

UNITED NATIONS EDUCATIONAL  
SCIENTIFIC AND CULTURAL ORGANIZATION

CONVENTION CONCERNING THE PROTECTION OF THE  
WORLD CULTURAL AND NATURAL HERITAGE

WORLD HERITAGE COMMITTEE

Twenty-second session  
Kyoto, Japan  
30 November - 5 December 1998

**Item 6 of the Provisional Agenda: Methodology and procedures for periodic reporting**

**SUMMARY**

The World Heritage Committee at its twenty-first session requested the Bureau to consider at its twenty-second session (i) a draft format for the periodic reporting under Article 29 of the Convention and (ii) proposals for the handling, examination and response by the Committee to these reports.

This working document, prepared on the basis of discussions at the twenty-second session of the Bureau, provides final proposals for the format for periodic reports (para 5-7 and Annex I) and the handling, examination and response to these reports (para 8-16).

Proposals for the revision of the corresponding Section II of the Operational Guidelines are submitted under agenda item 14.

**Decision required:** See paragraphs 17 and 18 of this document.

## A. Background

1. The Eleventh General Assembly of States Parties to the World Heritage Convention and the twenty-ninth General Conference of UNESCO examined the matter of the periodic reporting under Article 29 of the World Heritage Convention. The General Conference adopted a resolution in which it:

*Invited the States Parties to the World Heritage Convention to submit in accordance with Article 29 of the Convention, through the World Heritage Committee, via its Secretariat the UNESCO World Heritage Centre, reports on the legislative and administrative provisions and other actions which they have taken for the application of the Convention, including the state of conservation of the World Heritage properties located on its territories;*

and

*requested the World Heritage Committee to define the periodicity, form, nature and extent of the periodic reporting on the application of the World Heritage Convention and on the state of conservation of World Heritage properties and to examine and respond to these reports while respecting the principle of State sovereignty;*

and

*Requested the World Heritage Committee to include in its reports to the General Conference, presented in accordance with Article 29.3 of the Convention, its findings as regard to the application of the Convention by the States Parties.*

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### Definition of terms :

*Periodic Report* : The report that the State Party submits, in accordance with Article 29 of the Convention and the decision of the twenty-ninth UNESCO General Conference, through the World Heritage Committee to the General Conference of UNESCO on the application of the World Heritage Convention, including the state of conservation of the World Heritage properties located on its territories.

*Periodic reporting process* : The process of the preparation and submission of periodic reports by States Parties, including the exchange of information among States Parties, the adequate review of the periodic reports, the identification of specific needs and the preparation of a Regional State of the World Heritage Report.

*Regional State of the World Heritage Report* : The regional synthesis report deriving from the periodic reporting process for submission to and examination by the World Heritage Committee.

2. The World Heritage Committee, at its twenty-first session, considered this decision and held preliminary discussions on the periodicity, format and handling of the periodic reports. It requested :

- (1) the Secretariat jointly with the Advisory Bodies to prepare, on the basis of the observations made by the Committee, for consideration by the twenty-second session of the Bureau in 1998, a draft format for the periodic reporting by the States Parties on the application of the World Heritage Convention and on the state of conservation of World Heritage properties;
- (2) the Secretariat to submit, for consideration by the twenty-second session of the Bureau in 1998, proposals for the handling and the examination and response by the Committee to the periodic reports;
- (3) the Secretariat to prepare, on the basis of the discussions at the twenty-second session of the Bureau, a draft revision of Section II of the Operational Guidelines for consideration by the twenty-second session of the World Heritage Committee.

3. The Bureau of the World Heritage Committee examined at its twenty-second session a working document prepared by the Secretariat (see report of the Bureau, working document WHC-98/CONF.203/4 Section IV). The Bureau took note with satisfaction of the work done by the World Heritage Centre. It requested the Centre to study in further detail different scenarios for the handling, review process and examination of the periodic reports. It requested the Centre to continue to refine the document in collaboration with the Advisory Bodies and on the basis of the comments and observations made by the Bureau for examination by the World Heritage Committee at its twenty-second session.

4. This working document submits to the consideration of the Committee final proposals as requested by the Committee at its twenty-first session. Proposals for the revision of Section II of the Operational Guidelines are included in working document WHC-98/CONF.203/16.

