

CCC  
AI  
1494

Relations with International Non-Governmental Organizations  
*Relations avec les organisations internationales non gouvernementales*

**QUESTIONNAIRE**

(to be filled in in triplicate / à remplir en trois exemplaires)

1. NAME OF ORGANIZATION / NOM DE L'ORGANISATION  
(in English, French and Spanish / en anglais, français et espagnol)

2. ADDRESS OF HEADQUARTERS / ADRESSE DU SIEGE PRINCIPAL  
Telegraphic address / Adresse télégraphique  
Telephone

3. OFFICIALS / FONCTIONNAIRES  
(President, Vice-Presidents, Secretary-General, etc. / Président, Vice-Présidents, Secrétaire général, etc.)

4. DATE OF CONSTITUTION AND BRIEF OUTLINE OF HISTORY (with relevant documents) /  
DATE DE FONDATION ET BREF HISTORIQUE (avec documents à l'appui)  
(Please attach 1 copy of articles / Prière de joindre un exemplaire des statuts)

Date of last revised statutes / Date de la dernière révision des statuts

Date, place and nature of the deed granting the status of body corporate /  
Date, lieu et nature de la reconnaissance de la personnalité juridique de l'organisation

5. STRUCTURE

(a) Membership: number, categories, advantages; participating countries or organizations (complete list, with addresses)

Membres : nombre, catégories, avantages; pays ou organisations affiliés (liste complète, avec adresses)

(b) Governing Bodies / Organes directeurs

(c) Rules governing voting / *Règlement concernant les votes*

(d) Annual Budget / *Budget annuel*  
(as detailed as possible / *le plus détaillé possible*)

6. PRINCIPAL ACTIVITIES / *PRINCIPALES ACTIVITES*  
(Summary / *Résumé*)

International Conferences to be held under the auspices of your organization /  
*Conférences internationales qui auront lieu sous les auspices de votre organisation*  
(Periodicity; date, place of meeting / *Périodicité; date, lieu de la réunion*)

Publications: (a) Bibliography of published works / *Bibliographie des ouvrages publiés*

(b) List of periodicals / *Liste des périodiques*  
(Titles, periodicity, names of editors; please forward specimen /  
*Titres, périodicité, noms des rédacteurs; prière d'envoyer un spécimen*)

7. RELATIONS WITH THE UNITED NATIONS AND OTHER SPECIALIZED AGENCIES /  
*RELATIONS AVEC LES NATIONS UNIES ET LES AUTRES INSTITUTIONS SPECIALISEES*  
(Consultative status, Register, etc. ... Date of the decision /  
*Statut consultatif, Registre, etc. ... Date de la décision*)

8. RELATIONS WITH OTHER NON-GOVERNMENTAL ORGANIZATIONS /  
*RELATIONS AVEC D'AUTRES ORGANISATIONS NON GOUVERNEMENTALES*

9. PRESENT RELATIONS WITH UNESCO / *RELATIONS ACTUELLES AVEC L'UNESCO*

(a) With the Secretariat / *Avec le Secrétariat*

(b) With National Commissions / *Avec les Commissions nationales*

10. NATURE OF CO-OPERATION DESIRED WITH UNESCO /  
*NATURE DE LA COOPERATION ENVISAGEE AVEC L'UNESCO*

---

Date

Signature

Title / *Titre*

# DIRECTIVES CONCERNANT LES RELATIONS DE L'UNESCO AVEC LES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

## EXTRAIT DES ACTES DE LA CONFERENCE GENERALE

*Onzième session*

*Paris, 1960*

### SOMMAIRE

- I. Conditions auxquelles doivent satisfaire les organisations internationales non gouvernementales avec lesquelles l'Unesco maintient les relations définies par les présentes directives.
- II. Différentes catégories de relations de l'Unesco avec les organisations internationales non gouvernementales.
- III. Obligations des organisations internationales non gouvernementales.
- IV. Avantages reconnus aux organisations internationales non gouvernementales.
- V. Conférence des organisations internationales non gouvernementales.
- VI. Subventions accordées à des organisations internationales non gouvernementales.
- VII. Contrats conclus avec des organisations internationales non gouvernementales.
- VIII. Examen périodique des relations de l'Unesco avec les organisations internationales non gouvernementales.



## PREAMBULE

1. En application des dispositions de l'article XI de l'Acte constitutif, les directives ci-après définissent les principes et les méthodes selon lesquels l'Unesco peut établir des arrangements en vue de consultation et de coopération avec les organisations internationales non gouvernementales exerçant des activités dans les domaines de la compétence de l'Unesco.
2. Ces arrangements en vue de consultation ou de coopération sont destinés, d'une part, à permettre à l'Unesco de disposer de la documentation, des conseils et de la coopération technique des organisations internationales non gouvernementales et, d'autre part, à permettre à ces organisations, qui représentent des fractions importantes de l'opinion publique, de faire connaître les points de vue de leurs membres.
3. Tous ces arrangements ont pour but de promouvoir les objectifs de l'Unesco en lui assurant le plus large concours possible de la part des organisations internationales non gouvernementales dans la préparation et dans l'exécution de son programme, et en intensifiant ainsi la coopération internationale dans les domaines de l'éducation, de la science et de la culture.
4. Les conditions dans lesquelles les organisations internationales non gouvernementales peuvent participer aux travaux de l'Unesco sont définies par les arrangements ci-après :

### I

#### CONDITIONS AUXQUELLES DOIVENT SATISFAIRE LES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES AVEC LESQUELLES L'UNESCO MAINTIEN LES RELATIONS DEFINIES PAR LES PRESENTES DIRECTIVES

- I.1 Est considérée comme organisation internationale non gouvernementale avec laquelle l'Unesco peut maintenir les relations définies par les présentes directives toute organisation internationale qui n'a pas été créée par voie d'un accord intergouvernemental, dont les buts et le rôle ont un caractère non gouvernemental, et qui répond aux conditions suivantes :
  - (a) Exercer des activités dans les domaines de la compétence de l'Unesco, avoir les moyens et la volonté de contribuer efficacement à la réalisation des objectifs de celle-ci, conformément aux principes énoncés dans l'Acte constitutif ;
  - (b) Réunir une proportion importante des groupements ou des personnes intéressés à une ou plusieurs des activités de la compétence de l'Unesco ; et avoir des adhérents réguliers dans des pays assez nombreux et assez variés pour pouvoir, dans toute la mesure du possible, représenter valablement différentes régions culturelles du monde ;
  - (c) Dans le cas d'une organisation de caractère régional, au sens géographique ou culturel de ce mot, avoir des adhérents dans un assez grand nombre de pays pour pouvoir représenter valablement l'ensemble de la région intéressée ;
  - (d) Etre dotée d'un organe directeur permanent de structure internationale, avoir des représentants dûment autorisés, et disposer de méthodes et de moyens lui permettant de communiquer régulièrement avec ses membres dans les différents pays.

DIFFERENTES CATEGORIES DE RELATIONS DE L'UNESCO  
AVEC LES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

- II. 1 Les relations entre l'Unesco et les organisations internationales non gouvernementales sont de trois catégories différentes, selon la nature de la coopération entre ces organisations et l'Unesco. Les modalités d'admission dans chacune de ces catégories ainsi que les obligations et les avantages afférents, sont fixés par les présentes directives. En outre, le Directeur général peut, s'il le juge propre à servir les objectifs de l'Unesco, maintenir des relations non officielles avec des organisations internationales non gouvernementales ne figurant dans aucune des catégories de relations considérées à la présente section II.
- II. 2 Toute organisation internationale non gouvernementale remplissant les conditions définies à la section I ci-dessus et désireuse de coopérer avec l'Unesco pour être admise par le Directeur général, s'il le juge utile à la réalisation des objectifs de l'Unesco, dans une catégorie de relations dite "d'information mutuelle" (catégorie C). Le Directeur général informera le Conseil exécutif, dans le cadre de ses rapports périodiques, des organisations internationales non gouvernementales qu'il aura placées dans la catégorie d'information mutuelle (catégorie C) et de celles qu'il n'aura pas retenues.
- II. 3 Lorsque, pendant une période d'au moins deux ans, une organisation appartenant à la catégorie C aura apporté à l'Unesco une coopération efficace dans le cadre défini au sous-paragraphe III. 1 (a) ci-dessous, le Conseil exécutif pourra décider, soit sur proposition du Directeur général, soit à la demande de l'Organisation elle-même, d'admettre cette organisation dans une catégorie de relations plus restreinte, dite "d'information et de consultation" (catégorie B). Dans des cas exceptionnels, le délai de deux ans pourra être réduit. Les organisations admises dans la catégorie B devront avoir donné la preuve qu'elles sont en mesure de fournir à l'Unesco, sur sa demande, des avis sur les questions relevant de leur compétence et de contribuer efficacement par leurs activités à l'exécution du programme de l'Unesco. Les demandes présentées directement par les organisations non gouvernementales et qui n'auront pas été acceptées par le Conseil exécutif ne pourront lui être soumises à nouveau que deux ans au moins après sa première décision.
- II. 4 Avant de ranger une organisation dans la catégorie B, le Conseil exécutif tiendra compte des principes suivants :
- (a) Lorsque les objectifs essentiels d'une organisation s'apparentent à ceux d'une institution spécialisée autre que l'Unesco, il conviendra de consulter l'institution spécialisée intéressée ;
  - (b) L'admission dans la catégorie B ne sera pas accordée à titre individuel aux organisations groupées dans un organisme plus vaste déjà admis et autorisé à représenter ces organisations pour l'ensemble de leurs attributions ;
  - (c) Lorsque, dans l'un quelconque des domaines d'action de l'Unesco, il existe plusieurs organisations distinctes, leur admission à titre individuel dans la catégorie B pourra être différée en vue de favoriser la création de fédérations, de conseils ou d'organismes de coordination réunissant l'ensemble de ces organisations et propres à mieux servir les fins de l'Unesco. L'application de ce principe ne devra toutefois pas priver l'Unesco de la coopération directe d'organisations dont le concours se révélerait particulièrement souhaitable dans l'un des domaines de sa compétence.
- II. 5 Un nombre restreint d'organisations internationales non gouvernementales ayant une composition largement internationale et une compétence éprouvée dans un domaine important de l'éducation, de la science ou de la culture et ayant, d'une manière régulière, apporté une contribution d'une importance majeure à l'action de l'Unesco, pourront, sur leur demande et après consultation avec le Directeur général, être rangées par le Conseil exécutif dans une autre catégorie de relations, dites de "consultation et d'association" (catégorie A). Outre la coopération décrite au paragraphe 3 ci-dessus, des relations de travail étroites et continues devront être maintenues avec ces organisations qui seront invitées par le Directeur général à lui donner régulièrement des avis quant à l'élaboration et à l'exécution du programme de l'Unesco et à participer aux activités de celle-ci.
- II. 6 A titre exceptionnel, le Conseil exécutif pourra, s'il le juge utile à la réalisation des objectifs de l'Unesco et à l'exécution de son programme, admettre directement une organisation internationale non gouvernementale dans la catégorie A ou la catégorie B.
- II. 7 Le Directeur général informera chaque organisation admise dans l'une des différentes catégories de relations, des obligations et des avantages qui s'attachent à son admission. Les

NB - Le texte souligné est un amendement à l'article II. 5 adopté par la Conférence générale à sa quatorzième session (1966).

relations de l'Unesco avec ces organisations ne deviendront effectives qu'après accord notifié par l'organe compétent de l'organisation intéressée.

- II. 8 Lorsque le Directeur général estimera que les circonstances ont rendu nécessaire le transfert d'une organisation de la catégorie A à la catégorie B, ou de la catégorie B à la catégorie C, il en saisira pour décision le Conseil exécutif. Il informera au préalable l'organisation intéressée des raisons qui auront motivé sa proposition et communiquera les observations éventuelles de l'organisation au Conseil exécutif avant qu'une décision définitive ne soit prise. Les mêmes dispositions s'appliqueront au cas où le Directeur général estime nécessaire de mettre fin aux relations de l'Unesco avec une organisation internationale non gouvernementale.

### III

#### OBLIGATIONS DES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

- III. 1 Les obligations que doivent accepter les organisations admises dans les diverses catégories de relations sont définies ci-après :

- (a) Relations d'information mutuelle (catégorie C)  
(i) Tenir le Directeur général informé de leurs activités ayant trait au programme de l'Unesco et du concours apporté par elles à la réalisation des objectifs de l'Unesco ;  
(ii) Faire connaître à leurs membres, par tous les moyens dont elles disposent, les activités du programme et les réalisations de l'Unesco de nature à les intéresser.
- (b) Relations d'information et de consultation (catégorie B)  
Outre l'obligation de remplir les conditions décrites au paragraphe (a) ci-dessus, les organisations appartenant à la catégorie B doivent :  
(i) A la demande du Directeur général fournir des avis et apporter leur concours en ce qui concerne les enquêtes, études ou publications de l'Unesco relevant de leur compétence ;  
(ii) Contribuer par leurs activités à l'exécution de certaines parties du programme de l'Unesco et, dans la mesure du possible, inscrire à l'ordre du jour de leurs réunions des questions ayant trait au programme de l'Unesco ;  
(iii) Inviter l'Unesco à se faire représenter à leurs réunions dont l'ordre du jour présente un intérêt du point de vue du programme de l'Unesco ;  
(iv) Présenter au Directeur général des rapports périodiques sur leurs activités et sur le concours qu'elles ont apporté à l'action de l'Unesco.
- (c) Relations de consultation et d'association (catégorie A)  
Outre l'obligation de remplir les conditions décrites aux paragraphes (a) et (b) ci-dessus, les organisations de la catégorie A doivent :  
(i) S'engager à collaborer étroitement avec l'Unesco en développant celles de leurs propres activités qui relèvent de la compétence de l'Unesco ;  
(ii) Assister l'Unesco dans ses efforts tendant à améliorer la coordination internationale des activités des organisations non gouvernementales travaillant dans un même domaine.

