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WHC-03/27.COM/10
Paris, 28 June 2003
Original : English/French

UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL
ORGANIZATION

CONVENTION CONCERNING THE PROTECTION OF THE WORLD
CULTURAL AND NATURAL HERITAGE

WORLD HERITAGE COMMITTEE

Twenty-seventh session
Paris, UNESCO Headquarters, Room XII
30 June - 5 July 2003

Item 10 of the Provisional Agenda: Revision of the *Operational Guidelines*

SUMMARY

The attached revised *Operational Guidelines* are the culmination of a long revision process that began in April 2000 (Expert Meeting, Canterbury, United Kingdom), included meetings of two Drafting Groups (October 2001 and March 2002) and a number of requests by Circular Letter for inputs from States Parties.

In recent weeks, the World Heritage Centre, working in consultation with the Advisory Bodies, has incorporated a number of additional revisions requested by the 6th Extraordinary session of the Committee (**6 EXT COM 5.1 and Technical Annex**). The World Heritage Centre has not made revisions beyond those requested by the 6 EXT COM.

During the final process of revision, the Centre endeavoured to accomplish the objective of producing user-friendly *Guidelines* to communicate to a broad audience whose first language may be neither English nor French. However, the *Guidelines* are, by necessity, a technical text. Following adoption of the text of the revised *Guidelines* by the Committee, the Centre will work to improve their design and layout as this may "lighten" their presentation and help to enhance their user-friendliness.

DRAFT DECISION

27 COM 10

The World Heritage Committee,

Approves the revised *Operational Guidelines* presented in WHC-03/27.COM/10 with amendments agreed during its 27th session.

WHC. 03/2
June 2003

Operational Guidelines for the Implementation of the World Heritage Convention

**UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND
CULTURAL ORGANISATION**

**INTERGOVERNMENTAL COMMITTEE
FOR THE PROTECTION OF THE
WORLD CULTURAL AND NATURAL HERITAGE**



UNESCO WORLD HERITAGE CENTRE

The *Operational Guidelines* (in English and French), the text of the *World Heritage Convention* (in five languages), and other documents and information concerning World Heritage are available from the World Heritage Centre:

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Printed : June 2003

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¹ A short bibliography/select reading list will be prepared by the World Heritage Centre following adoption of the revisions by the World Heritage Committee. The bibliography will include the web sites for UNESCO, the World Heritage Centre and the Advisory Bodies in accordance with 6 EXT COM 5 Technical Annex 18.1

² The glossary to the revised *Operational Guidelines* will be prepared by the World Heritage Centre following adoption of the revisions by the World Heritage Committee and will include for example the definition of biodiversity included in paragraph 44(vii) of the March 1999 *Operational Guidelines*.

³ The index to the revised *Operational Guidelines* will be prepared by the World Heritage Centre following adoption of the revisions by the World Heritage Committee.

Acronyms and Abbreviations

DoCoMoMo	International Committee for the Documentation and Conservation of Monuments and Sites of the Modern Movement
GIS	Geographic Information System
GNP	Gross National Product
ha	Hectares
ICCROM	International Centre for the Study of the Preservation and Restoration of Cultural Property
ICOMOS	International Council on Monuments and Sites
IFLA	International Federation of Landscape Architects
IUCN	World Conservation Union (formerly the International Union for the Conservation of Nature and Natural Resources)
IUGS	International Union of Geological Sciences
MAB	Man and the Biosphere programme of UNESCO
MS Word	Microsoft Word
NGO	Non Governmental Organization
PDF	Portable Document Format
TICCIH	International Committee for the Conservation of the Industrial Heritage
UNEP	United Nations Environment Programme
UNESCO	United Nations Educational, Scientific and Cultural Organization
UTM	Universal Transverse Mercator (Describes a rectangular system of map coordinates based on the metric system. Coordinates given for nominations should be given in either UTM coordinates or Geographic Latitude/Longitude coordinates)
WCMC	World Conservation Monitoring Centre (UNEP)
WWF	Worldwide Fund for Nature

I. INTRODUCTION

Notes

I.A Purpose of the Operational Guidelines

Principles and Procedures to Guide the Implementation of the *World Heritage Convention*

I.A.1 These *Operational Guidelines* have been prepared for the purpose of providing information on the principles and procedures for the inscription of properties on the World Heritage List, protection and monitoring of World Heritage properties, the inscription of properties on the List of World Heritage in Danger, the granting of international assistance from the World Heritage Fund and the mobilisation of national and international support in favour of the *World Heritage Convention*.

I.A.2 The *Operational Guidelines* are periodically reviewed and revised to reflect the decisions of the World Heritage Committee.

Users and Target Audiences of the *Operational Guidelines*

I.A.3 The key users and target audiences of the *Operational Guidelines* are:

- (i) the States Parties to the *Convention concerning the Protection of the World Cultural and Natural Heritage*, hereinafter referred to as "the *Convention*";
- (ii) partners and stakeholders in the protection of World Heritage properties;
- (iii) the Intergovernmental Committee for the Protection of the Cultural and Natural Heritage of Outstanding Universal Value, hereinafter referred to as the World Heritage Committee;
- (iv) the Advisory Bodies
 - the International Centre for the Study of the Preservation and Restoration of Cultural Property (ICCROM);
 - the International Council on Monuments and Sites (ICOMOS); and
 - IUCN - the World Conservation Union, formerly the International Union for Conservation of Nature and Natural Resources.
- (v) the UNESCO World Heritage Centre as Secretariat.

I.B Introduction to the *World Heritage Convention*

Purpose

I.B.1 The cultural and natural heritage is among the priceless and irreplaceable assets, not only of each nation, but of humanity as a whole. The loss, through deterioration or disappearance, of any of these most prized assets constitutes an impoverishment of the heritage of all the peoples of the world. Parts of that heritage, because of their exceptional qualities, can be considered to be of "outstanding universal value" and as such worthy of special protection against the dangers which increasingly threaten them.

Footnote: Cultural and natural heritage are defined in Articles 1 and 2 of the *World Heritage Convention*. Paragraph I.C.3 of these Guidelines defines "outstanding universal value".

I.B.2 To ensure, as far as possible, the proper identification, protection, conservation and presentation of the world's irreplaceable heritage, the Member States of UNESCO adopted the *World Heritage Convention* in 1972. The *Convention* complements heritage conservation programmes at the international, regional, sub-regional and national levels and provides for the establishment of a "World Heritage Committee" and a "World Heritage Fund". Both the Committee and the Fund have been in operation since 1976.

Footnote: See Article 8(1) and 15(1) of the *World Heritage Convention*.

I.B.3 Since the adoption of the *World Heritage Convention* in 1972, the international community has embraced the concept of "sustainable development". The protection of the natural and cultural heritage is a significant contribution to sustainability.

General Principles

I.B.4 The following general principles guide the implementation of the *Convention*:

- (i) The *Convention* provides for the identification, protection, conservation, presentation and transmission to future generations of cultural and natural heritage of outstanding universal value;
- (ii) The criteria and qualifying conditions for the inclusion of properties in the World Heritage List have been developed to evaluate the outstanding universal value of properties and to guide States Parties in the protection and management of World Heritage properties;
- (iii) The *Convention* is not intended to provide for the protection of all properties of great interest, importance or value, but only for a select list of the most outstanding of these from an international viewpoint. It is not to be assumed that a property of national and/or regional importance will automatically be included in the World Heritage List;
- (iv) Nominations presented to the Committee shall demonstrate the full commitment of the State Party to preserve the heritage concerned, within its means. Evidence shall take the form of appropriate policy, legal, scientific, technical,

Footnote: See Articles 1 and 2 of the *World Heritage Convention*.

Footnote: See Article 11(5) of the *World Heritage Convention*.

Footnote: See Section II.E of these Guidelines, Annex 5 and Article 5(d) of the *World Heritage Convention*.

administrative and financial measures adopted and proposed to protect the property and its outstanding universal value;

(v) All efforts shall be made to maintain a reasonable balance between cultural and natural heritage on the World Heritage List;

(vi) No formal limit is imposed on the total number of properties to be included in the World Heritage List;

(vii) In order to promote the establishment of a representative, balanced and credible World Heritage List, the Committee invites States Parties to consider whether their heritage is already well represented on the List and if so to slow down their rate of submission of further nominations by:

(a) spacing voluntarily their nominations according to conditions that they will define, and/or;

(b) proposing only properties falling into categories still under-represented, and/or;

(c) linking each of their nominations with a nomination presented by a State Party whose heritage is under-represented; or

(d) deciding, on a voluntary basis, to suspend the presentation of new nominations.

(viii) The Committee encourages States Parties whose heritage of "outstanding universal value" is under-represented on the World Heritage List, to:

(a) give priority to the preparation of tentative lists and nominations;

(b) initiate and consolidate at the regional level, partnerships based on the exchange of technical expertise;

(c) encourage bilateral and multilateral co-operation so as to increase their expertise and the technical capacities of institutions in charge of the protection, safeguarding and management of their heritage; and

(d) participate, as much as possible, in the meetings of the World Heritage Committee.

(ix) When a property on the World Heritage List is threatened by serious and specific dangers the Committee will consider placing it on the List of World Heritage in Danger. When the outstanding universal value of the property which justified its inscription in the World Heritage List is destroyed, the

Footnote: Resolution adopted by the 12th General Assembly of States Parties (1999).

Footnote: Resolution adopted by the 12th General Assembly of States Parties (1999).

See Section II.B Tentative Lists of these *Guidelines*.

Footnote: See Article 11(4) of the World Heritage Convention. For further information, see Sections III.E to III.H of these *Guidelines*.

Committee will consider deleting it from the World Heritage List.

I.C Definition of World Heritage

Definition of World Heritage

I.C.1 The criteria for including properties in the World Heritage List should be applied in a way that is consistent with the definition of the cultural and natural heritage set out in Articles 1 and 2 of the *World Heritage Convention*, as reproduced below.

Article 1

For the purposes of this Convention, the following shall be considered as "cultural heritage";

monuments: architectural works, works of monumental sculpture and painting, elements or structures of an archaeological nature, inscriptions, cave dwellings and combinations of features, which are of outstanding universal value from the point of view of history, art or science;

groups of buildings: groups of separate or connected buildings which, because of their architecture, their homogeneity or their place in the landscape, are of outstanding universal value from the point of view of history, art or science;

sites: works of man or the combined works of nature and of man, and areas including archaeological sites which are of outstanding universal value from the historical, aesthetic, ethnological or anthropological points of view.

Article 2

For the purposes of this Convention, the following shall be considered as "natural heritage":

natural features consisting of physical and biological formations or groups of such formations, which are of outstanding universal value from the aesthetic or scientific point of view;

geological and physiographical formations and precisely delineated areas which constitute the habitat of threatened species of animals and plants of outstanding universal value from the point of view of science or conservation;

natural sites or precisely delineated natural areas of outstanding universal value from the point of view of science, conservation or natural beauty.

“Outstanding universal value”

I.C.2 Articles 1 and 2 of the *Convention* specify that the cultural and natural heritage must be of “outstanding universal value” to be inscribed on the World Heritage List.

Footnote: See Articles 1, 2 and 11(5) of the *World Heritage Convention*.

I.C.3 "Outstanding universal value" means cultural and/or natural significance which is so exceptional as to transcend national boundaries and to be of common importance for present and future generations of all humanity. As such, the permanent protection of this heritage is of the highest importance to the international community as a whole. The Committee defines the criteria for the inclusion of properties on the World Heritage List.

I.C.4 At the time of inscription of a property on the World Heritage List, the Committee will agree on a statement of outstanding universal value.

Footnote: For further information, see Sections II.C.2 and II.M of these *Guidelines*.

I.D Roles and Responsibilities

Ratification of the *World Heritage Convention*

I.D.1 States are encouraged to become party to the *Convention*. Model instruments for ratification/acceptance and accession are included as Annex 1 and are also available from the UNESCO World Heritage Centre and on the web site <http://whc.unesco.org/archive/modelrat.htm>

I.D.2 For any new State Party, the *Convention* will enter into force three months after the original instrument of ratification, acceptance or accession is deposited with the Director-General of UNESCO.

Footnote: See Article 31 and 32 of the *World Heritage Convention*.

I.D.3 The complete list of States Parties to the *Convention* may be found at <http://whc.unesco.org/wldrat.htm>

States Parties

I.D.4 States Parties to the *Convention* should provide the World Heritage Centre with the names and addresses of the governmental organization(s) primarily responsible as national focal point(s) for the implementation of the *Convention*, so that copies of all official correspondence and documents can be sent by the World Heritage Centre to these focal points as appropriate. A list of these addresses are accessible on the World Heritage Centre's web site at <http://whc.unesco.org/sp/>. States Parties are encouraged to publicize this information nationally and ensure that it is up to date.

I.D.5 States Parties to the *Convention* are encouraged to convene at regular intervals at the national level, a meeting of those persons responsible for natural and cultural heritage, in order that they may discuss matters pertaining to the implementation of the *Convention*. States Parties may wish to involve representatives of the Advisory Bodies (ICROM, ICOMOS and IUCN) and other experts as

appropriate.

Responsibilities of States Parties to the *World Heritage Convention*

- I.D.6** While fully respecting the sovereignty of the States on whose territory the cultural and natural heritage is situated, States Parties to the *Convention* recognize the collective interest of the international community to cooperate in the protection of this heritage. States Parties to the *World Heritage Convention*, have the responsibility to:
- (i) ensure the identification, nomination, protection, conservation, presentation, and transmission to future generations of the cultural and natural heritage found within their territory, and give help in these tasks to other States Parties that make such requests;
Footnote: See Article 4 and 6(2) of the *World Heritage Convention*.
 - (ii) adopt general policies to give the heritage a function in the life of the community;
Footnote: See Article 5(a) of the *World Heritage Convention*.
 - (iii) integrate heritage protection into comprehensive planning programmes;
Footnote: See Article 5(a) of the *World Heritage Convention*.
 - (iv) set in place services for the protection, conservation and presentation of the heritage;
Footnote: See Article 5(b) of the *World Heritage Convention*.
 - (v) develop scientific and technical studies to identify actions that would counteract the dangers that threaten the heritage;
Footnote: See Article 5(c) of the *World Heritage Convention*.
 - (vi) take appropriate legal, scientific, technical, administrative and financial measures to protect the heritage;
Footnote: See Article 5(d) of the *World Heritage Convention*.
 - (vii) foster the establishment or development of national or regional centres for training in the protection, conservation and presentation of the heritage and encourage scientific research in these fields;
Footnote: See Article 5(e) of the *World Heritage Convention*.
 - (viii) not take any deliberate measures that directly or indirectly damage their heritage or that of another State Party to the *Convention*;
Footnote: See Article 6(3) of the *World Heritage Convention*.
 - (ix) submit to the World Heritage Committee an inventory of properties suitable for inclusion on the World Heritage List (referred to as a Tentative List);
Footnote: See Article 11(1) of the *World Heritage Convention*. For further information, see Section II.B of these Guidelines.

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| (x) make regular contributions to the World Heritage Fund, the amount of which is determined by the General Assembly; | Footnote: See Article 16(1) of the <i>World Heritage Convention</i> . |
| (xi) consider and encourage the establishment of national, public and private foundations or associations to facilitate donations for the protection of World Heritage; | Footnote: See Article 17 of the <i>World Heritage Convention</i> . |
| (xii) give assistance to international fund-raising campaigns organised for the World Heritage Fund; | Footnote: See Article 18 of the <i>World Heritage Convention</i> . |
| (xiii) use educational and information programmes to strengthen appreciation and respect by their peoples of the cultural and natural heritage defined in Articles 1 and 2 of the <i>Convention</i> and keep the public informed of the dangers threatening this heritage; | Footnote: See Article 27 of the <i>World Heritage Convention</i> . |
| (xiv) provide information on the overall implementation of the <i>World Heritage Convention</i> and state of conservation of properties; and | Footnote: See Article 29 of the <i>World Heritage Convention</i> . Resolution adopted by the 11th General Assembly of States Parties (1997) |
| (xv) attend meetings of the World Heritage Committee and its Bureau as observers, if not already members. | Footnote: Rule 8.1 of the <i>Rules of Procedure</i> |

General Assembly of States Parties

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| I.D.7 The General Assembly of States Parties to the <i>Convention</i> meets during the sessions of the General Conference of UNESCO. It determines the uniform percentage of contributions to the World Heritage Fund applicable to all States Parties and elects members to the World Heritage Committee. The General Assembly and General Conference of UNESCO receives a report from the World Heritage Committee. | Footnote: See Articles 8(1) and 16(1), of the <i>World Heritage Convention</i> and the 1992 Strategic Orientations in WHC-92/CONF.002/12 Annex II.

See Rule 49 of the <i>Rules of Procedure</i> |
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World Heritage Committee

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| I.D.8 The Intergovernmental Committee for the Protection of the Cultural and Natural Heritage of Outstanding Universal Value, called the "World Heritage Committee", is composed of 21 members and normally meets once a year, in June. | Footnote: See Article 8(1) of the <i>World Heritage Convention</i> . |
| I.D.9 The Committee manages its meetings according to its <i>Rules of Procedure</i> , available at http://whc.unesco.org/rules.htm | Footnote: See Article 10(1) of the <i>World Heritage Convention</i> . |
| I.D.10 The term of office of Committee members is six years. | Footnote: See Article 9(1) of the <i>World Heritage Convention</i> . |
| I.D.11 In order to ensure equitable representation and rotation of the Committee, States Parties are invited to consider voluntarily reducing their term of office from six to four years. | Footnote: see Article 8(2) of the <i>World Heritage Convention</i> and the Resolutions of the 7th (1989), 12th (1999) and 13th (2001) General Assembly of States Parties. |

I.D.12 Following a decision taken by the World Heritage Committee at the session that precedes the General Assembly, one or more seats on the Committee may be reserved for States Parties who do not have sites on the World Heritage List.

Footnote: See Rule 13.1 of the Rules of Procedure of the General Assembly of States Parties, 30 October 2001.

I.D.13 In order to facilitate the implementation of the *World Heritage Convention*, the Committee develops Strategic Objectives. The Strategic Objectives are periodically reviewed and revised to express the goals and objectives of the Committee and ensure that new threats to World Heritage are addressed effectively.

Footnote: Budapest Declaration on World Heritage (2002)

I.D.14 The essential functions of the Committee are to:

(i) identify, on the basis of nominations submitted by States Parties, cultural and natural properties of outstanding universal value which are to be protected under the *Convention* and to list those properties on the World Heritage List;

Footnote: See Article 11(2) of the *World Heritage Convention*.

(ii) monitor the state of conservation of properties inscribed on the World Heritage List, in liaison with the States Parties;

Footnote: See Article 11(7) of the *World Heritage Convention*.

(iii) decide which properties included in the World Heritage List are to be inscribed on or removed from the List of World Heritage in Danger;

Footnote: See Article 11.4 and 11.5 of the *World Heritage Convention*. For further information, see Section III.E of these *Guidelines*.

(iv) decide whether a property may be deleted from the World Heritage List;

Footnote: For further information, see Section III.H of these *Guidelines*.

(v) define the procedure by which requests for international assistance are to be considered and carry out studies and consultations as necessary before coming to a decision;

Footnote: See Article 21(1) and 21(3) of the *World Heritage Convention*. For further information, see Section IV of these *Guidelines*.

(vi) determine how the resources of the World Heritage Fund can most advantageously be used to assist States Parties in the protection of their properties of outstanding universal value;

Footnote: See Article 13(6) of the *World Heritage Convention*.

(vii) seek ways to increase the World Heritage Fund;

Footnote: See Article 13(6) of the *World Heritage Convention*.

(viii) submit a report on its activities to the General Assembly of States Parties every two years to be noted by the UNESCO General Conference; and

Footnote: See Article 29(3) of the *World* and the 1992 Strategic Orientations in WHC-92/CONF.002/12 Annex II.

(ix) review and evaluate periodically the implementation of the *Convention*.

I.D.15 Committee decisions are based on objective and scientific considerations, and any appraisal made on its behalf must be

thoroughly and responsibly carried out. The Committee recognizes that such decisions depend upon:

- (a) carefully prepared documentation;
- (b) thorough and consistent procedures;
- (c) evaluation by qualified experts; and
- (d) if necessary, the use of expert referees.

I.D.16 The Committee is deeply concerned with maintaining a balance in the number of experts from the natural and cultural fields and therefore urges that every effort be made by States Parties to choose as their representatives persons qualified in the field of cultural or natural heritage.

Footnote: See Article 9(3) of the *World Heritage Convention* and Rule 5.2 of the *Rules of Procedure*.

I.D.17 The Committee may constitute sub-committees during its regular sessions to examine selected items of business referred to them to report and make recommendations to the full Committee for action.

Footnote: See Article 10(3) of the *World Heritage Convention* and Rules 20 and 21 of the *Rules of Procedure*.

I.D.18 The Committee may at any time invite to its meetings public or private bodies or individuals who would attend as observers to augment the expertise available to it and for consultation on particular issues.

Footnote: See Article 10(2) of the *World Heritage Convention* and Rule 7 of the *Rules of Procedure*.

Bureau of the World Heritage Committee

I.D.19 The Bureau co-ordinates the work of the Committee and fixes the dates, hours and order of business of its meetings. The Bureau consists of the Chairperson, the five Vice-Chairpersons and the Rapporteur. The Vice-Chairpersons and the Rapporteur shall assist the Chairperson in carrying out his/her duties. It is preferable that States Parties appoint cultural and natural experts for the Bureau meetings.

Footnote: Rule 12 of the *Rules of Procedure*.

I.D.20 The Bureau meets during the sessions of the Committee as frequently as deemed necessary.

Advisory Bodies to the World Heritage Committee

I.D.21 The Advisory Bodies to the World Heritage Committee are the International Centre for the Study of the Preservation and Restoration of Cultural Property (ICCROM), the International Council on Monuments and Sites (ICOMOS), and IUCN - the World Conservation Union.

I.D.22 The roles of the Advisory Bodies are to:

- (i) assist the World Heritage Centre in the preparation of the Committee and Bureau's documentation, the agenda of its meetings and the implementation of the Committee's decisions;

Footnote: See Article 14.2 of the *World Heritage Convention*.

(ii) attend meetings of the World Heritage Committee and the Bureau in an advisory capacity;

Footnote: See Article 8.3 of the World Heritage Convention.

(iii) assist with the development and implementation of the Global Strategy for a balanced, representative and credible World Heritage List, the Global Training Strategy, the Periodic Reporting, and continuing efforts to strengthen the effective use of the World Heritage Fund; and

(iv) advise in the implementation of the *World Heritage Convention* in the field of their expertise.

Footnote: See Article 13.7 of the World Heritage Convention.

I.D.23 ICCROM is an international intergovernmental organization with headquarters in Rome, Italy. Established by UNESCO in 1956, ICCROM's statutory functions are to carry out research, documentation, technical assistance, training and public awareness programmes to strengthen conservation of immovable and moveable cultural heritage. Its specific role in relation to the *Convention* includes: being the priority partner in training for cultural heritage, monitoring the state of conservation of World Heritage properties of cultural value, reviewing requests for international assistance submitted by States Parties, and providing input and support for capacity building activities.

I.D.24 ICOMOS is a non-governmental organization with headquarters in Paris, France. Founded in 1965, its role is to promote the application of theory, methodology and scientific techniques to the conservation of the architectural and archaeological heritage. Its work is based on the principles of the 1964 International Charter on the Conservation and Restoration of Monuments and Sites (the Venice Charter). Its specific role in relation to the *Convention* includes: evaluation of properties nominated for inscription on the World Heritage List, monitoring the state of conservation of World Heritage properties of cultural value, reviewing requests for international assistance submitted by States Parties, and providing input and support for capacity building activities.

I.D.25 IUCN – The World Conservation Union was founded in 1948 and brings together national governments, NGOs, and scientists in a worldwide partnership. Its mission is to influence, encourage and assist societies throughout the world to conserve the integrity and diversity of nature and to ensure that any use of natural resources is equitable and ecologically sustainable. IUCN has its headquarters in Gland, Switzerland. IUCN's specific role in relation to the *Convention* includes: evaluation of properties nominated for inscription on the World Heritage List, monitoring the state of conservation of World Heritage properties of natural value, reviewing requests for international assistance submitted by States Parties, and providing input and support for capacity building activities.

Other Organizations

I.D.26 The Committee may call on other international and non-governmental organizations with appropriate competence and expertise to assist in the implementation of its programmes and projects.

Footnote: See Article 13.7 of the *World Heritage Convention*.

Partners in the protection of World Heritage

I.D.27 A partnership approach to nomination, management and monitoring provides a significant contribution to the protection of World Heritage properties and the implementation of the *Convention*.

I.D.28 Partners in the protection and conservation of World Heritage can be those individuals and other stakeholders, especially local communities, governmental, non-governmental and private organizations and owners who have an interest in the management of a World Heritage property. Partners may be consulted by the Committee and the World Heritage Centre on specific matters pursuant to Article 10.2 of the *Convention*.

Secretariat to the World Heritage Committee

I.D.29 The World Heritage Committee is assisted by a Secretariat appointed by the Director-General of UNESCO. The Secretariat is the UNESCO World Heritage Centre, established in 1992 specifically for this purpose. The World Heritage Centre co-operates with the States Parties and the Advisory Bodies. The World Heritage Centre works in close co-operation with the Sectors and Field Offices of UNESCO. The World Heritage Centre's main tasks in the implementation of the *Convention* are:

Footnote: See Article 14 of the *World Heritage Convention*.