## **B. Format for periodic reports**

5. A draft format for Periodic Reports on the Application of the World Heritage Convention is attached in Annex I. In preparing this draft, consideration has been given to the observations made by States Parties on the 1995 draft for the *Periodic World Heritage State of Conservation Report* (see report of the nineteenth session of the Bureau of the World Heritage Committee, July 1995, Annex III ; report of the nineteenth session of the World Heritage Committee, December 1995, paragraph VII.54 ; and report of the twentieth session of the World Heritage Committee, December 1996, paragraphs VII.10-11) and the deliberations of the twenty-first session of the World Heritage Committee, December 1997 (see report of the session paragraph VII.1-8) and the twenty-second session of the Bureau, June 1998 (see report of the session paragraph IV.1-8).

6. The attached draft format (Annex I) lists the headings under which information is sought from the States Parties. It consists of two sections :

- **Section I** constitutes the State Party's report on **the application of relevant articles of the World Heritage Convention**, including those referring to the identification of cultural and natural properties ; protection, conservation and presentation of the cultural and natural heritage ; international co-operation and fund raising ; and education, information and awareness building.
- **Section II** refers to the state of conservation of specific World Heritage properties located on the State Party's territory.

Its main objective is to obtain an **assessment of whether the World Heritage value(s) for which a property was inscribed on the World Heritage List is(are) maintained over time.**

In addition, States Parties are requested to provide up-dated information on the management, factors affecting the property and monitoring arrangements.

Information in this section should be comparable to the information provided in the nomination dossier for the specific property and follows, therefore, the structure of the recently adopted new nomination format.

7. In addition to the format, explanatory notes have been prepared to provide guidance to those preparing periodic reports. These explanatory notes are attached to the draft format in Annex I of this document.

## C. **Handling, examination and response to the periodic reports**

### C.1. Information management at the World Heritage Centre

8. Following the recommendations made by the External Auditor in *the Management Review of the World Heritage Convention* (paragraphs 66-84 and 180-193) (WHC-97/CONF.208/5, Annex B), an *Expert Group Review of the World Heritage Centre Data and Information Infrastructure* was undertaken in March 1998. Both reports call for the need to create an integrated information management system. This system would have to be designed in such a way that information on the application of the Convention by the States Parties and information on specific World Heritage properties (nomination dossiers, evaluations, state of conservation reports etc.) be easily retrieved and compared. To this effect it will be required that:

- reports be available in electronic form (i.e. States Parties submit information electronically or paper documents are scanned at the World Heritage Centre) ;

- reports are structured in such a way that the same type of information appears under the same or similar headings as in the nomination form (e.g. nomination dossiers and state of conservation reports follow the same structure).

9. Further consideration to this matter will be given in the context of the follow-up to the report of the *Expert Group Review of the World Heritage Centre Data and Information Infrastructure*.

## C.2. Examination of and response to periodic reports by the World Heritage Committee

10. The World Heritage Committee at its twenty-first session supported a regional approach for the examination of the periodic reports, as already proposed in paragraph 72 of the Operational Guidelines, as a means to promote regional co-operation and to identify specific needs.

11. This suggests that the examination of the reports by the Committee is but a part of a participatory process with and within the region concerned. This process would have to be designed by and for each region specifically and would have to include matters such as : support to States Parties in the preparation of the periodic reports, if so requested ; the exchange of information among States Parties ; the adequate review of the periodic reports ; the identification of specific needs and the preparation of a synthesis report. The result of this process, a Regional State of the World Heritage Report, would then be submitted to the World Heritage Committee for examination and response.

12. As the States Parties will formally submit the periodic reports to the UNESCO General Conference, but through the World Heritage Committee, it would be advisable to apply the UNESCO definition of the regions : Africa, Arab States, Asia and the Pacific, Europe and North America, Latin America and the Caribbean.

13. A six-year cycle for the submission and examination of periodic reports, as discussed by the Committee at its twenty-first session, would have the following advantages :

- The Committee would examine at each of its annual sessions the reports of one of the regions. The reports on Europe and North America, where the greatest number of States Parties and World Heritage properties are concentrated, could be dealt with in two parts at two consecutive sessions of the Committee. The number of States Parties' reports and number of state of conservation reports to be examined in each year is indicated in the following table :

<b>Year of examination by Committee</b>	<b>Region</b>	<b>Number of States Parties</b>	<b>Number of World Heritage properties up to and including 1997</b>
1	Arab States	16	54
2	Africa	31	48
3	Asia and Pacific	31	114
4	Latin America and the Caribbean	29	71
5 and 6	Europe and North America	48	265
	TOTAL	155	552

- The Committee's findings on the application of the World Heritage Convention in two regions could be reported on to the following General Conference of UNESCO.