### IV

#### AVANTAGES RECONNUS AUX ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

- IV. 1 Conformément aux dispositions de l'article IV, paragraphe 13, de l'Acte constitutif, la Conférence générale, votant à la majorité des deux tiers, pourra, sur recommandation du Conseil exécutif, inviter comme observateurs, à des sessions déterminées de la Conférence ou de ses commissions, des représentants des organisations admises dans la catégorie C. Les demandes de ces organisations, indiquant les points de l'ordre du jour de la Conférence à l'examen desquels leurs représentants désireraient participer, devront parvenir au Directeur général au plus tard un mois avant l'ouverture de la session de la Conférence générale.
- IV. 2 Conformément aux dispositions de l'article IV, paragraphe 14, de l'Acte constitutif, les organisations appartenant aux catégories A et B seront invitées par le Directeur général à envoyer des observateurs aux sessions de la Conférence générale et de ses commissions. Ces observateurs, ainsi que ceux qui auront été admis conformément aux dispositions de l'article IV, paragraphe 13, de l'Acte constitutif, pourront faire des déclarations sur les questions relevant de leur compétence devant les commissions, les comités et les organes subsidiaires de la Conférence générale, avec l'assentiment du président en exercice. Ils pourront prendre la parole en séance plénière, sur des questions de leur ressort, sous réserve de l'approbation du Bureau de la Conférence générale.

- IV.3 Les organisations appartenant aux catégories A et B pourront, par décision de leur organe directeur, soumettre au Directeur général des observations écrites dans l'une des langues de travail de l'Unesco et portant sur des questions qui relèvent de leur compétence et qui ont trait au programme de l'Unesco. Le Directeur général communiquera la substance de ces observations au Conseil exécutif et, si cela est jugé opportun, à la Conférence générale.
- IV.4 En outre, les avantages suivants seront accordés aux organisations appartenant aux différentes catégories, dans le cadre de leur collaboration avec le Secrétariat :

- (a) Relations d'information mutuelle (catégorie C)
- (i) Le Directeur général prendra toutes mesures utiles en vue d'assurer avec ces organisations un échange d'informations et de documentation sur les questions d'intérêt commun ;
  - (ii) Ces organisations pourront être invitées à envoyer des observateurs à certaines réunions convoquées par l'Unesco si, de l'avis du Directeur général, elles sont en mesure d'apporter une contribution importante aux travaux de ces réunions.
- (b) Relations d'information et de consultation (catégorie B)
- (i) Ces organisations recevront, après entente avec le Secrétariat, toute documentation appropriée ayant trait aux activités du programme correspondant à leurs objectifs statutaires ;
  - (ii) Elles seront consultées par le Directeur général sur les projets de programme de l'Unesco ;
  - (iii) Elles pourront être invitées par le Directeur général à envoyer des observateurs à des réunions organisées par l'Unesco et portant sur des sujets de leur compétence ; au cas où elles ne pourraient pas se faire représenter à ces réunions, elles pourront communiquer leurs vues par écrit ;
  - (iv) Elles pourront recevoir des subventions de l'Unesco, dans le cadre des dispositions de la section VI des présentes directives ;
  - (v) Elles seront invitées aux conférences périodiques d'organisations non gouvernementales.
- (c) Relations de consultation et d'association (catégorie A)
- (i) Ces organisations bénéficieront de tous les avantages décrits au paragraphe IV.4 (b). D'une manière générale, elles seront associées aussi étroitement et régulièrement que possible aux divers stades de la planification et de l'exécution des activités de l'Unesco relevant de leur compétence ;
  - (ii) L'Unesco s'efforcera, dans toute la mesure du possible, de procurer des locaux administratifs aux conditions les plus favorables à celles de ces organisations avec lesquelles il est particulièrement nécessaire que le Secrétariat soit en contact permanent.

## V

### CONFERENCE DES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

- V.1 Les organisations internationales non gouvernementales admises dans les catégories A et B pourront, avec l'accord du Directeur général, se réunir tous les deux ans en conférence au Siège de l'Unesco, en vue d'examiner les problèmes que pose leur coopération avec l'Unesco et de faciliter la coopération entre les organisations ayant des intérêts communs. Des consultations collectives sur les projets de programme et de budget pourront avoir lieu à l'occasion de ces réunions en vue d'obtenir des avis et des suggestions concernant les grandes lignes du programme de l'Unesco.
- V.2 La Conférence des organisations internationales non gouvernementales pourra constituer un comité permanent, qui aura notamment pour fonction de coopérer avec le Directeur général dans l'intervalle des réunions de la conférence et de préparer, en consultation avec le Directeur général, l'ordre du jour de la réunion suivante. Les locaux et les services de secrétariat nécessaires pour les réunions de la conférence et du comité seront fournis gratuitement par le Directeur général.

## VI

### SUBVENTIONS ACCORDEES A DES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

- VI.1 L'Unesco pourra accorder, dans les conditions et pour les objets définis ci-dessous, une aide financière, sous forme de subventions, à un nombre limité d'organisations internationales non gouvernementales des catégories A et B qui, par leurs propres activités, apportent une contribution particulièrement efficace à la réalisation des objectifs de l'Unesco

tels qu'ils sont définis dans son Acte constitutif, et à la mise en oeuvre d'une partie importante de son programme.

- VI. 2 Ces subventions pourront être accordées aux fins suivantes :
- (a) Contribution aux frais de voyage et de séjour d'un nombre limité de spécialistes participant à des réunions internationales telles que conférences, congrès, colloques, comités d'experts, sessions d'assemblées générales, en vue d'étendre la répartition géographique des participants ;
  - (b) Contribution aux frais de voyage et de séjour des membres des organes directeurs de l'organisation intéressée pour leur permettre d'assister aux réunions de ces organes ;
  - (c) Contribution aux frais d'organisation d'importantes réunions internationales ou régionales, notamment en vue de la préparation des documents de travail, de la location des salles de réunion et de l'interprétation ;
  - (d) Contribution aux frais afférents aux activités régulières d'un nombre limité de laboratoires ou de centres d'études et de recherches jouissant d'une réputation internationale bien établie ;
  - (e) Contribution aux frais de rédaction et d'impression d'ouvrages préparés sous les auspices de l'organisation intéressée et présentant un haut intérêt international dans l'un des domaines de la compétence de l'Unesco ;
  - (f) Contribution aux frais entraînés par la constitution de nouvelles sections nationales affiliées à l'organisation intéressée, ou d'organes de liaison appropriés, lorsque la nécessité de créer de tels organismes aura été constatée ;
  - (g) Contribution aux frais afférents à d'autres activités présentant un intérêt reconnu pour le développement de la coopération internationale dans l'un des domaines de la compétence de l'Unesco.
- VI. 3 Dans le cas d'organisations créées sur l'initiative de l'Unesco ou assumant la charge d'activités qui autrement incomberaient à l'Unesco, des subventions pourraient être accordées pour couvrir des dépenses d'ordre administratif (telles que traitement du personnel, location de locaux, fournitures de bureau et communications) reconnues nécessaires au fonctionnement régulier de l'organisation intéressée, lorsque celle-ci ne sera pas en mesure d'y pourvoir par ses ressources propres.
- VI. 4 Les subventions ne seront pas accordées individuellement aux organisations faisant partie des organismes plus vastes subventionnés par l'Unesco.
- VI. 5 Les subventions pourront être accordées pour une période égale ou inférieure à un exercice financier biennal. L'Unesco s'efforcera toutefois, autant que possible, d'orienter sa politique en matière de subventions de façon à assurer la continuité nécessaire des organisations bénéficiaires, dans la mesure où leurs activités présentent une importance particulière pour la réalisation des objectifs de l'Unesco et l'exécution de son programme.
- VI. 6 Sauf dans le cas d'organisations nouvelles créées conformément aux dispositions d'une résolution de la Conférence générale, les subventions devront être uniquement destinées à compléter des fonds provenant d'autres sources et n'être accordées que s'il est avéré que l'organisation ne peut trouver en dehors de l'Unesco le supplément de ressources nécessaire. Des justifications appropriées à ce sujet seront fournies par les organisations intéressées. Les organisations bénéficiaires s'efforceront, dans toute la mesure du possible, d'augmenter progressivement leur propre participation financière aux activités pour lesquelles l'Unesco leur aura accordé des subventions.
- VI. 7 La Conférence générale fixera, pour chaque chapitre du programme, le montant global des crédits réservés aux subventions aux organisations internationales non gouvernementales et donnera au Conseil exécutif des directives générales relatives à l'utilisation de ces crédits.
- VI. 8 En fixant les crédits destinés aux subventions dans le budget des divers départements, la Conférence générale tiendra compte du développement que la coopération internationale a atteint dans les différents domaines relevant de la compétence de l'Unesco. D'une manière générale, l'Unesco s'efforcera d'appliquer une politique de concentration et d'intégration dans les domaines où l'existence de nombreuses organisations internationales non gouvernementales peut être une cause de dispersion.
- VI. 9 Le Conseil exécutif examinera, dans le cadre des crédits budgétaires votés par la Conférence générale pour les subventions, les propositions de subventions soumises par le Directeur général, et fixera le montant de chaque subvention ainsi que les fins pour lesquelles cette subvention sera accordée. Les propositions de subventions soumises par le Directeur général spécifieront dans chaque cas les sommes destinées : (a) à financer des activités du programme ; (b) s'il y a lieu, à couvrir une partie des dépenses administratives.



- VI.10 Les catégories de dépenses, présentées à titre indicatif, seront conformes aux objectifs définis aux paragraphes VI.2 et VI.3 ci-dessus. En outre, les propositions de subventions contiendront des indications sur la contribution que l'organisation bénéficiaire pourra fournir sur ses propres ressources à chacune des activités subventionnées.
- VI.11 Pour statuer sur chaque cas particulier, le Conseil exécutif se guidera sur les considérations suivantes :
- (a) Progrès réalisés par l'organisation bénéficiaire grâce à des subventions antérieures, en ce qui concerne tant l'étendue que le caractère international de ses activités ;
  - (b) Nécessité d'éviter que les activités respectives de deux organisations subventionnées fassent double emploi, tout en assurant l'équilibre entre différents courants d'idées ;
  - (c) Nécessité d'assurer une répartition géographique aussi large que possible des organisations et des activités subventionnées ;
  - (d) Nature de la contribution que les organisations sont en mesure d'apporter aux activités pour lesquelles des subventions sont demandées.
- VI.12 Le Conseil exécutif pourra fixer à l'octroi des subventions des conditions spéciales lorsqu'il le jugera utile.
- VI.13 Les conditions d'utilisation des subventions feront l'objet d'un accord spécial entre le Directeur général et l'organisation bénéficiaire. Cet accord sera conforme aux décisions adoptées par le Conseil exécutif et aux règles administratives approuvées par le Directeur général à cet effet. Il spécifiera, sur la base des propositions soumises par l'organisation bénéficiaire, les objets pour lesquels les crédits de l'Unesco seront utilisés. Enfin, il indiquera sous quelle forme et dans quel délai l'organisation bénéficiaire doit soumettre au Directeur général le rapport sur l'emploi qu'elle a fait de la subvention.
- VI.14 Aucune subvention ne pourra être utilisée, même en partie, à des fins autres que celles qui auront été spécifiées par le Conseil exécutif au moment de l'octroi de ladite subvention, sans l'autorisation préalable du Conseil exécutif, sur la recommandation du Directeur général. En des circonstances exceptionnelles, le Directeur général pourra accorder une telle autorisation, sous réserve d'un rapport au Conseil exécutif lors de sa session suivante.
- VI.15 Toute demande d'augmentation de crédits destinés à couvrir des frais administratifs sera soumise à l'approbation du Conseil exécutif. Toutefois, le Directeur général pourra autoriser une augmentation de tels crédits jusqu'à concurrence de l'équivalent de 100 dollars.
- VI.16 Aussitôt que possible après la fin de son exercice financier, l'organisation bénéficiaire soumettra au Directeur général un rapport détaillé sur ses activités au cours dudit exercice financier. Ce rapport précisera, selon un plan indiqué par le Secrétariat, l'emploi qui aura été fait des subventions et les résultats obtenus. En même temps, elle fera connaître le montant des fonds qu'elle n'aurait pas encore dépensés, en indiquant l'usage qu'elle compte en faire sous réserve de l'autorisation du Directeur général, au cours de l'exercice suivant. En soumettant ce rapport, l'organisation bénéficiaire fera également parvenir au Directeur général des comptes dûment certifiés sur l'emploi des fonds accordés par l'Unesco. Dans les cas où la subvention est supérieure à l'équivalent de 2.500 dollars, les comptes seront vérifiés par un commissaire aux comptes. Le Directeur général pourra, s'il l'estime nécessaire, demander que les comptes relatifs à l'utilisation de la subvention soient soumis pour examen à un commissaire aux comptes désigné par l'Unesco.

## VII

### CONTRATS CONCLUS AVEC DES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

Toutes les fois que le Directeur général le jugera nécessaire pour la bonne exécution du programme de l'Unesco, il pourra conclure avec toute organisation internationale non gouvernementale particulièrement qualifiée un contrat en vue de la mise en oeuvre d'activités figurant au programme adopté par la Conférence générale.

## VIII

### EXAMEN PERIODIQUE DES RELATIONS DE L'UNESCO AVEC LES ORGANISATIONS INTERNATIONALES NON GOUVERNEMENTALES

- VIII.1 Dans ses rapports annuels, le Directeur général fournira des informations sur les relations établies entre l'Unesco et les organisations internationales non gouvernementales.
- VIII.2 Le Directeur général présentera, à chaque session ordinaire de la Conférence générale, un rapport succinct sur les modifications qui seront intervenues par décision du Conseil

exécutif dans le classement des organisations internationales admises aux différentes catégories de relations avec l'Unesco. Ce rapport contiendra également la liste des organisations qui auront soumis des demandes d'admission dans les diverses catégories de relations et dont les demandes n'auront pas été retenues.

