwriter. Since 2001, the Webmaster has been responsible for the website, updating and innovations as well as acting as discussion list moderator. She also acts to promote research & development of technological innovations for ICOM and the Secretariat. The Communications strategy

develops ICOM's core values, based on ICOM's Strategic Objectives: in 2006, ethics and the profession; in 2007, universal heritage partnerships, and in 2008, social change and development.

Examples of Speeches written/delivered in the period March 2007-March 2008 include:

ASPAC, Shiraz, Iran Feb/March 2007; International Museum Day Speeches March/April/May 2007; Azerbaijan May 2007 (In-Kyung Chang); ASEAN, Singapore July 2007; General Conference Speeches; ICOM-Norway September 2007; ICOM-DR Nov 2007; MINOM (Piet Pouw); ICOM-Brazil 60th Anniversary (Rick West), etc.

Collaboration with Other Sectors:

The Sector works closely with all the other sectors of the Secretariat, by developing joint activities with the Programme (*Red List* promotion, Heritage in Danger in *ICOM News*, for example) and the Membership sectors (the Directory for *ICOM News* on the web calendar and printed in *ICOM News*, developed and corrected by the Membership sector), with the Documentation Centre (for Publications that appear in *ICOM News* and for information, research and content on the website) as well as with the Administration Services (production of *Triennial Report 2004-2007*, for example). A new form for collaboration in 2008 is the "**ICOM INFO**" section of *ICOM News* which now compiles key info for members in a handy guide including the updated Directory, Meetings Agenda, Questionnaires or Forms to Participate (working groups, etc.). All of this information with the exception of the Directory itself are now available online.

Activities

March 2007-December 2007 Strategic Objectives: During this period, the Unit concentrated its activities on trying to fulfil the objectives of the Strategic Plan 2004/2007 adopted by the ICOM 21st General Assembly in October 2004 in Seoul (Korea) (see Strategic Plan 2004-2007). **Objective 1: ICOM generates and disseminates knowledge; Objective 2: ICOM is proactive; Objective 3: ICOM is inclusive.**

January 2008-March 2008 Strategic Objectives: Communication & Publications staff participated actively in the development of the new Strategic Plan 2008-2010, continued to fulfill the SOs of the previous plan and actively began implementing the new Strategic Plan, in particular with regard to SO1, SO2 and SO3.

Strategic Objective 1: Strengthen ICOM's global impact (All 5 Anticipated results)

Strategic Objective 2: Provide leadership in advocating the value of heritage (All 3 Anticipated results)

Strategic Objective 3: Champion effectiveness and high standards in museums (Anticipated Results 2, 3, and 4) (Strategic Objective 4, ensuring financial resources, is tangential and does not apply to the period 2007-2008, although could become more essential in 2009-2010, with regard to SO2.2)

Strategic Plan 2007-2010 and ICOM Publications

ICOM Code of Ethics for Museums

In 2007, distribution and sales of the revised *ICOM Code of Ethics for Museums* (ICOM, 2006) continued, with a few bulk sales for particular museums. In consultation with the Chairperson of the Ethics Committee, distribution for teaching the Code was implemented. The Code was furnished to specialised and university museum studies programmes, seminars and conferences. In December 2007, the Editor was invited to speak at the Ecole Normale supérieure (Paris) in the museum studies conference organised by the Art History department on "The Ethics of Community against Models of Museums" at which time the Code of Ethics was distributed. Likewise at the course she gave at the Université de Poitiers (December 2007), the Code was used in the classroom to test the case-study approach to teaching the Code of Ethics. The *ICOM Code of Ethics for Museums* is available on the website in nineteen languages.

Study Series

Launched in 1995, the *Study Series* aims at disseminating information about the work carried out by International Committees as the scientific professional body of ICOM, the most recent of which was No.12, INTERCOM (Management), published in 2006. Although the next *Study Series* has not yet been approved (despite interest from several International Committees to continue the Study Series as a collaborative co-publication, possibly an online electronic journal) no budget has been allotted for this purpose. All the issues of the *Study Series* have been put online in PDF format.

Strategic Plan 2007-2010 and Electronic Communications

Electronic communication: existing and new

ICOM-L is an electronic discussion list devoted exclusively to topics concerning ICOM and announcements about its activities. Subscription to ICOM-L is open and free. ICOM-L has about 1220 members.

ADCOM-L is a discussion list focused on topics of direct concern to the ICOM Advisory Committee, and it is reserved for its members. Members of ADCOM-L are automatically registered on ICOM-L.

The two distribution lists of ICOM are used regularly by the Communication Unit and ICOM's Administrative services to disseminate information about the Organisation. Expansion of communication services are being developed in line with Strategic Objectives 1 and 2: new technologies such as online communications, the ICOM WIKI and the digital development of the **UNESCO-ICOM Resources Centre** (see Elisabeth Jani's report) as a website-based initiative along with publications, in turn an integration of new potential offered by the **Membership Database**, including electronic bulletins to a growing portion of the membership.

Strategic Plan 2007-2010 and the ICOM Website

The ICOM Website: constant development of international network communication

The Website has become a fundamental tool for communicating and for disseminating information about the Organisation and for integrating new communication technologies. It enables ICOM members and the Chairpersons of Committees to participate actively in the life of the Organisation. The constant creation of new pages and regular updating of the site has led to regular consultations of the site which is now perceived as an essential working tool.

In addition to the pages on the Organisation, its activities, functioning and Committees, the Web site also provides professional information about museums. By including links to other professional sites and sources related to museums, it serves as a platform for a diversity of information about museums.