- a) the organization of the meetings of the General Assembly, Committee and Bureau;
- b) the implementation of activities in accordance with the Committee's Strategic Objectives and as follow-up to the decisions of the Committee and Resolutions of the General Assembly of States Parties, in close co-operation with the Advisory Bodies.
- c) the implementation of decisions of the World Heritage Committee and resolutions of the General Assembly;
- d) the receipt, registration, and archiving of nominations to the World Heritage List;
- e) the co-ordination of studies and activities as part of the Global Strategy for a Balanced, Representative and Credible World Heritage List;
- f) the organization of the Periodic Reporting and reactive monitoring processes;

Footnote: See Article 14.2 of the *World Heritage Convention*.

Footnote: See Article 14.2 of the *World Heritage Convention* and the Budapest Declaration on World Heritage (2002)

- g) the co-ordination of International Assistance;
- h) the mobilisation of extra-budgetary resources for the conservation and management of World Heritage properties;
- i) assistance in the implementation of the Committee's programmes and projects;
- j) the promotion of World Heritage and the *Convention*; and
- k) the dissemination of information to States Parties, the public and the Advisory Bodies.

Other Conventions and Recommendations

I.D.30 The World Heritage Committee has recognized the collective interest that would be advanced by closer coordination of its work with UNESCO Recommendations and programmes.

I.D.31 The World Heritage Centre will ensure appropriate coordination and information-sharing between the Committee and other Conventions, programmes and international organizations related to the conservation of cultural and natural heritage. These include:

Convention for the Protection of Cultural Property in the Event of Armed Conflict (1954)

Protocol I (1954)
Protocol II (1999)

Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property (1970)

Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar) (1971)

Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) (1973)

Convention on the Conservation of Migratory Species of Wild animals (CMS) (1979)

United Nations Convention on the Law of the Sea (UNCLOS) (1982)

Convention on Biological Diversity (1992)

UNIDROIT convention on Stolen or Illegally Exported Cultural Objects (Rome, 1995)

Convention on the Protection of the Underwater Cultural Heritage (2001)

I.D.32 The Committee may invite representatives of the intergovernmental bodies under related *Conventions* to attend its meetings as observers. The World Heritage Centre may appoint a representative to observe meetings of the other intergovernmental bodies upon receipt of an invitation.

I.D.33 A list of relevant international conservation instruments and relevant UNESCO Recommendations and programmes are available at <http://whc.unesco.org/>

Footnote: See Article 13(7) of the *World Heritage Convention*.

II. ESTABLISHMENT OF THE WORLD HERITAGE LIST

Notes

II.A The Global Strategy for a Balanced, Representative and Credible World Heritage List

II.A.1 The “Global Strategy for a Balanced, Representative and Credible World Heritage List” was initially developed with reference to cultural heritage. At the request of the World Heritage Committee, the Global Strategy was subsequently expanded to also include reference to natural heritage and combined cultural and natural heritage.

Footnote: Adopted by the World Heritage Committee at its 18th session (Phuket, 1994).

II.A.2 The Global Strategy takes the form of an action programme designed to identify and fill the major gaps in the World Heritage List. It does this by encouraging more countries to become States Parties to the *Convention* and to develop tentative lists and nominations of properties for inclusion on the World Heritage List.

II.A.3 States Parties and the Advisory Bodies are encouraged to participate in the implementation of the Global Strategy in co-operation with the UNESCO World Heritage Centre and other partners. Regional and thematic Global Strategy meetings and comparative and thematic studies have been organized for this purpose (see Annex 3).

II.B. Tentative Lists

II.B.1 The Global Strategy is supported by a continuous process of identification of the heritage by States Parties. The elements of that heritage which States Parties consider to be of outstanding universal value and therefore suitable for nomination for inclusion in the World Heritage List are identified in the Tentative List, an inventory of those properties which each State Party intends to consider for nomination during the following years.

Footnote: See Article 11(1) of the World Heritage Convention.

II.B.2 Assistance is available to States Parties for the purpose of preparing Tentative Lists (see Section IV – International Assistance and Annex 7).

II.B.3 States Parties are encouraged to prepare their Tentative Lists with the participation of a wide variety of stakeholders, including site managers, local and regional governments, local communities, NGOs and other interested parties.

II.B.4 States Parties should submit Tentative Lists, which should not be considered exhaustive, to the World Heritage Centre, preferably at least one year prior to the submission of any nomination. States Parties are encouraged to re-examine and re-submit their Tentative List at least every ten years.

II.B.5 States Parties are requested to submit their Tentative Lists using a standard format (see Annex 2), in English or French, containing the name of the properties, their geographical location, a brief description of the properties, and justification of their outstanding universal value.

II.B.6 If all information has been provided, the Tentative List will be registered by the World Heritage Centre and transmitted to the relevant Advisory Body for information. A summary of all Tentative Lists is annually presented to the Committee. When a property on a Tentative List has been inscribed on the World Heritage List, the World Heritage Centre will update its records accordingly.

II.B.7 Nominations will not be considered unless the nominated property has already been included on the State Party's Tentative List.

Footnote: Decision of the 24th session of the World Heritage Committee (Cairns, 2000).

Tentative Lists as a planning tool

II.B.8 Tentative Lists should be a useful and important planning tool for the State Party, the World Heritage Centre, the Advisory Bodies and the World Heritage Committee as they can provide an indication of what properties might be nominated in future years.

II.B.9 States Parties are encouraged to harmonize their Tentative Lists at regional and thematic levels. Harmonization of Tentative Lists is the process whereby States Parties, with the assistance of the Advisory Bodies, collectively assess their respective Tentative Lists to review gaps and identify common themes. The outcome of harmonization can result in improved Tentative Lists, new nominations from States Parties and co-operation amongst groups of States Parties in the preparation of nominations of ~~serial~~ transboundary properties (see Paragraph II.F.5 to II.F.8). Preparatory Assistance is available from the World Heritage Fund for this purpose (see Section IV and Annex 7)

Capacity Building for States Parties in the preparation of Tentative Lists and nominations

II.B.10 As a contribution to the implementation of the Global Strategy, cooperative efforts in capacity-building and training may be necessary to assist States Parties to acquire and/or consolidate their expertise in the preparation, updating and harmonisation of their Tentative Lists and the preparation of nominations.

Footnote: Decision of the 24th session of the World Heritage Committee (Cairns, 2000).

II.B.11 The Advisory Bodies and the World Heritage Centre will use the opportunity of missions to States Parties to hold regional training workshops to assist States Parties in the methods of preparation and updating of their Tentative List and nominations.

II.C Criteria for the inclusion of properties on the World Heritage List

II.C.1 States Parties are asked to submit nominations of **properties** which may have outstanding universal value for consideration by the Committee to be placed on the World Heritage List. The Committee will consider a property as having outstanding universal value if the property meets one or more of the 10 criteria found in Paragraph II.C.2. In addition to having been deemed to be of outstanding universal value, a property must also meet the conditions of authenticity and/or integrity and must have an adequate

Footnote: See Article 11(1) of the World Heritage Convention.

legal/management protection system to ensure its safeguarding.

Nominations of immovable property which are likely to become movable will not be considered.

Criteria for determining outstanding universal value

II.C.2 A property which is nominated for inclusion in the World Heritage List will be considered to be of outstanding universal value when the Committee finds that it meets one or more of the following criteria:

- (i) represent a masterpiece of human creative genius;
- (ii) exhibit an important interchange of human values, over a span of time or within a cultural area of the world, on developments in architecture or technology, monumental arts, town-planning or landscape design;
- (iii) bear a unique or at least exceptional testimony to a cultural tradition or to a civilization which is living or which has disappeared;
- (iv) is an outstanding example of a type of building, architectural or technological ensemble or landscape which illustrates (a) significant stage(s) in human history;
- (v) is an outstanding example of a traditional human settlement, land-use, or sea-use which is representative of a culture (or cultures), or human interaction with the environment especially when it has become vulnerable under the impact of irreversible change;
- (vi) be directly or tangibly associated with events or living traditions, with ideas, or with beliefs, with artistic and literary works of outstanding universal significance. The Committee considers that this criterion should preferably be used in conjunction with other criteria;
- (vii) contain superlative natural phenomena or areas of exceptional natural beauty and aesthetic importance.
- (viii) be outstanding examples representing major stages of earth's history, including the record of life, significant on-going geological processes in the development of landforms, or significant geomorphic or physiographic features;
- (ix) be outstanding examples representing significant on-going ecological and biological processes in the evolution and development of terrestrial, fresh water, coastal and marine ecosystems and communities of plants and animals;
- (x) contain the most important and significant natural habitats for in-situ conservation of biological diversity, including

those containing threatened species of outstanding universal value from the point of view of science or conservation;

II.D Qualifying conditions – authenticity and integrity

II.D.1 Properties nominated for inclusion on the World Heritage List must satisfy the conditions of authenticity and/or integrity. These conditions are applied in order to ensure that the significant attributes through which the outstanding universal value of a property is expressed are not compromised and are represented in their entirety by the property at the time of inscription on the World Heritage List.

Footnote: Expert Meeting on Cultural and Natural Heritage (Amsterdam, 1998).

NOTE: 6 EXT.COM 7 recommended deletion of highlighted text.

Test of Authenticity

II.D.2 Properties nominated under criteria (i) to (vi) must meet the test of authenticity. Annex 4 provides a practical basis for examining the authenticity of properties of cultural value nominated for inclusion in the World Heritage List.

II.D.3 The ability to understand the value attributed to the heritage depends on the degree to which information sources about this value may be understood as credible or truthful. Knowledge and understanding of these sources of information, in relation to original and subsequent characteristics of the cultural heritage, and their meaning, are the requisite bases for assessing all aspects of authenticity.

Footnote: The text in the following paragraphs, whilst deriving from the Nara Document on Authenticity, has been amended to include some of the recommendations of the Expert Meeting on Authenticity and Integrity in an African context (Zimbabwe, 2000) (see Annex 4).

II.D.4 Judgments about value attributed to cultural heritage, as well as the credibility of related information sources, may differ from culture to culture, and even within the same culture. The respect due to all cultures requires that cultural heritage must be considered and judged primarily within the cultural contexts to which it belongs.

II.D.5 Depending on the nature of the cultural heritage, and its cultural context, properties may be understood to meet the test of authenticity if their cultural value (as recognized in the nomination criteria proposed) are truthfully and credibly expressed through a great variety of attributes including:

- form and design;
- materials and substance;
- use and function;
- traditions;
- techniques and management systems;
- location and setting;
- language, and other forms of intangible heritage;
- spirit and feeling; and
- other internal and external factors.

Ephemeral attributes such as spirit and feeling do not lend themselves easily to practical applications of the test of authenticity, but nevertheless are important indicators of character

and sense of place, for example, in communities maintaining tradition and cultural continuity.

II.D.6 The use of all these sources permits elaboration of the specific artistic, historic, social, and scientific dimensions of the cultural heritage being examined. "Information sources" are defined as all physical, written, oral, and figurative sources, which make it possible to know the nature, specificities, meaning, and history of the cultural heritage.

II.D.7 When the test of authenticity is considered in preparing a nomination for a property, the States Party should first identify all of the significant attributes of authenticity applicable. The Statement of Authenticity should then assess the degree to which authenticity is present in, or expressed by, each of these significant attributes.

II.D.8 The reconstruction of archaeological remains or historic buildings or districts is justifiable only in exceptional circumstances. Reconstruction is acceptable only on the basis of complete and detailed documentation and to no extent on conjecture.

Conditions of Integrity

II.D.9 Integrity is a measure of the wholeness and intactness of the natural and/or cultural heritage and its attributes. Examining the conditions of integrity, therefore, requires assessing whether or not the property:

- includes all elements necessary to express its outstanding universal value;
- is of adequate size to ensure the complete representation of the features and processes which convey the property's significance;
- is free from the adverse effects of development and/or neglect.

II.D.10 For properties nominated under criteria (i) to (vi), the physical fabric of the property and/or its significant features should be in good condition, and the impact of deterioration processes controlled. A significant proportion of the elements necessary to convey the totality of the value conveyed by the property should be included. Relationships and dynamic functions present in cultural landscapes, historic towns or other living properties essential to their distinctive character should also be maintained.

Footnote: Examples of the application of conditions of integrity to properties nominated under criteria i – vi are under development.

II.D.11 For all properties nominated under criteria (vii) to (x), bio-physical processes and landform features should be relatively intact. However, it is recognized that no area is totally pristine and that all natural areas are in a dynamic state, and to some extent involve contact with people. Human activities, including those of traditional societies and local communities, often occur in natural areas. These activities may be consistent with the outstanding universal value of the area where/when they are ecologically

sustainable.

II.D.12 In addition, for properties nominated under criteria (vii) to (x), a corresponding condition of integrity has been defined for each criterion.

II.D.13 Properties proposed under criterion (vii) should be of outstanding universal value and include areas that are essential for maintaining the beauty of the property. For example, a property whose scenic value depends on a waterfall, would meet the conditions of integrity if it includes adjacent catchment and downstream areas that are integrally linked to the maintenance of the aesthetic qualities of the property.

II.D.14 Properties proposed under criterion (viii) should contain all or most of the key interrelated and interdependent elements in their natural relationships. For example, an "ice age" area would meet the conditions of integrity if it includes the snow field, the glacier itself and samples of cutting patterns, deposition and colonization (e.g. striations, moraines, pioneer stages of plant succession, etc.); in the case of volcanoes, the magmatic series should be complete and all or most of the varieties of effusive rocks and types of eruptions be represented.

II.D.15 Properties proposed under criterion (ix) should have sufficient size and contain the necessary elements to demonstrate the key aspects of processes that are essential for the long-term conservation of the ecosystems and the biological diversity they contain. For example, an area of tropical rain forest would meet the conditions of integrity if it includes a certain amount of variation in elevation above sea-level, changes in topography and soil types, patch systems and naturally regenerating patches; similarly a coral reef should include, for example, seagrass, mangrove or other adjacent ecosystems that regulate nutrient and sediment inputs into the reef.

II.D.16 Properties proposed under criterion (x) should be the most important properties for the conservation of biological diversity. Only those properties which are the most biologically diverse and/or representative are likely to meet this criterion. The properties should contain habitats for maintaining the most diverse fauna and flora characteristic of the bio-geographic province and ecosystems under consideration. For example, a tropical savannah would meet the conditions of integrity if it includes a complete assemblage of co-evolved herbivores and plants; an island ecosystem should include habitats for maintaining endemic biota; a property containing wide-ranging species should be large enough to include the most critical habitats essential to ensure the survival of viable populations of those species; for an area containing migratory species, seasonal breeding and nesting sites, and migratory routes, wherever they are located, should be adequately protected.

II.E Legal/Management Requirements

- II.E.1** Management of World Heritage properties should ensure that their condition at the time of inscription will be maintained or enhanced in the future.
- II.E.2** All properties inscribed on the World Heritage List must have adequate long-term legislative, regulatory, institutional, management and/or traditional protection to ensure the safeguarding of the property. This protection should include adequately delineated boundaries. Similarly States Parties should demonstrate adequate protection at the national, regional, municipal, and/or traditional level for the protection of a nominated property. They should append appropriate texts to the nomination with a clear explanation of the way this legal protection operates to protect the property.
- II.E.3** The area nominated as a World Heritage property will be that protected under the World Heritage Convention. States Parties are encouraged to use a system of management zoning where appropriate.
- II.E.4** The boundaries of the property should include sufficient areas immediately adjacent to the area of outstanding universal value in order to protect the property from direct effects of encroachment and impacts of resource use outside of the nominated area. The boundaries of the nominated property may coincide with one or more existing or proposed protected areas, such as national parks, biosphere reserves, or protected historic districts. While an existing or proposed protected area may contain several management zones, only some of those zones may satisfy criteria for inscription. Other zones, although they may not meet the criteria, may be essential for the management to ensure the integrity of the nominated property; for example, in the case of a biosphere reserve or historic town, only the core zone may meet the criteria and the conditions of integrity, although the buffer and transitional zones would be important for the conservation of the area in its totality.
- II.E.5** Wherever necessary for the proper conservation of a property, an adequate buffer zone around a property should be provided and should be given the necessary protection. A buffer zone can be defined as an area surrounding the property which has restrictions placed on its use to give an added layer of protection to the property. This should include the immediate setting of the property and important views. The area constituting the buffer zone should be determined in each case through appropriate mechanisms. Details on the size, characteristics and authorized uses of a buffer zone, as well as a map indicating the precise boundaries of the property and its buffer zone, should be provided in the nomination.
- II.E.6** Where no buffer zone is proposed, the nomination should include a statement as to why a buffer zone is not required for the proper conservation of the property nominated.

II.E.7 For properties proposed under criteria (vii) – (x) boundaries should reflect the spatial requirement of habitats, species, processes or phenomena that provide the basis for their inscription on the World Heritage List.

II.E.8 Each property should have an appropriate management plan or other management system. States Parties should prepare management plans or document other adequate management systems for each property nominated. The management system should demonstrate effective administrative, contractual, and/or traditional management mechanisms, protection systems, and/or planning controls. In the case of a serial property, a management mechanism to coordinate the activities in the separate components is essential. An explanation of how these management mechanisms, protection systems and planning controls operate effectively, and the resources available for their implementation, should also be provided by the State Party in the nomination.

II.E.9 In some circumstances (see Annex 5) a management plan or other management system may not be in place at the time when a site is nominated for the consideration of the World Heritage Committee. The State Party concerned should then indicate when such a management plan or system would be put in place, and how it proposes to mobilize the resources required for the preparation and implementation of the new management plan or system.

II.F Nomination of properties for inclusion in the World Heritage List

II.F.1 Properties nominated must be of outstanding universal value and therefore should be carefully selected. Nominations must be justified according to one or more of the criteria, meet the test of authenticity and/or integrity and the legal and management requirements outlined in section II.E above.

II.F.2 States Parties are reminded that nominations will not be considered unless the nominated property has already been included on their Tentative List (see paragraph II.B.7).

Footnote: See decision of the twenty-fourth session of the World Heritage Committee (Cairns, 2000).

II.F.3 A State Party may nominate a property individually or as a serial nomination.

Serial nominations

II.F.4 A serial nomination consists of two or more physically unconnected areas. States Parties may propose in a single nomination a series of cultural and/or natural properties in different geographical locations, provided that they are related because they belong to:

- (i) the same historico-cultural group, or
- (ii) the same type of property which is characteristic of the geographical zone, or
- (iii) the same geological, geomorphological formation, the same

biogeographic province, or the same ecosystem type

and provided that it is the series, and not necessarily each of its components taken individually, which is of outstanding universal value.

Transboundary nominations.

II.F.5 In cases where a cultural and/or natural property extends beyond national borders the States Parties concerned are encouraged to submit a joint transboundary nomination. Transboundary nominations must be prepared and submitted by the States Parties jointly. It is highly recommended that the States Parties concerned establish a joint management commission or similar body to oversee the management of the whole of the transboundary property. Extensions to existing properties may be proposed to become transboundary properties.

II.F.6 When a series of properties is situated in the territory of more than one State Party to the Convention, the States Parties concerned are encouraged to jointly submit a single transboundary serial nomination.

Phased transboundary nominations

II.F.7 States Parties may nominate a transboundary property in stages. Phased nominations will be accepted where the States Parties concerned can provide to the World Heritage Committee at the time of the initial nomination, explicit and legitimate planning and management reasons for such an approach.

II.F.8 The States Parties should be able to demonstrate that the property forming the first phase of the nomination has outstanding universal value in its own right and that any subsequent stages significantly complement or add to the outstanding universal value of the property as a whole.

II.G Modifications to the boundaries or criteria of an existing World Heritage property

Boundary modifications.

II.G.1 If a State Party wishes to significantly change the boundary of a property already inscribed on the World Heritage List, the same documentation shall be required as for new nominations. This provision will apply to extensions, as well as reductions.

Minor modifications of the boundaries

II.G.2 This provision will not apply to minor modifications of the boundaries of a property already included on the World Heritage List. In this case, the request for modification of the boundaries, with the advice of the relevant Advisory Body, can be submitted directly to the Committee which will examine the relevant maps and plans. The Committee can approve such modifications or it may consider that the modification in the boundary is sufficiently important to

constitute an extension of the property, in which case the procedure for new nominations will apply as noted above in paragraph II.G.1.

Re-nominations

II.G.3 A re-nomination of a property already inscribed on the World Heritage List under additional criteria may be presented by 1 September in the nomination cycle (see Section II.I.3), unless it is proposed to become a mixed property. In the latter case, to give the appropriate additional advisory body the full opportunity to review the nomination, the re-nomination must follow the full 17-month cycle beginning with the 1 February deadline. Properties recommended will only be evaluated under the new criteria and will remain on the World Heritage List even if unsuccessful in having additional natural and/or cultural criteria recognized.

II.H Format and content of nominations

II.H.1 States Parties should use *The Format for the nomination of properties for inclusion on the World Heritage List* included in Annex 5 for the submission of nominations. All nomination materials, as well as additional information submitted at subsequent stages in the process, should be submitted directly to the World Heritage Centre.

II.H.2 Annex 3 provides guidance to States Parties in preparing nominations of certain types of properties.

II.H.3 *The Format for the nomination of properties for inclusion on the World Heritage List* includes nine sections.

1. Identification of the Property
2. Justification for Inscription
3. Description
4. Management
5. Factors Affecting the Site
6. Monitoring
7. Documentation
8. Contact Information
9. Signature on behalf of the State Party

II.H.4 For a nomination to be considered as "complete", the following requirements are to be met:

1. Identification of the Property

The boundaries of the property proposed must be clearly defined, distinguishing between core and buffer zones (when present). Maps must be sufficiently detailed to allow the Committee at a future date to easily determine whether a proposed activity is inside or outside of the property. Officially published topographic maps of the State Party annotated to show the property boundaries should be provided if available. A nomination shall be considered "incomplete" if it does not include clearly defined boundaries.

Footnote: Concerning buffer zones, see paragraph II.E.5.

Footnote: More detailed guidance concerning appropriate maps can be found in the Explanatory Notes of *The Format for the nomination of properties for inclusion on the World Heritage List* (Annex 5).

2. Justification for Inscription

This section must include the World Heritage criteria (see above Paragraph II.C) under which the property is proposed together with a clearly stated argument for each criterion. A statement of the property's Outstanding Universal Value should make clear why the property is considered to merit inclusion on the World Heritage List. A comparative analysis of the property in relation to other similar properties should be provided. A statement of authenticity and/or integrity must be included and should demonstrate how the property satisfies the qualifying conditions outlined in Paragraphs II.D.1-II.D.16. In particular, the authenticity of the attributes of the property should be listed, and then assessed as to the degree of authenticity present in, or expressed by each (see Paragraphs II.D.2-II.D.8). The integrity of the property should be measured against the conditions outlined in Paragraphs II.D.9-II.D.16.

3. Description

The description of the property should match the identification of the property presented in Section 1 (Identification of the property). For instance, if an area is mapped as a "core area" in Section 1, it should be described in Section 3 (Description). Where serial nominations are proposed, each of the component parts should be described in Section 3.

The History and Development of the property (Section 3 b.) should describe how the property has reached its present form and the significant changes that it has undergone. The information provided in Section 3 b. should provide the important facts needed to support and give substance to the argument that the property meets the criteria of outstanding universal value and conditions of authenticity and integrity set out in Section II.D. Information on the history of changes (e.g. conservation work, restoration) helps to document a property's authenticity.

4. State of Conservation of the Property

Section 4 is divided into two parts: the present state of conservation, and factors affecting the property. The information presented in Section 4 should help to provide the base-line data necessary to monitor the condition of the property. For this reason, statistical or empirical information should be provided whenever possible.

5. Management

Legal:

States Parties should list the legislation most relevant to the protection of the property and provide a detailed analysis of the way in which this protection legislation actually operates. This analysis is preferable to a mere enumeration or compilation of the legal texts themselves. The legal texts, or an abstract of the texts, should also be attached in English or French.

Management mechanisms:

The existence of an appropriate management plan or other management system (including traditional protection) is essential and must be stated clearly in the nomination. Assurances of the effective implementation of the management plan or other management system are also expected.

A copy of the management plan or documentation of the other management system should be annexed to the nomination, in English or French. In the case of serial nominations, the nomination should demonstrate the existence of a management mechanism that would coordinate the activities in the separate components. When a property does not have a management plan or other management system documented at the time when it is nominated for the consideration of the World Heritage Committee, the State Party concerned should indicate when it will become available and how the State Party proposes to mobilize the resources required for its preparation and implementation. The State Party should also provide other document(s) (e.g. operational plans) which will guide the management of the property until such time when a management plan or documentation of a management system is finalized.

A nomination which does not include a legal analysis or documented management mechanism will be considered incomplete.

6. Monitoring

States Parties should include the key indicators that will be used to measure the state of conservation of the property, the periodicity of their examination, and the identity of the agencies responsible.

7. Documentation

Documentation should include 35-mm slide transparencies together with the necessary photograph authorization, to allow publication of selected illustrations, annexed management plan or documentation of a management system, and a bibliography.

8. Contact Information

This information will allow the World Heritage Centre to provide individuals and organizations associated with the property with current information about World Heritage news and other issues.

9. Signature on behalf of the State Party

The nomination must conclude with the original signature of the official empowered to sign it on behalf of the State Party.