14. At its twenty-second session, some members of the Bureau expressed concerns about the logistic implications of the periodic reporting for the States Parties, as well as for the Secretariat and the World Heritage Committee. It was noted that a regional approach would promote regional collaboration and exchange of experiences among States Parties in a regional context, whereas a chronological approach would focus on those sites that were inscribed on the World Heritage List up to a given date and diminish the workload, particularly during the first reporting cycle.

15. The Secretariat strongly supports the regional approach as an appropriate response to the desire for continuing interaction between States Parties as expressed in point 5 of the resolution adopted by the 29<sup>th</sup> General Conference of UNESCO and the regional co-operation supported by the Committee. The Secretariat also wishes to point out that a chronological approach would not influence the number of reports on the application of the Convention by the States Parties. The number of state of conservation reports would obviously be less if the regional and the chronological approaches would be combined, as is illustrated in the following table where it is presumed that in the first reporting cycle those properties would be reported upon that were inscribed up to and including 1992.

<b>Year of examination by Committee</b>	<b>Region</b>	<b>Number of States Parties</b>	<b>Number of World Heritage properties Inscribed up to and including 1992</b>
1	Arab States	16	46
2	Africa	31	40
3	Asia and Pacific	31	75
4	Latin America and the Caribbean	29	47
5 and 6	Europe and North America	48	170
	TOTAL	155	378

### C.3. Process description for periodic reporting

16. To illustrate the implications and practical application of the above considerations, it might be helpful to describe the periodic reporting process as follows :

- (i) The World Heritage Committee establishes a time-table for the examination of periodic reports by region or regions.
- (ii) The States Parties from a specific region are informed well in advance that the World Heritage Committee would like to examine the periodic reports from that region at a given session.
- (iii) The Secretariat, jointly with the Advisory Bodies, and making full use of regional structures and expertise, develops a strategy for the periodic reporting process which should lead to the submission of a Regional State of the World Heritage Report to the World Heritage Committee.
- (iv) The Secretariat establishes budget estimates for the implementation of the regional strategies and submits them to the Committee for consideration in establishing the annual World Heritage Fund budget. The budget will include provisions for assistance to States Parties for the preparation of the periodic reports.

- (v) States Parties are requested to submit periodic reports by a given date in one of the working languages of the Committee. This date should be chosen in such a way that sufficient time be available for the review and preparation of a Regional State of the World Heritage Report.
- (vi) The Secretariat co-ordinates the implementation of the strategy for the periodic reporting process for the region. It receives the periodic reports submitted by States Parties and enters them in the integrated World Heritage management information system. It facilitates the review of these reports and the preparation of the Regional State of the World Heritage Report.
- (vii) The Secretariat transmits the Regional State of the World Heritage report to the World Heritage Committee for examination.
- (viii) The Committee examines the report and responds to it. The response might include recommendations to the States Parties from the region, to the Secretariat and/or the Advisory Bodies. It might also provide guidelines for its own future actions in the region.
- (ix) The Committee includes in its reports to the General Conference, presented in accordance with Article 29.3 of the Convention, its findings with regard to the application of the Convention by the States Parties.

**Decision required :**

17. The Committee is requested to :
- (a) Examine, amend –if appropriate-, and adopt the draft format and explanatory notes for Periodic Reports on the Application of the World Heritage Convention as discussed in paragraphs 5, 6 and 7 above and attached in Annex I ;
  - (b) Consider the matter of the handling, examination and response to the periodic reports, and take decisions particularly concerning :
    - (i) The principle of the regional approach as discussed in paragraphs 10, 11 and 12 above ;
    - (ii) The periodicity of the periodic reporting as discussed in paragraphs 13 to 15 above ;
    - (iii) The process proposed in paragraph 16 above ;
  - (c) Consider the revision of Section II of the Operational Guidelines as proposed under agenda item 14, working document WHC-98/CONF.203/16.

