



United Nations
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World Heritage

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UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION

CONVENTION CONCERNING THE PROTECTION OF THE WORLD CULTURAL AND NATURAL HERITAGE

World Heritage Committee
Thirty first Session

Christchurch, New Zealand
23 June – 2 July 2007

Item 21 of the Provisional Agenda: Other business

21A. Cost-benefit analysis of the current summary record and audio recording

SUMMARY

This document presents the results of a cost-benefit analysis of the current written Summary Record and an audio recording of the World Heritage Committee's proceedings, as requested by Decision **30 COM 13** (Vilnius, 2006).

Draft Decision: 31 COM 21A, see Point II

I. BACKGROUND

1. As a result of concerns about the efficiency, cost and transparency of the current Summary Record of its debates, by Decision **30 COM 13** adopted at its 30th session (Vilnius, 2006), the World Heritage Committee requested the World Heritage Centre to undertake a cost benefit analysis of the production of the written Summary Record and an audio verbatim recording for discussion at its 31st session.
2. In preparing the cost-benefit analysis, the following assumptions were applied:
 - a) the audio recording would be made available as an audio CD/DVD in English and French (and any other languages for which interpretation was provided at the session, as the interpreters are recorded), indexed (Annex 1), and easy to search and use;
 - b) it would also be accompanied by a short written summary of no more than 50 pages, in order that users without easy access to computers would not be disadvantaged by a switch to audio recordings. This short summary would enable the reader to track the principal points of debate leading to the Committee's Decision. Such a model is already used by other international organizations such as the International Whaling Commission.
3. The cost-benefit analysis, which used the actual costs of producing the Summary Record of the 28th session of the Committee (Suzhou, 2004) as the baseline, is presented in Options A and B in Table I.
4. The cost-benefit analysis shows that a switch to an audio verbatim recording would result in financial savings in terms of paper consumption, printing, translation and postage.
5. There would also be beneficial opportunity costs related to efficiency because the current written record typically takes one year to finalize, whereas the audio recording could be issued at the same time as the Decisions report, i.e. within one month of the closure of the session (Rule 46 of the *Rules of Procedure*). Another benefit, although not financially quantifiable, is that an audio verbatim recording provides a perfectly accurate record of what is said. This should be of high value to users and in particular to States Parties.

Table I

Option A : Written record: 28th session of the World Heritage Committee (Suzhou, 2004)

Option B : Audio recording CD/DVD: 28th session of the World Heritage Committee (Suzhou, 2004)

	ACTIONS	OBSERVATIONS	ESTIMATE OPTION A	ESTIMATE OPTION B
1.	Per diem of a staff member(sound technician) ¹	This mission could be covered by the host country in the framework of the "Statement of Requirements"		Per diem: USD 660 Terminal Fares: USD 120
2.	Travel (sound technician) Paris-Shanghai-Suzhou	Based on an Economy class flight		USD 1,000
3.	Overtime (sound technician)	Based on 40 hours (30€ per hour)		USD 1,589
4.	Transcription	Note-taking during the meeting	By World Heritage Centre staff members	By World Heritage Centre staff members
5.	Reproduction costs for the CD /DVD	US\$ 2.38 per copy (450 copies)		USD 1,071
6.	Printing of the first Draft Summary Record	Printing at UNESCO Headquarters	Approximately 200 pages: USD 1,119	Approximately 50 pages: USD 430
7.	Postal costs for the dispatch of the first Draft of the Summary Record.	The Draft Summary Record has to be sent for approval to the participant States Parties. The dispatch is by e-mail and postal services.	USD 1,454	USD 867

¹ The travel of a sound technician UNESCO staff member would be necessary to ensure an audio recording indexed following the UNESCO format.

	ACTIONS	OBSERVATIONS	ESTIMATE OPTION A	ESTIMATE OPTION B
8.	Preparation of the cover page	Cover page prepared by RECTO VERSO in accordance with the editorial directives of UNESCO and the World Heritage Centre.	USD 437	USD 437
9.	Compilation, correction, page-setting of the final version of the Summary Record	A staff member (P2) to update the corrections (2 months full time) / Staff member (P-4) (one month).	By World Heritage Centre staff members at the meeting	By World Heritage Centre staff members at the meeting
10.	Reviser (English)	Temporary staff contracted (P5)	approximately 200 pages: USD 5,033	approximately 50 pages: USD 2,516
11.	Translation	From English to French and vice versa (USD 51,60 per page)	approximately 200 pages: USD 10,320	approximately 50 pages: USD 2,580
12.	Printing of the final version	Printing at UNESCO Headquarters	approximately 200 pages: USD 1,119	approximately 50 pages: USD 430
13.	Postal costs for the dispatch of the final version of the Summary Record	1 copy per address based on approximately 450 dispatches to different postal zones. Priority post.	approximately 500 gr: USD 3,973	approximately 155 gr: USD 2,880
14.			TOTAL: USD 23,455	TOTAL: USD 14,580

