

Intangible Cultural Heritage (ICH) Inventory Guidelines

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1. **Identification of the element:** Name of the element within the community and any existing features associated with the element: locality (place), the culture (group or community), corresponding language, ICH custodians through which this element is transmitted and understood.
2. **Short description and characteristics of the element:** This includes any associated tangible or intangible elements, perceived origins (stories associated with it, evolving nature, narratives), and meanings. Through the description, it is best to articulate why the element is important, what it signifies to the community, the culture, and/or family. In the long/detailed description, it is important to be as detailed and thorough as possible. Although it is not required for the UNESCO inventory, it may be helpful to the community to describe how the element is “integral to the distinct culture” and “essential to cultural survival” as per the *R v. Van der Peet* ruling.
3. **Persons and institutions involved with the element:** Practitioner details such as age, gender, family name can be included. Any participants, holders, or custodians of ICH can also be indicated.
4. **Customary law:** Describe the local law, protocols, and practices governing access to and protection of the element. Identify any words or concepts associated within the elements that may be found in the local (Indigenous) legal order. Describe modes of transmission and customs accompanying ideas of belonging, ownership, and property (communal, familial, or individual). Any inherent legal traditions governing the elements should be indicated here.
5. **State of the element:** Threats to the enactment or transmission of the element are named here, as is the availability and viability of the associated tangible and intangible resources. A brief mention of the specific cause of the loss can clarify the rupture and necessary protection and revitalization of the element. The safeguarding and revival measures in place or in development are also noted here.
6. **Data gathering and inventorying:** Consent from and involvement of the community in data gathering and collection are noted; restrictions, if any, on the use of inventoried data and identification of the resource persons, date, and place. Measures for the protection of intellectual and cultural capital, the inventory, and any digital, written, or recorded data should be established.
7. **References:** Any literature, discography, audiovisuals, archives, research, etc., affiliated with the element or the inventory are identified here.

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