18. Subsequently, the Committee may consider to adopt the following decision :

Following the request made by the 29<sup>th</sup> General Conference of UNESCO, the World Heritage Committee :

- (a) Invites States Parties to the World Heritage Convention to submit, in accordance with Article 29 of the World Heritage Convention and the decisions of the Eleventh General Assembly of States Parties and the 29<sup>th</sup> General Conference of UNESCO, periodic reports on the legislative and administrative provisions and other actions which they have taken for the application of the World Heritage Convention, including the state of conservation of the World Heritage properties located on its territories ;
- (b) Invites States Parties to submit periodic reports every six years using the format for periodic reports as adopted by the World Heritage Committee at its twenty-second session ;
- (c) Expresses its wish to examine the States Parties' periodic reports per region, including the state of conservation of properties inscribed on the World Heritage List up to and including 1992, as follows :

Arab States	2000
Africa	2001
Asia and Pacific	2002
Latin America and the Caribbean	2003
Europe and North America	2004/2005 ;

- (d) Requests the Secretariat, jointly with the Advisory Bodies, and making use of regional structures and expertise, to develop regional strategies for the periodic reporting process as per the time table established under (c) above, and to present them with budgetary proposals for their implementation to the twenty-third session of the World Heritage Committee for consideration and adoption.

**PERIODIC REPORTING ON THE APPLICATION OF THE WORLD  
HERITAGE CONVENTION**

**Format**

**EXECUTIVE SUMMARY**

**SECTION I: APPLICATION OF THE WORLD HERITAGE CONVENTION  
BY THE STATE PARTY**

**I.1. Introduction**

- a. State Party
- b. Year of ratification or acceptance of the Convention
- c. Organization(s) or entity(ies) responsible for the preparation of the report
- d. Date of the report
- e. Signature on behalf of State Party

**I.2. Identification of cultural and natural heritage properties**

- a. National inventories
- b. Tentative List
- c. Nominations

**I.3. Protection, conservation and presentation of the cultural  
and natural heritage**

- a. General policy development
- b. Status of services for protection, conservation and presentation
- c. Scientific and technical studies and research
- d. Measures for identification, protection, conservation, presentation and rehabilitation
- e. Training

- I.4. International co-operation and fund raising**
- I.5. Education, information and awareness building**
- I.6. Conclusions and recommended action**
  - a. Main conclusions
  - b. Proposed future action(s)
  - c. Responsible implementing agency(ies)
  - d. Timeframe for implementation
  - e. Needs for international assistance.

## **SECTION II: STATE OF CONSERVATION OF SPECIFIC WORLD HERITAGE PROPERTIES**

### **II.1 Introduction**

- a. State Party
- b. Name of World Heritage property
- c. Date of inscription on the World Heritage List
- d. Organization(s) or entity(ies) responsible for the preparation of the report
- e. Date of report
- f. Signature on behalf of State Party

### **II.2. Statement of significance**

### **II.3. Statement of integrity**

### **II.4. Management**

### **II.5. Factors affecting the property**

### **II.6. Monitoring**

### **II.7. Conclusions and recommended action**

- a. Main conclusions
- b. Proposed future action(s)
- c. Responsible implementing agency(ies)
- d. Timeframe for implementation
- e. Needs for international assistance.

## PERIODIC REPORTING ON THE APPLICATION OF THE WORLD HERITAGE CONVENTION

### Explanatory Notes

These explanatory notes are designed to provide guidance to those preparing periodic reports. They relate to the headings under which information is sought. Periodic reports should provide information under each of these headings. They should be signed by a responsible official on behalf of the State Party. These notes, particularly those referring to Section II of the periodic reports, are intended to be read in conjunction with the explanatory notes on the format for the nomination of properties for inclusion on the World Heritage List that were adopted by the World Heritage Committee at its twentieth session. This format and the explanatory notes to it are available from the UNESCO World Heritage Centre (document number WHC-97/WS/6 and on the UNESCO World Heritage Internet pages <http://www.unesco.org/whc/>).