VIII.3 La Conférence générale recevra, tous les six ans, un rapport du Conseil exécutif sur le concours apporté à l'action de l'Unesco par les organisations admises dans la catégorie des relations de consultation et d'association (catégorie A) et dans la catégorie des relations d'information et de consultation (catégorie B). Ce rapport contiendra une évaluation des résultats obtenus grâce aux subventions accordées aux organisations conformément aux dispositions de la section VI des présentes directives.

**DIRECTIVES CONCERNING  
UNESCO'S RELATIONS  
WITH  
INTERNATIONAL  
NON-GOVERNMENTAL  
ORGANIZATIONS**

**REPRINTED FROM THE RESOLUTIONS  
OF THE  
GENERAL CONFERENCE**

*Eleventh session  
Paris, 1960*

**CONTENTS**

- I. Conditions to be fulfilled by international non-governmental organizations with which Unesco maintains the relations defined by the present Directives.
- II. Different categories of Unesco relations with international non-governmental organizations.
- III. Obligations of international non-governmental organizations.
- IV. Advantages granted to international non-governmental organizations.
- V. Conference of international non-governmental organizations.
- VI. Subventions granted to international non-governmental organizations.
- VII. Contracts concluded with international non-governmental organizations.
- VIII. Periodical review of Unesco's relations with international non-governmental organizations.



## PREAMBLE

1. In implementation of the provisions of Article XI of the Constitution, the following Directives set out the principles and procedures under which Unesco may make arrangements for consultation and co-operation with international non-governmental organizations conducting activities in fields that are within its competence.
2. Arrangements for consultation and co-operation will be made, on the one hand, for the purpose of enabling Unesco to secure documentation, advice and technical co-operation from international non-governmental organizations and, on the other, for that of enabling organizations which represent important sections of public opinion to express the views of their members.
3. Any arrangements made under these Directives shall be designed to advance the purposes of Unesco by securing the maximum co-operation from international non-governmental organizations in the preparation and in the execution of its programme, and thus increasing international co-operation in the fields of education, science and culture.
4. The conditions under which international non-governmental organizations may take part in the work of Unesco shall be defined by the following arrangements:

### I

#### CONDITIONS TO BE FULFILLED BY INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS WITH WHICH UNESCO MAINTAINS THE RELATIONS DEFINED BY THE PRESENT DIRECTIVES

- I. 1 An international organization shall qualify as an international non-governmental organization with which Unesco may maintain the relations defined by the present Directives provided it has not been established by intergovernmental agreement, that its purposes and functions are non-governmental in character, and that it fulfils the following conditions:
- (a) That it conducts activities in fields that are within the competence of Unesco and that it is able and willing to make an effective contribution to the achievements of Unesco's objectives in conformity with the principles proclaimed in Unesco's Constitution;
  - (b) That its membership includes a substantial proportion of the groups or persons interested in one or more of the activities falling within Unesco's competence; and that it has regular members in a sufficiently large number and variety of countries to permit it to act, as far as possible, as a valid representative of different cultural regions of the world;
  - (c) In the case of a regional organization, in the geographical or cultural sense of this word, that it has a sufficiently large membership to permit it to act as a valid representative of the whole of the region concerned;
  - (d) That it has a permanent directing body of international composition, as well as duly authorized representatives, and procedures and machinery enabling it to communicate regularly with its members in various countries.

DIFFERENT CATEGORIES OF UNESCO RELATIONS  
WITH INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS.

- II. 1 Relations between Unesco and the international non-governmental organizations shall be divided into three different categories, according to the nature of the co-operation between these organizations and Unesco. The terms of admission to each of these categories and the resultant obligations and advantages are laid down in the present Directives. Moreover, the Director-General may, when he considers it appropriate for the carrying out of the objectives of Unesco, maintain informal relations with international non-governmental organizations not included in one of the categories of relationship discussed in this Section II.
- II. 2 Any international non-governmental organization fulfilling the conditions defined in Section I above and wishing to co-operate with Unesco may be admitted by the Director-General, should he deem its admission useful for the achievement of Unesco's objectives, to a category called "mutual information relationship" (category C). The Director-General shall apprise the Executive Board, in his periodic reports, of the international non-governmental organizations he has placed in the mutual information category (category C) and of those he has rejected.
- II. 3 Where an organization in category C has given Unesco effective assistance for a minimum period of two years within the framework defined in sub-paragraph III.1(a) below, the Executive Board may decide, either on the proposal of the Director-General or at the request of the organization itself, to admit the organization to a smaller "information and consultative" category of relationship (category B). In exceptional cases, the two-year period may be reduced. To be included in category B, organizations must have given proof of their ability to supply Unesco, at its request, with advice on questions coming within their purview, and to contribute effectively by their activities to the implementation of Unesco's programme. Applications presented by non-governmental organizations direct, and rejected by the Executive Board, may not be submitted to the Board again until at least two years have elapsed since the first decision was made.
- II. 4 Before placing an organization in category B, the Executive Board shall apply the following principles:
- (a) Where an organization's primary objectives are related to those of another Specialized Agency, that agency must be consulted;
  - (b) Admission to category B shall not be granted on an individual basis to organizations belonging to a larger body already admitted and authorized to represent these organizations in respect of the whole of their functions;
  - (c) Where a number of separate organizations exist in any particular field of Unesco's activity, their admission to category B on an individual basis may be deferred with the object of encouraging the establishment of federations, councils or co-ordinating bodies combining all of these organizations and better able to further Unesco's aims. The application of this principle shall not, however, deprive Unesco of the direct co-operation of organizations whose assistance in one of the fields that are within its competence would be especially desirable.
- II. 5 A restricted number of international non-governmental organizations which are broadly international in membership and of proven competence in an important field of education, science or culture and which have a record of regular major contributions to Unesco's work may, at their request, be placed by the Executive Board, after consultation with the Director-General, in another category of "consultative and associate relations" (category A). In addition to the co-operation referred to in paragraph 3 above, close and continuous working relations shall be maintained with these organizations, which will be invited by the Director-General to advise him regularly on the preparation and execution of Unesco's programme and to participate in Unesco's activities.
- II. 6 As an exception, the Executive Board may, if it considers this to be conducive to the achievement of Unesco's aims and the execution of its programme, admit an international non-governmental organization directly to category A or B.
- II. 7 The Director-General shall acquaint each organization admitted to one of the different categories of relationship with the obligations and privileges attaching to its admission. Unesco's relations with these organizations shall not become effective until the competent body of the organization concerned has signified its agreement.
- II. 8 Where the Director-General considers that circumstances have made it necessary to transfer an organization from category A to category B, or from category B to category C, he shall refer the matter to the Executive Board for decision. Before doing so, he shall inform the organization concerned of the grounds for his proposal and shall communicate

N.B. The underlined text is an amendment adopted by the General Conference at its fourteenth session (1966).

any observations which the organization may wish to make to the Executive Board before any final decision is taken. The same provisions shall apply if the Director-General deems it necessary to terminate Unesco's relations with one of the international non-governmental organizations.

### III

#### OBLIGATIONS OF INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS

- III.1 The obligations to be assumed by organizations admitted to the various categories of relationship are defined below:
- (a) Mutual information relationship (category C)
    - (i) To keep the Director-General informed of those of their activities which are relevant to Unesco's programme and of the assistance given in achieving Unesco's objectives;
    - (ii) To acquaint their members, by all the means at their command, with those Unesco programme activities and achievements which are likely to interest them.
  - (b) Information and consultative relations (category B)  
In addition to the obligation to fulfil the conditions described in paragraph (a) above, organizations in category B are required:
    - (i) At the Director-General's request, to give advice and provide assistance in connexion with Unesco's inquiries, studies or publications falling within their competence;
    - (ii) To contribute, by their activities, to the execution of certain parts of Unesco's programme and, so far as possible, to include in the agenda of their meetings items relating to Unesco's programme;
    - (iii) To invite Unesco to be represented at those of their meetings whose agenda is of interest from the point of view of Unesco's programme;
    - (iv) To submit to the Director-General periodical reports on their activities and on the assistance they have given to Unesco's programme.
  - (c) Consultative and associate relations (category A)  
In addition to the obligations to fulfil the conditions described in paragraphs (a) and (b) above, organizations in category A are required:
    - (i) To undertake to collaborate closely with Unesco in expanding those of their own activities which are of special interest to Unesco;
    - (ii) To assist Unesco in its efforts to promote international co-ordination of the activities of non-governmental organizations working in a common field.

### IV

#### ADVANTAGES GRANTED TO INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS

- IV.1 In accordance with the provisions of Article IV, paragraph 13 of the Constitution, the General Conference, on the recommendation of the Executive Board and by a two-thirds majority, may invite representatives of organizations admitted to category C as observers at specified sessions of the Conference or of its commissions. Requests from these organizations, indicating the items of the Conference's agenda in the examination of which their representatives would like to take part, must reach the Director-General at least one month before the opening of the General Conference.
- IV.2 In accordance with the provisions of Article IV, paragraph 14, of the Constitution, organizations in categories A and B shall be invited by the Director-General to send observers to sessions of the General Conference and its commissions. Both these observers and those admitted in accordance with the provisions of Article IV, paragraph 13, of the Constitution may make statements on matters within their respective competence in the commissions, committees and subsidiary bodies of the General Conference, with the consent of the presiding officer. They may address plenary meetings of the conference on matters within their competence, subject to the approval of the General Committee.
- IV.3 Organizations in categories A and B may, under the authority of their governing body, submit written statements to the Director-General in one of Unesco's working languages on programme matters coming within their respective competence. The Director-General shall communicate the substance of these statements to the Executive Board, and, if deemed appropriate, to the General Conference.
- IV.4 In addition, the following advantages shall be granted to organizations in the various categories within the ambit of their collaboration with the Secretariat:

- (a) Mutual information relationship (category C)
  - (i) The Director-General shall take all necessary steps to ensure an exchange of information and documentation with these organizations on matters of common interest;
  - (ii) They may be invited to send observers to certain meetings convened by Unesco, if the Director-General is satisfied that they can make a significant contribution to the work of such meetings.
- (b) Information and consultative relations (category B)
  - (i) These organizations shall receive, after agreement with the Secretariat, all appropriate documentation relating to the programme activities corresponding to the aims proclaimed in their constitutions;
  - (ii) They shall be consulted by the Director-General on Unesco's proposed programme;
  - (iii) They may be invited by the Director-General to send observers to meetings organized by Unesco on matters within their competence; if unable to be represented at those meetings, they may forward their views in writing;
  - (iv) They may receive subventions from Unesco under the provisions of Section VI of the present Directives;
  - (v) They shall be invited to attend periodical conferences of non-governmental organizations.
- (c) Consultative and associate relations (category A)
  - (i) These organizations shall enjoy all the advantages described in paragraph 4(b) above. As a general principle, they shall be associated as closely and regularly as possible with the various stages of the planning and execution of Unesco activities coming within their own particular field.
  - (ii) Unesco shall strive as far as possible to provide office accommodation on the most favourable terms for those organizations in this category with which it is particularly necessary for the Secretariat to keep in constant touch.

V

CONFERENCE OF INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS

- V.1 International non-governmental organizations admitted to categories A and B may, with the approval of the Director-General, hold a conference every two years at Unesco's Headquarters, with a view to examining the problems arising out of their co-operation with Unesco and facilitating co-operation between organizations having common interests. Collective consultations on the draft programme and budget designed to obtain advice and suggestions on the main lines of Unesco's programme, may be held in conjunction with these conferences.
- V.2 The Conference of International Non-governmental Organizations may set up a standing committee, the main function of which will be to co-operate with the Director-General between successive meetings of the conference and to prepare the agenda of the following meeting, in consultation with the Director-General. The premises and secretariat facilities necessary for the meetings of the conference and the committee shall be provided free of charge by the Director-General.