II.I Procedures and timetable for nominations

Deadline for receipt of complete nominations

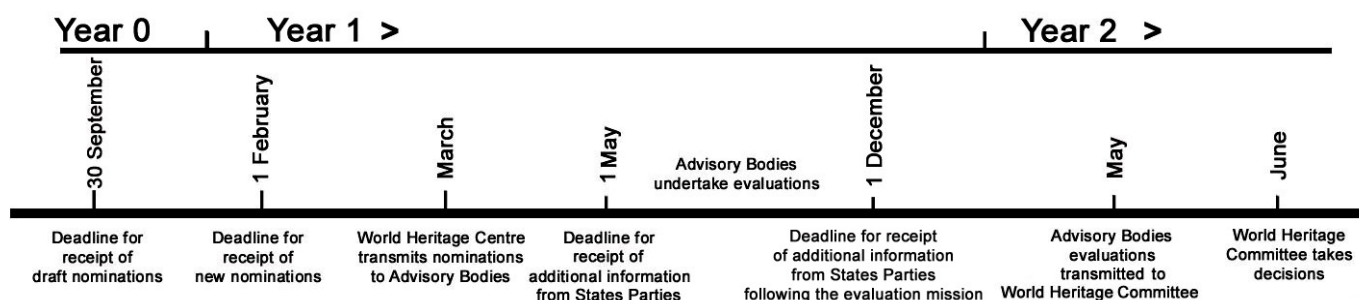
II.I.1 The deadline for receipt of complete nominations by the World Heritage Centre is 1 February. Only nominations which are complete on 1 February will be transmitted to IUCN and/or ICOMOS for evaluation.

Submission of draft nominations

II.I.2 States Parties may find it helpful to contact the World Heritage Centre prior to submitting a nomination. States Parties are invited to provide draft nominations by 30 September for comment and review.

The nomination cycle

II.I.3 A nomination passes through the following cycle between the time of its submission and the decision by the World Heritage Committee. This cycle normally lasts seventeen months between its submission in February of Year 1 and the decision of the Committee in June of Year 2.



Procedures and timetable

II.I.4 The procedures and timetable for the processing of nominations are presented below:

Year Month

0 -4 Review of Draft Nominations
30 September

States Parties are invited to submit draft nominations to the World Heritage Centre for comment and review by this date.

-2 15 November

By this date, the World Heritage Centre will respond to each State Party which has submitted a draft nomination, indicating whether or not it is complete.

Year	Month	
1	1	<u>Deadline for receipt of nominations</u> <u>1 February</u> All nominations from States Parties must be received by the World Heritage Centre by this date.
1	1	<u>1 February - March</u> The World Heritage Centre registers each nomination, acknowledges receipt to the nominating State Party and inventories its contents. Nominations that are complete (see paragraph II.H.4) are transmitted to the Advisory Bodies for evaluation. Nominations that are not complete (see paragraph II.H.4) (including those submitted as evidence of "intent to nominate") will not be transmitted to the Advisory Bodies (IUCN and ICOMOS) for evaluation.
1	4	<u>1 May</u> First deadline for the Receipt of new information for consideration by the Advisory Bodies prior to the undertaking of evaluation missions
1	4-11	<u>May - December</u> The appropriate Advisory Body (ICOMOS, IUCN or both) undertakes an evaluation of each property for which a complete nomination was received by the World Heritage Centre by 1 February. This process is based on three components: a scientific assessment of the "outstanding universal value"; an expert mission sent to each property to carry out a field evaluation, concentrating on practical aspects of conservation and management; and a critical review of the nomination. In the final stage, the World Heritage panels of the respective Advisory Bodies prepare their reports and recommendations for the World Heritage Committee. This may necessitate a request for new information from the State Party by the Advisory Body(ies) at the time of, or following, the evaluation. This new information should be submitted by the State Party to the Advisory Body(ies) via the World Heritage Centre.
1	11	<u>1 December</u> Second deadline for the receipt of new information for consideration by the Advisory Bodies following the undertaking of evaluation missions.
1-2	11- 13	<u>December - March</u> World Heritage Advisory Body panels meet to review evaluation recommendations. The recommendations of the Advisory Bodies are collective and taken in closed session. The reports of field missions represent only one component in the evaluation process and do not necessarily represent the collective view of the Advisory Bodies. They are therefore confidential to the respective panels and should remain so.

The Advisory Bodies make their recommendations under three categories:

- (a) properties which are **recommended for inscription** without reservation;
- (b) properties which are **not recommended** for inscription;
- (c) properties which are recommended for **deferral** or **referral**.

2 13 During April/May

The Centre verifies receipt of the evaluations prepared by the Advisory Bodies and ensures that the Committee as well as those States Parties which have nominated properties receive them six weeks in advance of its session.

2 17 June (Annual session of the World Heritage Committee)

The Committee examines the nominations on the basis of the recommendations of the Advisory Bodies. The Committee makes its decisions according to the following four categories:

- (a) properties which it **inscribes** on the World Heritage List;
- (b) properties which it decides **not to inscribe** on the List;
- (c) properties whose consideration is **deferred**;
- (d) properties whose consideration is **referred** back to the nominating State Party for additional information.

Immediately following the Committee's decision, the Centre will announce the properties newly inscribed on the World Heritage List through its world wide web site, whc.unesco.org/heritage.htm, updating its databases accordingly.

2 18 July

An official letter to all States Parties whose nominations have been examined by the Committee will announce the decisions of the Committee.

The report of the World Heritage Committee, containing all the decisions it has taken, will be forwarded to all States Parties.

II.J Deferred, referred and withdrawn nominations and submission of additional information during the nomination cycle

Deferred Nominations

- II.J.1** Nominations which the Committee decides to **defer** for a more in-depth assessment or study will be treated as new nominations: nominations must be presented by 1 February and will be re-evaluated by the Advisory Bodies (ICOMOS, IUCN or both) during the course of the 17-month nomination cycle, according to the procedures and timetable outlined in paragraph II.I.4 above.

Referred Nominations

II.J.2 Nominations which the Committee decides to **refer** back to the State Party for additional information, may be resubmitted to the following Committee for examination. The additional information should be submitted to the World Heritage Centre by 1 February of the year in which examination by the Committee is desired. The Centre will immediately transmit the nomination to the appropriate Advisory Bodies (ICOMOS, IUCN or both) for evaluation. A referred nomination which is not presented to the Committee within three years of the original Committee decision will be considered as a new nomination when it is resubmitted for examination, following the procedures and timetable outlined in paragraph II.I.4 above.

Withdrawn Nominations

II.J.3 A State Party may **withdraw** a nomination it has submitted at any time prior to the Committee session at which it is scheduled to be examined. The State Party should inform the World Heritage Centre in writing of its intention to withdraw the nomination. If it is to be presented for a subsequent Committee session, it will be considered as a new nomination and must be received by the Centre by 1 February, according to the procedures and timetable outlined in paragraph II.I.4 above.

Submission of Additional Information

II.J.4 A nomination is expected to be thoroughly prepared prior to its submission by the deadline of 1 February. However, **Additional Information** may be submitted by the State Party:

a) prior to the Advisory Body evaluation mission. Information must reach the Centre for transmission to the Advisory Body by **1 May** of the first year of the nomination cycle.

b) immediately following the Advisory Body evaluation mission. Information must reach the Centre for transmission to the Advisory Body by **1 December** of the first year of the nomination cycle.

In both cases, additional information must be submitted in the necessary number of copies to the World Heritage Centre. To avoid confusing new and old texts, if the additional information submitted concerns changes to the text of the nomination, the State Party should submit these changes in an amended version of the original text. The changes should be clearly identified. An electronic version of this new text on CD ROM or diskette should accompany the paper version.

II.K Nominations to be processed on an emergency basis

II.K.1 The normal timetable (see paragraph II.I.4, above) and definition of completeness (see paragraph II.H.4 above) for the submission and processing of nominations will not apply in the case of properties which, in the opinion of the Committee, after consultation with the relevant Advisory Body, would **unquestionably** meet the criteria for inclusion in the World Heritage List and which have suffered damage or face serious and specific dangers from natural events or human activities. Such nominations will be processed on an emergency basis and, if meeting the criteria, may be inscribed simultaneously on the World Heritage List and on the List of World Heritage in Danger.

Procedure for nominations to be processed on an emergency basis

1. A State Party presents a nomination with the request for processing on an emergency basis. The nomination must describe the property, its outstanding universal value justified according to the criteria and the nature of the emergency, including the nature and extent of the damage or danger.
2. The World Heritage Centre immediately transmits the nomination to the relevant Advisory Body (IUCN, ICOMOS, or both), requesting an assessment of its outstanding universal value, and of the nature of the emergency, damage and/or danger. A field visit may or may not be necessary as the Advisory Body determines appropriate.
3. Simultaneously, the World Heritage Centre informs the Chairperson of the nomination and the action taken. The Chairperson may then decide to inform the Committee.
4. If the Advisory Body determines that the property **unquestionably** meets the criteria for inscription, and that the danger and/or damage merits the application of paragraph II.K.1 above, the Chairperson may convene an extraordinary session of the Committee, or canvass the opinion of the Committee by correspondence.
5. At the time of inscription the Committee will also consider:
 - inscription on the List of World Heritage in Danger;
 - approval of International Assistance for the property. This could include assistance for the preparation of a complete nomination for the property.

II.L Evaluation of nominations by ICOMOS and IUCN

II.L.1 The evaluation of whether or not properties nominated by States Parties satisfy the criteria, the test of authenticity and/or the conditions of integrity and legal and management requirements will be carried out by ICOMOS for cultural properties and by IUCN for natural properties. In the case of nominations of cultural properties in the category of 'cultural landscapes', as appropriate, the evaluation

will be carried out by ICOMOS in consultation with IUCN. For properties nominated for both their cultural and natural value ("mixed" cultural and natural properties), the evaluation will be carried out jointly by ICOMOS and IUCN.

II.L.2 ICOMOS and IUCN are required to:

- (i) be as objective and rigorous as possible in their evaluations;
- (ii) evaluate each property, including its state of conservation, relatively, that is, by comparison with that of other properties of the same type, both inside and outside the State Party's borders;
- (iii) make comments and recommendations on the authenticity and/or integrity and legal and management provisions for the protection of each property; and
- (iv) present evaluation reports to the World Heritage Committee using visual support as appropriate.

II.L.3 As requested by the World Heritage Committee or as necessary, ICOMOS and IUCN will carry out **comparative thematic studies** to evaluate proposed World Heritage properties in their regional, global or thematic context. These studies should be informed by a review of the Tentative Lists submitted by States Parties and by reports of meetings on the harmonization of Tentative Lists, as well as by other technical studies performed by the Advisory Bodies and qualified organizations and individuals. A list of those studies already completed may be found in Annex 3 and at: <http://whc.unesco.org/studies/>. (See Tentative Lists as a Planning Tool, paragraph II.B.9.) These studies should not be confused with the **comparative analysis** to be prepared by States Parties in nominating properties to the World Heritage List (see paragraph II.H.4.3 above, and 3.c of the Nomination Format, Annex 5).

II.L.4 The procedures and format of ICOMOS and IUCN evaluations are described in Annex 6.

II.M Inscription on the World Heritage List

Decision by the World Heritage Committee

II.M.1 During the review by the Committee, nominations may be inscribed, deferred, referred or not inscribed on the World Heritage List (as described in Section II.I.4 above).

II.M.2 When deciding to inscribe a property on the World Heritage List, the Committee, advised by the Advisory Bodies (making reference to the justification provided in the nomination), will agree on a clearly documented statement of outstanding universal value for the property.

II.M.3 The statement of outstanding universal value should include a summary of the Committee's determination that the property

possesses outstanding universal value, identifying the criteria under which the property was inscribed, and including the assessments of authenticity or integrity of the property and of the management mechanisms in force.

- II.M.4** The statement of outstanding universal value should be the basis for the future management and protection of the property.
- II.M.5** The Committee may also make other recommendations concerning the value, management and protection of the property.
- II.M.6** The statement of outstanding universal value (including the criteria for which a specific property is included in the World Heritage List) will be set out by the Committee in its reports and publications.
- II.M.7** The Committee may refer a nomination back to the nominating State Party for minor revisions or the provision of additional information. In this case, it must again be presented to the Committee in the following year, prior to 1 February. A referred nomination which is not presented to the Committee after three years from the original Committee decision will be considered as a new nomination when it is resubmitted for examination. If the Committee decides that a nomination should be substantially re-written, it may defer a decision on the nomination, requesting that the State Party revise the nomination and re-present it. In this case, it will be treated as a new nomination.
- II.M.8** If the Committee decides that a property should not be inscribed on the World Heritage List, the nomination may not again be presented to the Committee except in exceptional circumstances. These exceptional circumstances may include new discoveries or new scientific information about the property, or a new nomination using different criteria, which were not presented in the original nomination. In these cases, the property with the substantial new information should be presented as a new nomination.
- II.M.9** Representatives of a State Party, whether or not a member of the Committee, shall not advocate during the Committee session, for the inclusion in the World Heritage List of a property nominated by that State.

Notification of inscription to the State Party

- II.M.10** Following the decision of the World Heritage Committee to inscribe a property on the World Heritage List, the World Heritage Centre will write to the State Party and site managers providing a map of the area inscribed and the Statement of Outstanding Universal Value (to include reference to the criteria met).

Publication of the World Heritage List

- II.M.11** The World Heritage List will be updated on the World Heritage Centre's web site following the Committee's decision (<http://whc.unesco.org/heritage.htm>). The Centre will publish these lists in print and electronic form every year.

II.M.12 The name of the States Parties having nominated the properties inscribed on the World Heritage List will be presented in the published form of the List under the following heading: "Contracting State having submitted the nomination of the property in accordance with the *Convention*".

Change of name of a World Heritage property

II.M.13 A State Party may request that the Committee authorize a change of name to a property already inscribed on the World Heritage List. A request for a name change should be received by the World Heritage Centre at least 3 months prior to the meeting of the Committee.

III. PROTECTION AND CONSERVATION OF WORLD HERITAGE PROPERTIES

Notes

III.A Management of World Heritage properties

Purpose

III.A.1 The purpose of effective management of a World Heritage property is to ensure the protection of the outstanding universal value of the heritage for present and future generations.

Definition

III.A.2 Effective management involves a planned cycle of long-term and day-to-day actions to protect, conserve and present the World Heritage property.

Sustainable use

III.A.3 World Heritage properties may support a variety of ongoing and proposed uses that are ecologically and culturally sustainable. The State Party and partners must ensure that such sustainable use does not adversely impact the outstanding universal value, authenticity and integrity of the property.

Effective Management

III.A.4 States Parties are responsible for implementing effective management activities for a World Heritage property. State Parties should do so in close collaboration with property managers, the agency with management authority, and other partners and stakeholders in property management.

Diversity of management systems

III.A.5 Close attention should be given to the development of management systems, designed according to the capacity of the World Heritage property and its cultural and natural context. Management systems may vary according to different cultural perspectives, the type of property, resources available and other factors. They may incorporate traditional practices, existing urban or regional planning instruments, and other planning control mechanisms, both formal and informal. Thus the management system for a particular World Heritage property is dependent on its specific circumstances.

III.A.6 Common elements of an effective management system should include:

- a thorough understanding of the property;
- a cycle of planning, implementation, monitoring, evaluation and feedback;

- the full involvement of partners and stakeholders;
- the allocation of necessary resources;
- capacity-building; and
- an accountable transparent system showing how a property is to be managed.

III.A.7 Any management approach should also include a mechanism for monitoring and Periodic Reporting on a six-year cycle.

Footnote: See Section VI of the *Operational Guidelines*

Training and Research

III.A.8 Recognizing the high level of skills and multidisciplinary approach necessary for the protection, conservation, and presentation of the World Heritage, the Committee has adopted a Global Training Strategy for World Cultural and Natural Heritage. The primary goal of the Global Training Strategy is to ensure that necessary skills are developed by a wide range of actors for better implementation of the *Convention*. In order to avoid overlap and effectively implement the Strategy, the Committee will ensure links to other initiatives such as the Global Strategy for a Representative, Balanced and Credible World Heritage List and Periodic Reporting. The Committee will annually review relevant training issues, assess training needs, review annual reports on training initiatives, and make recommendations for future training initiatives.

III.A.9 States Parties are encouraged to ensure that their professionals and specialists at all levels are adequately trained. Towards this end, States Parties are encouraged to develop national training strategies and include regional cooperation for training as part of their strategies.

III.A.10 The Committee will develop and coordinate international cooperation in the area of research needed for the effective implementation of the *Convention*. States Parties are also encouraged to make resources available to undertake research, since knowledge and understanding are fundamental to the identification, management, and monitoring of World Heritage properties.

Training and Research Assistance is available from the World Heritage Fund (see Section IV and Annex 7).

III.B Reactive Monitoring of the state of conservation of World Heritage properties

Definition of Reactive Monitoring

III.B.1 Reactive monitoring is the reporting by the World Heritage Centre, other sectors and units of UNESCO and the Advisory Bodies to the Committee on the state of conservation of specific World Heritage properties that are under threat or where there are

significant improvements in the conservation of the property. To this end, the States Parties shall submit to the Committee through the World Heritage Centre, specific reports and impact studies each time exceptional circumstances occur or work is undertaken which may have an effect on the state of conservation of the property.

Reactive monitoring is foreseen in reference to properties inscribed, or to be inscribed, on the List of World Heritage in Danger as set out in Section III.D to III.G.

Reactive monitoring is also foreseen in the procedures for the eventual deletion of properties from the World Heritage List as set out in Section III.H.

Objective

III.B.2 In adopting procedures for Reactive Monitoring, all possible measures should be taken to prevent the deletion of any property from the World Heritage List and is ready to offer technical co-operation as far as possible to States Parties in this connection. Furthermore, attention of States Parties is drawn to the stipulations of Article 4 of the Convention which reads as follows:

"Each State Party to this Convention recognizes that the duty of ensuring the identification, protection, conservation, presentation and transmission to future generations of the cultural and natural heritage referred to in Articles 1 and 2 and situated on its territory, belongs primarily to that State..."

Information received from States Parties

III.B.3 States Parties are invited to inform the Committee, through the UNESCO Secretariat, of their intention to undertake or to authorize in an area protected under the Convention major restorations or new constructions that may affect the World Heritage value of the property. Notice should be given as soon as possible (for instance, before drafting basic documents for specific projects) and before making any decisions that would be difficult to reverse, so that the Committee may assist in seeking appropriate solutions to ensure that the outstanding universal value and integrity of the property are fully preserved.

Information received from a source other than the State Party concerned

III.B.4 When the Secretariat receives information on the state of conservation of a World Heritage property from a source other than the State Party concerned, it will, as far as possible, verify the source and the contents of the information in consultation with the State Party concerned and request its comments.

III.B.5 The Secretariat will request the competent advisory body(ies) (ICOMOS, IUCN or ICCROM) to forward comments on the information received.

III.B.6 In this connection, the Committee recommends that States Parties co-operate with the Advisory Bodies which have been asked by the Committee to carry out monitoring and reporting on its behalf on the progress of work undertaken for the preservation of properties inscribed on the World Heritage List.

Process description

III.B.7 The information received, together with the comments of the State Party and the advisory body(ies), will be brought to the attention of the Committee. The Committee may take one of the following steps:

- (a) The Committee may decide that the property has not seriously deteriorated and that no further action should be taken;
- (b) When the Committee considers that the property has seriously deteriorated, but not to the extent that its restoration is impossible, it may decide that the property be maintained on the List, provided that the State Party takes the necessary measures to restore the property within a reasonable period of time.
- (c) The Committee may decide to inscribe the property on the List of World Heritage in Danger and that technical co-operation be provided under the World Heritage Fund for work connected with the restoration of the property, proposing to the State Party to request such assistance, if it has not already been done;
- (d) when there is evidence that the property has deteriorated to the point where it has irretrievably lost those characteristics which determined its inclusion in the List, the Committee may decide to delete the property from the List; before any such action is taken by the Committee, the Secretariat will inform the State Party concerned; any comments which the State Party may make will be brought to the attention of the Committee;
- (e) when the information available is not sufficient to enable the Committee to take one of the measures described in (a), (b), (c) or (d) above, the Committee may decide that the Secretariat be authorized to take the necessary action to ascertain, in consultation with the State Party concerned, the present condition of the property, the dangers to the property and the feasibility of adequately restoring the property, and to report to the Committee on the results of its action; such measures may include the sending of a fact-finding mission or the consultation of specialists. In cases where emergency action is required, the Chairperson of the Committee may authorize the financing from the World Heritage Fund of the emergency assistance that is required.

III.C Development of a programme of corrective measures

Development of a programme of corrective measures at the time of inscription of a property on the World Heritage List

III.C.1 Where the intrinsic qualities of a property nominated are threatened by action of man and yet meet the criteria and the conditions of authenticity or integrity set out in section II.D above, an action plan outlining the corrective measures required should be submitted with the nomination. Should the corrective measures submitted by the nominating State, and agreed by the Committee, not be taken within the time proposed by the State, the property will be considered by the Committee for deletion from the World Heritage List in accordance with the procedure adopted by the Committee.

Development of a programme of corrective measures prior to the inclusion of a property on the List of World Heritage in Danger or deletion from the World Heritage List

III.C.2 When considering the inclusion of a World Heritage property in the List of World Heritage in Danger or deletion from the World Heritage List, the Committee will develop, and adopt, as far as possible in consultation with the State Party concerned, a programme for corrective measures.

III.C.3 In order to develop the programme referred to in the previous paragraph, the Committee will request the Secretariat to ascertain, as far as possible in cooperation with the State Party concerned, the present condition of the property, the dangers to the property and the feasibility of undertaking corrective measures. The Committee may further decide to send a mission of qualified observers from IUCN, ICOMOS, ICCROM or other organizations to visit the property, evaluate the nature and extent of the threats and propose the measures to be taken.

III.C.4 The information received, together with the comments as appropriate of the State Party and the Advisory Body(ies), will be brought to the attention of the Committee by the Secretariat.

III.C.5 The Committee shall examine the information available and take a decision concerning the inscription of the property on the List of World Heritage in Danger. Any such decision shall be taken by a majority of two-thirds of the Committee members present and voting. The Committee will then define the programme of corrective action to be taken. This programme will be proposed to the State Party concerned for immediate implementation.

III.D The List of World Heritage in Danger

Definition

III.D.1 The List of World Heritage in Danger is a list of those properties inscribed on the World Heritage List threatened by serious and specific, ascertained or potential danger for which major operations to conserve the property are necessary and assistance has been requested.

Footnote: See Article 11(4) of the *World Heritage Convention*.

Objectives

III.D.2 In the case of serious and specific, ascertained or potential danger to the outstanding universal value of a property, the objectives of the process of inscription on the List of World Heritage in Danger are to:

- (i) ascertain the source of the danger and level of threat and/or damage and determine measures needed to address the threat and/or damage,
- (ii) inform and raise awareness, as widely as possible, about the need for assistance to be provided to the property, and
- (iii) quickly mobilise effective assistance to complement the action of the State Party itself.

Footnote: See Article 13(1) of the *World Heritage Convention*.

III.D.3 Inscription on the List of World Heritage in Danger is an international expression of concern, a call for action and a stimulus for providing support to the State Party in its conservation efforts.

III.E Criteria for the inclusion of properties in the List of World Heritage in Danger

III.E.1 The Committee may decide that in the case of nominations to be processed on an emergency basis (see Section II.K) a property could be simultaneously inscribed on the World Heritage List and List of World Heritage in Danger.

III.E.2 The Committee may include a World Heritage property in the List of World Heritage in Danger when the following requirements are met:

Footnote: See Article 11(4) of the *World Heritage Convention*.

- (i) the property is threatened by serious and specific danger;
- (ii) major operations are necessary for the conservation of the property;
- (iii) assistance under the Convention has been requested for the property. Assistance in certain cases may most effectively be limited to messages of its concern, including the message sent by inclusion of a site on the List of World Heritage in

Footnote: See Section II.C.1 Criteria for inclusion of properties in the List of World Heritage in Danger.

Danger and that such assistance may be requested by any Committee member or the Secretariat.

III.E.3 A World Heritage property - as defined in Articles 1 and 2 of the Convention - can be entered on the List of World Heritage in Danger by the Committee when it finds that the condition of the property corresponds to at least one of the criteria in either of the two cases described below.

III.E.4 In the case of **cultural properties**:

- (i) ASCERTAINED DANGER - The property is faced with specific and proven imminent danger, such as:
 - (a) serious deterioration of materials;
 - (b) serious deterioration of structure and/or ornamental features;
 - (c) serious deterioration of architectural or town-planning coherence;
 - (d) serious deterioration of urban or rural space, or the natural environment;
 - (e) significant loss of historical authenticity;
 - (f) important loss of cultural significance.
- (ii) POTENTIAL DANGER - The property is faced with threats which could have deleterious effects on its inherent characteristics. Such threats are, for example:
 - (a) modification of juridical status of the property diminishing the degree of its protection;
 - (b) lack of conservation policy;
 - (c) threatening effects of regional planning projects;
 - (d) threatening effects of town planning;
 - (e) outbreak or threat of armed conflict;
 - (f) gradual changes due to geological, climatic or other environmental factors.

III.E.5 In the case of **natural properties**:

- (i) ASCERTAINED DANGER - The property is faced with specific and proven imminent danger, such as:
 - (a) A serious decline in the population of the endangered species or the other species of

outstanding universal value which the property was legally established to protect, either by natural factors such as disease or by man-made factors such as poaching.

- (b) Severe deterioration of the natural beauty or scientific value of the property, as by human settlement, construction of reservoirs which flood important parts of the property, industrial and agricultural development including use of pesticides and fertilizers, major public works, mining, pollution, logging, firewood collection, etc.
 - (c) Human encroachment on boundaries or in upstream areas which threaten the integrity of the property.
- (ii) POTENTIAL DANGER - The property is faced with major threats which could have deleterious effects on its inherent characteristics. Such threats are, for example:
- (a) a modification of the legal protective status of the area;
 - (b) planned resettlement or development projects within the property or so situated that the impacts threaten the property;
 - (c) outbreak or threat of armed conflict;
 - (d) the management plan or management system is lacking or inadequate, or not fully implemented.