### INTRODUCTION

- (i) The twenty-ninth General Conference of UNESCO, held in 1997,

*Invited the States Parties to the World Heritage Convention to submit in accordance with Article 29 of the Convention, through the World Heritage Committee, via its Secretariat, the UNESCO World Heritage Centre, reports on the legislative and administrative provisions and other actions which they have taken for the application of the Convention, including the state of conservation of the World Heritage properties located on its territories;*

*Requested the World Heritage Committee to define the periodicity, form, nature and extent of the periodic reporting on the application of the World Heritage Convention and on the state of conservation of World Heritage properties and to examine and respond to these reports while respecting the principle of State sovereignty;*

*Requested the World Heritage Committee to include in its reports to the General Conference, presented in accordance with Article 29.3 of the Convention, its findings with regard to the application of the Convention by the States Parties.*

- (ii) The World Heritage Committee, at its twenty-second session held in 1998, adopted the format and explanatory notes contained in this document and decided .....  
 ..... (text to be inserted after decision has been made by the Committee regarding procedures, periodicity and other matters such as regional cooperation, exchange of information) .....
- (iii) The periodic reporting on the application of the World Heritage Convention is intended to serve four main purposes:
- to provide an assessment of the application of the World Heritage Convention by the State Party;
  - to provide an assessment as to whether the World Heritage values of the properties inscribed on the World Heritage List are being maintained over time;
  - to provide up-dated information about the World Heritage properties to record the changing circumstances and state of conservation of the properties;
  - to provide a mechanism for regional co-operation and exchange of information and experiences between States Parties concerning the implementation of the Convention and World Heritage conservation.
- (iv) The format for the periodic report by the States Parties consists of two sections:

**Section I** refers to the legislative and administrative provisions which the State Party has adopted and other actions which it has taken for the application of the Convention, together with details of the experience acquired in this field. This particularly concerns the general obligations and commitments defined in specific articles of the Convention.

**Section II** refers to the state of conservation of specific World Heritage properties located on the territory of the State Party concerned. This Section should be completed for each World Heritage property.

### **General Requirements**

- (v) Information should be as precise and specific as possible. It should be quantified where possible and fully referenced.
- (vi) Information should be concise. In particular long historical accounts of sites and events which have taken place there should be avoided, especially when they can be found in readily available published sources.
- (vii) Expressions of opinion should be supported by reference to the authority on which they are made and the verifiable facts which support them.
- (viii) Periodic Reports should be completed on A4 paper (210mm x 297mm) with maps and plans a maximum of A3 paper (297mm x 420mm). States Parties are also encouraged to submit the full text of the state of conservation reports on diskette.

## **SECTION I: APPLICATION OF THE WORLD HERITAGE CONVENTION BY THE STATE PARTY**

- (ix) The *Convention concerning the Protection of the World Cultural and Natural Heritage* was adopted by the General Conference of the United Nations Educational, Scientific and Cultural Organization at its seventeenth session on 16 November 1972. The World Heritage Committee, established under the World Heritage Convention, has prepared the *Operational Guidelines for the Implementation of the World Heritage Convention* which guide the work of the Committee in establishing the World Heritage List and the List of World Heritage in Danger, granting international assistance and treating other questions related to the implementation of the Convention.
- (x) In ratifying or accepting the World Heritage Convention, States Parties accept their duty of ensuring the identification, protection, conservation, presentation and transmission to future generations of the cultural and natural heritage (Article 4) as defined in the Convention (Articles 1 and 2). These measures are further defined in several Articles in the Convention, e.g. Articles 5, 6, 11, 16, 17, 18, 27 and 28.
- (xi) In Section I of the periodic report, States Parties are requested to “*give information on the legislative and administrative provisions which they have adopted and other action which they have taken for the application of this Convention, together with details of the experience acquired in this field*” (Article 29.1 of the World Heritage Convention).
- (xii) States Parties are invited to provide information under the following headings:

### **I.1. Introduction**

- a. State Party.
- b. Year of ratification or acceptance of the Convention.
- c. Organization(s) or entity(ies) responsible for the preparation of the report.
- d. Date of the report.
- e. Signature on behalf of State Party.

### **I.2. Identification of cultural and natural heritage properties**

This item refers in particular to Articles 3, 4 and 11 of the Convention regarding the identification of cultural and natural heritage and the nomination of properties for inscription on the World Heritage List.

**a. National inventories**

Inventories of cultural and natural heritage of national significance form the basis for the identification of possible World Heritage properties. Indicate which institutions are in charge of the preparation and keeping up-to-date of these national inventories and if, and to what extent, inventories, lists and/or registers at the local, state and/or national level exist and have been completed.

**b. Tentative List**

Article 11 of the Convention refers to the submission by States Parties of inventories of property suitable for inclusion in the World Heritage List.