VI

SUBVENTIONS GRANTED TO INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS

- VI.1 In accordance with the conditions and for the purposes defined below, Unesco may grant financial aid in the form of subventions to a restricted number of international non-governmental organizations in categories A and B which, by their own activities, make a particularly valuable contribution to the achievement of Unesco's objectives as defined in its Constitution and to the implementation of an important part of its programme.
- VI.2 The subventions may be granted for the following purposes:
  - (a) Contribution to the travel and living expenses of a limited number of specialists attending international meetings such as conferences, congresses, symposia, committees of experts and sessions of general assemblies, with a view to extending the geographical distribution of the participants;
  - (b) Contribution to the travel and living expenses of members of the governing bodies of the organizations concerned, to enable them to attend meetings of those bodies;
  - (c) Contribution to the organizational expenses of important international or regional meetings, particularly expenses entailed by the preparation of working papers, the renting of conference halls and the provision of interpreting services;

- (d) Contribution to the normal operational expenses of a limited number of laboratories or study and research centres of international standing;
  - (e) Contribution to the cost of compiling and printing works prepared under the auspices of a given organization and having outstanding international significance in one of the fields covered by Unesco;
  - (f) Contribution to the expenses occasioned by the setting up of new national sections affiliated to one of the organizations concerned or of appropriate liaison groups, in cases where the need for establishing such bodies is apparent;
  - (g) Contribution to the expenses of other activities of acknowledged importance for the development of international co-operation in one of Unesco's fields of work.
- VI.3 Subventions may also be granted to organizations created at Unesco's instance or carrying out activities which would otherwise devolve upon Unesco, to cover administrative expenses (such as staff salaries, renting of premises, office supplies and communications) recognized as essential for the smooth functioning of the organization concerned in cases where it is unable to meet them from its own resources.
- VI.4 Subventions shall not be granted individually to organizations forming part of larger bodies already receiving subventions from Unesco.
- VI.5 Subventions may be granted for a biennial financial period, or less. Unesco shall aim as far as possible, however, at so directing its policy of subventions as to ensure the necessary continuity of the beneficiary organizations whenever their activities are of special significance for the achievement of Unesco's objectives and the execution of its programme.
- VI.6 Except in the case of new organizations set up pursuant to a resolution of the General Conference, subventions shall only be made to supplement funds from other sources, and only when it is clear that such supplementary funds are not available to the organization from other sources. The organizations concerned must provide proper justification for claims on this score. Beneficiary organizations shall make every effort gradually to increase their own share in the financing of the activities for which Unesco has granted a subvention.
- VI.7 The General Conference shall determine, for each programme chapter, the total sum of appropriations for subventions to international non-governmental organizations and give the Executive Board general directives concerning their use.
- VI.8 In determining the amounts to be devoted to subventions in the budget estimates of the various departments, the General Conference shall take account of the development of international co-operation in the different fields within Unesco's competence. In general, Unesco shall endeavour to pursue a policy of concentration and integration in fields where the existence of many international non-governmental organizations may result in a dispersal of effort.
- VI.9 The Executive Board shall give attention, within the general limits of the budgetary allocations for subventions voted by the General Conference, to the proposals for subventions submitted by the Director-General and shall determine the amount of each subvention and the purposes for which it is to be granted. The Director-General's proposals shall in every case specify the amounts to be used: (a) for programme activities; (b) where appropriate, to cover part of the administrative expenses.
- VI.10 The categories of expenditure, submitted for information purposes, shall correspond to the objects defined in paragraphs 2 and 3 above. Further, the proposals for subventions shall contain information on the contribution which the beneficiary organization can furnish from its own resources towards each of the subventioned activities.
- VI.11 In deciding upon each individual case, the Executive Board shall be guided by the following considerations:
- (a) Progress achieved by the beneficiary organizations as a result of previous subventions, in regard both to the scope and international character of its work;
  - (b) Need to avoid overlapping between the activities of two subventioned organizations, while at the same time endeavouring to secure a satisfactory balance between organizations representing different trends of thought;
  - (c) Need for wide geographical representation in subventioned organizations and activities;
  - (d) Nature of the contribution which organizations are able to make to the activities for which subventions are requested.
- VI.12 The Executive Board may attach special conditions to subventions where it deems it appropriate.
- VI.13 The conditions under which subventions are to be utilized shall be the subject of a special agreement between the Director-General and the beneficiary organization. This agreement shall conform with the decision of the Executive Board and with the administrative rules approved by the Director-General to this end. It shall specify, on the basis of the proposal submitted by the beneficiary organization, the purposes for which the sums granted by Unesco are to be used. It shall also indicate in what form and within what period the beneficiary organization must submit its report to the Director-General on the use it has made of the subvention.



- VI.14 No portion of a Unesco subvention is to be used for any purpose other than those specified by the Executive Board at the time of allocation, without the prior approval of the Executive Board on the proposal of the Director-General. In exceptional circumstances the Director-General may grant such authorization and report the matter to the Executive Board at its next session.
- VI.15 Any application for an increase in the sums intended to defray administrative expenses shall be submitted to the Executive Board for approval. The Director-General may, however, authorize an increase in such sums up to the equivalent of \$100.
- VI.16 The beneficiary organization shall, as soon as possible after the end of its financial period, submit to the Director-General a detailed report on its activities during that financial period. This report, drawn up in a form specified by the Secretariat, shall state the use that has been made of the subventions and the results achieved. At the same time it shall report any part of the subvention remaining unspent, together with an indication of the purposes for which it is intended to use this balance, subject to authorization by the Director-General, in the subsequent financial period. In submitting this report, the beneficiary organization shall forward to the Director-General certified accounts setting forth the way in which the funds granted by Unesco have been spent. In cases where the amount of a subvention is greater than the equivalent of \$2,500, the accounts shall be certified by an independent auditor. The Director-General may, when he deems it necessary, request that the accounts relating to the use made of the subvention be submitted to examination by an auditor nominated by Unesco.

## VII

### CONTRACTS CONCLUDED WITH INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS

The Director-General, whenever he deems it necessary for the proper execution of Unesco's programme, may conclude contracts with any specially qualified international non-governmental organization with a view to the execution of activities featuring in the programme adopted by the General Conference.

## VIII

### PERIODICAL REVIEW OF UNESCO'S RELATIONS WITH INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS

- VIII.1 The Director-General shall include, in his annual reports, information on the relations established between Unesco and international non-governmental organizations.
- VIII.2 At each regular session of the General Conference, the Director-General shall present a concise report on any changes which have taken place, by decision of the Executive Board, in the classification of international organizations admitted to the various categories of relationship with Unesco. This report will also contain the list of organizations which have submitted requests for admission to the different kinds of relations and whose requests have not been accepted.
- VIII.3 The General Conference shall receive, every six years, a report by the Executive Board on the contribution made to Unesco's activities by organizations in the categories of consultative and associate relationship (category A) and information and consultative relationship (category B). The report shall include an evaluation of the results obtained through subventions to organizations, in accordance with the provisions of Section VI of the present Directives.



united nations educational, scientific and cultural organization  
organisation des nations unies pour l'éducation, la science et la culture

7, place de Fontenoy, 75700 PARIS

téléphone : national (1) 577 16 10  
international + 33 1 577 16 10  
télégrammes : Unesco Paris  
téléc : 204461 Paris

référence : COM/DCS-041/4

CCC

AI

1494

22 de Julio de 1982

Estimado Joaquín :

En primer lugar quiero expresarte mi satisfacción por haberte podido conocer, y reiterarte mi admiración e interés por el trabajo de la FELAFACS y asegurarte mi deseo y convencimiento de que podemos y debemos establecer una estrecha colaboración entre la Unesco y la Federación para desarrollar y fortalecer el desarrollo de las comunicaciones en nuestro continente.

En segundo lugar, me debo excusar por haber tomado tanto tiempo en restablecer el contacto pero a solo una semana de mi regreso debí salir nuevamente en misión y cada reintegro a la oficina significa el tener que lidiar con teneladas de papel que se acumulan sobre el escritorio.

A mediados de junio recibí una carta de Cristina Romo con el resumen de nuestra conversación en Lima y el programa para la próxima reunión de México. En relación a esta y de acuerdo con lo que discutimos, te remito tres copias de un contrato entre la Unesco y FELAFACS para la participación de la Federación en nuestro proyecto de formación profesional.

Todo el programa de trabajo que ustedes se plantean coincide perfectamente con nuestras necesidades y lo que requeriríamos sería sólo lo siguiente :

- a) Un informe final de la reunión, de unas 20 a 30 páginas como mínimo, en que se cubran los siguientes puntos :  
filosofía de la formación en comunicación de masas en la región ; problemas y necesidades regionales ; nuevos enfoques en la formación tanto académica como técnica ; perspectivas regionales ; áreas y métodos para cooperación tanto en la formación como en la producción de materiales didácticos.

.../...

Prof. Joaquín Sanchez García  
Presidente  
Federación Latinoamericana de Asociaciones  
de Facultades de Comunicación Social  
Pontificia Universidad Javeriana  
Facultad de Comunicación Social  
Carrera 7 N°. 40-62 Of. 514-B  
Apartado Aéreo 7883  
Bogotá  
(Colombia)

- b) Que se invite a participar en la discusión de este informe, en el marco del encuentro de México, a instituciones tales como CIESPAL e ILCE y alguna otra que se dedique regional o sub-regionalmente a la formación de comunicadores.
- c) Que se nos proporcione, en la medida de lo posible, una lista de todas las instituciones de formación en la región incluyendo : antecedentes (origen, marco de referencia, patrocinio, financiamiento y si es de vocación nacional, sub-regional o regional) ; areas de especialización ; tipos de cursos y de diplomas y títulos que se conceden ; personal docente y sus calificaciones y requisitos ; breve descripción de las instalaciones, número promedio de egresados.

Evidentemente este último punto es bastante complicado pero pienso que se podría pedir a cada una de las instituciones participantes que trajeran el máximo posible de información en este sentido para por lo menos obtener una primera aproximación.

Para todo esto contamos con una suma total de cuatro mil dólares que dividimos provisoriamente de la siguiente forma :

- Pasajes ida y vuelta y viáticos para representantes de CIESPAL ..... US \$ 1.000
- Posibles viáticos para representantes del ILCE..... US \$ 500
- Preparación del informe y sus anexos..... US \$ 2.500

Si estas de acuerdo con los términos del contrato te agradecería que lo firmaras, guardaras el original para tus archivos y nos remitieras de inmediato las dos copias a fin de poner en marcha los trámites burocráticos del caso. Si, por el contrario, tienes alguna objeción, comentario o duda que no te permitan firmar te agradezco me lo hagas saber de inmediato, via telex o cable, para hacer las modificaciones que sean necesarias.

Por otra parte, te anexo copia de los formularios y reglamentos relativos a la inscripción en la Unesco como Organización No Gubernamental. Es urgente que completes toda la información y lo envíes con la documentación requerida, directamente al Director General de la Unesco, solicitando la inscripción. Ello nos permitirá mantener relaciones de manera mas oficial y tratar asegurar una mejor cooperación de nuestra parte con las actividades de FELAFACS.

.../...

Estoy enviando copia de esta carta y de toda la información anexa tanto a Walter Neyra como a Cristina. Espero estar en México para el Encuentro y que nos veamos entonces.

Nuevamente te pido disculpas por la demora en escribir. Recibe un muy cordial saludo de



José A. Mayobre Machado  
Jefe del Escritorio América Latina  
y el Caribe  
División del Desarrollo  
de los Sistemas de Comunicación

CCC  
AI  
1994

Sector/Bureau ref. :  
BOC ref. : 042075

## CONTRACT

between

THE UNITED NATIONS EDUCATIONAL,  
SCIENTIFIC AND CULTURAL ORGANIZATION  
(hereinafter called "Unesco") the Headquarters of  
which are situated in Paris,

and

LA FEDERACION LATINOAMERICANA DE  
ASOCIACIONES DE FACULTADES DE COMUNICACION  
SOCIAL (en adelante denominada "Felaafacs")  
con sede en Lima  
Perú

(hereinafter called "the Contractor")  
of the other part

of the first part

Hereby agree as follows:

### Article I

The Contractor shall

Describe work

- (1) Preparar un informe en castellano, de un mínimo de unas treinta (30) páginas, que deberá incluir la información siguiente :
  - (i) La filosofía de la formación de comunicadores en la región;
  - (ii) Problemas, necesidades y perspectivas de la formación de comunicadores en la región;
  - (iii) Nuevos enfoques didácticos;
  - (iv) Posibles áreas y métodos para cooperación e intercambio, tanto en la formación como en la producción de materiales didácticos;
  - (v) Un listado lo más completo posible de todas las instituciones de formación en comunicación de la región que incluya para cada una información relativa a : antecedentes, áreas de especialización, tipos de cursos y diplomas o títulos que otorga; personal docente; instalaciones; promedio de matrícula y de egresados.
- (2) Con miras a la elaboración del informe indicado en el inciso 1 del Artículo I, supra, dedicar una parte del tiempo a la discusión de los temas indicados, como un punto en el Orden del Día del III Encuentro Latinoamericano de Facultades de Comunicación Social que se celebrará en México entre el 28 de Septiembre y el 1<sup>o</sup> de Octubre de 1982.
- (3) Invitar a participar en dicha discusión, pagando los gastos de pasajes y viáticos, de los representantes respectivos cuando ello sea necesario, a las instituciones de vocación sub-regional o regional que se dediquen a la formación de comunicadores sociales en América Latina.
- (4) Remitir a la Unesco tres ejemplares del informe indicado en el inciso 1, del Artículo 1, supra, una relación detallada de gastos relativos a las sumas proporcionadas por este contrato y toda otra documentación adicional que sea considerada procedente.

The work shall be completed by 30 de noviembre de 1982.  
On completion the ownership in the property shall rest in Unesco.

Article II

Insert the total fee in words and figures, the currency and the instalments and conditions of payment where applicable.

Unesco shall pay to the Contractor a fee as follows:

Cuatro mil dólares de los Estados Unidos de América (US \$ 4,000.00) pagaderos de la siguiente manera :

- (a) Mil quinientos dólares (US\$ 1,500.00) a la firma del contrato, para cubrir los gastos mencionados en el punto (3);
- (b) Dos mil quinientos dólares a la recepción del informe final y (US\$ 2,500.00) de sus anexos correspondientes y su aprobación por la Unesco.

Article III

The final payment shall not be made until the work has been approved by Unesco.

Article IV

Unless otherwise provided herein, the Contractor shall bear all the expenses of carrying out the work.

Article V

Neither the Contractor, nor anyone whom he may employ to carry out the work is to be considered as an agent or member of the staff of Unesco and, except as otherwise provided herein, they shall not be entitled to any privileges, immunities, compensation or reimbursements, nor are they authorized to commit Unesco to any expenditure or other obligations.

Article VI

The Contractor undertakes full responsibility for the purchase of any insurance which may be necessary in respect to any loss, injury or damage occurring during the execution of the work.

*Com/Az*  
*[Signature]*

Signed on behalf of the UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION

P. Navaux, Director, Division of Development of Communication Systems: .....

Date .....

Contractor .....

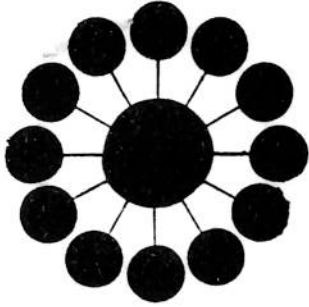
Date .....