III.E.6 In addition, the factor or factors which are threatening the integrity of the property must be those which are amenable to correction by human action. In the case of cultural properties, both natural factors and man-made factors may be threatening, while in the case of natural properties, most threats will be man-made and only very rarely a natural factor (such as an epidemic disease) will threaten the integrity of the property. In some cases, the factors threatening the integrity of a property may be corrected by administrative or legislative action, such as the cancelling of a major public works project or the improvement of legal status.

Supplementary factors

III.E.7 The Committee will bear in mind the following supplementary factors when considering the inclusion of a cultural or natural property in the List of World Heritage in Danger:

- (a) Decisions which affect World Heritage properties are taken by Governments after balancing all factors. The advice of the World Heritage Committee can often be decisive if it can be given before the property becomes threatened.
- (b) Particularly in the case of ascertained danger, the physical or

cultural deteriorations to which a property has been subjected should be judged according to the intensity of its effects and analyzed case by case.

(c) Above all in the case of potential danger to a property, one should consider that:

- the threat should be appraised according to the normal evolution of the social and economic framework in which the property is situated;
- it is often impossible to assess certain threats - such as the threat of armed conflict - as to their effect on cultural or natural properties;
- some threats are not imminent in nature, but can only be anticipated, such as demographic growth.

(d) Finally, in its appraisal the Committee should take into account any cause of unknown or unexpected origin which endangers a cultural or natural property.

III.F Inscription of a property on the List of World Heritage in Danger

III.F.1 The State Party concerned will be informed of the Committee's decision to inscribe a property on the List of World Heritage in Danger by the World Heritage Centre. Public notice of the decision will immediately be issued and included on the World Heritage Centre's web site at <http://whc.unesco.org/danglist.htm>.

Footnote: See Article 11(4) of the World Heritage Convention.

III.F.2 The Committee shall allocate a specific, significant portion of the World Heritage Fund to financing of assistance to World Heritage properties inscribed on the List of World Heritage in Danger.

Footnote: See Article 13(1) of the World Heritage Convention and Section IV of these Guidelines.

III.G Regular review of the state of conservation of properties on the List of World Heritage in Danger

III.G.1 If the necessary corrective measures have not been taken within the time proposed, the State Party on whose territory the property is situated should so inform the World Heritage Centre.

III.G.2 The Committee shall review annually the state of conservation of properties on the List of World Heritage in Danger. This review shall include such monitoring procedures and expert missions as might be determined necessary by the Committee.

III.G.3 On the basis of these regular reviews, the Committee shall decide, in consultation with the State Party concerned, whether:

- (i) additional measures are required to conserve the property;
- (ii) to remove the property from the List of World Heritage in Danger if the property is no longer under threat;

- (iii) to consider the deletion of the property from both the List of World Heritage in Danger and the World Heritage List if the property has deteriorated to the extent that it has lost those characteristics which determined its inclusion in the World Heritage List, in accordance with the procedure set out in section III.H below.

III.G.4 If the Committee's decision entails any modification to the World Heritage List, this modification will be reflected in the next updated List that is published.

III.H Procedure for the eventual deletion of properties from the World Heritage List

III.H.1 All possible measures should be taken to ensure the conservation of World Heritage properties in order to prevent deletion of any property from the World Heritage List.

III.H.2 When a property inscribed on the World Heritage List has seriously deteriorated, or when the necessary corrective measures have not been taken within the time proposed by the Committee, the State Party on whose territory the property is situated should inform the World Heritage Centre.

III.H.3 The Committee will examine all the information available and will take a decision. Any such decision shall, in accordance with Article 13 (8) of the Convention, be taken by a majority of two-thirds of its members present and voting. The Committee shall not decide to delete any property unless the State Party has been consulted on the question.

III.H.4 When the information available is not sufficient for the Committee to make a fully informed decision, the Committee will request the World Heritage Centre to take the necessary action to ascertain, in consultation with the State Party concerned, the present condition of the property, the dangers to the property and the feasibility of adequately restoring the property, and to report to the Committee on the results of its action. Such measures may include sending a fact-finding mission or other specialist assessment in consultation with the State Party concerned.

III.H.5 The State Party shall be informed of the Committee's decision and a public notice issued by the World Heritage Centre.

III.H.6 If the Committee's decision entails any modification to the World Heritage List, this modification will be reflected in the next updated List that is published.

Footnote: Article 11 of the World Heritage Convention.

IV. INTERNATIONAL ASSISTANCE

Notes

IV.A Purpose of international assistance

IV.A.1 The *World Heritage Convention* provides for international assistance to States Parties for the protection of the world cultural and natural heritage located in their territories and inscribed, or potentially suitable for inscription, on the World Heritage List. International assistance should be seen as supplementary to national efforts for the conservation and management of World Heritage and Tentative List properties when adequate resources cannot be secured at the national level.

Footnote: See Articles 13 (1&2) and 19-26 of the *World Heritage Convention*.

IV.B Principles, priorities and considerations

IV.B.1 Priority is given to international assistance for properties inscribed on the List of World Heritage in Danger.

IV.B.2 The World Heritage Committee co-ordinates and allocates types of international assistance within identified priorities and in response to State Party requests. These types of international assistance, described in Annex 7, in order of priority are:

Footnote: Requests for support for individual training courses should be submitted on the standard "Application for Fellowship" form available from the World Heritage Centre.

- a. Emergency assistance
- b. Preparatory assistance
- c. Training and research assistance (and on equal order of priority)
- d. Technical co-operation
- e. Assistance for education, information and awareness raising.

IV.B.3 To support the priorities of the Committee, international assistance is allocated by the Committee for the development of coherent programmes addressing conservation issues of global relevance including programmes of regional and interregional cooperation. These programmes will be reviewed and decided upon by the Committee on a regular basis and will include regional programmes as follow-up to Periodic Reports.

IV.B.4 The following considerations govern the Committee's decisions in granting international assistance:

- (a) Likelihood that the assistance will have a catalytic and multiplier effect ("seed money") and promote financial and technical contributions from other sources;
- (b) Whether the international assistance request is from a State Party which is a Least Developed Country or Low Income Country as defined by the United Nations Economic and Social Council's Committee for Development Policy;
- (c) Urgency of the protective measures to be taken at world heritage properties;

- (d) Legislative, administrative and, whenever possible, financial commitment of the recipient State Party to the activity;
- (e) Impact which the activity will have in furthering the priorities decided upon by the Committee, including the Global Strategy for a representative World Heritage List and the Global Training Strategy adopted by the Committee;
- (f) Degree to which the activity responds to needs identified through the analysis of regional Periodic Reports;
- (g) Exemplary value of the activity in respect to scientific research and the development of cost effective conservation techniques;
- (h) Cost of the activity and expected results; and
- (i) Educational value both for the training of experts and for the general public.

IV.C Financial resources and distribution

The World Heritage Fund

- IV.C.1** The financial regulations for the Fund are set out in document WHC/7.
- IV.C.2** International assistance is primarily financed from the World Heritage Fund, established under the *World Heritage Convention*. The Committee determines the budget to be allocated as international assistance during its annual session.
- IV.C.3** To the extent possible, the World Heritage Fund should be used to mobilize additional funds for international assistance from other sources.
- IV.C.4** Contributions offered to the World Heritage Fund for international assistance campaigns and other UNESCO projects for any property inscribed on the World Heritage List shall be accepted and used as international assistance pursuant to Section V of the Convention, and in conformity with the modalities established for carrying out the campaign or project.
- IV.C.5** States Parties to the Convention who anticipate making contributions towards international assistance campaigns or other UNESCO projects for any property inscribed on the List are encouraged to make their contributions through the World Heritage Fund.

Allocation of resources

IV.C.6 A balance is to be maintained between funds allocated to activities for cultural and natural heritage, which are reviewed and decided on a regular basis by the Committee.

IV.C.7 Distribution of resources from all sources of support for international assistance (including the World Heritage Fund and other sources, such as Funds in Trust) shall be co-ordinated to ensure allocation in conformity with the priorities of the Committee.

IV.D Eligibility

IV.D.1 Only States Parties who have paid their dues to the World Heritage Fund for the preceding year are eligible to receive international assistance in the following calendar year, with the exception of emergency assistance.

IV.D.2 Representatives of a State Party shall not speak to advocate the approval of an assistance request submitted by that State.

IV.D.3 The Chairperson is not authorized to approve requests submitted by his own country.

IV.E Application form and its submission

IV.E.1 The application form for international assistance and the deadlines for its submission are presented in Annex 7.

IV.F Evaluation and approval of requests

IV.F.1 The World Heritage Centre and the Advisory Bodies process and evaluate each request in a timely manner, provided that the request submitted by the State Party is complete.

IV.F.2 All requests for international assistance for cultural heritage are evaluated by ICOMOS and ICCROM.

IV.F.3 All requests for international assistance for mixed cultural and natural heritage are evaluated by ICOMOS, ICCROM and IUCN.

IV.F.4 All requests for international assistance for natural heritage are evaluated by IUCN.

IV.F.5 International assistance requests are approved by the Committee, its Chairperson, or the Director of the World Heritage Centre, depending on the type and amount of international assistance requested, as indicated in Annex 7.

IV.G Contractual Arrangements

IV.G.1 An agreement is established between UNESCO and the concerned State Party (States Parties) or its/their nominee for the implementation of all approved international assistance in conformity with UNESCO regulations, following the work plan and budget breakdown described in the originally approved request.

IV.G.2 All agreements referred to in IV.G.1 include an evaluation to assess the results of the activity.

IV.H Evaluation and follow-up

IV.H.1 The Committee will adopt a mechanism for tracking progress, evaluation and follow-up of international assistance, to be reviewed and updated on a regular basis. This mechanism will include monitoring and evaluation of the effectiveness of the international assistance provided within twelve months of the activity's completion. The results of these evaluations shall be collated and maintained by the World Heritage Centre in collaboration with the Advisory Bodies and examined by the Committee on a regular basis to enable the Committee to evaluate the effectiveness of the international assistance and to redefine the Committee's priorities.

V. MOBILIZATION OF NATIONAL AND INTERNATIONAL SUPPORT IN FAVOUR OF THE WORLD HERITAGE CONVENTION

V.A. Objectives

V.A.1 The objectives of this mobilization are:

- (i) to raise the general public's awareness and appreciation of the need to preserve cultural and natural heritage;
- (ii) to enhance the function of World Heritage in the life of the community;
- (iii) to increase the participation of local and national populations in the protection and presentation of heritage; and
- (iv) to ensure the mobilization of technical and financial resources for World Heritage.

Footnote: Article 27 of the World Heritage Convention

Footnote: Article 5(a) of the World Heritage Convention

Footnote: Articles 17 and 27 of the World Heritage Convention

V.B. Awareness-building and education

Awareness-building

V.B.1 States Parties are encouraged to raise awareness of the need to preserve World Heritage within their own country. In particular, they should try to ensure that World Heritage status is adequately marked and promoted on-site.

V.B.2 The World Heritage Centre provides assistance to States Parties in developing activities aimed at raising public awareness of the *Convention* and informing the public of the dangers threatening World Heritage. The Centre advises States Parties regarding the preparation and implementation of on-site promotional and educational projects to be funded through International Assistance. The Advisory Bodies and appropriate State agencies may also be solicited to provide advice on such projects.

Education

V.B.3 The World Heritage Committee encourages and supports the development of educational materials, activities and programmes. States Parties should, wherever possible, encourage the participation of schools, universities, museums and other local and national educational authorities in the development and use of educational activities related to World Heritage.

Footnote: Article 27.2 of the World Heritage Convention

V.B.4 The World Heritage Centre, in co-operation with the UNESCO Education Sector and other partners, produces and publishes a World Heritage Educational Resource Kit for use in secondary schools around the world.

V.C Mobilization of technical and financial resources in support of the *World Heritage Convention*

V.C.1. States Parties to the *Convention* are invited to provide support to the *World Heritage Convention* in addition to obligatory contributions paid to the World Heritage Fund. This voluntary support can be provided through additional contributions to the World Heritage Fund or direct financial and technical contributions to properties.

Footnote: Article 15(3) of the *World Heritage Convention*

V.C.2. States Parties are encouraged to promote the establishment of national, public and private foundations or associations aimed at raising funds to support World Heritage conservation efforts.

Footnote: Article 17 of the *World Heritage Convention*

V.C.3. States Parties are encouraged to participate in international fund-raising campaigns launched by UNESCO and aimed at protecting World Heritage.

Footnote: Article 18 of the *World Heritage Convention*

V.C.4. The World Heritage Centre provides support in mobilizing financial and technical resources for World Heritage conservation. To this end, the World Heritage Centre develops partnerships with public and private institutions according to the Guidelines issued by the World Heritage Committee and UNESCO regulations.

V.D. Presentation

Footnote: Article 27.1 of the *World Heritage Convention*

Use of the World Heritage Emblem and the name, symbol or depiction of World Heritage properties

V.D.1. The World Heritage Emblem symbolizes the interdependence of cultural and natural heritage. The central square represents the result of human skill and inspiration and the circle represents nature, the two being intimately linked. The Emblem is round, like the world, but at the same time it is a symbol of protection.

V.D.2. In order to ensure that the Emblem benefits from as much visibility as possible and is used appropriately, specific “Guidelines and Principles for the Use of the World Heritage Emblem” were adopted by the Committee and are attached as Annex 8. States Parties and partners are requested to refer to such guidelines and principles, when designing and producing information and promotional materials.

VI. PERIODIC REPORTING (SEE ANNEX 9)

VI.A Definition of Periodic Reporting

VI.A.1 According to the procedure established for Periodic Reporting in Annex 9, States Parties should report comprehensively to the World Heritage Committee on the application of the *World Heritage Convention* in their territory, and on the state of conservation of each of their properties. States Parties may request expert advice from the Advisory Bodies and the World Heritage Centre, which may also (with agreement of the States Parties) commission further expert advice.

Footnote: See Article 29 of the *World Heritage Convention* and Resolution of the 11th session of the General Assembly of States Parties (1997).

VI.B Objectives of Periodic Reporting

VI.B.1 Periodic Reporting serves five main purposes:

- (i) to assess the application of the *World Heritage Convention* by the State Party;
- (ii) to support regional co-operation and exchange of information and experience between State Parties;
- (iii) to promote the *Convention* in the various regions of the world;
- (iv) to assess whether the outstanding universal value and integrity of properties inscribed on the World Heritage List is being maintained over time; and
- (v) to update information about World Heritage properties as a record of the changing state and circumstances of the properties and to improve site management.

VI.C Format for Periodic Reports

VI.C.1 Periodic Reports are divided into two parts. Part One is the State Party's report on the application of the *Convention* at the national level. Part Two reports on the state of conservation of individual World Heritage properties for each State Party.

VI.C.2 To promote regional awareness and co-operation, Periodic Reports are examined on a regional basis by the Committee. To facilitate this, the World Heritage Centre synthesises national reports into Regional State of World Heritage Reports, making full use of available expertise.

VI.D Follow Up to Periodic Reporting

VI.D.1 The World Heritage Committee reviews annually issues raised in Periodic Reports and advises the States Parties of the regions concerned on matters arising from them. The Committee may request the World Heritage Centre, with the Advisory Bodies, to develop Regional Action Plans for its consideration.

VII. INFORMATION SOURCES

Notes

VII.A Information archived by the World Heritage Centre

VII.A.1 The World Heritage Centre ensures that copies of Tentative Lists, World Heritage nominations, including copies of maps and relevant information received from States Parties are archived in hard copy and in electronic format where possible. The Centre also arranges for the archiving of relevant information relating to inscribed properties, including evaluations and other documents developed by the Advisory Bodies, any correspondence and reports received from States Parties (including state of conservation reports and Periodic Reports) and correspondence and material from the World Heritage Centre and World Heritage Committee.

VII.A.2 Advisory Body evaluations for each nomination and the decision of the Committee concerning each nomination are available on the World Heritage Centre's web site at: <http://whc.unesco.org/heritage.htm>.

Storage

VII.A.3 Archived material will be kept in a form appropriate to long-term storage. Provision will be made for the storage of paper copies and electronic copies, as relevant. Provision will be made for copies to be provided to States Parties as requested and as appropriate.

VII.B Information available to the public

VII.B.1 The World Heritage Centre provides access to publicly available and copyright free information on World Heritage properties and other relevant matters, wherever possible.

Publications available from the World Heritage Centre

VII.B.2 The World Heritage Centre produces a wide variety of World Heritage publications, including the World Heritage List, the List of World Heritage in Danger, Brief Descriptions of World Heritage properties, newsletters, brochures and information kits. In addition, other information materials aimed specifically at the general public are also developed. These information materials are distributed to the public directly or through the national and international networks established by States Parties or by World Heritage partners.

Information available on the web sites of the World Heritage Centre and Advisory Bodies

VII.B.3 Some information material is made available through electronic media such as the World Wide Web and placed, in particular, on the UNESCO World Heritage web site (<http://whc.unesco.org/>). Another web site, linked to the public web site through restricted access, is maintained by the World Heritage Centre and contains

specific information targeted at Committee members, other States Parties upon request and Advisory Bodies.

VII.B.4 Information on issues related to World Heritage can also be found in the libraries and on the web sites of the three Advisory Bodies. More information can be found at <http://www.iccrom.org>, <http://www.icomos.org>, and <http://www.iucn.org>. Links to other useful web sites may be found through the World Heritage web site (<http://whc.unesco.org/>) and the UNESCO web site (<http://www.unesco.org/>).

VII.C Information available to the World Heritage Committee and other States Parties

Electronic mailing lists

VII.C.5 The World Heritage Centre maintains two electronic mailing lists: one for Committee members and one for all States Parties, wh-committee@unesco.org and wh-states@unesco.org, respectively. States Parties are requested to supply all appropriate email addresses for the establishment of these lists. These electronic mailing lists, which supplement but do not replace the traditional means of notifying States Parties, allow the Centre to communicate, in a timely manner, announcements about the availability of documents, changes to meeting schedules, and other issues relevant to Committee members and other States Parties.

Information meetings

VII.C.6 The World Heritage Centre holds regular information meetings at UNESCO Headquarters to inform Delegations of all States Parties, Observer Missions, and interested Member States of UNESCO who are not yet States Parties to the *Convention*, and other interested States Parties about the implementation of the *World Heritage Convention*.

MODEL INSTRUMENT OF

[RATIFICATION
[ACCEPTANCE¹

WHEREAS the Convention concerning the Protection of the World Cultural and Natural Heritage was adopted on 16 November 1972 by the General Conference of UNESCO at its seventeenth session;

WHEREAS the said Convention is open to [ratification by
[acceptance

under the terms of its Article 31,

NOW THEREFORE the Government of having considered the

aforesaid Convention, hereby [ratify the same and undertake faithfully to carry out
[accept

the stipulations therein contained.

IN WITNESS WHEREOF, I have signed and sealed this instrument.

Done atthisday of20.....

(Seal)

Signature of Head of State,

Prime Minister or

Minister of Foreign Affairs

Note: The original signed version of the completed form should be sent to: Director-General, UNESCO, 7 Place de Fontenoy 75352 - Paris 07 SP France.

¹ The Model Instruments for Ratification/Acceptance and Accession should be used with reference to paragraphs I.D.1 and I.D.2 of the *Operational Guidelines*. Please note that in accordance with paragraph I.D.2

"for any new State Party, the *Convention* will enter into force three months after the original instrument of ratification, acceptance or accession is deposited with the Director General of UNESCO."

The Model Instruments are available from the UNESCO World Heritage Centre and at the following web site: <http://whc.unesco.org/archive/modelrat.htm>

MODEL INSTRUMENT OF ACCESSION²

WHEREAS the Convention concerning the Protection of the World Cultural and Natural Heritage was adopted on 16 November 1972 by the General Conference of UNESCO at its seventeenth session;

WHEREAS the said Convention is open to *accession* by

under the terms of its Article 32,

NOW THEREFORE the Government of having considered the

aforesaid Convention, hereby accede the same and undertake faithfully to carry out the stipulations therein contained.

IN WITNESS WHEREOF, I have signed and sealed this instrument.

Done atthisday of20..... .

(Seal)

Signature of Head of State,

Prime Minister or

Minister of Foreign Affairs

Note: The original signed version of the completed form should be sent to: Director-General, UNESCO, 7 Place de Fontenoy 75352 - Paris 07 SP France.

² The Model Instruments for Ratification/Acceptance and Accession should be used with reference to paragraphs I.D.1 and I.D.2 of the *Operational Guidelines*. Please note that in accordance with paragraph I.D.2

"for any new State Party, the *Convention* will enter into force three months after the original instrument of ratification, acceptance or accession is deposited with the Director General of UNESCO."

The Model Instruments are available from the UNESCO World Heritage Centre and at the following web site: <http://whc.unesco.org/archive/modelrat.htm>



TENTATIVE LIST SUBMISSION FORMAT



To be completed in either English or French

STATE PARTY:

DATE OF SUBMISSION:

Submission prepared by:

Name:

E-mail:

Address:

Fax:

Institution:

Telephone:

NAME OF PROPERTY:

State, Province or Region:

Latitude and Longitude, or UTM coordinates:

DESCRIPTION:

JUSTIFICATION FOR OUTSTANDING UNIVERSAL VALUE

Criteria met [see paragraph II.C.2 of the *Operational Guidelines*]:

(Please tick the box corresponding to the proposed criteria and justify the use of each below)

☐ (i) ☐ (ii) ☐ (iii) ☐ (iv) ☐ (v) ☐ (vi) ☐ (vii) ☐ (viii) ☐ (ix) ☐ (x)

Assurances of authenticity or integrity [see paragraphs II.D.1-II.D.16 of the *Operational Guidelines*]:

Comparison with other similar properties:

- Notes:**
- The completed Tentative List should be sent to: UNESCO World Heritage Centre, 7 Place de Fontenoy 75352 – Paris 07 SP France or faxed to +33 (0)1 45 68 55 70
 - States Parties are urged to also submit this information electronically, either on diskette or by e-mail to WHTL@unesco.org
 - The Tentative List submission format is available from the UNESCO World Heritage Centre and at the following web site: <http://whc.unesco.org/opguanx1.htm>
 - Further guidance on the preparation of Tentative Lists can be found in paragraphs II.B.1-II.B.11 of the *Operational Guidelines*.
 - An example of a completed Tentative List submission can be found at: <http://whc.unesco.org/archive/mercuria.pdf>

**GUIDELINES ON THE INCLUSION OF SPECIFIC TYPES OF PROPERTIES ON THE
WORLD HERITAGE LIST³**

1. This annex provides information on specific types of properties to guide States Parties in preparing nominations of properties for inclusion in the World Heritage List. The following information constitutes guidelines that should be used in association with Section II of the *Operational Guidelines*, "Establishment of the World Heritage List".
2. The Committee has endorsed the findings of expert meetings on the subject of cultural landscapes, towns, canals and routes (Part I, below).
3. The reports of other expert meetings requested by the World Heritage Committee, in the framework of the Global Strategy for a balanced, representative and credible World Heritage List, are referred to in Part II.
4. Part III lists various comparative and thematic studies prepared by the Advisory Bodies.

I. CULTURAL LANDSCAPES, TOWNS, CANALS AND ROUTES

5. The World Heritage Committee has identified and defined several specific types of cultural and natural properties and has adopted specific guidelines to facilitate the evaluation of such properties when nominated for inclusion on the World Heritage List. To date, these cover the following categories, although it is likely that others may be added in due course:
 - (a) Cultural Landscapes;
 - (b) Historic Towns and Town Centres;
 - (c) Heritage Canals;
 - (d) Heritage Routes.
6. It must be stressed that these are definitions and guidelines. They must be used in association with paragraph II.C.2 of the *Operational Guidelines*, which contain the criteria for inclusion of properties on the World Heritage List.

Cultural Landscapes

Definition

7. Cultural landscapes represent the "combined works of nature and of man" designated in Article 1 of the *Convention*. They are illustrative of the evolution of human society and settlement over time, under the influence of the physical constraints and/or opportunities presented by their natural environment and of successive social, economic and cultural forces, both external and internal. They should be selected on the basis both of their outstanding universal value and of their representativity in terms of a clearly defined geo-cultural region and also for their capacity to illustrate the essential and distinct cultural elements of such regions.
8. The term "cultural landscape" embraces a diversity of manifestations of the interaction between humankind and its natural environment.

³ The Committee may develop additional guidelines for other types of properties in future years.

9. Cultural landscapes often reflect specific techniques of sustainable land-use, considering the characteristics and limits of the natural environment they are established in, and a specific spiritual relation to nature. Protection of cultural landscapes can contribute to modern techniques of sustainable land-use and can maintain or enhance natural values in the landscape. The continued existence of traditional forms of land-use supports biological diversity in many regions of the world. The protection of traditional cultural landscapes is therefore helpful in maintaining biological diversity.

Categories of Cultural Landscapes

10. Cultural landscapes fall into three main categories, namely:

- (i) The most easily identifiable is the clearly defined **landscape designed and created intentionally by man**. This embraces garden and parkland landscapes constructed for aesthetic reasons which are often (but not always) associated with religious or other monumental buildings and ensembles.
- (ii) The second category is the **organically evolved landscape**. This results from an initial social, economic, administrative, and/or religious imperative and has developed its present form by association with and in response to its natural environment. Such landscapes reflect that process of evolution in their form and component features. They fall into two sub-categories:
 - a relict (or fossil) landscape is one in which an evolutionary process came to an end at some time in the past, either abruptly or over a period. Its significant distinguishing features are, however, still visible in material form.
 - a continuing landscape is one which retains an active social role in contemporary society closely associated with the traditional way of life, and in which the evolutionary process is still in progress. At the same time it exhibits significant material evidence of its evolution over time.
- (iii) The final category is the **associative cultural landscape**. The inclusion of such landscapes on the World Heritage List is justifiable by virtue of the powerful religious, artistic or cultural associations of the natural element rather than material cultural evidence, which may be insignificant or even absent.

