

**Government of India  
Ministry of Culture**

Dated: 24/8/2017

An Advisory Body consisting of experts/ officials on Intangible Cultural Heritage & Diverse Cultural Traditions of India (ABICHU) relating to UNESCO matters concerning India has been constituted by the Ministry of Culture. The functioning of the Advisory Body and its Working Groups is to be coordinated by a Senior Consultant, who will also serve as the Member Secretary to the Advisory Body. Accordingly, Ministry of Culture invites applications for serving as Sr. Consultant/ Member Secretary to above said body on contract basis on the following terms & conditions:

**1. Name of service:** Sr. Consultant/ Member Secretary, Advisory Body on Intangible Cultural heritage & Diverse Cultural Traditions of India (ABICHU).

**2. Consultancy fee: Rs.1,00,000/- p.m. consolidated**

The consultancy fee would be a lump sum amount and no other allowances such as DA, HRA, Transport Allowance etc, would be payable. The appointment would be purely on temporary contract basis initially for a period coterminous with the Scheme for Safeguarding the Intangible Cultural Heritage and Diverse Cultural Traditions of India or for a period of two years, whichever is earlier.

**3. Nature of duties of the service:**

- (a) To examine suitable nominations(s) from India for inscription in the UNESCO's Representative List of the Intangible Cultural Heritage of Humanity taking into account both its universal outstanding value as well as quality/ completeness of every nomination dossier including providing expert assistance in process of dossier preparations & submissions for nomination and place before the Advisory Body or its working group(s) for consideration/suitable recommendation.
- (b) To indentify possible list of individuals/ consultants whose services could be utilized for preparing the nomination dossier in each case.
- (c) To study the operational directives/ guidelines regarding Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage (IGC ICH) to strengthen them from India's perspective and place before the Advisory body/ working group for consideration of appropriate strategy/ approach.
- (d) To review the relevant Conventions and the processes and guidelines under them in order to suggest suitable measures/ modes for consideration of the Advisory Body/ working group to improve them from the Indian perspective.
- (e) To examine & formulate appropriate template for preparation of National Inventory/ Register on the Intangible Culture Heritage/ Diverse Cultural Expressions of India for consideration by the Advisory Body/ working group.
- (f) To suggest capacity building measures for consideration by the Advisory Body for the safeguarding of the ICH/ Cultural Traditions of India.
- (g) To review and prioritize the ICH forms in India for listing to the National Inventory/ Register on ICH and place them for consideration of the Advisory Body.

- (h) To identify listed ICH elements in need of Urgent Safeguarding as well as to action plan to protect them for recommendation by the Advisory Body/ working group.
- (i) To review/ re-prioritize the pending nominations from India for the aforesaid Representative List of the UNESCO vis-à-vis to suggest approach for augmenting India's inscriptions in the Representative List and place them before the Advisory Body/ working group for suitable recommendation.
- (j) To take special reviews of India's inscribed elements in the Representative List to look into India's obligations thereof for their continued protection/ preservation/ promotion.
- (k) To review the activities/ projects benefitted under the Scheme for Safeguarding of Intangible Cultural Heritage and Diverse Cultural Traditions of India for suggestion by the Advisory Body for their appropriate preservation/ protection/ promotion mechanism/ strategy etc.
- (l) Any other assignments made by the Advisory Body/ working group or Administrative Ministry etc.

**4. Qualification and Experience:**

Graduate with 20 years' proven experience/ expertise in the fields of intangible cultural heritage/ diverse cultural traditions of India, exposure to UNESCO related cultural matters thereof, etc. The candidate should have excellent command over English and Hindi and should be well versed in using Computers for office work.

**5. Age:**

Not exceeding 62 years on the last date of receipt of applications for the service. The upper age limit of engagement shall not exceed 65 years.

- (2) **Selection Process:** The procedure for selection shall be based on personal interaction of shortlisted candidates by a Search-cum-Selection Committee constituted by the Ministry of Culture.
- (3) **Re-appointment/Termination:** The person selected would be liable to be terminated earlier with prior notice of one month if the performance appraisal done by the Committee to be constituted by the Ministry of Culture is not up to the mark. Similarly, a person with a proven performance record shall be eligible for re-appointment for one more term.
- (4) **How to apply:** Applications, in duplicate in the proforma attached, may be sent to "The Under Secretary (UNESCO), Ministry of Culture, Room No. 210, D Wing, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi- 110001." The last date of receipt of application is 30 days from the date of issue of this advertisement (both days included). Application received after the last date or otherwise found incomplete will not be considered.

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22/8/2017

(Meena Kumari Sharma)

Under Secretary to the Government of India

Ministry of Culture

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**Application for the service of Sr. Consultant & Member Secretary, Advisory Body on Intangible Cultural Heritage & Diverse Cultural Traditions of India (ABICHU) relating to UNESCO.**

**BIO-DATA**

1. Name and Address (in Block Letters) :
2. Date of Birth (in Christian era) :
3. Education Qualifications :
4. Service to which you belong (as applicable) :
5. Please State clearly whether in the light of entries made by you above, you meet the requirements of the service :
6. Details of employment in chronological order : (Attach Separate Sheet)
7. Nature of present employment :
8. Experience & Qualification if any with regard to sensitivity to Cultural heritage and Art :
9. Current total emoluments being drawn per month :
10. Additional information, which you would like to mention in support of your suitability for the post. Please enclose a separate sheet:

**PS: Please submit self-certified copies of Certificates/Degrees and other credentials support of your educational qualifications and experience alongwith 2 passport size photographs.**

Date

Signature of candidate  
Address