Provide the date of submission of the Tentative List or any revision made since its submission. States Parties are also encouraged to provide a description of the process of preparation and revision of the Tentative List, e.g. has(have) any particular institution(s) been assigned the responsibility for identifying and delineating World Heritage properties, have local authorities and local population been involved in its preparation? If so, provide exact details.

**c. Nominations**

List properties that have been nominated for inscription on the World Heritage List. States Parties are encouraged to provide an analysis of the process by which these nominations are prepared, the collaboration and co-operation with local authorities and people, the motivation, obstacles and difficulties encountered in that process and perceived benefits and lessons learnt.

**I.3. Protection, conservation and presentation of the cultural and natural heritage**

This item refers in particular to Articles 4 and 5 of the Convention, in which States Parties recognise their duty of ensuring the identification, protection, conservation, presentation and transmission to future generations of the cultural and natural World Heritage and that effective and active measures are taken to this effect. Article 5 of the Convention specifies the following measures:

**a. General policy development**

Provide information on the adoption of policies that aim to give the cultural and natural heritage a function in the life of the community. Provide information on the way the State Party or the relevant authorities has(have) taken steps to integrate the protection of World Heritage sites into comprehensive planning programmes. Areas where improvement would be desirable, and towards which the State Party is working should be indicated.

**b. Status of services for protection, conservation and presentation**

Provide information on any services within the territories of the State Party which have been set up or have been substantially improved since the previous periodic report, if applicable. Particular attention should be given to services aiming at the protection, conservation and presentation of the cultural and natural heritage, indicating the appropriate staff and the means to discharge their functions. Areas where improvement would be desirable, and towards which the State Party is working should be indicated.

**c. Scientific and technical studies and research**

List significant scientific and technical studies or research projects of a generic nature that would benefit World Heritage sites, initiated or completed since the last periodic report. Areas where improvement would be desirable, and towards which the State Party is working should be indicated.

Site specific scientific studies or research projects should be reported upon under Section II.4.

**d. Measures for identification, protection, conservation, presentation and rehabilitation**

Indicate appropriate legal and administrative measures that the State Party or relevant authorities have taken for the identification, protection, conservation, presentation and rehabilitation of cultural and natural heritage. Particular attention should be given to measures concerning visitor management and development in the region. The State Party is also encouraged to indicate if, on the basis of the experiences gained, policy and/or legal reform is considered necessary. It is also relevant to note which other international conventions for the protection of cultural or natural heritage have been signed or ratified by the State Party and if so, how the application of these different legal instruments is co-ordinated and integrated in national policies and planning.

Indicate relevant scientific, and technical measures that the State Party or relevant institutions within the State have taken for the identification, protection, conservation, presentation and rehabilitation of cultural and natural heritage.

Indicate relevant financial measures that the State Party or relevant authorities have taken for the identification, protection, conservation, presentation and rehabilitation of cultural and natural heritage.

Information on the presentation of the heritage can refer to publications, internet web-pages, films, stamps, postcards, books etc.

Areas where improvement would be desirable, and towards which the State Party is working should be indicated.

### **e. Training**

Provide information on the training and educational strategies that have been implemented within the State Party for professional capacity building, as well as on the establishment or development of national or regional centres for training and education in the protection, conservation, and presentation of the cultural and natural heritage, and the degree to which such training has been integrated within existing university and educational systems..

Indicate the steps that the State has taken to encourage scientific research as a support to training and educational activities.

Areas where improvement would be desirable, and towards which the State Party is working should be indicated.

### **I.4. International co-operation and fund raising**

This item refers particularly to Articles 4, 6, 17 and 18 of the Convention.

Provide information on the co-operation with other States Parties for the identification, protection, conservation and preservation of the World Heritage located on their territories.

Also indicate which measures have been taken to avoid damage directly or indirectly to the World Heritage on the territory of other States Parties.

Have national, public and private foundations or associations been established for, and has the State Party given assistance to, raising funds and donations for the protection of the World Heritage?

### **I.5. Education, information and awareness building**

This item refers particularly to Articles 27 and 28 of the Convention on educational programmes.

Indicate steps that the State Party has taken to raise the awareness of decision-makers, property owners, and the general public about the protection and conservation of cultural and natural heritage.