II. DRAFT DECISION

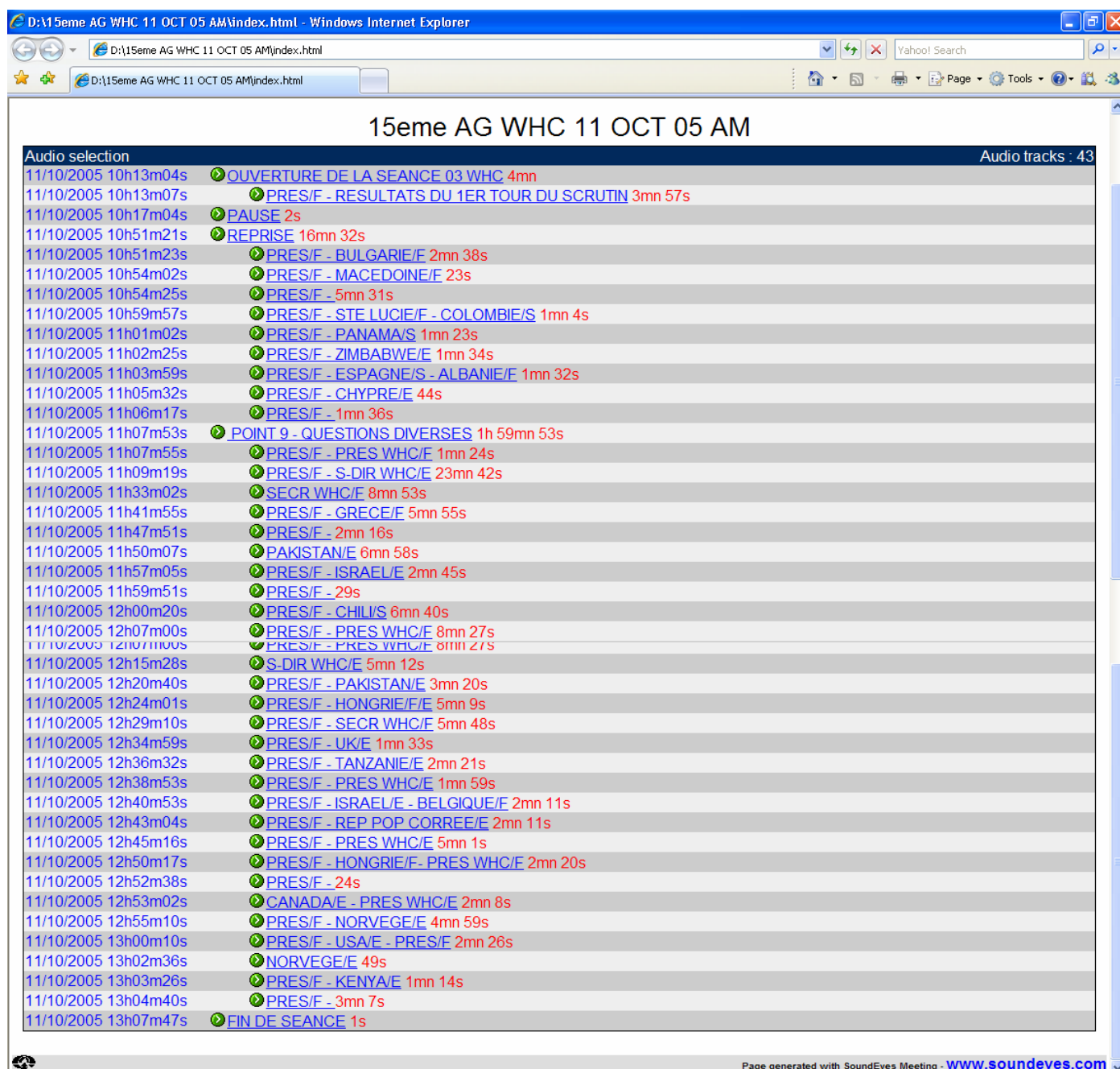
Draft Decision: 31 COM 21A

The World Heritage Committee,

1. *Having examined Document WHC-07/31.COM/21A,*
2. *Recalling Decision **30 COM 13**, adopted at its 30th session (Vilnius, 2006),*
3. *Takes note of the cost-benefit analysis presented therein;*
4. *Requests the World Heritage Centre to produce an audio verbatim recording of the proceedings of its sessions, which should be complemented by a short written summary, as of its 32nd session in 2008.*