LA

Date

BOC

Date



CONSEJO NACIONAL PARA LA ENSEÑANZA Y LA INVESTIGACION  
DE LAS CIENCIAS DE LA COMUNICACION

CCC  
AI  
1794  
COMITE COORDINADOR

DR. JOSE MAYOBRE  
UNESCO Place de Fontenoy  
75700 París.

Estimado Dr. José Mayobre:

A través de Walter Neira, me ha llegado su ofrecimiento para participar en el III Encuentro Latinoamericano de Facultades de Comunicación Social ( del 28 de septiembre, al 10. de octubre del presente año ), que patrocinan FELAFACS, CONEICC, la ENEP-Acatlán y la Fundación Konrad Adenauer.

Por lo que toca a la Representación Mexicana, nos parece interesante y conveniente su participación y la aceptamos con gusto.

En cuanto a la temática que, a través de Walter nos llega, los tres primeros puntos están muy relacionados con la temática ya aceptada para el Encuentro.

Los otros dos puntos encajarían perfectamente en la discusión y actividades a futuro del mismo.

Le adjunto una distribución temática de tiempos donde ustedes están considerados.

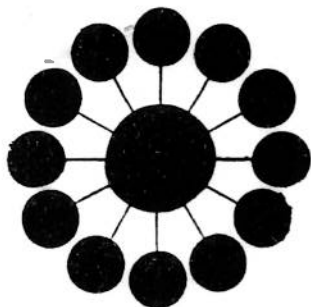
La invitación al Director de Ciespal en cuanto Director de C - Ciespal planteada ante los miembros de CONEICC, nos parece adecuada y dentro de la línea de trabajo que pretendemos llevar adelante.

El ILCE está interesado en participar.

De hecho estoy en relación con sus directivos para que formen parte de CONEICC. Han asistido como observadores a una de nuestras asambleas y desean ser miembros de pleno derecho.

Espero que su asistencia a nuestro Encuentro resulte para -

.../2



**CONSEJO NACIONAL PARA LA ENSEÑANZA Y LA INVESTIGACION  
DE LAS CIENCIAS DE LA COMUNICACION**

**COMITE COORDINADOR**

todos beneficiosa, especialmente para la enseñanza de la -  
comunicación.

Un cordial saludo.

A t e n t a m e n t e .

DR. ANGEL SAIZ SAEZ  
Presidente de CONEICC  
Jefe del Depto. de Educación  
y Comunicación de la E.N.E.P.  
UNAM Acatlán.





Consejo Nacional  
para la Enseñanza y la Investigación  
de las Ciencias de la Comunicación

Felafacs

Federación Latinoamericana  
de Asociaciones de Facultades  
de Comunicación Social

México, D.F., 12 de Octubre de 1982.

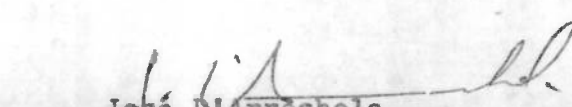
Señor  
AMADOU MAHTAR M'BOW  
Director General de UNESCO  
PARIS - FRANCIA

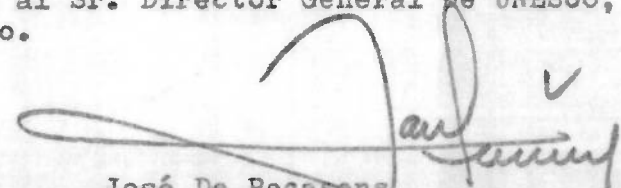
De nuestra consideración:

Los firmantes, cuyos cargos y representaciones se menciona en cada caso, reunidos en la ciudad de México, D.F., con motivo del III Encuentro Latinoamericano de Facultades de Comunicación Social, nos dirigimos al Sr. Director General de UNESCO, D. AMADOU MAHTAR M'BOW, a fin de recomendar la especial consideración del nombre del Dr. D. HUGO OSORIO MELENDEZ como especialista en comunicación, educación y cultura.

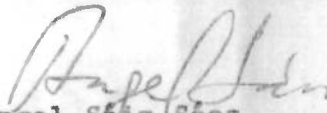
El Dr. Osorio ha demostrado, en las múltiples relaciones científicas y académicas mantenidas con las Instituciones que representamos, relevantes condiciones científicas, profesionales y humanas, que le permitieron generar iniciativas, concretar proyectos y establecer nexos entre investigadores, docentes y profesionales latinoamericanos, cuyos resultados y efectos altamente positivos se harán sentir por mucho tiempo en la región. Ejemplo de ello es la feliz concreción de la Federación Latinoamericana de Asociaciones de Facultades de Comunicación Social (FELAFACS); que difícilmente sería hoy una realidad, si no hubiéramos contado con su apoyo y participación.


Saludamos al Sr. Director General de UNESCO, con distinguida consideración y respeto.

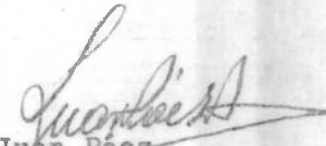
  
José D'Arrochela  
Presidente de la Asociación  
Brasileira de Ensino e  
Pesquisa de Comunicação  
(ABEPEC)


  
José De Recasens  
Vicepresidente de la Asociación  
Colombiana de Facultades de  
Comunicación

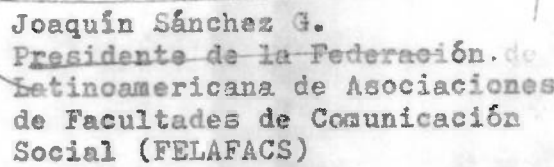
///

  
Angel Sáiz Sáez  
Presidente del Consejo Nacional  
para la Enseñanza e Investiga-  
ción de las Ciencias de la Co-  
municación (México)

  
Amador Rojas Sarmiento  
Vicepresidente de la Asociación  
Peruana de Programas Académicos  
de Comunicación Social

  
Juan Páez  
Representante de la Asociación  
de Escuelas de Comunicación  
Social de Venezuela

  
Ramón Jiménez Vélez  
Asociación Centroamericana de  
Facultades de Comunicación  
Social

  
Joaquín Sánchez G.  
~~Presidente de la Federación de~~  
Latinoamericana de Asociaciones  
de Facultades de Comunicación  
Social (FELAFACS)



united nations educational, scientific and cultural organization  
organisation des nations unies pour l'éducation, la science et la culture

7, place de Fontenoy, 75700 PARIS

téléphone : *national* (1) 577 16 10  
*international* + 33 1 577 16 10  
télégrammes : Unesco Paris  
télèx : 204461 Paris

référence : COM/DCS/043.12.1

30 AUG 1983

Dear Professor Sanchez,

... I am pleased to enclose the Final Report of the Meeting of Experts on Co-operation among Regional Communication Training Institutions which took place from 19 to 22 April 1983 at Unesco Headquarters in Paris.

May I take this opportunity to thank you for your valuable contribution to the discussions which helped to make this meeting a useful and amicable experience for all concerned.

With best regards,

Sincerely yours,

Pierre Navaux  
Director  
Division of Development of  
Communication Systems

Professor Joaquin SANCHEZ  
Président  
Federación Latinoamericana de  
Asociaciones de Facultades de  
Comunicación Social (FELAFACS)  
Apartado Aéreo 7883  
BOGOTA 1 (Colombia)



Meeting of Experts  
among Non-Communist  
Regional Communication  
Trainers

Unesco, Paris, 19-22 April 1983

D istribution: limited

COM-83/CONF.627/3  
PARIS, 17 June 1983  
Original English

UNITED NATIONS EDUCATIONAL,  
SCIENTIFIC AND CULTURAL ORGANIZATION

MEETING OF EXPERTS ON CO-OPERATION AMONG  
REGIONAL COMMUNICATION TRAINING INSTITUTIONS

Unesco, Paris, 19-22 April 1983

FINAL REPORT

## INTRODUCTION

The Meeting of Experts on Co-operation among Regional Communication Training Institutions was held at Unesco Headquarters from 19 to 22 April 1983

The meeting selected the following officers:

Chairman : Mr N.V.K. Murthy (India)  
 Vice-Chairman : Mr Babacar Sine (Senegal)  
 Rapporteur : Mr Donald G.H. Rowlands (United Kingdom)

The meeting was part of Unesco's long-term concern with the training of professionals for the media. However, it was the first time that the training of professional media specialists was examined on a global scale. Previous Unesco meetings have been primarily regional or subregional in scope or have concentrated on specific aspects of communication.

The purpose of the meeting was to examine the possibilities of co-operation among institutions and to study ways of facilitating exchanges of specialists and experience as well as the joint development of learning resources. The participants were invited by the Director-General in their personal capacity and not as representatives of their governments. They were selected among heads of thirty-one regional training institutions from all regions of the world. Observers from fourteen non-governmental organizations and professional associations and three representatives from Specialized Agencies of the United Nations also attended the meeting.

The meeting was opened by the representative of the Director-General of Unesco, Mr Antonio Pasquali, Deputy Assistant Director-General for the Communication Sector. Mr Pasquali drew attention to the fact that this meeting was the first time that training in all the communication media was being discussed internationally, the participants representing not only all areas of the world but all the disciplines taught in communication training institutions and at all levels. Speaking of Unesco's programmes for professional training which have evolved throughout the years to meet the needs of Member States, he hoped that the solving of common problems would enable the different training centres to perfect methods and strategies for their future. Referring to Unesco's Subprogramme III.3.3 entirely devoted to the 'training and further training of all communication personnel', approved by the recent Extraordinary Session of the General Conference as part of the second Medium-Term Plan (1984-1989) he emphasized that Unesco's programme for 1984-1985 gives special importance to the training of trainers in the field of communication and to the exchange of experience and personnel. In particular, it was stipulated that the results of this meeting would be taken into account in the formulation of Unesco's activities. Citing the diversity of cultures represented, he none the less felt that certain problems concerning funding, equipment and exchanges could find solutions in common strategies. These methods and strategies could then be adapted to different situations and realities. He cited Unesco's role as a catalyst in both the rationalization of resources and co-ordination. Stressing the need for an interdisciplinary and interregional approach, he emphasized the priority given to professional communication training in the International Programme for the Development of Communication (IPDC) and its importance in the establishment of a New World Information and Communication Order.

The discussion in the plenary sessions were devoted to reports by participants on the problems and needs of training in their respective regions with a particular view to the trainer and methods, curricula and training materials, new techniques and the need for greater regional and interregional co-operation.

#### The trainer and methods

rs

One of the major preoccupations of the meeting was the need for qualified and even sophisticated communication trainers. Problems with finding the perfect teacher were discussed by most of the participants. Although the ideal person would be someone with adequate qualifications and five years' practical media experience, this person was rarely found. Some excellent teachers were not acceptable to universities because they lacked degrees. Critics of outmoded teaching methods complained that too many teachers had never been trained in pedagogical skills. Alternatives for such a situation were part-time instructors, post-graduate students, journalists on sabbatical leave and guest staffs borrowed from the media. Several participants stated that it was difficult to persuade journalists to become teachers because the teaching profession lacked prestige and advancement opportunities.

Inadequate teaching methods were cited by many participants who also stressed the need for continuous evaluation of methods as well as curricula. Participants discussed the ideal proportion of theoretical and practical instruction. Certain methods such as distance teaching, teleconferencing and small community video techniques were particularly recommended for isolated regions. Language difficulties in teaching were also mentioned by several participants from regions having a multiplicity of local languages. The participants also discussed on-the-job-in-house training, field training and the lack of sufficient scholarships.

#### Curricula and training materials

Several participants and, in particular, Latin American specialists stressed the need to adapt curricula in the field of communication to continuing social change. The need was seen to instruct students in their role as critics of society and raise their awareness to the needs of their local regional and national communities. They stressed the need for practical training at the medium technical level. Specialized courses for the training of trainers were considered essential. Some participants from Africa indicated the need for specialized training courses on the use and design of hardware as well as in the planning and management of communication systems. On the other hand, since content was crucial, there was a need for training in the production of messages which is often neglected. The need for the establishment of common ground or a minimum curricula that could serve as a basis for an international recognition or equivalencies in qualifications for communication training was also expressed. Special needs were stressed for the training of women in all fields of communication, especially in the non-traditional areas such as management, electronic news gathering, technical and engineering skills. Courses were also suggested for editors, senior executives and non-journalist development personnel. The need for curricula in development journalism and the development of applied research methods was also stressed. Speakers emphasized the need for creating new models for major research rather than importing irrelevant structures.

t

In speaking of training materials, most participants from developing countries drew attention to the need for relevant training materials suited to their own regional context. Participants from Africa, in particular, stressed the need to produce manuals by Africans themselves but since individual countries did not have adequate funds to develop them alone, regional workshops leading to the production of such manuals were suggested.

Emphasis was placed by speakers from many regions for more textbooks and teaching materials produced for regional use and for assistance in preparing audio-visual aids. Several participants indicated the need for the exchange of training materials, especially audio-visual aids and documentation at the regional level. Some participants spoke of the lack of physical training facilities and the inadequacy of equipment.

#### New techniques

uous

Several participants mentioned the need to introduce computers in the training of communicators. Others referred to the continuing computerization of information and indicated that regional training centres should be concerned with this development. Some participants from Africa stated that they had little information or exposure to new techniques. They felt that the relevancy of such new technology should be examined at the regional level before adapting it to local needs and that ~~the old techniques should be perfected.~~

Regional and interregional co-operation

Possibilities for regional and interregional co-operation among communication training institutions were widely discussed by almost all participants. This co-operation included the exchange of experiences and teaching personnel as well as training materials. Sharing of new developments in the field of communication and training methods was also mentioned. The problem of availability of teaching manuals and their exchange on a regional and interregional basis was raised by several participants. Some speakers suggested that Unesco could help in the exchange of experience, training, reference materials, trainers and guest lecturers within the framework of its own programme. Unesco's assistance was also sought for organizing seminars at a regional level to establish the basis for future co-operative programmes. Some participants from developing countries underlined certain problems for the development of regional co-operation in the field of communication training: regional political divisions, strict foreign exchange regulations and media ownership. One participant pleaded for the establishment of new patterns of co-operation to be developed on a long-term contractual basis. Being from a developed country, he invited other industrialized countries to be concerned about their own problems and suggested the identification of training materials that could be used for interregional exchanges. He also stressed the challenge posed by the needs for translation during the next decade.