Inclusion of Cultural Landscapes on the World Heritage List

11. The extent of a cultural landscape for inclusion on the World Heritage List is relative to its functionality and intelligibility. In any case, the sample selected must be substantial enough to adequately represent the totality of the cultural landscape that it illustrates. The possibility of designating long linear areas which represent culturally significant transport and communication networks should not be excluded.

12. General criteria for conservation and management are equally applicable to cultural landscapes. It is important that due attention be paid to the full range of values represented in the landscape, both cultural and natural. The nominations should be prepared in collaboration with and the full approval of local communities.

13. The existence of a category of "cultural landscape", included on the World Heritage List on the basis of the criteria set out in paragraph II.C.2 of the *Operational Guidelines*, does not exclude the possibility of properties of exceptional cultural and natural importance continuing to be included in the World Heritage List. For such properties, described as "mixed" properties, their outstanding universal value must be justified as being of exceptional cultural and natural importance. World Heritage cultural landscapes are recognized where the interaction between people and the environment is considered to be of "outstanding universal value". There will be some properties that are World Heritage mixed

(cultural and natural heritage) properties that are also recognized as World Heritage cultural landscapes (demonstrating an outstanding interaction between people and the environment).

Historic Towns and Town Centres

Definition and Categories

14. Groups of urban buildings eligible for inclusion in the World Heritage List fall into three main categories, namely:

- (i) towns which are **no longer inhabited** but which provide unchanged archaeological evidence of the past; these generally satisfy the criterion of authenticity and their state of conservation can be relatively easily controlled;
- (ii) **historic towns which are still inhabited** and which, by their very nature, have developed and will continue to develop under the influence of socio-economic and cultural change, a situation that renders the assessment of their authenticity more difficult and any conservation policy more problematical;
- (iii) **new towns of the twentieth century** which paradoxically have something in common with both the aforementioned categories: while their original urban organization is clearly recognizable and their authenticity is undeniable, their future is unclear because their development is largely uncontrollable.

Inclusion of Historic Towns and Town Centres on the World Heritage List

(i) Towns no longer inhabited

The evaluation of towns that are no longer inhabited does not raise any special difficulties other than those related to archaeological properties in general: the criteria which call for uniqueness or exemplary character have led to the choice of groups of buildings noteworthy for their purity of style, for the concentrations of monuments they contain and sometimes for their important historical associations. It is important for urban archaeological sites to be listed as integral units. A cluster of monuments or a small group of buildings is not adequate to suggest the multiple and complex functions of a city which has disappeared; remains of such a city should be preserved in their entirety together with their natural surroundings whenever possible.

(ii) Inhabited historic towns

In the case of inhabited historic towns the difficulties are numerous, largely owing to the fragility of their urban fabric (which has in many cases been seriously disrupted since the advent of the industrial era) and the runaway speed with which their surroundings have been urbanized. To qualify for inclusion, towns should compel recognition because of their architectural interest and should not be considered only on the intellectual grounds of the role they may have played in the past or their value as historical symbols under criterion (vi) for the inclusion of cultural properties on the World Heritage List (see paragraph II.C.2 (vi) of the *Operational Guidelines*). To be eligible for inclusion in the List, the spatial organization, structure, materials, forms and, where possible, functions of a group of buildings should essentially reflect the civilization or succession of civilizations which have prompted the nomination of the property. Four categories can be distinguished:

- (a) Towns which are typical of a specific period or culture, which have been almost wholly preserved and which have remained largely unaffected by subsequent developments. Here the property to be listed is the entire town together with its surroundings, which must also be protected;

- (b) Towns that have evolved along characteristic lines and have preserved, sometimes in the midst of exceptional natural surroundings, spatial arrangements and structures that are typical of the successive stages in their history. Here the clearly defined historic part takes precedence over the contemporary environment;
- (c) "Historic centres" that cover exactly the same area as ancient towns and are now enclosed within modern cities. Here it is necessary to determine the precise limits of the property in its widest historical dimensions and to make appropriate provision for its immediate surroundings;
- (d) Sectors, areas or isolated units which, even in the residual state in which they have survived, provide coherent evidence of the character of a historic town which has disappeared. In such cases surviving areas and buildings should bear sufficient testimony to the former whole.

Historic centres and historic areas should be listed only where they contain a large number of ancient buildings of monumental importance which provide a direct indication of the characteristic features of a town of exceptional interest. Nominations of several isolated and unrelated buildings which allegedly represent, in themselves, a town whose urban fabric has ceased to be discernible, should not be encouraged.

However, nominations could be made regarding properties that occupy a limited space but have had a major influence on the history of town planning. In such cases, the nomination should make it clear that it is the monumental group that is to be listed and that the town is mentioned only incidentally as the place where the property is located. Similarly, if a building of clearly outstanding universal value is located in severely degraded or insufficiently representative urban surroundings, it should, of course, be listed without any special reference to the town.

(iii) New towns of the twentieth century

It is difficult to assess the quality of new towns of the twentieth century. History alone will tell which of them will best serve as examples of contemporary town planning. The examination of the files on these towns should be deferred, save under exceptional circumstances.

Under present conditions, preference should be given to the inclusion in the World Heritage List of small or medium-sized urban areas which are in a position to manage any potential growth, rather than the great metropolises, on which sufficiently complete information and documentation cannot readily be provided that would serve as a satisfactory basis for their inclusion in their entirety.

In view of the effects which the entry of a town in the World Heritage List could have on its future, such entries should be exceptional. Inclusion in the List implies that legislative and administrative measures have already been taken to ensure the protection of the group of buildings and its environment. Informed awareness on the part of the population concerned, without whose active participation any conservation scheme would be impractical, is also essential.

Heritage Canals

15. The concept of "canals" is discussed in detail in the Report on the Expert Meeting on Heritage Canals (Canada, September 1994).

Definition

16. A canal is a human-engineered waterway. It may be of outstanding universal value from the point of view of history or technology, either intrinsically or as an exceptional example representative of this category of cultural property. The canal may be a monumental work, the defining feature of a linear cultural landscape, or an integral component of a complex cultural landscape.

Inclusion of Heritage Canals on the World Heritage List

17. Authenticity depends holistically upon values and the relationships between these values. One distinctive feature of the canal as a heritage element is its evolution over time. This is linked to how it was used during different periods and the associated technological changes the canal underwent. The extent of these changes may constitute a heritage element.

18. The authenticity and historical interpretation of a canal encompass the connection between the real property (subject of the Convention), possible movable property (boats, temporary navigation items) and the associated structures (bridges, etc) and landscape.

19. The significance of canals can be examined under technological, economic, social, and landscape factors as outlined below:

(i) Technology

Canals can serve a variety of purposes: irrigation, navigation, defence, water-power, flood mitigation, land-drainage and water-supply. The following are areas of technology which may be of significance:

- (a) The lining and waterproofing of the water channel;
- (b) The engineering structures of the line with reference to comparative structural features in other areas of architecture and technology;
- (c) The development of the sophistication of construction methods; and
- (d) The transfer of technologies.

(ii) Economy

Canals contribute to the economy in a variety of ways, e.g. in terms of economic development and the conveyance of goods and people. Canals were the first man-made routes for the effective carriage of bulk cargoes. Canals played and continue to play a key role in economic development through their use for irrigation. The following factors are important:

- (a) Nation building;
- (b) Agricultural development;
- (c) Industrial development;
- (d) Generation of wealth;
- (e) Development of engineering skills applied to other areas and industries; and

- (f) Tourism.

(iii) Social Factors

The building of canals had, and their operation continues to have, social consequences:

- (a) The redistribution of wealth with social and cultural results; and
(b) The movement of people and the interaction of cultural groups.

(iv) Landscape

Such large-scale engineering works had and continue to have an impact on the natural landscape. Related industrial activity and changing settlement patterns cause visible changes to landscape forms and patterns.

Heritage Routes⁴

20. The concept of "routes" or cultural itineraries was discussed by the expert meeting on "Routes as a Part of our Cultural Heritage" (Madrid, Spain, November 1994).

Definition

21. The concept of heritage routes is shown to be a rich and fertile one, offering a privileged framework in which mutual understanding, a plural approach to history and a culture of peace can all operate.

22. A heritage route is composed of tangible elements of which the cultural significance comes from exchanges and a multi-dimensional dialogue across countries or regions, and that illustrate the interaction of movement, along the route, in space and time.

Inclusion of Heritage Routes on the World Heritage List

23. The following points should be considered when determining whether a heritage route is suitable for inclusion on the World Heritage List:

- (a) The requirement to hold exceptional universal worth should be recalled.
- (b) The concept of heritage routes:
- is based on the dynamics of movement and the idea of *exchanges*, with *continuity* in space and time;
 - refers to a *whole*, where the route has a worth over and above the sum of the elements making it up and through which it gains its cultural significance;
 - highlights exchange and dialogue *between countries or between regions*;
 - is *multi-dimensional*, with different aspects developing and adding to its prime purpose which may be religious, commercial, administrative or otherwise.

⁴ Routes as part of Our Cultural Heritage, Report on the Meeting of Experts (Madrid, 24-25 November 1994) (WHC-94/CONF.003/INF.13)

- (c) A heritage route may be considered as a specific, dynamic type of cultural landscape, just as recent debates have led to their acceptance within the *Operational Guidelines*.
- (d) The identification of a heritage route is based on a collection of strengths and tangible elements, testimony to the significance of the route itself.
- (e) The authenticity test is to be applied on the grounds of its significance and other elements making up the heritage route. It will take into account the duration of the route, and perhaps how often it is used nowadays, as well as the legitimate wishes for development of peoples affected.

These points will be considered within the natural framework of the route and its intangible and symbolic dimensions.

II. REPORTS OF REGIONAL AND THEMATIC EXPERT MEETINGS

24. The World Heritage Committee, in the framework of the Global Strategy for a balanced, representative and credible World Heritage List has requested a number of regional and thematic expert meetings on different types of properties. The results of these meetings may guide States Parties in preparing nominations. The reports of the expert meetings presented to the World Heritage Committee can be accessed on the web at: <http://whc.unesco.org/req1.asp>⁵.

III. THEMATIC AND COMPARATIVE STUDIES BY THE ADVISORY BODIES

25. To fulfil its obligations concerning evaluations of nominations of cultural and natural properties, the Advisory Bodies have undertaken comparative and thematic studies, often with partner organizations, in different subject areas in order to provide a context for their evaluations. These reports, most of which are available on their respective web sites, include:

Earth's Geological History - A Contextual Framework for Assessment of World Heritage Fossil Site Nominations (September 1996)

International Canal Monuments List (1996)
<http://www.icomos.org/studies/canals-toc.htm>

World Heritage Bridges (1996)
<http://www.icomos.org/studies/bridges.htm>

A Global Overview of Forest Protected Areas on the World Heritage List
(September 1997) <http://www.unep-wcmc.org/wh/reviews/forests/>

A Global Overview of Wetland and Marine Protected Areas on the World Heritage List (September 1997)
<http://www.unep-wcmc.org/wh/reviews/wetlands/>

Human Use of World Heritage Natural Sites (September 1997)
<http://www.unep-wcmc.org/wh/reviews/human/>

Fossil Hominid Sites (1997) <http://www.icomos.org/studies/hominid.htm>

The Urban Architectural Heritage of Latin America (1998)

⁵ When accessing the web at: <http://whc.unesco.org/req1.asp>, select the option "subject categories" and choose "Global Strategy" then "Submit Query".

<http://www.icomos.org/studies/latin-towns.htm>

Intercontinental Cultural Crossroads; Cultural Routes, Legislation and Cultural Tourism (1998)

http://www.icomos-ciic.org/INDEX_esp.htm

Les Théâtres et les Amphithéâtres antiques (1999)

<http://www.icomos.org/studies/theatres.htm>

Railways as World Heritage Sites (1999)

<http://www.icomos.org/studies/railways.htm>

The wine and the vine routes in the Mediterranean Cultural Heritage (1999);

http://www.icomos-ciic.org/INDEX_esp.htm

Hispano-Portuguese Bastioned Fortifications Across Five Continents (1999)

http://www.icomos-ciic.org/INDEX_esp.htm

Methodology, Definitions and operative Aspects of Cultural Itineraries(1st part). (1999)

http://www.icomos-ciic.org/INDEX_esp.htm

Methodology, Definitions and operative Aspects of Cultural Itineraries” (2nd part) (1999)

http://www.icomos-ciic.org/INDEX_esp.htm

A Global Overview of Protected Areas on the World Heritage List of Particular Importance for Biodiversity (November 2000)

<http://www.unep-wcmc.org/wh/reviews/>

Les villages ouvriers comme éléments du patrimoine de l'industrie (2001)

<http://www.icomos.org/studies/villages-ouvriers.htm>

1. Intangible Heritage and Cultural Routes in a Universal Context;

2. Steps towards making a Pre inventory of Cultural Routes:

a) Strategies and Teams; b) Projects and Contents (2001)

http://www.icomos-ciic.org/INDEX_esp.htm

A Global Strategy for Geological World Heritage (February 2002)

Rock-Art Sites of Southern Africa (2002)

<http://www.icomos.org/studies/sarockart.htm>

The conceptual and substantive independence of Cultural Routes in relation to Cultural Landscapes (2002)

http://www.icomos-ciic.org/INDEX_esp.htm

AUTHENTICITY IN RELATION TO THE WORLD HERITAGE CONVENTION**I. BACKGROUND**

1. Properties of cultural value nominated for inclusion in the World Heritage List must meet a test of authenticity (see paragraphs II.D.2 - II.D.8 of the *Operational Guidelines*) This requirement is intended to ensure that a property's outstanding universal value is genuinely and truthfully expressed through the various attributes carrying or expressing this value. The application of the test of authenticity was given new importance in the early 1990s when Japan, prior to adhering to the *World Heritage Convention*, sought informal assurances that their conservation approaches, developed in their cultural context, would not be judged relative to the norms of other cultural contexts, notably the Western or European context. The use of the authenticity concept in different contexts was seen as offering a useful vehicle to allow comparison of approaches from region to region, and to improve understanding of the need for an approach based on relativism in assessing conservation judgements within and between regions.

2. To address this concern, in 1992, ICOMOS proposed a major international meeting to examine the application of the Test of Authenticity in a range of cultural contexts. This proposal was accepted by the World Heritage Committee, and with the co-operation of the Government of Japan, a major international expert meeting was planned to take place in Nara in November 1994. This meeting, which resulted in the adoption of the *Nara Document on Authenticity*, was itself preceded by a preparatory meeting in Bergen, Norway, organised by the Government of Norway in January 1994, and followed by many regional and national level meetings, exploring and adapting the conclusions of Nara to various regional and national contexts. The Nara Document was formally adopted by ICOMOS in October 1999 during the ICOMOS General Assembly that took place in Mexico. The World Heritage Committee and ICOMOS have used the Nara Document as an informal reference in reviewing the authenticity of nominations of properties of cultural value for inclusion in the World Heritage List since 1996.

3. The major meetings where authenticity was discussed in relation to the *World Heritage Convention*, are listed in the Chronological Bibliography on Authenticity included in Section XX of this Annex. References to the meetings are annotated, to include description of meeting purposes, and meeting results. Many smaller meetings have also taken place within the programmes of ICOMOS National Committees in Canada, the United States of America, Argentina, Lithuania, just to name a few. Information concerning results of these meetings may be found within reports of the various ICOMOS National Committees. Also listed in the Chronological Bibliography are documents related to another authenticity issue – « reconstruction » - explored by ICCROM in 1999 and 2000 in addressing the proliferation of reconstruction proposals coming forward in the 1990s from the newly independent countries of Eastern Europe, anxious to create instant historic references for reinforcing national identity, without necessarily involving much care for the accuracy of reconstruction work undertaken. *The Riga Charter*, developed in an international meeting organised by ICCROM with the Government of Latvia and looking principally at examples coming from World Heritage cities in the Baltic region, and adopted in October 2000, addresses the criteria that reconstruction proposals should satisfy to respect the heritage values of a place. *The Riga Charter* has also been recognized as offering advice valuable in a variety of contexts beyond that of Eastern Europe. Finally, a number of recent general references and articles on authenticity are included.

II. APPLYING THE TEST OF AUTHENTICITY

4. In applying the test of authenticity to nominations of properties of cultural value for inclusion in the World Heritage List, the following points need to be considered:

(i) Authenticity is not a value itself. Sites do not merit inscription on the World Heritage List simply because they are greatly authentic; rather, inscribed sites must demonstrate first their claim to « outstanding universal value », and then demonstrate that the attributes carrying related values are « authentic », that is, genuine, real, truthful, credible.

(ii) Authenticity is not an absolute qualifier. It is meaningless to state that such and such a site is « undeniably authentic ». Authenticity is a relative concept, and must always be used in relation to the ability of particular attributes to express clearly the nature of key recognized values.

(iii) Once outstanding universal value is established for a property, it should be determined which attributes are primary carriers of the value defined : material ? design ? workmanship ? setting ? tradition ? use ? spirit ? other attributes ? And in what combination ? And then asking : to what degree does this (or these) attribute(s) authentically (credibly, honestly, genuinely, truthfully) express or carry the defined outstanding universal value ?

(iv) As a corollary, it should be noted that it is not important that a site's authenticity be demonstrated for all attributes (that is, for each of material, design, setting, workmanship, tradition, use etc.) but only for those that are considered to be significant carriers of the property's outstanding universal value.

(v) The definition of significant attributes and the accompanying authenticity analysis should be summarized in the statement of outstanding universal value prepared for a property.

III. OVERVIEW OF THE NARA DOCUMENT ON AUTHENTICITY

5. The Nara Document on Authenticity was drafted by the 45 participants at the Nara Conference on Authenticity in Relation to the World Heritage Convention, held at Nara, Japan, from 1-6 November 1994, at the invitation of the Agency for Cultural Affairs (Government of Japan) and the Nara Prefecture. The Nara Conference was organized in co-operation with UNESCO, ICCROM and ICOMOS.

The Nara Document is significant in World Heritage decision-making for two principal reasons:

- (i) it extends the list of attributes to be examined (what the Nara Document calls « Sources of Information ») from material, design, workmanship and setting to include dynamic attributes : tradition, use.
- (ii) it recognizes the importance of making conservation judgements in pertinent geo-cultural contexts, rather than with reference to a set of universally applicable principles.

IV. THE NARA DOCUMENT ON AUTHENTICITY

Preamble

1. We, the experts assembled in Nara (Japan), wish to acknowledge the generous spirit and intellectual courage of the Japanese authorities in providing a timely forum in which we could challenge conventional thinking in the conservation field, and debate ways and means of broadening our horizons to bring greater respect for cultural and heritage diversity to conservation practice.
2. We also wish to acknowledge the value of the framework for discussion provided by the World Heritage Committee's desire to apply the test of authenticity in ways which accord full respect to the social and cultural values of all societies, in examining the outstanding universal value of cultural properties proposed for the World Heritage List.
3. The Nara Document on Authenticity is conceived in the spirit of the Charter of Venice, 1964, and builds on it and extends it in response to the expanding scope of cultural heritage concerns and interests in our contemporary world.
4. In a world that is increasingly subject to the forces of globalization and homogenization, and in a world in which the search for cultural identity is sometimes pursued through aggressive nationalism and the suppression of the cultures of minorities, the essential contribution made by the consideration of authenticity in conservation practice is to clarify and illuminate the collective memory of humanity.

Cultural Diversity and Heritage Diversity

5. The diversity of cultures and heritage in our world is an irreplaceable source of spiritual and intellectual richness for all humankind. The protection and enhancement of cultural and heritage diversity in our world should be actively promoted as an essential aspect of human development.
6. Cultural heritage diversity exists in time and space, and demands respect for other cultures and all aspects of their belief systems. In cases where cultural values appear to be in conflict, respect for cultural diversity demands acknowledgment of the legitimacy of the cultural values of all parties.
7. All cultures and societies are rooted in the particular forms and means of tangible and intangible expression which constitute their heritage, and these should be respected.
8. It is important to underline a fundamental principle of UNESCO, to the effect that the cultural heritage of each is the cultural heritage of all. Responsibility for cultural heritage and the management of it belongs, in the first place, to the cultural community that has generated it, and subsequently to that which cares for it. However, in addition to these responsibilities, adherence to the international charters and conventions developed for conservation of cultural heritage also obliges consideration of the principles and responsibilities flowing from them. Balancing their own requirements with those of other cultural communities is, for each community, highly desirable, provided achieving this balance does not undermine their fundamental cultural values.

Values and authenticity

9. Conservation of cultural heritage in all its forms and historical periods is rooted in the values attributed to the heritage. Our ability to understand these values depends, in part,

on the degree to which information sources about these values may be understood as credible or truthful. Knowledge and understanding of these sources of information, in relation to original and subsequent characteristics of the cultural heritage, and their meaning, is a requisite basis for assessing all aspects of authenticity.

10. Authenticity, considered in this way and affirmed in the Charter of Venice, appears as the essential qualifying factor concerning values. The understanding of authenticity plays a fundamental role in all scientific studies of the cultural heritage, in conservation and restoration planning, as well as within the inscription procedures used for the World Heritage Convention and other cultural heritage inventories.
11. All judgements about values attributed to cultural properties as well as the credibility of related information sources may differ from culture to culture, and even within the same culture. It is thus not possible to base judgements of values and authenticity within fixed criteria. On the contrary, the respect due to all cultures requires that heritage properties must be considered and judged within the cultural contexts to which they belong.
12. Therefore, it is of the highest importance and urgency that, within each culture, recognition be accorded to the specific nature of its heritage values and the credibility and truthfulness of related information sources.
13. Depending on the nature of the cultural heritage, its cultural context, and its evolution through time, authenticity judgements may be linked to the worth of a great variety of sources of information. Aspects of the sources may include form and design, materials and substance, use and function, traditions and techniques, location and setting, and spirit and feeling, and other internal and external factors. The use of these sources permits elaboration of the specific artistic, historic, social, and scientific dimensions of the cultural heritage being examined.

Appendix 1: Suggestions for follow-up (proposed by H. Stovel)

1. Respect for cultural and heritage diversity requires conscious efforts to avoid imposing mechanistic formulae or standardized procedures in attempting to define or determine authenticity of particular monuments and sites.
2. Efforts to determine authenticity in a manner respectful of cultures and heritage diversity requires approaches which encourage cultures to develop analytical processes and tools specific to their nature and needs. Such approaches may have several aspects in common:
 - efforts to ensure assessment of authenticity involve multidisciplinary collaboration and the appropriate utilisation of all available expertise and knowledge;
 - efforts to ensure attributed values are truly representative of a culture and the diversity of its interests, in particular monuments and sites;
 - efforts to document clearly the particular nature of authenticity for monuments and sites as a practical guide to future treatment and monitoring;
 - efforts to update authenticity assessments in light of changing values and circumstances.
3. Particularly important are efforts to ensure that attributed values are respected, and that their determination included efforts to build, as far as possible, a multidisciplinary and community consensus concerning these values.
4. Approaches should also build on and facilitate international co-operation among all those with an interest in conservation of cultural heritage, in order to improve global respect and understanding for the diverse expressions and values of each culture.
5. Continuation and extension of this dialogue to the various regions and cultures of the world is a prerequisite to increasing the practical value of consideration of authenticity in the conservation of the common heritage of humankind.
6. Increasing awareness within the public of this fundamental dimension of heritage is an absolute necessity in order to arrive at concrete measures for safeguarding the vestiges of the past. This means developing greater understanding of the values represented by the cultural properties themselves, as well as respecting the role such monuments and sites play in contemporary society.

Appendix II: Definitions

Conservation: all efforts designed to understand cultural heritage, know its history and meaning, ensure its material safeguard and, as required, its presentation, restoration and enhancement. (Cultural heritage is understood to include monuments, groups of buildings and sites of cultural value as defined in article one of the World Heritage Convention).

Information sources: all material, written, oral and figurative sources which make it possible to know the nature, specifications, meaning and history of the cultural heritage.

V. CHRONOLOGICAL BIBLIOGRAPHY ON AUTHENTICITY

Publications which preceded the Nara meeting and which helped prepare the ground for the authenticity discussion which took place in Nara:

Larsen, Knut Einar. *A note on the authenticity of historic timber buildings with particular reference to Japan*, Occasional Papers for the World Heritage Convention, ICOMOS, December 1992

Larsen, Knut Einar. *Authenticity and Reconstruction : Architectural Preservation in Japan*, Norwegian Institute of Technology, Vols. 1-2, 1993

Preparatory meeting for the Nara Meeting, held in Bergen, Norway, January 1994:

Larsen, Knut Einar (ed.) ; Marstein, Nils (ed.). *Conference on authenticity in relation to the World Heritage Convention Preparatory workshop*, Bergen, Norway, 31 January- 2 February 1994, Trondheim : Tapir Forlag, 1994

The Nara meeting, November 1994, Nara, Japan:

Larsen, Knut Einar with an editorial group (Jokilehto, Lemaire, Masuda, Marstein, Stovel). *Nara conference on authenticity in relation to the World Heritage Convention. Conférence de Nara sur l'authenticité dans le cadre de la Convention du Patrimoine Mondial*. Nara, Japan, 1-6 November 1994, Proceedings published by UNESCO WHC, Agency for Cultural Affairs of Japan, ICCROM and ICOMOS, 1994.

The Nara meeting brought together 45 experts from 26 countries and international organizations from around the world. Their papers are contained in the volume cited above, as is the Nara document prepared in a working group of 12 meeting participants and edited by Raymond Lemaire and Herb Stovel. This volume of Proceedings invites members of ICOMOS and others to extend the discussions of the Nara Document issues to other regions of the world.