Provide information on education (primary, secondary and tertiary) and information programmes that have been undertaken or are planned to strengthen appreciation and respect by the population, to keep the public broadly informed of the dangers threatening the heritage and of activities carried out in pursuance of the Convention. Does the State Party participate in the UNESCO Special Project *Young People's Participation in World Heritage Preservation and Promotion*?

Information on site-specific activities and programmes should be provided under item II.4 below.

### **I.6. Conclusions and recommended action**

The main conclusions under each of the items of Section I of the report should be summarized and tabulated together with the proposed action(s) to be taken, the agency(ies) responsible for taking the action(s) and the timeframe for its execution:

- a. Main conclusions
- b. Proposed future action(s)
- c. Responsible implementing agency(ies)
- d. Timeframe for implementation
- e. Needs for international assistance.

States Parties are also encouraged to provide in their first Periodic Report an analysis of the process by which they ratified the Convention, the motivation, obstacles and difficulties encountered in that process and perceived benefits and lessons learnt.

## **SECTION II: STATE OF CONSERVATION OF SPECIFIC WORLD HERITAGE PROPERTIES**

- (xiii) The twenty-ninth General Conference of UNESCO, in its decision regarding the application of Article 29 of the World Heritage Convention, invited the States Parties to submit reports on the application of the World Heritage Convention, *including the state of conservation of the World Heritage properties located on its territories.*
- (xiv) The primary documents in respect of each World Heritage property are the nomination dossier as it was submitted by the State Party and the decision of the World Heritage Committee regarding the inscription of the property on the World Heritage List.
- (xv) The preparation of periodic state of conservation reports should involve those who are responsible for the day-to-day management of the property. For trans-boundary properties it is recommended that reports be prepared jointly by or in close collaboration between the agencies concerned. The preparation of periodic state of conservation reports could include expert advice from the Secretariat and/or the advisory bodies, if and when the State Party(ies) concerned so wish(es).
- (xvi) The first periodic report should update the information provided in the original nomination dossier. Subsequent reports will then focus on any changes that may have occurred since the previous report was submitted.

This section of the periodic report follows, therefore, the format for the nomination dossier.

- (xvii) The state of properties included in the List of World Heritage in Danger is reviewed by the World Heritage Committee at regular intervals, in general once every year. This review concentrates on the specific factors and considerations that led to the inscription of the property on the List of World Heritage in Danger. It will still be necessary to prepare a complete periodic report on the state of conservation of these properties.
- (xviii) This section should be completed for each individual World Heritage property. States Parties are invited to provide information under the following headings:

### **II.1. Introduction**

- a. State Party
- b. Name of the World Heritage property
- c. Date of inscription on the World Heritage List
- d. Organization(s) or entity(ies) responsible for the preparation of the report
- e. Date of report
- f. Signature on behalf of State Party.

## **II.2. Statement of Significance**

At the time of inscription of a property on the World Heritage List, the World Heritage Committee indicates its World Heritage values by deciding on the criteria for inscription. Please indicate the justification for inscription provided by the State Party, and the criteria under which the Committee inscribed the property on the World Heritage List.

In the view of the State Party, does the statement of significance adequately reflect the World Heritage values of the property or is a re-submission necessary? This could be considered, for example, to recognise cultural values of a natural World Heritage property, or vice-versa. This may become necessary either due to the substantive revision of the criteria by the World Heritage Committee or due to better identification or knowledge of specific outstanding universal values of the property.

Another issue that might be reviewed here is whether the delimitation of the World Heritage property, and its buffer zone if appropriate, is adequate to ensure the protection and conservation of the World Heritage values embodied in it. A revision or extension of the boundaries might be considered in response to such a review.

If a statement of significance is not available or incomplete, it will be necessary, in the first periodic report, for the State Party to propose such a statement. The statement of significance should address questions such as: What does the property represent, what makes the property outstanding, what are the specific values that distinguish the property, what is the relationship of the site with its setting, etc.? Such statement of significance will be examined by the Advisory Body(ies) concerned and transmitted to the World Heritage Committee for approval, if appropriate.

## **II.3. Statement of integrity**

Under this item it is necessary to review whether the values on the basis of which the property was inscribed on the World Heritage List, and reflected in the statement of significance under item II.2 above, are being maintained.