Annex 1

Model: Index of the Audio-recording of the 15th session of the General Assembly of States Parties to the *World Heritage Convention* (UNESCO, 10-11 October 2005)



Audio selection	Audio tracks : 43
11/10/2005 10h13m04s	OUVERTURE DE LA SEANCE 03 WHC 4mn
11/10/2005 10h13m07s	PRES/F - RESULTATS DU 1ER TOUR DU SCRUTIN 3mn 57s
11/10/2005 10h17m04s	PAUSE 2s
11/10/2005 10h51m21s	REPRISE 16mn 32s
11/10/2005 10h51m23s	PRES/F - BULGARIE/F 2mn 38s
11/10/2005 10h54m02s	PRES/F - MACEDOINE/F 23s
11/10/2005 10h54m25s	PRES/F - 5mn 31s
11/10/2005 10h59m57s	PRES/F - STE LUCIE/F - COLOMBIE/S 1mn 4s
11/10/2005 11h01m02s	PRES/F - PANAMA/S 1mn 23s
11/10/2005 11h02m25s	PRES/F - ZIMBABWE/E 1mn 34s
11/10/2005 11h03m59s	PRES/F - ESPAGNE/S - ALBANIE/F 1mn 32s
11/10/2005 11h05m32s	PRES/F - CHYPRE/E 44s
11/10/2005 11h06m17s	PRES/F - 1mn 36s
11/10/2005 11h07m53s	POINT 9 - QUESTIONS DIVERSES 1h 59mn 53s
11/10/2005 11h07m55s	PRES/F - PRES WHC/E 1mn 24s
11/10/2005 11h09m19s	PRES/F - S-DIR WHC/E 23mn 42s
11/10/2005 11h33m02s	SECR WHC/F 8mn 53s
11/10/2005 11h41m55s	PRES/F - GRECE/F 5mn 55s
11/10/2005 11h47m51s	PRES/F - 2mn 16s
11/10/2005 11h50m07s	PAKISTANE 6mn 58s
11/10/2005 11h57m05s	PRES/F - ISRAEL/E 2mn 45s
11/10/2005 11h59m51s	PRES/F - 29s
11/10/2005 12h00m20s	PRES/F - CHILI/S 6mn 40s
11/10/2005 12h07m00s	PRES/F - PRES WHC/F 8mn 27s
11/10/2005 12h07m00s	PRES/F - PRES WHC/F 8mn 27s
11/10/2005 12h15m28s	S-DIR WHC/E 5mn 12s
11/10/2005 12h20m40s	PRES/F - PAKISTAN/E 3mn 20s
11/10/2005 12h24m01s	PRES/F - HONGRIE/F/E 5mn 9s
11/10/2005 12h29m10s	PRES/F - SECR WHC/F 5mn 48s
11/10/2005 12h34m59s	PRES/F - UK/E 1mn 33s
11/10/2005 12h36m32s	PRES/F - TANZANIE/E 2mn 21s
11/10/2005 12h38m53s	PRES/F - PRES WHC/E 1mn 59s
11/10/2005 12h40m53s	PRES/F - ISRAEL/E - BELGIQUE/F 2mn 11s
11/10/2005 12h43m04s	PRES/F - REP POP CORREE/E 2mn 11s
11/10/2005 12h45m16s	PRES/F - PRES WHC/E 5mn 1s
11/10/2005 12h50m17s	PRES/F - HONGRIE/F - PRES WHC/F 2mn 20s
11/10/2005 12h52m38s	PRES/F - 24s
11/10/2005 12h53m02s	CANADA/E - PRES WHC/E 2mn 8s
11/10/2005 12h55m10s	PRES/F - NORVEGE/E 4mn 59s
11/10/2005 13h00m10s	PRES/F - USA/E - PRES/F 2mn 26s
11/10/2005 13h02m36s	NORVEGE/E 49s
11/10/2005 13h03m26s	PRES/F - KENYA/E 1mn 14s
11/10/2005 13h04m40s	PRES/F - 3mn 7s
11/10/2005 13h07m47s	FIN DE SEANCE 1s

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