Significant post-Nara regional meetings:

Authenticity and Monitoring, October 17-22, 1995, Cesky Krumlov, Czech Republic, ICOMOS European Conference : ICOMOS, 1995

The European ICOMOS Conference of 17-22 October, 1995 which took place in Cesky Krumlov, Czech Republic brought together 18 European members of ICOMOS to present national views of the application of authenticity concepts from 14 countries. A synthesis of presentations affirmed the importance of authenticity within the analytical processes we apply to conservation problems as a means of assuring truthful, sincere and honest approaches to conservation problems, and gave emphasis to strengthening the notion of dynamic conservation in order to apply authenticity analysis appropriately to cultural landscapes and urban settings.

Interamerican symposium on authenticity in the conservation and management of the cultural heritage, US/ICOMOS, The Getty Conservation Institute, San Antonio, Texas, 1996.

This Authenticity meeting which took place in San Antonio, Texas, USA in March 1996, brought together participants from ICOMOS national committees of North, Central and South America to debate the application of the concepts of Nara. The meeting adopted the *Declaration of San Antonio*, which discussed the relationship between authenticity and identity, history, materials, social value, dynamic and static sites, stewardship and economics, and contained recommendations extending “proofs” of authenticity to include *reflection of its true value, integrity, context, identity, use and function*, as well as recommendations pertinent to different typologies of sites.

Saouma-Forero, Galia (ed.). *Authenticity and integrity in an African context : expert meeting, Great Zimbabwe, Zimbabwe, 26-29 May 2000*, UNESCO, World Heritage Centre. Paris : UNESCO, 2001

The Great Zimbabwe meeting organised by the World Heritage Centre (26-29 May 2000) focussed attention on both authenticity and integrity in an African context. Eighteen speakers looked at issues arising in management of both cultural and natural heritage properties. The meeting resulted in the publication cited above, which includes a set of recommendations coming from meeting participants. Among recommendations were suggestions to include *management systems, language, and other forms of intangible heritage* among attributes expressing authenticity, and an emphasis given to the place of local communities in the sustainable heritage management process.

Reconstruction discussions in the context of the *World Heritage Convention*:

The Riga Charter on authenticity and historical reconstruction in relationship to cultural heritage adopted by regional conference, Riga, 24 October 2000, Latvia/UNESCO. World Heritage Centre. Paris, France/ ICCROM. Rome, Italy, Riga : Latvian National Commission for UNESCO, 2000

Alternatives to historical reconstruction in the World Heritage Cities, Tallinn, Estonia, May 16-18, 2002, Tallinn Cultural Heritage Department, Estonia National Commission for UNESCO, Estonia: National Heritage Board, 2002

Incerti Medici, Elena ; Stovel, Herb. *Authenticity and historical reconstruction in relationship with cultural heritage, regional conference*, Riga, Latvia, October 23-24, 2000: summary report, UNESCO. World Heritage Centre. Rome :ICCROM, 2001

Stovel, Herb. ‘The Riga Charter on authenticity and historical reconstruction in relationship to cultural heritage, Riga, Latvia, October 2000’, *Conservation and management of archaeological sites*, 2001

General references on authenticity

Assi, Eman. ‘Searching for the concept of authenticity: implementation guidelines.’ *Journal of architectural conservation*, 2000

Borsi, Gianfranco. *Riflessioni sul concetto di autenticità*, Napoli, edizioni scientifiche italiane, 1994.

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- Visnar, Katarin. 'The term authentic in conservation.' *Journal for the protection of monuments*, 1997

Format
for the nomination
of properties for inscription on
the World Heritage List

ANNEX 5 of the
*Operational Guidelines for the Implementation of the
World Heritage Convention*



This document is available in electronic form on the UNESCO World Heritage Centre's web site (<http://whc.unesco.org/nominform.doc>). It is also available in paper form and on diskette from the World Heritage Centre:

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I. INTRODUCTION

I.1 Under the terms of Article 11 of the *World Heritage Convention*, the World Heritage Committee shall establish the World Heritage List. The List includes properties forming part of the cultural and natural heritage as defined in the *Convention* and which it considers as having outstanding universal value in terms of criteria it has established. These criteria are included in the *Operational Guidelines* (see paragraph II.C.2).

I.2 Only those nominations received by the World Heritage Centre **on or before 1 February** will be considered for inscription on the World Heritage List by the World Heritage Committee during the following year. States Parties are reminded of the Committee's decision not to examine nominations of properties not included in the State Party's Tentative List (see paragraph II.B. of the *Operational Guidelines*).

I.3 The nomination should be submitted in English or French, duly signed and transmitted by the UNESCO National Commission, Permanent Delegation of the State Party to UNESCO and/or the appropriate government department or ministry to:

UNESCO World Heritage Centre
7, place de Fontenoy
75352 Paris 07 SP
France
Tel: +33 (0) 1 4568 1571
Fax: +33 (0) 1 4568 5570
E-mail: wh-nominations@unesco.org

I.4 The World Heritage Centre will retain all supporting documentation (maps, plans, photographic material, etc.) submitted with the nomination.

I.5 Before States Parties begin to prepare a nomination, their focal point for the preparation of nominations should become familiar with the nomination cycle, described in paragraph II.G of the *Operational Guidelines*. States Parties are encouraged to contact the UNESCO World Heritage Centre, which can provide assistance throughout the nomination process. Preparatory Assistance, as described in Annex 7 (paragraph 20), is available for the preparation of nominations. The Centre can also provide assistance in identifying appropriate maps and photographs and the national agencies from which these may be obtained. The Centre can also provide examples of successful nominations, of management and legislative provisions, and guidance for nominating different types of properties, such as Cultural Landscapes, Towns, Canals, and Heritage Routes (see Annex 3) or serial nominations (see paragraph II.D.4-6 of the *Operational Guidelines*). Draft nominations may be submitted to the World Heritage Centre for comment and review (see paragraph II.E.2 of the *Operational Guidelines*).

I.6 Checklist of Elements Necessary for a Complete Nomination

1. Nomination text in 2-4 copies, in English or French

Cultural nominations	(excluding cultural landscapes):	2 copies
Natural nominations:		3 copies
Mixed nominations and cultural landscapes:		4 copies

2. Property included on the Tentative List of the State Party

3. Map(s) and plans showing the area proposed for inscription

4. 35-mm slide transparencies and electronic images depicting the property

5. Photo authorization form allowing UNESCO to use the images submitted

6. Text of protective legislation

7. Management plan or description of the management mechanism for the property

8. Diskette or CD ROM with the text of the nomination in an MS Word or PDF file

FORMAT FOR THE NOMINATION OF PROPERTIES FOR INSCRIPTION ON THE WORLD HERITAGE LIST

Executive Summary

This information, to be provided by the State Party will be updated by the World Heritage Centre following the decision by the World Heritage Committee. It will then be returned to the State Party confirming the basis on which the property is being inscribed on the World Heritage List.

State Party	
State, Province or Region	
Name of Property	
Geographical coordinates to the nearest second	
Textual description of the property boundary(ies)	
A4 (or "letter") size Map of the property nominated, showing boundary of area proposed for inscription and of any buffer zone	Attach A4 map
Justification Statement of Outstanding Universal Value (text should clarify what is the outstanding universal value embodied by the nominated property)	
Criteria under which property is nominated (itemize criteria) (see Paragraph II.C.2 of the <i>Operational Guidelines</i>)	
Name and contact information of official local institution/agency	Organization: Address: Tel: Fax: E-mail: Web site:

**Nomination Format:
Properties for inscription on the World Heritage List**

Note: In preparing the nomination, States Parties should use this format but delete the explanatory notes provided beneath each heading.

1. Identification of the Property
--

Together with Section 2, this is the most important section in the nomination. It must make clear to the Committee precisely where the property is located and how it is geographically defined. In the case of **serial nominations** (see paragraph II.D.4 of the *Operational Guidelines*), insert a table that shows the name of the component part, region (if different for different components), coordinates, area and buffer zone (if present). Other fields could also be added (page reference or map number, etc.) that differentiate the several components.

1.a Country (and State Party if different)

1.b State, Province or Region

1.c Name of Property

This is the official name of the property that will appear in published material about World Heritage. It should be concise. Do not exceed 200 characters, including spaces and punctuation. In the case of serial nominations, give a name for the ensemble (e.g., *Baroque Churches of the Philippines*). Do not include the name of the components of a serial nomination, which should be included in a table as part of 1(d) and 1(f).

1.d Geographical coordinates to the nearest second

In this space provide the latitude and longitude coordinates (in decimal degrees or to the nearest second) or UTM coordinates of a point at the approximate centre of the nominated property. Do not use other coordinate systems. If in doubt, please consult the World Heritage Centre. In the case of serial nominations, provide a table showing the name of each property, its region (or nearest town as appropriate), and the coordinates of its centre point. Coordinate format examples:

N 45° 06' 05" W 15° 37' 56" or
UTM Zone 18 Easting: 45670 Northing: 4586750

1.e Maps, and plans if available, showing boundary of area proposed for inscription and of any buffer zone

Annex to the nomination, and list below with scales and dates:

- i) An original copy of the official topographic map showing the property nominated, at the largest scale available which shows the entire property. The boundaries of the area of the property proposed for inscription and buffer zone (if present) should be clearly marked. Either on this map, or an accompanying one, there should also be a record of the boundaries of zones of special legal protection from which the property benefits. Multiple maps may be necessary for serial nominations. Maps may be obtained from the addresses shown at <http://whc.unesco.org/map-agencies.htm>. If topographic maps are not available at the appropriate scale, other maps may be substituted. The maps, untrimmed, should show scale, orientation, projection, datum, property name and date. If possible, maps should be sent rolled and not folded.

Geographic Information in digital form is encouraged, suitable for incorporation into a GIS (Geographic Information System). The delineation of the boundaries (nominated property and buffer zone, if present) should be presented in vector form, prepared at the largest scale possible.

- ii) A Location Map showing the location of the property within the State Party,
- iii) Plans and specially prepared maps of the property showing individual features are helpful and may also be annexed.

To facilitate copying and presentation to the Advisory Bodies and the World Heritage Committee A4-size reduction and a digital image file of the principal maps should be included in the nomination text.

1.f Area of property proposed for inscription (ha.) and proposed buffer zone (ha.) if present

Core area: _____ ha.

Buffer zone _____ ha

Total _____ ha

In the case of serial nominations, the serial nomination table should be used to show the size of the separate nominated areas and of the buffer zone(s).

2. Justification for Inscription

Together with Section 1 (Identification of the Property), this is the most crucial aspect of the whole nomination. It must make clear to the Committee why the property is of "outstanding universal value". The whole of this section of the nomination should be written with careful reference to the criteria for inscription found in paragraph II.C.2 of the *Operational Guidelines*. It should not include detailed descriptive material about the property or its management, which are addressed in other sections, but should concentrate on why the property is important.

2.a Criteria under which inscription is proposed (and justification for inscription under these criteria)

See paragraph II.C.2 of the *Operational Guidelines*.

State briefly (1 page maximum) how the property meets those criteria under which it has been nominated (where necessary, make reference to the "description" and "comparative analysis" sections below, but do not duplicate the text of these sections.).

Provide a separate justification for each criterion cited.

2.b Statement of Outstanding Universal Value

The Statement of Outstanding Universal Value should make clear why the property is considered to merit inscription on the World Heritage List. It may be a unique survival of a particular building form or habitat or designed town. It may be a particularly fine or early or rich survival and it may bear witness to a vanished culture, way of life or eco-system. It may comprise assemblages of threatened endemic species, exceptional eco-systems, outstanding landscapes or other natural phenomena.

2.c Comparative analysis (including state of conservation of similar properties)

The property should be compared briefly to: a) similar properties (if any) on the World Heritage List; and b) similar properties within the same geocultural or biogeographic region. The comparison should outline the similarities the nominated property has with other properties and the reasons that make the nominated property stand out. Please make reference to global, regional or national studies that have identified the property as being of outstanding universal value. Many comparative and thematic studies have been prepared by UNESCO and the Advisory Bodies – see: <http://whc.unesco.org/toc/mainf7.htm>

2.d Authenticity/Integrity

The statement of authenticity/integrity should demonstrate that the property fulfils the conditions of authenticity/integrity set out in Section II.C of the *Operational Guidelines*, which describe the criteria in greater detail. In the case of a cultural property it should also record whether repairs have been carried out using materials and methods traditional to the culture, in conformity with the Nara Document (1995) (see Annex 4). In the case of natural properties it should record any intrusions from exotic species of fauna or flora and any human activities that could compromise the integrity of the property.

3. Description**3.a Description of Property**

This section should begin with a description (a) of the property at the date of nomination. It should refer to all the significant features of the property. In the case of a cultural property this will include an account of any building or buildings and their architectural style, date of construction and materials. It should also describe any garden, park or other setting. In the case of an historic town or district it is not necessary to describe each individual building, but important public buildings should be described individually and an account should be

given of the planning or layout of the area, its street pattern and so on. In the case of natural properties the account should deal with important physical attributes, geology, habitats, species and population size, and other significant ecological features and processes. Species lists should be provided where practicable, and the presence of threatened or endemic taxa should be highlighted. The extent and methods of exploitation of natural resources should be described. In the case of cultural landscapes it will be necessary to produce a description under all the matters mentioned above. Special attention should be paid to the interaction of people and the environment.

As noted in paragraph II.F.4.2 of the *Operational Guidelines*, the entire nominated property identified in section 1 (Identification of the Property) should be described. In the case of serial nominations, each of the component parts should be separately described.

3.b History and Development

Describe how the property has reached its present form and condition and the significant changes that it has undergone. This should include some account of construction phases in the case of monuments, sites, buildings or groups of buildings. Where there have been major changes, demolitions or rebuilding since completion they should also be described. In the case of natural properties and landscapes, the account should cover significant events in history or pre-history that have affected the evolution of the property and give an account of its interaction with humankind. This will include such matters as the development and change in use for hunting, fishing or agriculture, or changes brought about by climatic change, inundation, earthquake or other natural causes. In the case of cultural landscapes, all aspects of the history of human activity in the area will need to be covered.

Because of the wide variation in the size and type of properties covered by properties nominated for World Heritage inscription it is not possible to suggest the number of words in which their description and history should be given. The aim, however, should always be to produce the briefest account which can provide the important facts about the property. These are the facts needed to show that the property meets the threshold of outstanding universal value (paragraph II.C.2 of the *Operational Guidelines*). The balance between description and history will change according to the applicable criteria. For example, where a cultural property is nominated under criterion (i), as a unique artistic achievement, it should not be necessary to say very much about its history and development.

4. State of Conservation of the Property

I. Present state of conservation

The information presented in this section should help to provide the base-line data necessary to monitor the condition of the property. For this reason, statistical or empirical information should be provided whenever possible.

For example, in a historic town or area the percentage of buildings needing major or minor repair works, or in a single major building or monument should be indicated as well as the scale and duration of any recent or forthcoming major repair projects. In the case of natural properties, data on species trends or the integrity of eco-systems should be provided. This is important because the nomination will be used in future years for purposes of comparison to trace changes in the condition of the property.

II. Factors affecting the property

This section should provide information on all the factors which are likely to affect or threaten a property. It should also relate those threats to measures taken to deal with them, whether by application of the protection described in Section 5 (c) or otherwise. Obviously, not all of the factors suggested in this section are appropriate for all properties. They are indicative and are intended to assist the State Party to identify the factors that are relevant to each specific property.

4.a Development Pressures (e.g., encroachment, adaptation, agriculture, mining)

Itemize types of development pressures affecting the property, e.g., pressure for demolition or rebuilding; the adaptation of existing buildings for new uses which would harm their authenticity or integrity; habitat modification or destruction following encroaching agriculture, forestry or grazing, or through poorly managed tourism or other uses; inappropriate or unsustainable natural resource exploitation; damage caused by mining; the introduction of exotic species likely to disrupt natural ecological processes, creating new centres of population on or near properties so as to harm them or their settings.

4.b Environmental Pressures (e.g., pollution, climate change, desertification)

List and summarize major sources of environmental deterioration on building fabric, flora, and fauna.

4.c Natural disasters and risk preparedness (earthquakes, floods, fires, etc.)

Itemize those disasters which present a foreseeable threat to the property and what steps have been taken to draw up contingency plans for dealing with them, whether by physical protection measures or staff training. (In considering physical measures for the protection of monuments and buildings, it is important to respect the integrity of the construction.)

4.d Visitor/tourism pressures

Describe the "carrying capacity" of the property. Can it absorb the current or likely number of visitors without adverse effects? An indication should also be given of the steps taken to manage visitors and tourists. Amongst possible forms of visitor pressure that could be considered are: deterioration from wear on stone, timber, grass or other ground surfaces; from increases in heat or humidity levels; from disturbances to species habitats; or from disruption of traditional cultures or ways of life.

4.e Number of inhabitants within property, buffer zone

Give the best available statistics or estimate of the number of inhabitants within the nominated property and any buffer zone. Indicate the year this estimate or count was made.

Estimated population located within:

Nominated area _____

Buffer zone _____

Total _____

Year _____

5. Management

This section of the nomination is intended to provide a clear picture of the legal and management systems that are in place to protect and conserve the property as required by the *World Heritage Convention*. It should deal both with the policy aspects of legal status and protective measures and with the practicalities of day-to-day administration.

5.a Ownership

Indicate the major categories of land ownership (State, Province, private, community, non-governmental organizations, etc.) and list the major owners with their addresses.

5.b Legal status

What legal status does the property have: National or provincial park; designated as an historic monument or protected area under national law; etc.? Provide the year of designation and the legislative act(s) under which the status is provided. If different parts of the nominated property have different legal status, these should be shown on accompanying maps.

5.c Protective measures and means of implementing them.

How does the protection afforded by its legal status indicated in Section 5.b. work? List the relevant protective legislation available for the property and provide a brief summary of its provisions. An English or French text of the legislation or the appropriate abstracts from it should be included as attached documents under section 7(b).

5.d Existing plans related to municipality and region in which the proposed property is located (e.g., regional or local plan, conservation plan, tourism development plan)

List the agreed plans which have been adopted with the date and agency responsible for preparation. The relevant provisions should be summarized in this section. A copy of the plan should be included as an attached document under section 7(b). If the plans exist only in a language other than English or French, an English or French executive summary should be provided highlighting the key provisions.

5.e Property management plan or documented management system and statement of objectives of the proposed World Heritage property (copy to be annexed)

As noted in paragraph II.F.4.5 of the *Operational Guidelines*, the existence of an appropriate management plan or other management system must be stated clearly in the nomination. Assurances of the effective

implementation of the management plan or other management system are also expected. A copy of the management plan or documentation of the other management system should be annexed to the nomination, in English or French.

When a property does not have a management plan or other management system documented at the time when it is nominated for the consideration of the World Heritage Committee, the State Party concerned should indicate when it will become available and how the State Party proposes to mobilize the resources required for its preparation and implementation. The State Party should also provide other document(s) (e.g. operational plans) which will guide the management of the property until such time when a management plan or documentation of a management system is finalized. In the case of serial nominations, the nomination should demonstrate the existence of a management mechanism that would coordinate the activities in the separate components.

5.f Sources and levels of finance

Show the sources and level of funding which are available to the property on an annual basis. An estimate could also be given of the adequacy or otherwise of what is available, in particular identifying any gaps or deficiencies or any areas where assistance may be required.

5.g Sources of expertise and training in conservation and management techniques

Indicate the expertise and training which are available at the national or provincial level to the property from national authorities or other organizations.

5.h Visitor facilities and statistics

As well as providing any available statistics or estimates of visitor numbers or patterns over several years, this section could describe the facilities available on site for visitors, for example interpretation/ explanation, whether by trails, guides, notices or publications; property museum, visitor or interpretation centre; overnight accommodation; restaurant or refreshment facilities; shops; car parking; lavatories; search and rescue.

5.i Policies and programmes related to the presentation and promotion of the property

This section refers to the stipulations in Articles 4 and 5 of the *Convention* regarding the presentation and transmission to future generations of the cultural and natural heritage. States Parties are encouraged to provide information on the policies and programmes for the presentation and promotion of the nominated property.

5.j Staffing levels (professional, technical, maintenance)

Indicate the skills and training which are available at the property. An estimate could also be given of the adequacy or otherwise of what is available, in particular identifying any gaps or deficiencies or any areas where assistance may be required.

6. Monitoring

This section of the nomination is intended to provide the evidence for the state of conservation of the property which can be reviewed and reported on regularly so as to give an indication of trends over time.

6.a Key indicators for measuring state of conservation

List in table form those key indicators that have been chosen as the measure of the state of conservation of the whole property. Indicate the periodicity of the review of these indicators and the repository of the information. They could be representative of an important aspect of the property and relate as closely as possible to the Statement of Outstanding Universal Value. Where possible they could be expressed numerically and where this is not possible they could be of a kind which can be repeated, for example by taking a photograph from the same point. Examples of good indicators are the:

- (i) number of species, or population of a keystone species on a natural property;
- (ii) percentage of buildings requiring major repair in a historic town or district;
- (iii) number of years estimated to elapse before a major conservation programme is likely to be completed;
- (iv) stability or degree of movement in a particular building or element of a building;
- (v) rate at which encroachment of any kind on a property has increased or diminished.

Indicator	Periodicity	Repository

6.b Administrative arrangements for monitoring property

Give the name and contact information of the agency(ies) responsible for the monitoring referenced in 6(a).

6.c Results of previous reporting exercises

List, with a brief summary, earlier reports on the state of conservation of the property and provide extracts and references to published sources. (For example, reports submitted in compliance with international agreements and programmes, e.g., Ramsar, MAB).

7. Documentation

This section of the nomination is simply a check-list of the documentation which should be provided to make up a complete nomination.

7.a Photographs, slides and other audiovisual materials

There should be enough photographs, slides and, where possible, film/video to illustrate a good general picture of the property, including one or more aerial photographs. Slides should be in 35mm format. This material should be accompanied by a complete inventory of the slides, prints and other visual material provided, indicating the view, date and photographer. In the same table, the holder of the copyright, should be indicated with contact information and any other copyright restrictions. At least one photograph that may be used on the public web page illustrating the property should be included.⁶

7.b Copies of property management plans or documented management systems and extracts of other plans relevant to the property

Give the title, date and author of management plans annexed to this nomination. If a management plan is in preparation, indicate this.

7.c Form and date of most recent records of property

Provide a straightforward statement giving the form and date of the most recent records or inventory of the property. Only records that are still available should be described.

7.d Address where inventory, records and archives are held.

Give the name and address of the agencies holding inventory records (buildings, monuments, flora or fauna species).

7.e Bibliography

List the principal published references, using standard bibliographic format.

8. Contact Information

This section of the nomination will allow the World Heritage Centre to provide the property with current information about World Heritage news and other issues.

8.a Preparer

Provide the name, address and other contact information of the individual responsible for preparing the nomination. If an e-mail address cannot be provided, the information MUST include a fax number.

Name:

Title:

Address:

City, Province/State, Country:

Tel:

Fax:

E-mail:

⁶ Footnote: Despite the universal use of electronic images in presentations by the World Heritage Centre and the Advisory Bodies, slide transparencies are still required for UNESCO publications.

8.b Official local institution/agency

Provide the name of the agency, museum, or institution which is locally responsible for the management of the property. If the normal reporting institution is a national agency, please provide that contact information.

8.c Other Local Institutions

List the full name, address, telephone, fax and e-mail addresses of all museums, visitor centres, and official tourism offices who should receive the free *World Heritage Newsletter* about events and issues related to World Heritage.

8.d Official web site

Please provide the Internet address(es) of any existing official web sites of the nominated property. Indicate if such sites are planned for the future with the contact name and e-mail address.

http://

Contact name:

E-mail:

9. Signature on behalf of the State Party
--

The nomination should conclude with the signature of the official empowered to sign it on behalf of the State Party. The nomination is not a legal document supported by the *World Heritage Convention* until it has been signed.

Evaluation procedures of ICOMOS and IUCN

Part A

THE ICOMOS EVALUATION PROCEDURE

1. The role of the International Council of Monuments and Sites (ICOMOS) is the evaluation of all nominations of cultural and mixed properties made to the World Heritage List by States Parties against the criteria laid down by the World Heritage Committee (see paragraph II.C.2 of the *Operational Guidelines*). In addition to the basic criterion of “outstanding universal value,” as specified in the *Convention*, these also relate to aspects of authenticity, management, and conservation.
2. The evaluation process involves consultation of the wide range of expertise represented by the membership of ICOMOS and its National and International Committees, as well as the many other specialist networks with which it is linked. Members are also sent on expert missions to carry out confidential on-site evaluations. This extensive consultation results in the preparation of detailed recommendations that are submitted to the World Heritage Committee at its annual meetings. (See Figure 1)

Choice of experts

3. There is a clearly defined annual procedure for the submission of properties to the World Heritage List. Once new nominations have been checked for completeness by the UNESCO World Heritage Centre and the Advisory Bodies, the nomination dossiers are then delivered to ICOMOS, where they are handled by the World Heritage secretariat. The first action involved is the choice of the experts who are to be consulted. This involves two separate groups. First, there are those who can advise on the “outstanding universal value” of the nominated property. This is essentially a “library” exercise for specialist academics, and may sometimes involve non-ICOMOS members, in cases where there is no adequate expertise within the ICOMOS membership on a specific topic: an example is the occasional nomination of fossil hominid sites, where the services of palaeontologists are required.
4. The second group of experts are those with practical experience of the management, conservation, and authenticity aspects of individual properties, who are required to carry out site missions. The process of selecting these experts makes full use of the ICOMOS network. The advice of International Scientific Committees and individual members is sought, as is that of specialist bodies with whom ICOMOS has partnership agreements, such as The International Committee for the Conservation of the Industrial Heritage (TICCIH), the International Federation of Landscape Architects (IFLA), and the International Committee for the Documentation and Conservation of Monuments and Sites of the Modern Movement (DoCoMoMo).