Another participant suggested that Unesco organize regional meetings on a regular basis of professional journalists' associations to encourage co-operation in all spheres of communication training. He also stressed the need to examine training requirements in relation to the labour market. In Latin America, for example, there seems to be an over-production of professionals compared to the weak capacity of communication systems to integrate these professionals. The difficulty of balancing supply and demand for media students concerned several participants and one of them stressed the need for the planning of human resources in this field.

The role of outside agencies and foundations in encouraging and stimulating training institutes was commented upon favourably by several participants. Speakers from training institutes in Europe described the problems of providing practical training for foreign students, including language and environment adjustments and offered partnerships and the loan of staff to third-world institutes. Developments in this field included long-term training contracts, scholarships to attend regional meetings and collaboration in providing textbooks. Regional co-operation was urged for the raising of standards, the setting up of an accreditation system, and joint



workshops for training trainers. Several speakers described their initiatives in producing inventories of media training needs and resources and participants requested that more information be distributed about conferences and meetings, including the present one.

Several observers from non-governmental organizations and professional associations offered suggestions. One observer spoke of the need for an improvement in the general education of media personnel. The role of the media was stressed in the teaching of specialists in the health and development field. Appeals were made for the creation of more self-training and programmed learning materials and the needs of older personnel who felt threatened by better educated recruits and more sophisticated equipment. Several organizations described exchange systems for teaching materials and curriculum development models. One speaker felt that television training, in particular, should be more on a group or collective basis rather than on an individual one considering the team nature required for all production. Many observers expressed their willingness to collaborate and to share experience to create new structures and patterns for improved media training.

The plenary separated into the following working groups who elected their own officers:

Working Group I : Broadcasting and Film Training

Chairman : Mr Khudr Shaar (Syria)

Rapporteur : Dr Aggrey Brown (Jamaica)

Working Group II : Print Media Training

Chairman : Ms Elizabeth Okwenje (Kenya)

Rapporteur : Mr Adlai Amor (Philippines)

The working groups formulated recommendations concerning co-operation with international and regional communication training organizations; staff development; curricula, textbooks and training materials; specialist needs, women in the media, research and evaluation; clearing-houses and miscellaneous needs.

The rapporteurs subsequently consolidated the recommendations emanating from the two groups and the following recommendations were adopted by the meeting at its final plenary session.

## RECOMMENDATIONS

### I. CO-OPERATION WITH INTERNATIONAL AND REGIONAL COMMUNICATION TRAINING ORGANIZATIONS

1. Unesco, in collaboration with ITU, should continue and reinforce its catalytic and co-ordinating efforts to encourage initiatives at international and regional levels in the realms of communication training, particularly in with a view to:  
(1) encouraging and supporting regional training programmes and workshops; (2) gathering experts in curricula design and the production of training texts and materials towards concerted efforts in the production of written and audio-visual training materials; collecting and assessing information on regional training needs, problems, and possible approaches; and (3) planning, encouraging and supporting regular regional and global consultations on communication training problems.

2. Unesco, IPDC, UNDP, <sup>rengt</sup> governments, multilateral and bilateral aid sources, and other development agencies should allocate appropriate technical and financial assistance towards strengthening existing regional communication training institutions and associations, and, where needed, provide preparatory assistance in the planning, organizational design, and eventual launching of new regional communication institutions. Particular attention should be focused on the following proposals:

- (a) A consultative committee on communication education in Latin America, composed of members selected from existing regional and national training institutions to diagnose needs and problems particular to this region and propose remedial actions.
- (b) A permanent base and headquarters for the African Council on Communication Education.
- (c) Establishment of the proposed African Institute for Communication Development and Research. in
- (d) An Asia Pacific Press Centre among whose principal aims are the establishment, where necessary, of new national press institutes in Asia, strengthening and support of programmes undertaken by the existing press institutes, encouragement and co-ordination of regional, subregional and national training programmes with particular emphasis on the Pacific.
- (e) The planning and eventual establishment of a system of communication training in the Pacific region and for the Portuguese-speaking countries of Africa.

3. Regional and national training organizations should take positive steps towards inducing media organizations and related other institutions benefiting from such training programmes to contribute their share to the costs of training.

4. Unesco, in consultation with international and regional communication training organizations, should consider the need and feasibility of establishing an international association for communication education. In principle, the core of this association should be the regional communication training institutions and associations; other types of membership should include national training institutions and organizations, related organizations and individual members.

5. Regular meetings of heads of regional communication training institutions should be established to foster and promote the recommendations and initiatives of this meeting of experts. Non-governmental organizations and especially qualified individuals should also be invited to participate and to support follow-up actions. Financial and counterpart contributions essential to the convening of these annual meetings should be sought from appropriate multilateral, bilateral and other sources and the meetings rotated throughout regions of the world.

## II. STAFF DEVELOPMENT

- 1. Academic and other institutions concerned with communication education should exercise flexibility in the appointment of experienced media practitioners to teaching posts even if they do not have formal academic qualifications, but who none the less have the requisite teaching skills.

2. Unesco and other international agencies should support initiatives to enable teachers to participate in professional media activities and for professional media workers to participate in teaching and other academic activities.
3. Media organizations, governments and other agencies should give due credit and recognition to media and communication teachers. This can be done by offering them attractive career prospects so as to enable communication training institutions to attract and retain suitable professionals.
4. Unesco, international agencies, experienced communication training institutions and non-governmental organizations should initiate a programme of workshops and seminars in which master teachers and trainers teach and train others in the methods and procedures of successful training and teaching. Ideally, such programmes should be conducted at the regional level.
5. Unesco should provide resources for experienced communication educators and specialists to work in other communication training institutions within and outside their regions for the enhancement of their training expertise.
6. Unesco, media organizations, governments and other agencies should encourage the increase of training activities in situ in order to cover the needs of members of the teaching staff simultaneously and to include the use of methodologies designed to improve the institution's capacities as a whole and not as the sum total of individual training.

### III. CURRICULA, TEXTBOOKS AND TRAINING MATERIALS

1. Unesco and other international agencies should convene workshops to plan and develop communication education curricula relevant to regional and national needs.
2. Unesco and other international agencies should produce and publish communication and journalism textbooks relevant to regional and national needs and give assistance to others in this work. Where such textbooks and manuals are already in existence, efforts should be made to disseminate them to other regions with a view to adapting these publications to suit local needs.

In the formulation of curricula and textbooks, special attention should be given to the needs for long-distance communication education and self-study and support for trainers outside institutions.

3. Unesco and other international agencies should support the origination and supply of suitable audio-visual materials for use in communication teaching. While some of this material may be suitable outside the area of its origin, special concern must be shown for the needs of different regions.
4. Attention should be given to offers from the Centre of Services of Audio-Visual Pedagogy in Hungary to provide small gauge video training programmes and facilities to organize workshops on audio-visual teaching.

### IV. SPECIALIST NEEDS

1. Press associations, universities, communication institutes and media organizations should further develop their specialist and advanced training programmes. In addition to general pre-entry training and education, the profession needs

mid-career courses, workshops and seminars on a systematic basis to cover the wide range of specialist needs. Such needs would include training for news agencies, photo-journalism, video journalism, development journalism, economic reporting, rural communication, book publishing, the preparation of correspondents for foreign reporting, documentation and library skills; the development of indigenous technical manpower for maintenance of technical facilities and equipment for all media and other special needs which may arise. Training should also be provided for news executives and others in senior positions in media management to fit them for higher responsibilities.

2. Unesco, other United Nations agencies and funding agencies should consider providing financial and technical support for the conduct of the specialized courses cited above.
3. Unesco should support regional and international training of managers of media training institutes. This training should include curriculum design; teaching strategies; facilities design and planning; technical operations design and planning; financial planning; staff recruitment training and development; student selection and professional placement of graduates.
4. Unesco and the International Telecommunication Union (ITU) should encourage co-operation between centres training telecommunication specialists and those training information personnel in common areas of concern.
5. Unesco should assist CILECT, representing film and broadcasting schools, to make it possible to implement its offer to co-ordinate the technical resources of the CILECT schools with the needs of regions and regional institutions, which includes the establishment of a data bank, i.e. clearing-house. This assistance should also be given to similar organizations which indicate their readiness to co-operate in this work. Unesco should note the offer by the Australian Film and Television School, which has specialized in the design and organization of communication courses, to exchange experience with other organizations and help arrange training courses.

#### V. WOMEN IN THE MEDIA

1. Governments, media establishments, training institutions, international and regional organizations should accord increasing attention to the potential and role of women in media production and management and provide positive support to seminars and workshops oriented towards improved use of the media for women's needs and activities emanating from regional women's media associations.
2. Media organizations should encourage and support the operations and dissemination of women's news features services in the various regions.
3. Unesco, training institutions and media establishments should give special emphasis to the training of women in areas such as management, the technical aspects of television, video, radio, film, audio-visual, satellite communication and print media. Particular encouragement should be given to training in electronic field production techniques so that programmes for national development will involve women's concerns as equal partners in society.
4. Attention and assistance should be given to the proposed regional workshop on electronic field production to be held in Nairobi, Kenya in 1985 to coincide with the United Nations World Conference of Women.

## VI. RESEARCH AND EVALUATION

1. Training institutions and media associations should strive to promote the need for research and evaluation in all aspects of communication training, including the training of researchers into the effects of mass communication on society and perspectives for the future.
2. Scholarly research on communication education and training should be encouraged by publishing such research in existing journals. In regions where there are no such journals, Unesco and the relevant media institutions should explore the feasibility of starting them.

## VII. CLEARING-HOUSES

1. Unesco, in co-operation with international agencies and non-governmental organizations, should assist regional training institutions to compile, publish and disseminate a directory of all communications training related institutions. The regional directories, to be updated every two years, should contain information on course offerings, duration of courses, facilities and other pertinent information.
2. Unesco, other international agencies and non-governmental organizations, should consider the possibilities of compiling a world directory based upon the proposed regional directories, as well as those that are being planned or have been printed by the International Organization of Journalists, the Asian Mass Communication Information Centre, the Commonwealth Secretariat, the Association for Education in Journalism and Mass Communications and other organizations.
3. Regional, interregional and international media and educational organizations should collect, collate and disseminate relevant information on the movement of personnel in the field of communication training, vacancies and the availability of consultants. This information could be collated into periodic journals or into the existing publications of such organizations, provided that they are given wide circulation.
4. Regional and interregional communication fairs should be convened to exhibit curricula, texts, modules and training aids used in various institutes and to compare and exchange such materials and curricular design, new techniques and technologies.
5. Regional centres should arrange interchange between institutions to co-ordinate curricula and standardize levels at which diplomas and degrees are awarded.

## VIII. MISCELLANEOUS

1. Unesco should convey to member governments the crucial role communication plays in the process of national, social, economic and cultural development. To this end, the meeting further recommends that member governments include communication personnel in the design, implementation and evaluation of development projects like health care, agriculture, housing and urban planning. Extensive workers in these fields should be given training in communication skills to further their efficacy.

2. A mechanism should be established to monitor the manufacture and distribution and experience in the use of communication technologies so that users of these technologies, especially in the training field, should have access to reliable information to guide their acquisition of equipment and systems.
3. Communication training institutions should examine their potential for research on and development of appropriate technologies, both for their own needs and for the contribution which they may make to the media within their countries and regions. Unesco, ITU and other multilateral and bilateral agencies should support initiatives by training institutions to design and construct prototypes and to facilitate the exchange of experience and personnel leading to the development and manufacture of communication equipment within developing regions.
4. Unesco should support the development of participatory communication by (1) promoting its practical implementation; (2) encouraging research in its methods and results; and (3) facilitating the exchange of experiences and research-results in order to enhance training in this field.
5. Curricula of communication training institutions could include ethical problems and Unesco and United Nations documents on mass media should be made available for teaching journalism. Appropriate Unesco resolutions should be kept in mind in preparing textbooks, manuals and training aids in developing curricula and in the process of teaching.

ANNEX/ANNEXE

List of Participants/Liste des participants

I. PARTICIPANTS

Dr. José Manuel ALVAREZ MANILLA  
Director General  
Instituto Latinoamericano de la  
Comunicación Educativa (ILCE)  
J. Luis Vives 200  
Apartado Postal 94-328  
MEXICO 10 D.F. (Mexico)

Mr. Adlai AMOR  
Training Coordinator and Deputy  
Executive Editor of Depthnews  
Press Foundation of Asia  
P.O. Box 1843  
MANILA (Philippines)

Mr. Paul A. V. ANSAH  
Director  
School of Journalism and Communication  
University of Ghana  
P.O. Box 53  
Legon  
ACCRA (Ghana)

Mr. Ramanujam BALAKRISHNAN  
Director  
Asia-Pacific Institute for  
Broadcasting Development (AIBD)  
P.O. Box 1137  
Pantai  
KUALA LUMPUR (Malaysia)

M. David BARRY  
Directeur  
Centre interafricain d'études  
en radio-rurale de Ouagadougou  
(CIERRO)  
B.P. 385  
OUAGADOUGOU (Haute-Volta)

(Mr. Barry is also representing  
the Union of National Radio  
and Television Organizations of  
Africa/Union des radio-  
diffusions et télévisions  
nationales d'Afrique (URTNA))

Mr. Del BRINKMAN  
Dean  
University of Kansas  
William Allen White School of  
Journalism  
200 Flint Hall  
Lawrence  
KANSAS 66045 (U.S.A.)