Hosting Object ID, "satellite" website

The ICOM Website is now also hosting a "satellite" website, dedicated to Object ID, the international standard for describing cultural objects (see Programme Sector Report). This tool is a complete website in English, Spanish and now in French, which presents the object ID checklist but also publications, news and useful links. The Object ID Check list on our website is now available in fourteen languages.

Media Coverage

Highlights from 2007:

Feb/March 2007	Press coverage associated with the «Mémoire et universalité » debate/UNESCO
April 2007	"Les mille et une astuces des musées pour se vendre", <i>Le monde diplomatique</i>
May-June 2007	International Museum Day Press (worldwide, see IMD 2007 Press Book)
May 2007	"Le Mali entre Pillage et Contrefaçon", <i>Le Figaro</i>
August 2007	Press on ICOM General Conference (see ICOM GC Press Book)
October 2007	"Returning Stolen Art: No Easy Answers", <i>New York Times</i>
November 2007	<i>Hoy Digital, El Caribe</i> , Dominican Republic (see ICOM General Press Book)

Highlights from 2008:

January 2008	China magazine, feature on Alissandra Cummins "All cultures are equal" (also Hongyam Kim featured in a separate piece) in the special issue on museums
March 2008	International Museum Day Press Release "Museums: agents of social change & development" (see IMD 2008 Press Book , in development)

Strategic Plan 2007-2010 and International Museum Day

Promotion of International Museum Day

International Museum Day 2007 was the most successful since 1977, with 70 countries participating in recognising "Universal Heritage" in thousands of museums. The Secretariat communicated to members information on the theme through *ICOM News* and the Web site, as well as through a series of press releases and speeches. Articles describing the different experiences of museums and debates are published in the section "Focus" of *ICOM News*. A report on the activities organised by the Committees and museums throughout the world also appears in *ICOM News* and on the Web site. The archives of previous International Museum Days can also be consulted on the Web site. A list of activities carried out in the past few years by museums and ICOM members to celebrate International Museum Day has been compiled and the Unit has developed a list of suggested activities specially dedicated to 2007 and 2008 themes. The Unit created an International Museum Day poster in 2007, featured on IMD, at museums around the world and in the specialized press, the **2007 "Museums and Universal Heritage"** poster was distributed to all ICOM Institutional Members with *ICOM News* and available as a print quality download online. In **2008**, with the theme **"Museums: agents of social change and development"**, the poster being produced will be available online as a download and distributed to participating museums on both sides of the digital divide. IMD is used as the annual event to mobilize activity throughout the network, to reaffirm existing partnerships and to collaborate with new, non-traditional partners.

ICOM NEWS ISSUE	FOCUS	Museums of the World	Committee Platform	Heritage in Danger
N° 1/2007	Museums & Universal Heritage	Vienna's Museums	ICOM-Europe	Afghanistan/ <i>Afghanistan Red List</i>
N° 2/2007	Museums in Music	Music and Museums in Austria	<u>ICOM-Arab</u>	African Rock Art/ TARA
N° 3-4/2007	ICOM 2007: Universal Heritage General Conference	Resolutions from the General Conference	EC, Resolutions, GC, MAC, ICOM-Benin, UMAC, Advisory	Extinction crisis escalates/ IUCN
N° 1/2008	Museums: agents of social change and development	The Slave Route via Museums of Phase Change Memory	Cross Cultural Task Force; ICOM-Georgia and INTERCOM	The Ganges/ ICOMOS

Institutional Members featured to date: Gulbenkian Museum (N° 2/2007), British Museum (N° 1/2008)

5. CENTRE D'INFORMATION

The Information Centre in 2007

Following the adoption of Resolution No. 2 on Accessibility of Information and Communication and the Strategic Plan for 2008–2010 by the 22nd General Assembly, the Centre revised its work schedule and the ICOM Secretariat proposed taking the first steps towards creating a Digital Resources Centre which would encompass the archives, the present Information Centre and the Publications Sector and could be accessed via the ICOM website. As a result, Asghar Hassanzadeh and Elisabeth Jani devoted some of their time to solving the Centre's various problems with the existing database. After studying and analysing ICOM's needs, they researched appropriate documentary and archive management software and explored ways of digitising the documents at a future date.

Archives

An archivist, Asghar Hassanzadeh, joined the staff on a fixed-term contract in June 2007 to continue the work begun on the archives in 2006. He worked on the disposal schedule, disposal slips, sorting and so on. A substantial proportion of the archives of the Administration, Accounting and Programme Activities sectors (representing a total of approximately 50 linear metres) has now been sorted and can be disposed of as soon as the departments concerned give their consent. Preparation of documents to be digitised (archives, periodicals, monographs etc.) is under way and conservation equipment has been purchased.

Documentation

As well as working with the archivist on plans for a Resources Centre, Elisabeth Jani handled requests for information received at the Secretariat: in addition to responding to requests for information by telephone or at the Information Centre itself, she answered 211 requests for information by email or post.

The Documentalist also produces a review of new ICOM publications received by the Secretariat, which is published in the quarterly newsletter *ICOM News*.

The Centre endeavours to update the sections and pages of the ICOM website for which it is responsible as regularly as possible. These are to be found in the Resources section and are as follows:

- Bibliography of ICOM Publications – 1946 to date
- Bibliographies
- Other Resources.

Database

The Centre's bibliographical database is currently managed using WINISIS software and cannot be easily consulted and used. It no longer encompasses the entire collection, as part of the collection is housed at the Documentation Centre of the Direction des musées de France (DMF). The plan is to create a new database which would contain the references of books and periodicals currently held at ICOM's headquarters and those in the collection housed with the DMF, plus archives and perhaps even, at a later stage, items such as photographs and posters, and could be consulted via the ICOM website.