Site missions

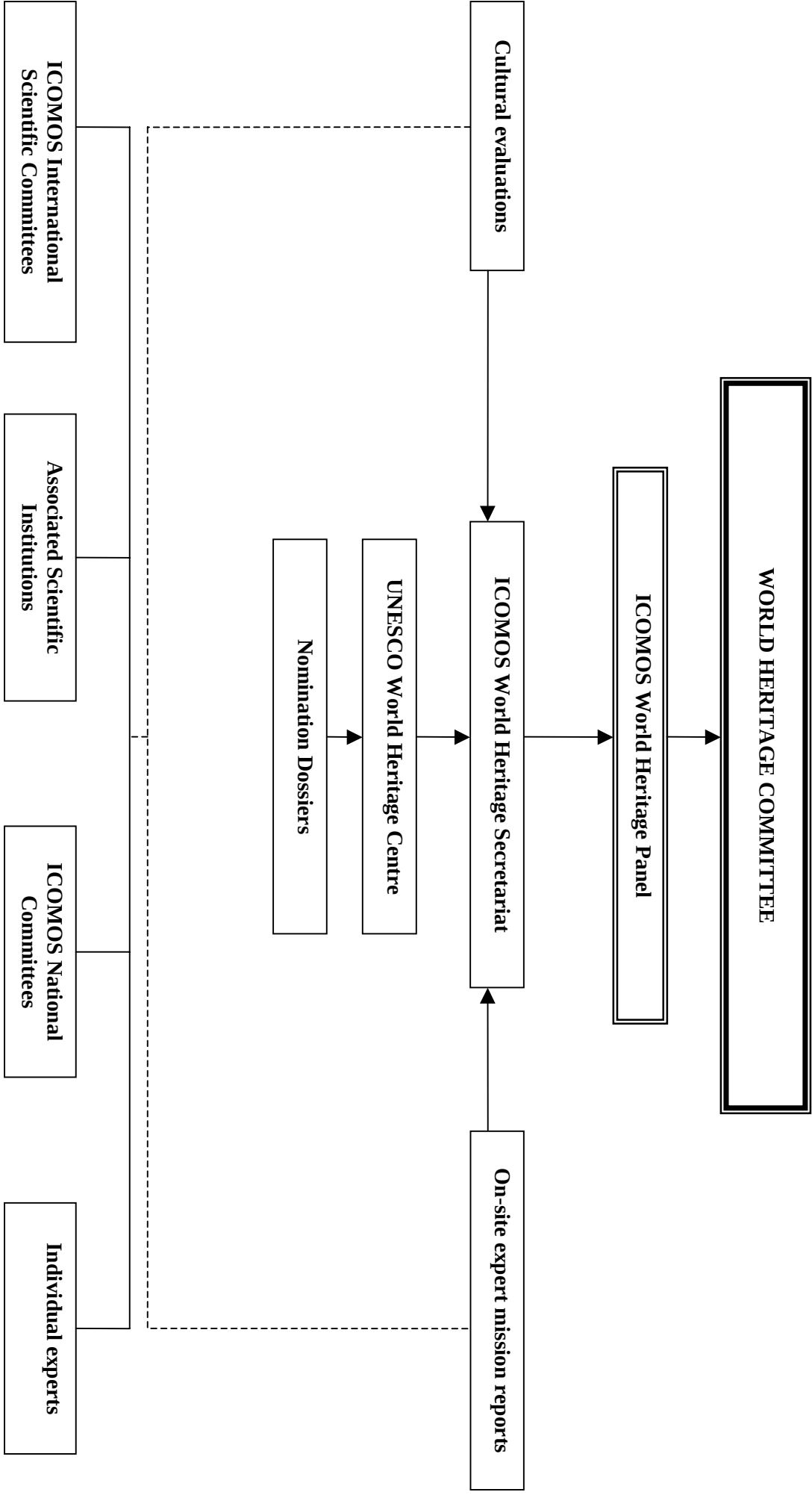
5. In selecting experts to carry out on-site evaluation missions, the policy of ICOMOS is wherever possible to choose someone from the region in which the nominated property is located. Such experts are required to be experienced in heritage management and conservation: they are not necessarily high academic experts in the type of property. They are expected to be able to talk to site managers on a basis of professional equality and to make informed assessments of management plans, conservation practices, visitor handling, etc. They are provided with detailed briefings, which include copies of the relevant information from the dossiers. The dates and programmes of their visits are agreed in consultation with States Parties, who are requested to ensure that ICOMOS evaluation missions are given a low

profile so far as the media are concerned. ICOMOS experts submit their reports in confidence to the Executive Committee on practical aspects of the properties concerned, and premature publicity can cause embarrassment both to ICOMOS and to the World Heritage Committee.

World Heritage Panel

6. The two reports (cultural assessment and site mission report) that emerge from these consultations are received by the ICOMOS secretariat in Paris, and from them a draft evaluation is prepared. This contains a brief description and history of the property, summaries of its legislative protection, management, and state of conservation, comments on these aspects, and recommendations to the World Heritage Committee. Draft evaluations are then presented to a two- or three-day meeting of the ICOMOS World Heritage Panel. The Panel comprises the twenty-seven elected and co-opted members of the Executive Committee, who come from all parts of the world and who possess a wide range of skills and experience. The Executive Committee members are supplemented by experts in certain categories of heritage that figure on the annual list of nominations but which are not represented on the Committee.
7. Each nominated property is the subject of a 10–15 minute illustrated presentation by a representative of ICOMOS, followed by discussion. Following the objective and exhaustive examination of the nominations, the collective recommendations of ICOMOS are prepared, and the evaluations are revised and printed, for presentation to the World Heritage Committee.

- Consultation
- _____ Process flow



Part B

The IUCN EVALUATION PROCEDURE

8. In carrying out the Technical Review, the World Conservation Union, formally the International Union for Conservation of Nature and Natural Resources (IUCN) is guided by the *Operational Guidelines*, which request IUCN "to be as strict as possible" in evaluating new nominations. The evaluation process (shown in Figure 2) involves five steps:
- (a) **Data Assembly.** Following receipt of the nomination dossier from the World Heritage Centre, a standardised data sheet is compiled on the property by IUCN, using the Protected Area database at the UNEP-World Conservation Monitoring Centre (UNEP/WCMC).
 - (b) **External Review.** The nomination is sent to 10-15 experts knowledgeable about the property, primarily members of IUCN's specialist Commissions and networks.
 - (c) **Field Inspection.** One or two IUCN experts visit each nominated property to clarify details about the area, to evaluate site management and to discuss the nomination with relevant authorities and stakeholders. IUCN experts, selected for their global perspective on conservation and natural history as well as their knowledge of the *Convention*, are usually members of the IUCN World Commission on Protected Areas' World Heritage Expert Network or are IUCN secretariat staff.
 - (d) **IUCN World Heritage Panel Review.** The IUCN World Heritage Panel reviews all field inspection reports, reviewers' comments, and associated background material before finalising the text of the technical evaluation report for each nominated property.

Each technical evaluation report presents a concise summary of the outstanding universal value of the property nominated, a comparison with other similar sites, a review of management and integrity issues and concludes with the assessment of the applicability of the criteria, and a clear recommendation to the World Heritage Committee. Standardized data sheets, prepared for each nomination by UNEP/WCMC are also made available to the World Heritage Committee.

- ~~(e) **Final Recommendations.** After the ordinary session of the Bureau of the World Heritage Committee has reviewed the evaluations, clarifications are often sought. Changes based on the Bureau's recommendations and on any further information from State Parties are reviewed by a second meeting of the IUCN World Heritage Panel and incorporated into the final IUCN evaluation report which is sent to the World Heritage Centre prior to the World Heritage Committee meeting.⁷~~

The Udvardy biogeographic classification system

9. In the evaluations, IUCN uses the Udvardy's "Biogeographical Provinces of the World" (1975) biogeographic classification system. This is a classification system

⁷ The World Heritage Centre recommends deletion of this paragraph but due to time constraints has not received confirmation from IUCN.

for freshwater and terrestrial areas of the world which enables predictions and assumptions to be made about similar biogeographical regions. The Udvardy system provides an objective means of comparing nominated properties with sites of similar climatic and ecological conditions. At the same time, World Heritage properties are expected to contain special features, habitats and faunistic or floristic peculiarities that can also be compared on a broader biome basis.

10. It is stressed that the Biogeographical Province concept is used as a basis for comparison only and does not imply that World Heritage properties are to be selected solely on this criterion. The guiding principle is that World Heritage properties are only those areas of outstanding universal value.

Systems to identify priority areas for conservation

11. IUCN also uses systems which identify priority areas for conservation such as the Worldwide Fund for Nature (WWF) Global Ecoregions, WWF/IUCN Centres of Plant Diversity, Conservation International Biodiversity Hotspots and Birdlife International Endemic Bird Areas and Important Bird Areas.

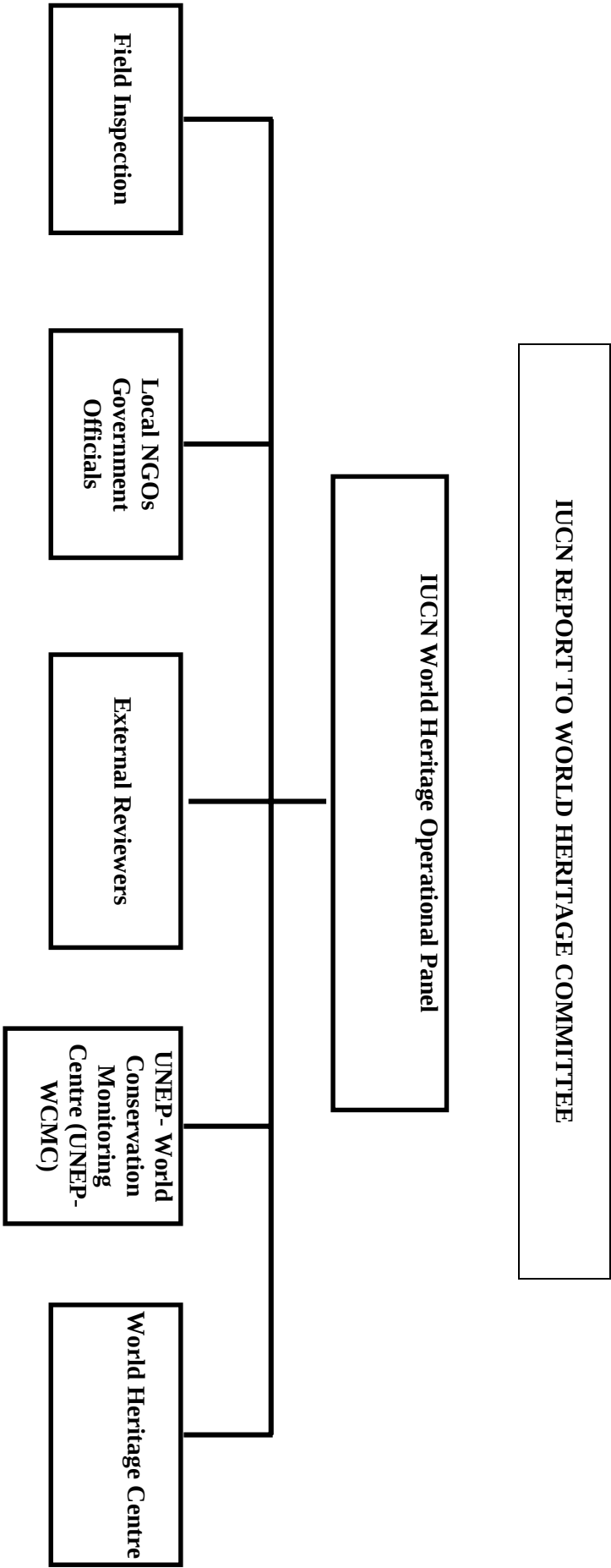
Systems to evaluate properties for earth science value

12. In evaluating properties which have been nominated for their geological value, IUCN consults with a range of specialised organisations such as the UNESCO Earth Sciences Division and the International Union of Speleology. IUCN also has a memorandum of understanding with the International Union of Geological Sciences (IUGS) which makes provisions for IUGS advice on geological nominations.

Relevant publications used in the evaluation process

13. The evaluation process is aided by the publication of some 20 reference volumes on the world's protected areas published by IUCN, UNEP, WCMC and several other publishers. These include
 - (a) reviews of Protected Area Systems in Oceania, Africa, and Asia;
 - (b) the four volume directory of Protected Areas of the World;
 - (c) the three volume directory of Coral Reefs of the World;
 - (d) the six volume Conservation Atlas series;
 - (e) the four volume "A Global Representative System of Marine Protected Areas"; and
 - (f) Centres of Plant Diversity.
14. These documents together provide system-wide overviews which allow comparison of the conservation importance of protected areas throughout the world. With the development of the Global Strategy work for natural heritage, IUCN is increasingly using its "global overview" papers to identify gaps in natural World Heritage coverage and properties of World Heritage potential.

FIGURE 2: IUCN EVALUATION PROCEDURE



Part C**ADVISORY BODY COLLABORATION****Mixed properties**

15. Properties that are nominated under both natural and cultural criteria entail a joint IUCN and ICOMOS mission to the nominated property. Following the mission, each Advisory Body prepares a technical evaluation of the property under the relevant criteria as per properties nominated under either cultural or natural criteria (see Part A paragraph 6 and Part B paragraph 8(d) above).

Cultural Landscapes

16. Properties nominated as Cultural Landscapes are evaluated under criteria (i) -(vi) and therefore ICOMOS carries out the technical evaluation. However, IUCN is often called upon by ICOMOS to review the natural value (criteria (vii)-(ix)) and management of Cultural Landscapes. This has been the subject of an agreement between the Advisory Bodies. In some cases, a joint mission is required. When assisting ICOMOS in the review of Cultural Landscapes, IUCN is guided by the paper "The assessment of Natural and Cultural Value in Cultural Landscapes" which has been summarised below.

Background

17. The inclusion of cultural landscapes within the scope of the *World Heritage Convention* in 1993 was an important step in recognising the complex and often mutually-supportive role of nature and culture, and helped to bring the natural and cultural elements of the *Convention* closer together. While cultural landscapes are considered under the cultural rather than the natural criteria, IUCN nonetheless played an important role in introducing this new concept to the *Convention* and welcomed this development.

The assessment of Natural and Cultural Value in Cultural Landscapes

18. Cultural landscapes are designated under Article 1 of the *Convention* for cultural properties. As defined in Annex 3, cultural landscapes embrace "a diversity of manifestations of the interaction between humankind and its natural environment". However, while the criteria for assessing the cultural value of this interaction are clear and explicit those for the natural ones are not. Criteria developed specifically for natural properties are of limited value in assessing nominations for cultural landscapes (although natural criterion (vii), concerning "areas of exceptional natural beauty and aesthetic importance", is relevant to the assessment of cultural landscapes). The guidance below, developed by IUCN is used to identify the extent of IUCN's interest in cultural landscapes, which are properties that will be formally inscribed only under cultural criteria.

Nature in Cultural Landscapes

19. The close interest that IUCN has in cultural landscapes derives from the importance of many cultural landscapes for nature conservation and evolution of nature and natural resources. While this may be a characteristic of any of the types of cultural landscapes listed in Annex 3, in practice it is likely to be most important in the case of continuing, organically evolved landscapes. On the other hand, there will be some cultural landscapes in which IUCN's interest will be small, or non-existent.
20. The various natural qualities of cultural landscapes are summarised in Annex 4:
- "Cultural landscapes often reflect specific techniques of sustainable land use, considering the characteristics and limits of the natural environment they are established in, and a specific spiritual relationship to nature. Protection of cultural landscapes can contribute to modern techniques of sustainable land use and can maintain or enhance natural values in the landscape. The continued existence of traditional forms of land use supports biological diversity in many regions of the world. The protection of traditional cultural landscapes is therefore helpful in maintaining biological diversity."
21. In addition to these important aspects, there may also be other natural qualities apparent in a cultural landscape:
- outstanding natural beauty and aesthetic values. Some natural World Heritage properties have been inscribed under natural criterion (vii) from the *Operational Guidelines*, as areas "of exceptional natural beauty and aesthetic importance". In the case of cultural landscape, such values would derive as much from the contrast, and/or interaction, between the works of nature and of humankind as from the intrinsic quality of the natural features,
 - informative evidence of a uniquely significant past relationship between humanity and nature. This may have been a balanced and sustainable relationship, but it might also have been a negative relationship in which a civilisation collapsed after unsustainable exploitation of natural resources,
 - important biodiversity resources may be found both in wild species of fauna and flora, and in domesticated animals and cultivated crops.

Natural Considerations for Assessing Cultural Landscapes

22. Against this background, IUCN have the following considerations in mind when assessing cultural landscapes.
- a) *conservation of natural and semi natural ecosystems, and of wild species of fauna and flora* and in particular whether the cultural landscape is an outstanding example of how traditional land use patterns can:
- contribute to the protection of natural ecosystems (e.g. by providing for the protection of watershed forests),
 - help protect wild species of fauna or flora,
 - help protect genetic diversity within wild species,

- create semi-natural habitats of great importance to biodiversity, i.e. manipulated ecosystems with well-structured and functional interactions between its living components.
- b) *conservation of biodiversity within farming systems* and in particular whether the cultural landscape is an outstanding example of how traditional farm systems can:
- develop and/or conserve a wide range of varieties of domesticated livestock,
 - develop and/or conserve a wide range of varieties of cultivated crops, such as cereals, fruit or root vegetables.
- c) *sustainable land use* and in particular whether the land use practices are an outstanding example of how to:
- respect the productive capability of land,
 - conserve the quality and quantity of soil,
 - manage and safeguard water quality,
 - manage streams and rivers so as to reduce damaging floods and run-off,
 - maintain plant cover,
 - restore vegetation, soils and sources of water.
- d) *enhancement of scenic beauty* that is whether the cultural landscape has outstanding scenic qualities, deriving as much from the contrast and/or interaction between the works of nature and humanity as from the intrinsic quality of the natural features themselves.
- e) the presence of an outstanding *ex situ collection* of plants (herbarium, botanic gardens) or of fauna (e.g. collection of waterfowl).
- f) evidence of an *outstanding example of humanity's inter-relationship with nature*. IUCN may be interested if there is evidence of either a successful or failed relationship between a past civilisation and the natural resources on which it depended.
- g) the site of some *historically-significant discovery* in the natural sciences, i.e. where the associative value derives from such a discovery.
23. The following table places each of the above considerations against the categories of cultural landscapes set out in Annex 3, thereby indicating where they are most likely to occur. The absence of a consideration does not mean that it will *never* be relevant in the landscape type concerned, but that it would not normally be significant.

<i>Cultural Landscape type</i>	<i>Natural considerations most likely to be relevant (see paragraph 22 above)</i>						
Designed landscape					(e)		
Organically evolving landscape - continuous	(a)	(b)	(c)	(d)			
Organically evolving landscape - fossil	(a)					(f)	
Associative landscape							(g)

24. Finally, it should be added that other factors, e.g. with regard to integrity, and the existence of a management plan and of long-term legislative, regulatory or institutional protection, are as relevant to IUCN in examining cultural landscapes as in the assessment of natural properties. In other words, IUCN looks for evidence that the integrity of the property is well protected, and that there are effective management policies in place that can retain or restore the essential qualities of the cultural landscape. However, the concept of integrity has a different application for lived-in landscapes. It is integrity of the relationship with nature that matters, rather than the integrity of nature itself.

	<i>For WHC Use Only</i>
UNITED NATIONS EDUCATIONAL SCIENTIFIC AND CULTURAL ORGANIZATION	Date received: WHC International Assistance Database Identification No.:

Convention concerning the protection of the world cultural and natural heritage

APPLICATION FORM FOR INTERNATIONAL ASSISTANCE

Requests for international assistance should be sent through the UNESCO National Commission, Permanent Delegation of the State Party to UNESCO, or other relevant national authority to:

UNESCO World Heritage Centre
7, place de Fontenoy, 75352 PARIS 07 SP, France
Telephone: +33 (0)1 45 68 15 71, Fax: +33 (0)1 45 68 55 70
E-mail: wh-info@unesco.org

Requests for international assistance may be submitted by electronic mail by the State Party but must be accompanied by an officially signed hard copy.

The **deadlines** for submission of application forms to request international assistance are outlined in the synthesis table presented in Section 20 of this Annex 7.

It is important that all information requested in this application form is provided. If appropriate or necessary, requests may be supplemented by additional information, reports, etc.

All States Parties submitting requests for international assistance are encouraged to consult the World Heritage Centre and the Advisory Bodies during the conceptualization, planning and elaboration of each request. To facilitate States Parties, examples of successful international assistance requests may be provided upon request.

1. **STATE PARTY** _____

2. **TITLE OF
ACTIVITY** _____

3. **THE ACTIVITY WILL BENEFIT A PROPERTY OR PROPERTIES:**

- ☐ - inscribed on the List of World Heritage in Danger
☐ - inscribed on the List of World Heritage
☐ - nominated for inscription on the List of World Heritage (i.e. Tentative List)

If any of the above, please indicate the name of the property (ies): _____

4. **TYPE OF ACTIVITY (see synthesis table in Section 20 of this Annex 9 for details)**

- ☐ - Emergency Assistance
☐ - Preparatory Assistance
☐ - Training and Research Assistance
☐ - Technical Co-operation
☐ - Assistance for Education, Information and Awareness Raising

5. **PREVIOUS CONTRIBUTIONS FROM THE WORLD HERITAGE FUND:**

5.a If the activity is to benefit a World Heritage property or properties, have there been previous contributions from the World Heritage Fund benefiting this / these properties?

☐ - yes ☐ - no

5.b Have similar or related activities been previously implemented within the State Party with contributions from the World Heritage Fund?

☐ - yes ☐ - no

If yes to either Section 5.a or 5.b, indicate all previous contributions from the World Heritage Fund in the following format:

Type of international assistance	Year	Amount in US\$	Title of activity

6. PLACE OF ACTIVITY:

Will the activity be held at a World Heritage property?

☐ - yes☐ - no

Will the activity include a field component?

☐ - yes☐ - no

If yes, where? _____

7. DATES AND DURATION OF ACTIVITY (foreseen or determined)

Dates: _____

Duration: _____

8. THE ACTIVITY IS☐ - local☐ - national☐ - sub-regional involving a few States Parties from a region☐ - regional involving most States Parties from a region☐ - international involving States Parties from different regions

If the activity is sub-regional, regional or international, please indicate the countries which will participate / benefit from the activity:

9. JUSTIFICATION OF ACTIVITY

Indicate the problems or issues to be discussed/addressed. This description should justify the need for the activity and should provide indications on the degree of urgency of the activities to be undertaken where appropriate. If relevant, give details of ascertained or potential threat to the property(ies) concerned. Whenever possible support the justification with documentary evidence, such as reports, photographs, slides, maps, etc. Please list all documentation submitted.

If relevant, explain how the activity contributes to the implementation of:

- i. decisions of the World Heritage Committee;
- ii. recommendations of international expert missions undertaken at the request of the Committee, Chairperson or UNESCO;
- iii. recommendations of the Advisory Bodies;
- iv. recommendations of UNESCO World Heritage Centre or other UNESCO Divisions;
- v. recommendations of management plans concerning the property;
- vi. guidelines elaborated from results of previous activities supported by the World Heritage Fund at the World Heritage property or State Party.

10. OBJECTIVE(S) OF ACTIVITY (IES)

Clearly state the objectives of the activity proposed to be supported by the World Heritage Fund.

11. PROGRAMME AND WORK PLAN OF THE ACTIVITY (IES)

Describe the programme and work plan of the activity (ies) to be undertaken with specific reference to the objectives mentioned in Section 10 above. For meetings and training activities, tentative programmes should be provided including the themes, issues and problems to be discussed.

12. TIMETABLE OF ACTIVITY (IES)

Provide a schedule (eg. bar-chart) covering the whole duration of the activity and giving the details such as:

- a) preparation of the activity;
- b) duration of each action;
- c) schedule for purchase of the equipment, if relevant;
- d) dates on which certain funds are required to enable the successful completion of the activity(ies);
- e) evaluation following the implementation (mandatory).

13. PROFILES OF SPECIALISTS, TRAINERS, TECHNICIANS AND / OR SKILLED LABOUR, IF THE ACTIVITY FORESEES THE PARTICIPATION OF SUCH PERSONS

Indicate the precise field of specialization and the work to be undertaken by each specialist as well as the duration required. The World Heritage Centre and the Advisory Bodies are available to recommend resource persons / trainers, should the State(s) Party(ies) concerned so request.

14. PROFILES OF TRAINEES / PARTICIPANTS, IF THE ACTIVITY FORESEES THE PARTICIPATION OF SUCH PERSONS

Indicate the target groups and beneficiaries of the activity, their professions, institutions, or field(s) of specialization.

15. EQUIPMENT

If provision of equipment is foreseen in the activity, provide a detailed list of the equipment to be purchased attaching copies of pro-forma invoices.

16. EXPECTED RESULTS, OUTCOME, FOLLOW-UP

Describe the expected results from the activity, especially with reference to the impact the activity will have to enhance the conservation, management and presentation of the World Heritage property (ies) concerned.

Describe the indicators and evidence which will demonstrate the impact the activity(ies) will have on the objectives mentioned in Section 10.

Indicate the provisions made for reviewing the outcome of the activity at a national level, and any follow-up activities foreseen.