Dr. Aggrey BROWN  
Director  
Caribbean Institute of Mass  
Communication (CARIMAC)  
University of the West Indies  
P.O. Box 175  
Mona  
KINGSTON 7 (Jamaica)

M. Moncef CHENOUI  
Directeur  
Institut de presse et des  
sciences de l'information  
(IPSI)  
7 Impasse Mohamed Bachrouh  
Montfleury  
TUNIS (Tunisie)

M. Jacques FAME NDONGO  
Directeur  
Ecole supérieure des Sciences  
et Techniques de l'Information  
(ESSTI)  
B.P. 1328  
YAOUNDE (Cameroun)

s n

Mr. Mohamed KHALIL<sup>r</sup>  
Assistant Director  
Gulf Training Centre for  
Radio and Television  
Ministry of Information  
P.O. Box 8223  
DOHA (Qatar)

M. Pascal LECLERCQ  
Responsable de la Coopération  
Internationale  
Direction de la Formation  
Professionnelle  
Institut National de l'Audiovisuel  
(INA)  
4 avenue de l'Europe  
94360 BRY-SUR-MARNE (France)

Dr. Jack LYLE  
Director  
East-West Center  
East-West Communication Institute  
1777 East-West Road  
HONOLULU  
Hawaii 96848 (U.S.A.)

Professor Yuri MATYUKHIN<sup>a</sup>  
Deputy Dean  
Faculty of International Journalism  
Moscow Institute of International  
Relations  
USSR Ministry of Foreign Affairs  
53 Metrostrovskaj St.  
MOSCOW (U.S.S.R.)

Mr. N.V.K. MURTHY  
Director  
Film and Television Institute  
of India (FTII)  
Law College Road  
PUNE 411 004 (India)

Dr. Ferenc NEMETH  
Director  
IOJ - International Institute  
for the Training of Journalists  
(IITJ)  
Kapy u 49/B  
1025 BUDAPEST II (Hungary)

Mr. Levinson D. NGURU  
Principal  
Kenya Institute of Mass  
Communication  
P.O. Box 42422  
NAIROBI (Kenya)

Ms. Elizabeth OKWENJE  
ACCE President and  
Director - Communications Unit  
Communications Training Centre  
All Africa Conference of  
Churches  
Waiyaki Way  
P.O. Box 14206  
NAIROBI (Kenya)

Dr. Luis PROANO  
Director General  
Centro Internacional de Estudios  
Superiores de Comunicación  
para América Latina (CIESPAL)  
Almagro y Andrade Marín  
Apartado 584  
QUITO (Ecuador)

Gen  
Ms. Claire RICHEL  
Directeur  
Centre de Formation et de  
Perfectionnement des  
Journalistes (CFPJ)  
33 rue du Louvre  
75002 PARIS (France)

Professor Mario RODRIGUEZ-ARAGON  
Facultad de Ciencias de la  
Información  
Universidad del País Vasco  
Apartado 644  
Bilbao  
LEJONA  
Vizcaya (Espagne)

Mr. Donald G.H. ROWLANDS  
Director  
The Thomson Foundation  
4 Bloomsbury Square  
LONDON WC1A 2RL (U.K.)

Professor Joaquín SANCHEZ  
Président  
Federación Latinoamericana de  
Asociaciones de Facultades de  
Comunicación Social  
(FELAFACS)  
Apartado Aéreo 7883  
BOGOTÁ 1 (Colombia)



Dr. Antonio SANCHEZ-BRAVO CENJOR  
Vice-Doyen  
Facultad de Ciencias de la  
Información  
Universidad Complutense de  
Madrid  
Avenida Complutense  
Ciudad Universitaria  
MADRID (Espagne)

Dr. Wolfgang SCHLEICHER  
Chef du Département des  
Relations Internationales et de  
la Formation  
Deutsche Welle  
P.O. Box 100444  
5000 KOLN  
(Federal Republic of Germany)

Mr. Khudr SHAAR  
Director-General  
Arab States Broadcasting Union  
Training Centre (ASBU)  
P.O. Box 5333  
DAMASCUS (Syria)

M. Babacar SINE  
Directeur  
Centre d'études des sciences et  
techniques de l'information  
(CESTI)  
Université de Dakar-Fann  
DAKAR (Sénégal)

Dr. Aleksandar SPASIC  
Directeur  
Institut Yougoslave de Journalisme  
Njegoseva 72  
P.O. Box 541  
11000 BELGRADE (Yougoslavie)

Mr. <sup>adi</sup>Jaap SWART  
General Manager  
Radio Nederland Training Centre  
P.O. Box 222  
1200 HILSUM  
(The Netherlands)

Dr. Hans TREFFKORN  
Director  
International Institute of  
Journalism "Werner Lamberz"  
Postfach 20 u 36  
1162 BERLIN  
(German Democratic Republic)

Mr. Storff<sup>a</sup> WALTON  
Director  
Australian Film and Television  
School  
13-15 Lyonpark Road  
North Ryde  
SYDNEY  
NSW 2073 (Australia)

Ms. Haruko K. WATANABE  
Consultant  
Training Programme for Women  
and Development  
C/o Asia-Pacific Institute for  
Broadcasting Development  
(AIBD)  
P.O. Box 1137  
Pantai  
KUALA LUMPUR (Malaysia)

Tokyo address:

HKW Video Workshop  
27-10 3-Chome Matsunoki  
Suginami-ku  
TOKYO 166 (Japan)

Professor Yassen N. ZASSOURSKY  
Dean  
Faculty of Journalism  
Moscow University  
Prospect Marxa 20  
MOSCOW K-9 (U.S.S.R.)

ERVAT

II. OBSERVERS/OBS EURS

Acción de Sistemas Informativos  
Nacionales (ASIN)

Mr. Alejandro ALFONZO  
Chairman  
Ministerio de Información y  
Turismo  
Apartado de Correos No. 68644  
~~ALTAMIRA CARACAS~~ (Venezuela) on

Catholic International Association  
for Radio and Television Association  
Catholique Internationale pour la  
Radio et la Télévision (UNDA)

M. Jacques DESSAUCY  
Assistant Secrétaire Général  
12 rue de l'Orme  
1040 BRUXELLES (Belgique)

Ms. Monique GROS  
Consultant  
41 rue Ribera  
75016 PARIS (France)

Centre international de liaison des  
écoles de cinéma et de télévision  
(CILECT)

Professor Henry BREITROSE  
Member of CILECT Advisory Committee  
for Training in Developing Countries  
Chairman  
Department of Communication  
Stanford University  
Stanford  
CALIFORNIA 94305-2070 (U.S.A.)

Mr. Henning CAMRE  
Chairman of the Steering Committee  
for the CILECT TDC Programme  
Director  
National Film School of Denmark  
St. Søndervoldstraede  
1419 COPENHAGEN (Denmark)

Professor Peter ULBRICH  
Member of CILECT Steering Committee  
for Training in Developing Countries  
Verband der Film- und  
Fernsehschaffenden der DDR  
H. Matern Str. 54  
1040 BERLIN  
(German Democratic Republic)

Mr. Colin YOUNG  
President of CILECT  
Member of the Steering Committee  
for Training in Developing  
Countries  
Director  
The National Film and Television  
School  
Beaconsfield Studios  
Station Road  
Beaconsfield  
BUCKS HP9 1LG (U.K.)

Commonwealth Secretariat

Mr. Charles A. GUNAWARDENA  
Director  
Information Division  
Commonwealth Secretariat  
Marlborough House  
Pall Mall  
LONDON SW1Y 5HX (U.K.)

European Broadcasting Union  
(EBU)/Union Européenne de  
Radiodiffusion (UER)

M. Denis FRAMBOUT  
Direction de l'Action  
Internationale et de la  
Formation Professionnelle  
Institut National de l'Audio-  
visuel  
(INA)  
4 avenue de l'Europe  
94360 BRÛY-SUR-MARNE (France)

Friedrich-Ebert-Stiftung (FES)

Mr. Harald VON GOTTBURG  
Deputy Secretary-General  
Asian Mass Communication Research  
and Information Centre  
(AMIC)  
Godesberger Allee 149  
5300 BONN  
(Federal Republic of Germany)

ri

a

i

F edrich-Naumann-Stiftung (FNS)

Mr. Wolfgang RAMROTH  
Head  
Africa and Asia Department  
Postfach 120 537  
5300 BONN 12  
(Federal Republic of Germany)

Inter-Press Service (IPS) -  
Third World News Agency

Mr. Roberto SAVIO  
Director-General  
Via Panisperna  
207 ROME (Italy)

Mr. Patricio TUPPER  
Director  
Paris Office  
4 rue Charlemagne  
75004 PARIS (France)

International Federation of News-  
paper Publishers/Fédération  
internationale des éditeurs de  
journaux et publications (FIEJP)

M. Michel FROMONT  
Directeur  
La Nouvelle Gazette  
Quai de Flandre No. 2  
6000 CHARLEROI (Belgique) f

International Organization of  
Journalists (IOJ)/Organisation  
internationale des journalistes  
(OIJ)

M. Gérard GATINOT  
Vice-Président  
Syndicat national des journalistes CGT  
50 rue Edouard Pailleron  
75019 PARIS (France) e

International Press Institut  
(IPI Institut international de la  
presse)

Mr. Don WOOLFORD  
Consultant  
London Secretariat  
City University  
280 St. John Street  
LONDON EC1V 0HB U.K.)

International Radio and Tele-  
vision Organization/Organisation  
internationale de radio-  
diffusion et télévision (OIRT)

Ms. Annamaria BERECZ  
Head of International Department  
of Hungarian Television

Ms. Nora KISS  
Head of Section (International  
Organizations)

Hungarian Television  
Magyar Televizio  
Szabadsag Ter 17  
1810 BUDAPEST V (Hungary)

VISNEWS Limited

Mr. Herbert K. LEWENHAK  
Head of Training  
Cumberland Avenue  
LONDON NW10 7EH (U.K.)

World Association for  
Christian Communication (WACC)

Mr. Lynn FAILING  
Curriculum Development

Mr. Ramon ORELLANA  
Communication Education

122 King's Road  
LONDON SW3 4TR (U.K.)

ISATI

III. ORGANIZATIONS OF THE UNITED NATIONS SYSTEM/  
ORGANISATIONS DU SYSTEME DES NATIONS UNIES

~~of the United Nations/Organisations des Nations Unies~~  
~~Food and Agriculture Organization of the United Nations~~  
~~et de l'Agriculture Organisation des Nations Unies~~  
~~FAO~~

Mr. Manuel CALVELO RIOS  
Project Manager  
FAO/UNDP Communication Project Peru  
Via delle Terme di Caracalla  
00100 ROME (Italy)

Peru address:

Apartado 4480  
LIMA (Peru)

International Telecommunication Union (ITU)/Union internationale des télécommunications (UIT)

Mr. Philippe CAPITAIN  
Training Expert  
Training Division  
Technical Co-operation Department  
Place des Nations  
1211 GENEVA 20 (Switzerland)

World Health Organization (WHO)/  
Organisation mondiale de la santé (OMS)

Dr. Marcus DOWLING  
Technical Adviser  
Division of Health Manpower Development  
20 avenue Appia  
1211 GENEVA 27 (Switzerland)

IV. UNESCO SECRETARIAT/SECRETARIAT DE L'UNESCO

Representatives of the Director-General/  
Représentants du Directeur général

Mr. Gérard BOLLA  
Assistant Director-General responsible for the Communication Sector/  
Sous-Directeur général chargé du Secteur de la Communication

Mr. Antonio PASQUALI  
Deputy Assistant Director-General, Communication Sector/  
Sous-Directeur général adjoint, Secteur de la Communication

Mr. Pierre NAVAUX  
Director, Division of Development of Communication Systems/  
Directeur, Division du développement des systèmes de communication

Secretary/Secrétaire

Ms. Maxine SHATTON  
Division of Development of Communication Systems

Assisted by/Assistée de

Ms. Patricia GACHOT  
Division of Development of Communication Systems

Mr. Alonso AZNAR  
Division for Book Promotion and International Exchanges/  
Division de la promotion du livre et des échanges internationaux

Working Group I : Broadcasting and Film Training/  
Groupe de travail I : Formation en radiodiffusion et en cinématographie

Mr. Frank GOODSHIP  
Division of Development of Communication Systems

Mr. Johnny MCCLAIN  
Division of Development of Communication Systems

Working Group II : Print Media Training/  
Groupe de travail II : Formation pour la presse écrite

Mr. Carlos A. ARNALDO  
Division of Development of Communication Systems

Mr. Vladimir NAIDENOV  
Division for Book Promotion and International Exchanges

Mr. Roland SCHREYER  
Division of Development of Communication Systems

Regional Communication Advisers/  
Conseillers régionaux pour la communication

**AFRICA/AFRIQUE**

Mr. Alex QUARMYNE

**ARAB STATES/PAYS ARABES**

Mr. Tayeb SALIH

**ASIA/ASIE**

Mr. S. M. ALI

**LATIN AMERICA/AMERIQUE LATINE**

Ms. Nelly DE CAMARÇO

Administrative assistance/Soutien administratif général

Ms. Mireille COURTAT  
Ms. Miren FARGE  
Ms. Pamela J. TOMS  
Ms. Katicz TUSCHERER  
Ms. Gretta ZELICH

CCC  
AI  
1974

CONTRATO

UNESCO - FELAFACS

Ref.: 642073

Artículo I

- (1) Preparar un informe en castellano, de un mínimo de unas treinta (30) páginas, que deberá incluir la información siguiente:
  - (i) La filosofía de la formación de comunicadores en la región;
  - (ii) Problemas, necesidades y perspectivas de la formación de comunicadores en la región;
  - (iii) Nuevos enfoques didácticos;
  - (iv) Posibles áreas y métodos para cooperación e intercambio, tanto en la formación como en la producción de materiales didácticos;
  - (v) Un listado lo mas completo posible de todas las instituciones de formación en comunicación de la región que incluya para cada una información relativa a: antecedentes, areas de especialización, tipos de cursos y diplomas o títulos que otorga; personal docente; instalaciones, promedio de matrícula y de egresados.
- (2) Con miras a la elaboración del informe indicado en el inciso 1 del Artículo I, supra, dedicar una parte del tiempo a la discusión de los temas indicados, como un punto en el Orden del Dia del III Encuentro Latinoamericano de Facultades de Comunicación Social que se celebrará en México entre el 28 y Septiembre y el 1º de Octubre de 1982.
- (3) Invitar a participar en dicha discusión, pagando los gastos de pasajes y viáticos, de los representantes respectivos cuando ello sea necesario, a las instituciones de vocación sub-regional o regional que se dediquen a la formación de comunicadores sociales en América Latina.
- (4) Remitir a la UNESCO tres ejemplares del informe indicado en el inciso 1, del Artículo I, supra, una relación detallada de gastos relativos a las sumas proporcionadas por este contrato y toda otra documentación adicional que sea considerada procedente.