This should also include the issue of authenticity/integrity in relation to the property. What was the evaluation of the authenticity/integrity of the property at the time of inscription? What is the authenticity/integrity of the property at present?

Please note that a more detailed analysis of the conditions of the property is required under item II.6 on the basis of key indicators for measuring its state of conservation.

#### **II.4. Management**

Under this item, it is necessary to report on the implementation and effectiveness of protective measures, legislation, management plans and/or work plans for the property concerned, as well as on actions that are foreseen for the future, to preserve the values described in the statement of significance under item II.2.

The State Party should also report on significant changes in the ownership, legal status, protective measures, management arrangements and management plans as compared to the situation at the time of inscription or the previous periodic report. In such case, the State Party is requested to attach to the periodic report all relevant documentation, in particular legal texts, management plans and/or (annual) work plans for the management and maintenance of the property. Full name and address of the agency or person directly responsible for the property should also be provided.

The State Party could also provide an assessment of the human and financial resources that are available and required for the management of the property, as well as an assessment of the training needs for its staff.

The State Party is also invited to provide information on scientific studies, research projects, education, information and awareness building activities directly related to the property and to comment on the degree to which heritage values of the property are effectively communicated to residents, visitors and the public. Matters that could be addressed are, among other things: is there a plaque at the site indicating that the property is a World Heritage site? Are there educational programmes for schools? Are there special events and exhibitions? What facilities, visitor centre, site museum, trails, guides, information material etc. are made available to visitors? What role does the World Heritage designation play in all these programmes and activities?

Furthermore, the State Party is invited to provide statistical information, if possible on an annual basis, on income, visitor numbers, staff and others items if appropriate.

On the basis of the review of the management of the property, the State Party may wish to consider if a substantive revision of the legislative and administrative provisions for the conservation of the property is required.

#### **II.5. Factors affecting the property**

Please comment on the degree to which the property is threatened by particular problems and risks. Factors that could be considered under this item are those that are listed in the nomination format, e.g. development pressure, environmental pressure, natural disasters and preparedness, visitor/tourism pressure, number of inhabitants.

Considering the importance of forward planning and risk preparedness, provide relevant information on operating methods that will make the State Party capable of counteracting dangers that threaten or may endanger its cultural or natural heritage. Problems and risks to be considered could include earthquakes, floods, land-slides, vibrations, industrial pollution, vandalism, theft, looting, changes in the physical context of properties, mining, deforestation, poaching, as well as changes in land-use, agriculture, road building, construction activities, tourism. Areas where improvement would be desirable, and towards which the State Party is working should be indicated.

This item should provide up-to-date information on all factors which are likely to affect or threaten the property. It should also relate those threats to measures taken to deal with them.

An assessment should also be given if the impact of these factors on the property is increasing or decreasing and what actions to address them have been effectively taken or are planned for the future.

## **II.6. Monitoring**

Whereas item II.3 of the periodic report provides an overall assessment of the maintenance of the World Heritage values of the property, this item analyses in more detail the conditions of the property on the basis of key indicators for measuring its state of conservation.

If no indicators were identified at the time of inscription of the property on the World Heritage List, this should be done in the first periodic report. The preparation of a periodic report can also be an opportunity to evaluate the validity of earlier identified indicators and to revise them, if necessary.

Up-to-date information should be provided in respect of each of the key indicators. Care should be taken to ensure that this information is as accurate and reliable as possible, for example by carrying out observations in the same way, using similar equipment and methods at the same time of the year and day.

Indicate which partners if any are involved in monitoring and describe what improvement the State Party foresees or would consider desirable in improving the monitoring system.

In specific cases, the World Heritage Committee and/or its Bureau may have already examined the state of conservation of the property and made recommendations to the State Party, either at the time of inscription or afterwards. In such cases the State Party is requested to report on the actions that have been taken in response to the observations or recommendations made by the Bureau or Committee.

**II.7. Summary of conclusions and recommended actions**

The main conclusions under each of the items of the state of conservation report, but in particular as to whether the World Heritage values of the property are maintained, should be summarized and tabulated together with:

- a. Main conclusions
- b. Proposed future action(s)
- c. Responsible implementing agency(ies)
- d. Timeframe for implementation
- e. Needs for international assistance.

The State Party is also requested to indicate what experience the State Party has obtained which could be relevant to others dealing with similar problems or issues. Please provide names of organizations or specialists who could be contacted for this purpose.