17. BUDGET

- 17.a Provide a detailed breakdown of costs in United States dollars of the individual elements within the following sections, including unit costs, if possible:
- (i) **Organization** (venue, office expenses such as photocopies, stationery, secretarial assistance, translation, interpretation, audio-visual arrangements)
 - (ii) **Personnel and Consultancy Services** (fees paid to international/national resource persons, indicating fee per day/week/month, etc.)
 - (iii) **Travel** (international, national or local travel)
 - (iv) **Accommodation, Daily Subsistence Allowance** (per day, etc.)
 - (v) **Equipment** (if relevant)
 - (vi) **Reporting, evaluation, and publication** (if the publication of the proceedings of the training exercise is foreseen, translation, editing, printing, layout, distribution, and communication costs, etc.)
 - (vii) **Miscellaneous** (visas, other costs).

EXAMPLE OF DETAILED BREAKDOWN OF COSTS:

Item	Detail US\$	Subtotal US\$
Organization - venue - office expenses - secretarial assistance - translation - simultaneous interpretation - audio-visual equipment - other	US\$ xx / day X yy days = US\$ xx US\$ xx / week X yy weeks = US\$ xx / page X yy pages = US\$ xx / hour X yy hours = US\$ xx / day X yy days = US\$ xx	US\$ xxx
Personnel / consultancy service - international expert for management - international expert for site management - national trainer - national coordinator - other	US\$ xx / week X yy weeks = US\$ xx / week X yy weeks = US\$ xx / week X yy weeks = US\$ xx / week X yy weeks =	US\$ xxx
Travel - international round trip airfare - domestic travel costs - other	US\$ xx / RT X yy experts = US\$ xx / bus / day X yy days = =	US\$ xxx
Accommodation, Daily subsistence allowance - food - board	US\$ xx / day X yy persons = US\$ xx / day X yy persons =	US\$ xxx
Equipment	US\$ xx / unit X yy units =	US\$ xxx
Reporting, evaluation and publication - reporting - evaluation - editing, layout - printing - distribution - other	US\$ xx US\$ xx US\$ xx US\$ xx US\$ xx US\$ xx	US\$ xxx
Miscellaneous visas	US\$ xx X yy participants =	US\$ xxx

17.b Indicate how the total estimated costs listed in Section 17.a above will be met by contributions from:

- (i) National agency(ies) in kind (specify in detail)

- Operational Guidelines for the Implementation of the World Heritage Convention

18. AGENCY (IES) RESPONSIBLE FOR THE IMPLEMENTATION OF THE ACTIVITY

Please provide the name, title, address and all contact details of the person, agency (ies) who will be responsible for the implementation of the activity as well as those of any other participating agencies.

19. SIGNATURE ON BEHALF OF STATE PARTY

Full name _____

Title _____

Date _____

20. SYNTHESIS TABLE ON INTERNATIONAL ASSISTANCE

Type of international assistance	Purpose	Eligibility	Deadline for submission of request	Budget ceilings authority for approval approval date
Emergency assistance	This assistance may be requested to support work benefiting properties (which have suffered severe damage or are in imminent danger of severe damage) inscribed on the List of World Heritage in Danger, the World Heritage List, or the national Tentative List which are suitable for inclusion on the List of World Heritage to: (a) draw up an emergency plan; (b) address ascertained or potential threats facing the properties which have suffered severe damage or are in imminent danger of severe damage due to sudden, unexpected phenomena. Such phenomena may include land subsidence, extensive fires, explosions, flooding or man-made disasters including war. This assistance does not concern cases of damage or deterioration caused by gradual processes of decay, pollution or erosion. (c) prepare urgent nominations of properties for their inscription on the List of World Heritage in Danger and the World Heritage List. (d) undertake emergency measures for the safeguarding of the property.	Payment of dues to the World Heritage Fund for the previous year not obligatory	Any time for requests under US\$ 75,000 1 April for requests over US\$ 75,000	Up to US\$ 75,000 Committee Chairperson any time Over US\$ 75,000 Committee June

Type of international assistance	Purpose	Eligibility	Deadline for submission of request	Budget ceilings authority for approval approval date
Preparatory assistance	This assistance may be requested to: (a) prepare national Tentative Lists of properties suitable for inclusion in the World Heritage List; (b) organize meetings for the harmonization of national Tentative Lists within the same geo-cultural area; (c) prepare nominations of properties for inscription on the World Heritage List; (d) prepare requests for training and research assistance and technical co-operation for World Heritage properties.	Payment of dues to the World Heritage Fund for the previous year obligatory	Any time for requests under US\$ 30,000	Up to US\$ 30,000 Committee Chairperson any time
Training and research assistance	This assistance may be requested for: (a) the training of staff and specialists at all levels in the fields of identification, monitoring, conservation, management, presentation of World Heritage, with an emphasis on <u>group training</u>; (b) scientific research benefiting World Heritage properties; (c) studies on the scientific and technical problems of conservation, management, and presentation of World Heritage properties.	Payment of dues to the World Heritage Fund for the previous year obligatory	Any time for requests under US\$ 30,000 1 April for requests over US\$ 30,000	Up to US\$30,000 Committee Chairperson any time Over US\$ 30,000 Committee June

Type of international assistance	Purpose	Eligibility	Deadline for submission of request	Budget ceilings authority for approval approval date
Technical co-operation	This assistance may be requested for: (a) provision of experts, technicians and skilled labour for the conservation, management, and presentation of properties inscribed on the List of World Heritage in Danger and World Heritage List; (b) supply of equipment which the State Party requires for the conservation, management, and presentation of properties inscribed on the List of World Heritage in Danger and World Heritage List; (c) low-interest or interest-free loans for undertaking activities for the conservation, management, and presentation of properties inscribed on the List of World Heritage in Danger and World Heritage List, which may be repayable on a long-term basis.	Payment of dues to the World Heritage Fund for the previous year obligatory	Any time for requests under US\$ 30,000 1 April for requests over US\$ 30,000	Up to US\$30,000 Committee Chairperson any time Over US\$ 30,000 Committee June

Type of international assistance	Purpose	Eligibility	Deadline for submission of request	Budget ceilings authority for approval approval date
Assistance for education, information, and awareness raising*	This assistance may be requested: (a) At the regional and international levels for: Programmes, activities and the holding of meetings that could:	Payment of dues to the World Heritage Fund for the previous year obligatory	Any time	Up to US\$ 5,000 Director, World Heritage Centre any time
* The March 2002 Drafting Group recommends the title change to "awareness raising" instead of "promotion".	- help to create interest in the <i>Convention</i> within the countries of a given region; - create a greater awareness of the different issues related to the implementation of the <i>Convention</i> to promote more active involvement in its application; - be a means of exchanging experiences; - stimulate joint education, information and promotional programmes and activities, especially when they involve the participation of young people for the benefit of World Heritage conservation. (b) At the national level for: Meetings specifically organized to make the <i>Convention</i> better known, especially amongst young people, or for the creation of national World Heritage associations, in accordance with Article 17 of the <i>Convention</i>; Preparation of education and information material for the general promotion of the <i>Convention</i> and not for the promotion of a particular property, and especially for young people.			Between US\$ 5,000 - 10,000 Committee Chairperson any time

WORLD HERITAGE EMBLEM



The World Heritage Emblem, approved by the World Heritage Committee to represent the *World Heritage Convention*, symbolizes the interdependence of cultural and natural properties. The central square represents the result of human skill and inspiration and the circle represents nature, the two being intimately linked. The Emblem is round, like the world, and is at the same time a symbol of protection.

GUIDELINES AND PRINCIPLES FOR THE USE OF THE WORLD HERITAGE EMBLEM

PREAMBLE

The World Heritage Emblem (hereafter “Emblem”) created by the artist Mr. Olyff under contract with UNESCO, was adopted by the second session of the World Heritage Committee as the official Emblem of the World Heritage Convention, symbolizing the interdependence of cultural and natural properties. Although there is no mention of the Emblem in the Convention, its use has been promoted by the Committee to identify properties protected by the Convention and inscribed on the World Heritage List since its adoption in 1978.

The World Heritage Committee is responsible for determining the use of the World Heritage Emblem and for making policy prescriptions regarding how it may be used.

The Emblem symbolizes the Convention, signifies the adherence of States Parties to the Convention, and serves to identify properties inscribed on the World Heritage List. It is associated with public knowledge about the Convention and is the imprimatur of the Convention's credibility and prestige. Above all, it is a representation of the universal values for which the Convention stands.

The Emblem also has fund-raising potential that can be used to enhance the marketing value of products with which it is associated. A balance is needed between the Emblem's use to further the aims of the Convention and optimize knowledge of the Convention worldwide and the need to prevent its abuse for inaccurate, inappropriate, and unauthorized commercial or other purposes.

The Guidelines and Principles for the Use of the Emblem and modalities for quality control should not become an obstacle to co-operation for promotional activities. Authorities responsible for reviewing and deciding on uses of the Emblem (see below) need parameters on which to base their decisions.

APPLICABILITY OF THESE GUIDELINES AND PRINCIPLES

The Guidelines and Principles proposed herein cover all proposed uses of the Emblem by:

- The World Heritage Centre;
- The UNESCO Publishing Office and other UNESCO offices;
- Agencies or National Commissions, responsible for implementing the Convention in each State Party;
- World Heritage properties;
- Other contracting parties, especially those operating for predominantly commercial purposes.

RESPONSIBILITIES OF STATES PARTIES

States Parties to the Convention should take all possible measures to prevent the use of the Emblem in their respective countries by any group or for any purpose not explicitly recognized by the Committee. States Parties are encouraged to make full use of national legislation including Trade Mark Laws.

INCREASING PROPER USES OF THE EMBLEM

Properties included in the World Heritage List should be marked with the emblem jointly with the UNESCO logo, which should, however, be placed in such a way that they do not visually impair the property in question.

Production of plaques to commemorate the inclusion of properties in the World Heritage List

Once a property is included on the World Heritage List, the State Party should place a plaque, whenever possible, to commemorate this inscription. These plaques are designed to inform the public of the country concerned and foreign visitors that the property visited has a particular value which has been recognized by the international community. In other words, the property is exceptional, of interest not only to one nation, but also to the whole world. However, these plaques have an additional function which is to inform the general public about the World Heritage Convention or at least about the World Heritage concept and the World Heritage List.

The Committee has adopted the following Guidelines for the production of these plaques:

- the plaque should be so placed that it can easily be seen by visitors, without disfiguring the property;
- the World Heritage Emblem should appear on the plaque;
- the text should mention the property's outstanding universal value; in this regard it might be useful to give a short description of the property's outstanding characteristics. States Parties may, if they wish, use the descriptions appearing in the various World Heritage publications or in the World Heritage exhibit, and which may be obtained from the World Heritage Centre;
- the text should make reference to the World Heritage Convention and particularly to the World Heritage List and to the international recognition conferred by inscription on this List (however, it is not necessary to mention at which session of the Committee the property was inscribed); it may be appropriate to produce the text in several languages for properties which receive many foreign visitors.

The Committee proposes the following text as an example:

"(Name of property) has been inscribed upon the World Heritage List of the Convention concerning the Protection of the World Cultural and Natural Heritage. Inscription on this List confirms the outstanding universal value of a cultural or natural property which deserves protection for the benefit of all humanity."

This text could be then followed by a brief description of the property concerned.

Furthermore, the national authorities should encourage World Heritage properties to make a broad use of the Emblem such as on their letterheads, brochures and staff uniforms.

Third parties which have received the right to produce communication products related to the World Heritage Convention and properties must give the Emblem proper visibility. They should avoid creating a different Emblem or logo for that particular product.

PRINCIPLES

The responsible authorities are henceforth requested to use the following principles in making decisions on the use of the Emblem:

(1) The Emblem should be utilized for all projects substantially associated with the work of the Convention, including, to the maximum extent technically and legally possible, those already approved and adopted, in order to promote the Convention.

(2) A decision to approve use of the Emblem should be linked strongly to the quality and content of the product with which it is to be associated, not on the volume of products to be marketed or the financial return expected. The main criterion for approval should be the educational, scientific, cultural, or artistic value of the proposed product related to World Heritage principles and values. Approval should not routinely be granted to place the Emblem on products that have no, or extremely little, educational value, such as cups, T-shirts, pins, and other tourist souvenirs. Exceptions to this policy will be considered for special events, such as meetings of the Committee and ceremonies at which plaques are unveiled.

(3) Any decision with respect to authorizing the use of the Emblem must be completely unambiguous and in keeping with the explicit and implicit goals and values of the World Heritage Convention.

(4) Except when authorized in accordance with these principles it is not legitimate for commercial entities to use the Emblem directly on their own material to show their support for World Heritage. The Committee recognizes, however, that any individual, organization, or company is free to publish or produce whatever they consider to be appropriate regarding World Heritage properties, but official authorization to do so under the World Heritage Emblem remains the exclusive prerogative of the Committee, to be exercised as prescribed in these Guidelines and Principles.

(5) Use of the Emblem by other contracting parties should normally only be authorized when the proposed use deals directly with World Heritage properties. Such uses may be granted after approval by the national authorities of the countries concerned.

(6) In cases where no specific World Heritage properties are involved or are not the principal focus of the proposed use, such as general seminars and/or workshops on scientific issues or conservation techniques, use may be granted only upon express approval in accordance with these Guidelines and Principles. Requests for such uses should specifically document the manner in which the proposed use is expected to enhance the work of the Convention.

(7) Permission to use the Emblem should not be granted to travel agencies, airlines, or to any other type of business operating for predominantly commercial purposes, except under exceptional circumstances and when manifest benefit to the World Heritage generally or particular World Heritage properties can be demonstrated. Requests for such use shall require approval in accordance with these Guidelines and Principles and the concurrence of the national authorities of countries specifically concerned.

The Centre is not to accept any advertising, travel, or other promotional considerations from travel agencies or other, similar companies in exchange or in lieu of financial remuneration for use of the Emblem.

(8) When commercial benefits are anticipated, the Centre should ensure that the World Heritage Fund receives a fair share of the revenues and conclude a contract or other agreement that documents the nature of the understandings that govern the project and the

arrangements for provision of income to the Fund. In all cases of commercial use, any staff time and related costs for personnel assigned by the Centre or other reviewers, as appropriate, to any initiative, beyond the nominal, must be fully covered by the party requesting authorization to use the Emblem.

National authorities are also called upon to ensure that their properties or the World Heritage Fund receive a fair share of the revenues and to document the nature of the understandings that govern the project and the distribution of any proceeds.

(9) If sponsors are sought for manufacturing products whose distribution the Centre considers necessary, the choice of partner or partners should be consistent, at a minimum, with the criteria set forth in Annex V of the "Internal Guidelines for Private Sector Fund-Raising in Favour of UNESCO," and with such further fund-raising guidance as the Committee may prescribe. The necessity for such products should be clarified and justified in written presentations that will require approval in such manner as the Committee may prescribe.

AUTHORIZATION PROCEDURE FOR THE USE OF THE WORLD HERITAGE EMBLEM

A. SIMPLE AGREEMENT OF THE NATIONAL AUTHORITIES

National authorities may grant the use of the Emblem to a national entity, provided that the project, whether national or international, involves only World Heritage properties located on the same national territory. National authorities decision should be guided by the Guidelines and Principles.

B. AGREEMENT REQUIRING QUALITY CONTROL OF CONTENT

Any other request for authorization to use the Emblem should adopt the following procedure:

- (a) A request indicating the objective of the use of the Emblem, its duration and territorial validity, should be addressed to the Director of the World Heritage Centre.
- (b) The Director of the World Heritage Centre has the authority to grant the use of the Emblem in accordance with the Guidelines and Principles. For cases not covered, or not sufficiently covered, by the Guidelines and Principles, the Director refers the matter to the Chairperson who, in the most difficult cases, might wish to refer the matter to the Bureau for final decision. A yearly report on the authorized uses of the Emblem will be submitted to the World Heritage Committee.
- (c) Authorization to use the Emblem in major products to be widely distributed over an undetermined period of time is conditional upon obtaining the manufacturer's commitment to consult with countries concerned and secure their endorsement of texts and images illustrating properties situated in their territory, at no cost to the Centre, together with the proof that this has been done. The text to be approved should be provided in either one of the official languages of the Committee or in the language of the country concerned. A draft model form to be used by third parties to obtain States Parties' authorization for the use of the Emblem appears as an appendix to this document.
- (d) After having examined the request and considered it as acceptable, the Centre may establish an agreement with the partner.
- (e) If the Director judges that a proposed use of the Emblem is not acceptable, the Centre informs the requesting party of the decision in writing.

RIGHT OF STATES PARTIES TO EXERT QUALITY CONTROL

Authorization to use the Emblem is inextricably linked to the requirement that the national authorities may exert quality control over the products with which it is associated.

- (1) The States Parties to the Convention are the only parties authorized to approve the content (images and text) of any distributed product appearing under the World Heritage Emblem with regard to the properties located in their territories.
- (2) States Parties that protect the Emblem legally must review these uses.
- (3) Other States Parties may elect to review proposed uses or refer such proposals to the World Heritage Centre. States Parties are responsible for identifying an appropriate national authority and for informing the Centre whether they wish to review proposed uses or to identify uses that are inappropriate. The Centre will maintain a list of responsible national authorities.

Appendix

Content Approval Form

[**Name of responsible national body**], officially identified as the body responsible for approving the content of the texts and photos relating to the World Heritage properties located in the territory of [**name of country**], hereby confirms to [**name of producer**] that the text and the images that it has submitted for the [**name of property**] World Heritage property(ies) are [**approved**] [**approved subject to the following changes requested**] [**are not approved**]

(delete whatever entry does not apply, and provide, as needed, a corrected copy of the text or a signed list of corrections).

Notes:

It is recommended that the initials of the responsible national official be affixed to each page of text.

The National Authorities are given one month from their acknowledged receipt in which to authorize the content, following which the producers may consider that the content has been tacitly approved, unless the responsible National Authorities request in writing a longer period.

Texts should be supplied to the National Authorities in one of the two official languages of the Committee, or in the official language (or in one of the official languages) of the country in which the properties are located, at the convenience of both parties.



UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL
ORGANIZATION

**Convention concerning the protection of the world cultural
and natural heritage**



**Format for the periodic reporting on the application of the
World Heritage Convention**

Under the terms of Article 29 of the *Convention concerning the Protection of the World Cultural and Natural Heritage*, adopted by the General Conference of UNESCO in 1972, *the States Parties of this Convention shall, in the reports which they submit to the General Conference of the United Nations Educational, Scientific and Cultural Organization on dates and in a manner to be determined by it, 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.*

The twenty-ninth General Conference of UNESCO, held in 1997, *invited the States Parties to the Convention for the Protection of the World Cultural and Natural Heritage to submit to it 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 they have adopted 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 their territories.*

It also 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 in accordance with the principle of State sovereignty.

The World Heritage Committee, at its twenty-second session held in 1998, invited States Parties to submit periodic reports every six years using the attached Format in Part A of this Annex and Explanatory Notes for periodic reports in Part B (Sections I and II).

It also decided to examine the States Parties' periodic reports region by region. (This schedule was amended at the twenty-fifth session of the World Heritage Committee held in 2001 in accordance with the timetable included under (iii) (c) of the Background to the Explanatory Notes attached). In order to facilitate the preparation and examination of the periodic reports, the twenty-second session of the Committee requested the UNESCO World Heritage Centre, jointly with the Advisory Bodies, and making use of States Parties, competent institutions and expertise available within the region, to develop regional strategies for the periodic reporting process.

The UNESCO World Heritage Centre will consult States Parties in a timely fashion with regard to the development and implementation of the regional strategies.

For further information please contact:

UNESCO World Heritage Centre
7, place de Fontenoy
75352 Paris 07 SP
France
Tel: +33 (0)1 45 68 15 71
Fax: +33 (0)1 45 68 55 70

To facilitate management of information, States Parties are requested to submit reports in English or French in electronic as well as printed form. The electronic address is: wh-info@unesco.org

PART A

FORMAT

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

All Periodic Reports should follow the format outlined below.

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 the 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 the World Heritage property
- c. Geographical coordinates to the nearest second
- d. Date of inscription on the World Heritage List
- e. Organization(s) or entity(ies) responsible for the preparation of the report
- f. Date of the report
- g. Signature on behalf of the State Party

II.2 Statement of significance

II.3 Statement of authenticity/integrity

II.4 Management

II.5 Factors affecting the property

II.6 Monitoring

II.7 Conclusions and recommended action

- a. Main conclusions regarding the state of the outstanding universal value of the property (see items II.2. and II.3. above)
- b. Main conclusions regarding the management and factors affecting the property (see Items II.4 and II.5. above)
- c. Proposed future action(s)
- d. Responsible implementing agency(ies)
- e. Timeframe for implementation
- f. Needs for international assistance.

PART B

EXPLANATORY NOTES

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

INTRODUCTION

- (i) 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 held in 1996. The Nomination Format and the Explanatory Notes to it are contained in Annex 5 and are also on the UNESCO World Heritage Centre's web site at (<http://whc.unesco.org/archive/nominfrm.pdf>).

Background

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

Invited the States Parties to the Convention for the Protection of the World Cultural and Natural Heritage to submit to it 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 they have adopted 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 their 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 in accordance with the principle of State sovereignty.

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

- (iii) The World Heritage Committee, at its twenty-second session held in 1998, adopted the Format and Explanatory Notes contained in this document and decided to:
- (a) Invite 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 29th 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) Invite 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) Express its wish to examine the States Parties' periodic reports region by region. This will include the state of conservation of properties inscribed on the World Heritage List according to the following table:

Region	Examination of properties inscribed up to and including	Year of Examination by Committee
Arab States	1992	December 2000
Africa	1993	December 2001
Asia and the Pacific	1994	June 2003
Latin America and the Caribbean	1995	June 2004
Europe and North America	1996/1997	June 2005/2006

Note: After the first six year cycle, each region will be assessed again in the same order as indicated in the table above. Following the first six year cycle, there may be a pause for evaluation to assess and revise the periodic reporting mechanism before a new cycle is initiated.

- (d) Request the UNESCO World Heritage Centre, jointly with the Advisory Bodies, and making use of States Parties, competent institutions and expertise available within the region, to develop regional strategies for the periodic reporting process as per the time table established under (c) above. These strategies should respond to specific characteristics of the regions and should promote coordination and synchronization between States Parties, particularly in the case of transboundary properties.

Purpose of periodic reporting

- (iv) 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 outstanding universal value 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.

Periodic reporting is important to long term conservation and the development of more effective tools for conservation efforts to strengthen the credibility of the implementation of the *Convention*. The Committee has expressed its support for the development of long-term programmes whereby periodic reporting would provide an integral link to more accurately reflect the needs of World Heritage and to facilitate international assistance.

Format for periodic reports

- (v) The Format for the periodic reports 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.

A detailed explanation of requirements for Sections I and II is outlined in the following pages.

General Requirements

- (vi) Information should be as precise and specific as possible. It should be quantified where possible and fully referenced.
- (vii) 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.
- (viii) Expressions of opinion should be supported by reference to the authority on which they are made and the verifiable facts which support them.
- (ix) 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 periodic reports in electronic form.

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

- (I.i) 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*.

- (I.ii) 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.
- (I.iii) 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*).
- (I.iv) 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 the 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 on the World Heritage List. These tentative lists of cultural and natural properties should be prepared with reference to Section II.B and Annex 1 of the *Operational Guidelines*. States Parties should report on actions taken to implement the decision of the Committee at its 24th session (Cairns, December 2000) and the 12th General Assembly of States Parties (UNESCO Headquarters, 1999) whereby tentative lists are to be used as a planning tool to reduce the imbalances 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

The periodic report should 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. Additional guidance on States Parties obligations can be found in paragraphs I.D.5-7 of the *Operational Guidelines*.

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 properties 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

Additional guidance on research can be found in paragraph III.A.10 of the *Operational Guidelines*.

List significant scientific and technical studies or research projects of a generic nature that would benefit World Heritage properties, 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

Additional guidance on training can be found in paragraphs III.A.8-9 of the *Operational Guidelines*.

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 Party 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*. Additional guidance on this issue can be found in paragraphs I.D.6 and V.C.1-4 of the *Operational Guidelines*.

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. Additional guidance on these matters can be found in Section V of the *Operational Guidelines*.

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 concerning management, 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

- (II.i) 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 their territories.

- (II.ii) 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.
- (II.iii) 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 World Heritage Centre and/or the Advisory Bodies, if and when the State Party(ies) concerned so wish(es).
- (II.iv) 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.

- (II.v) The state of properties included on the List of World Heritage in Danger are 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.
- (II.vi) 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. Geographical coordinates to the nearest second
- d. Date of inscription on the World Heritage List
- e. Organization(s) or entity(ies) responsible for the preparation of the report
- f. Date of the report
- g. Signature on behalf of the 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 outstanding universal value 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 outstanding universal value of the property or is a re-submission necessary? This could be considered, for example, to recognise cultural values of a World Heritage property inscribed for its outstanding natural value, 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 value 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 outstanding universal value 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 reflect the criterion (criteria) on the basis of which the Committee inscribed the property on the World Heritage List. It should also 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 property 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 authenticity/integrity

Under this item it is necessary to review whether the value 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 legislation at the national, provincial or municipal level and/or contractual or traditional protection as well as of management and/or planning control for the property concerned, as well as on actions that are foreseen for the future, to preserve the value described in the statement of significance under item II.2. Additional guidance on this issue can be found in paragraphs III.A.1-7 of the *Operational Guidelines*.

The State Party should also report on significant changes in the ownership, legal status and/or contractual or traditional 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 property indicating that the property is a World Heritage property? 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 other 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 outstanding universal value 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 to 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, in particular, whether the outstanding universal value of the property are maintained, should be summarized and tabulated together with:

- a. Main conclusions regarding the state of the outstanding universal value of the property (see items II.2. and II.3. above)
- b. Main conclusions regarding the management and factors affecting the property (see Items II.4 and II.5. above)
- c. Proposed future action(s)
- d. Responsible implementing agency(ies)
- e. Timeframe for implementation
- f. Needs for international assistance

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