Artículo II

Cuatro mil dólares de los Estados Unidos de América (US\$ 4,000.00) pagaderos de la siguiente manera:

- (a) Mil quinientos dólares (US\$ 1,500.00) a la firma del contrato, para cubrir los gastos mencionados en el punto (3);

(b) Dos mil quinientos dólares (US\$ 2,500.00) a la recepción del informe final y de sus anexos correspondientes y su aprobación por la UNESCO.

Firmado por: P. Navaux, Director, Division of Development of Communication Systems.

Joaquín Sánchez, Presidente de FELAFACS

Setiembre, 1982



CC  
AI  
1494

CONTRATO

UNESCO - FELAFACS

Ref.: RAC/LA 0016

ARTICULO I.

- (1) Sobre la base de las discusiones que tendrán lugar en el Simposium - de post-gradado que se celebrará en Lima en el mes de junio 1983, elaborar un informe para la UNESCO describiendo la problemática actual de los programas de postgrado en comunicación en América Latina y - presentar recomendaciones y sugerencias al respecto. Dicho informe deberá ser enfocado como una extensión y profundización del estudio sobre "La Formación Universitaria de Comunicaciones Sociales en América Latina" presentado por FELAFACS a la UNESCO en 1982.
- (2) Debater, en el marco del 4º Encuentro Latinoamericano de Facultades de Comunicación, los resultados del estudio presentado en noviembre de 1982 señalado en el punto (1) y las conclusiones de la reunión sobre la formación en comunicación celebrada en París en abril de 1983. Sobre esa base presentar un informe a la UNESCO que incluya las recomendaciones y sugerencias relativas a las posibles acciones a tomar en América Latina para perfeccionar la formación de los comunicadores.
- (3) Cada uno de los informes mencionados deberá ser entregado a la UNESCO en tres ejemplares redactados en castellano y con una extensión no menor de 50 páginas cada uno.

ARTICULO II

US\$ 10,000 (DIEZ MIL DOLARES DE LOS ESTADOS UNIDOS) pagaderos de la siguiente manera:

- a) SEIS MIL DOLARES (US\$ 6,000.00) a la recepción del programa de trabajo;
- b) TRES MIL DOLARES (US\$ 3,000.00) a la recepción y aprobación por la UNESCO del informe indicado en el Artículo I;
- c) UN MIL DOLARES (US\$ 1,000.00) a la recepción y aprobación por la UNESCO del informe final.

Firmado por: Nelly de Camargo, Consejero Regional en Comunicación para América Latina.

Joaquín Sánchez, Presidente de FELAFACS

Quito, mayo 13 de 1983

C  
C C  
AI  
1994

CONTRATO

UNESCO - FELAFACS

Ref.: 642073

Artículo I

- (1) Preparar un informe en castellano, de un mínimo de unas treinta (30) páginas, que deberá incluir la información siguiente:
  - (i) La filosofía de la formación de comunicadores en la región;
  - (ii) Problemas, necesidades y perspectivas de la formación de comunicadores en la región;
  - (iii) Nuevos enfoques didácticos;
  - (iv) Posibles áreas y métodos para cooperación e intercambio, tanto en la formación como en la producción de materiales didácticos.
  - (v) Un listado lo mas completo posible de todas las instituciones de formación en comunicación de la región que incluya para cada una información relativa a: antecedentes, areas de especialización, tipos de cursos y diplomas o títulos que otorga; personal docente; instalaciones, promedio de matrícula y de egresados.
- (2) Con miras a la elaboración del informe indicado en el inciso 1 del Artículo I, supra, dedicar una parte del tiempo a la discusión de los temas indicados, como un punto en el Orden del Dia del III Encuentro Latinoamericano de Facultades de Comunicación Social que se celebrará en México entre el 28 y Septiembre y el 1º de Octubre de 1982.
- (3) Invitar a participar en dicha discusión, pagando los gastos de pasajes y viáticos, de los representantes respectivos cuando ello sea necesario, a las instituciones de vocación sub-regional o regional que se dediquen a la formación de comunicadores sociales en América Latina.
- (4) Remitir a la UNESCO tres ejemplares del informe indicado en el inciso 1, del Artículo I, supra, una relación detallada de gastos relativos a las sumas proporcionadas por este contrato y toda otra documentación adicional que sea considerada procedente.

Artículo II

Cuatro mil dólares de los Estados Unidos de América (US\$ 4,000.00) pagaderos de la siguiente manera:

- (a) Mil quinientos dólares (US\$ 1,500.00) a la firma del contrato, para cubrir los gastos mencionados en el punto (3);

- (b) Dos mil quinientos dólares (US\$ 2,500.00) a la recepción del informe final y de sus anexos correspondientes y su aprobación por la UNESCO.

Firmado por: P. Navaux, Director, Division of Development of Communication Systems.

Joaquín Sánchez, Presidente de FELAFACS

Setiembre, 1982

GGC  
AI  
1 4

CONTRATO

UNESCO - FELAFACS

Ref.: RAC/LA 0016

ARTICULO I

ug

- (1) Sobre la base de las discusiones que tendrán lugar en el Simposium de post-grado que se celebrará en Lima en el mes de junio 1983, elaborar un informe para la UNESCO describiendo la problemática actual de los programas de postgrado en comunicación en América Latina y presentar recomendaciones y sugerencias al respecto. Dicho informe deberá ser enfocado como una extensión y profundización del estudio sobre "La Formación Universitaria de Comunicaciones Sociales en América Latina" presentado por FELAFACS a la UNESCO en 1982.
- (2) Debater, en el marco del 4º Encuentro Latinoamericano de Facultades de Comunicación, los resultados del estudio presentado en noviembre de 1982 señalado en el punto (1) y las conclusiones de la reunión sobre la formación en comunicación celebrada en París en abril de 1983. Sobre esa base presentar un informe a la UNESCO que incluya las recomendaciones y sugerencias relativas a las posibles acciones a tomar en América Latina para perfeccionar la formación de los comunicadores.
- (3) Cada uno de los informes mencionados deberá ser entregado a la UNESCO en tres ejemplares redactados en castellano y con una extensión no menor de 50 páginas cada uno.

ARTICULO II

US\$ 10,000 (DIEZ MIL DOLARES DE LOS ESTADOS UNIDOS) pagaderos de la siguiente manera:

- a) SEIS MIL DOLARES (US\$ 6,000.00) a la recepción del programa de trabajo;
- b) TRES MIL DOLARES (US\$ 3,000.00) a la recepción y aprobación por la UNESCO del informe indicado en el Artículo I;
- c) UN MIL DOLARES (US\$ 1,000.00) a la recepción y aprobación por la UNESCO del informe final.

Firmado por:

Nelly de Camargo, Consejero Regional en Comunicación para América Latina.'

Joaquín Sánchez Presidente de FELAFACS

Quito, mayo 13 de 1983

CCC  
AI  
1494

**N R A T**

Sector/Bureau ref. :  
BOC ref. 6 4 2 0 7 3

**CO T C**

between

COMUNICA

THE UNITED NATIONS EDUCATIONAL,  
SCIENTIFIC AND CULTURAL ORGANIZATION  
(hereinafter called "Unesco") the Headquarters of  
which are situated in Paris,

LA FEDERACION LATINOAMERICANA DE  
ASOCIACIONES DE FACULTADES DE COMUNICACION  
SOCIAL (en adelante denominada "Felafacs")  
con sede en LIMA  
Perú

and

(hereinafter called "the Contractor")  
of the other part

of the first part

Hereby agree as follows:

**Article I**

The Contractor shall

Describe work

- (1) Preparar un informe en castellano, de un mínimo de unas treinta (30) páginas, que deberá incluir la información siguiente :
  - (i) La filosofía de la formación de comunicadores en la región ;
  - (ii) Problemas, necesidades y perspectivas de la formación de comunicadores en la región;
  - (iii) Nuevos enfoques didácticos;
  - (iv) Posibles áreas y métodos para cooperación e intercambio, tanto en la formación como en la producción de materiales didácticos;
  - (v) Un listado lo más completo posible de todas las instituciones de formación en comunicación de la región que incluya para cada una información relativa a : antecedentes, áreas de especialización, tipos de cursos y diplomas o títulos que otorga, personal docente, instalaciones, promedio de matrícula y de egresados.
- (2) Con miras a la elaboración del informe in <sup>III</sup> o en el inciso 1 del Artículo I, <sup>I</sup> supra, dedicar una parte del tiempo a la discusión de los temas indicados, como un punto en el Orden del Día del Encuentro Latinoamericano de Facultades de Comunicación Social que se celebrará en <sup>te</sup> México entre el 20 de Septiembre y el 1<sup>o</sup> de Octubre de 1982.
- (3) Invitar <sup>ca</sup> a participar en dicha discusión, pagando los gastos de pasajes y viáticos, de los representantes respectivos cuando ello sea necesario, a las instituciones de <sup>ca</sup> formación sub-regional o regional que se dediquen a la formación de comunicadores sociales en <sup>supra</sup> América Latina.
- (4) Remitir a la Unesco tres ejemplares del informe indicado en el inciso 1, del Artículo 1, <sup>ca</sup> una relación detallada de gastos relativos a las sumas pro-

Date

BOC

Date

LA

Octubre 14, 1982

Señora  
Nelly -  
de Comunicación

de Camargo  
Consejera Regional  
-UNESCO-

Quito-Ecuador  
Muy estimada Nelly:

El [redacted] Latinoamericana de Asociaciones  
encargó ITESO (de [redacted])  
preparar un informe sobre las facultades de Comu-/  
Consejo Directivo de la Federación la formación  
de Facultades de Comunicación Social, (FELAFACS), al Gua-  
dalajara, México) la ión del  
nicación América Latina, la filosofía de de comunicadores  
en contrato establece informe no más  
completo informe no es com-  
utilidad. Por queremos hacer un gran es-  
que el debe contener "in listado  
posible", sin embargo, consideramos que esta manera creemos que  
pleto, no tendrá mayor para esa razón demasiado cercana  
fuerza para que la información sea completa. De damos una prórroga al  
el 30 de , fecha fijada la podemos más  
Por lo tanto, de la más atenta, solici 30 de  
diciembre para entregar el Así que incluir información presente  
te suplico tramites con Mayobre prórro-

de la atención te sirvas prestar a la  
y el Dr. José A. la concesión de la  
ga.  
Atentamente,

DIRECTORA LATINOAMERICANA DE FELAFACS, ENCARGADA  
INFORME  
Lic. Cristina Romo de Rosell

CRR.

DEL



# CONTRACT

Sector/Bureau ref.:  
BOC ref.: 642073

UNESCO

between

FACULTADES

THE UNITED NATIONS EDUCATIONAL,  
SCIENTIFIC AND CULTURAL ORGANIZATION  
(hereinafter called "Unesco") the Headquarters of  
which are situated in Paris,

LA FEDERACION LATINOAMERICANA DE  
ASOCIACIONES DE FACULTADES DE COMUNICACION  
SOCIAL (en adelante denominada "Felafoac")  
con sede en Lima, Perú

and

(hereinafter called "the Contractor")  
of the other part

the first part

owns:

Hereby agree as follows:

all

## Article I

The Contractor shall

(Describe work)

- 1) Preparar un informe en castellano, de un mínimo de unas treinta (30) páginas, que deba incluir la información siguiente:
  - (i) La filosofía de la formación de comunicadores en la región;
  - (ii) Problemas, necesidades y perspectivas de la formación de comunicadores en la región;
  - (iii) Nuevos enfoques didácticos;
  - (iv) Posibles áreas y métodos para cooperación e intercambio, tanto en la formación como en la producción de materiales didácticos;
  - (v) Un listado lo más completo posible de todas las instituciones de formación en comunicación de la región que incluya para cada una información relativa a: antecedentes, áreas de especialización, tipos de cursos y diplomas o títulos que otorga, personal docente, instalaciones, promedio de matrícula y de egresados.
- (2) Con miras a la elaboración del informe indicado en el inciso 1 del Artículo I, supra, dedicar una parte del tiempo a la discusión de los temas indicados, como un punto en el Orden del Día del III Encuentro Latinoamericano de Facultades de Comunicación Social que se celebrará en México entre el 28 de Septiembre y el 1º de Octubre de 1982.
- (3) Invitar a participar en dicha discusión, pagando los gastos de pasajes y viáticos, de los representantes respectivos cuando ello sea necesario, a las instituciones de vocación sub-regional o regional que se dedican a la formación de comunicadores sociales en América Latina.
- (4) Remitir a la Unesco tres ejemplares del informe indicado en el inciso 1, del artículo supra una relación detallada de gastos relativos a las sumas propuestas.

Date

BOC

Date

LA