



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

**SECTION I**

**Application of the World Heritage Convention by the State Party**

**State Party: .....**

## PERIODIC REPORTING FOR WELL PLANNED HERITAGE PRESERVATION

### Background

The twenty-ninth General Conference of UNESCO, held in 1997, decided to activate Article 29 of the World Heritage Convention concerning the submission of periodic reports on the state of implementation of the World Heritage Convention (Section I) and the State of Conservation of World Heritage properties (Section II). The national authorities are invited to report on Section I, while Section II shall be prepared for each property inscribed on the World Heritage list by the person(s) directly in charge of the property's management.

The periodic reports prepared by the States Parties will serve a three-fold purpose:

- ❖ to assess the current state of all World Heritage related issues in a State Party,
- ❖ to help focus the Committee's as well as the State Party's future activities and funds,
- ❖ to strengthen sub-regional and regional co-operation between States Parties.

### The Periodic Reporting Questionnaire

In 1998, at its twenty-second session, the World Heritage Committee approved *Explanatory Notes*, designed to be read in conjunction with the *Periodic Reporting Format*, in order to outline the information expected to flow from the periodic reporting exercise. To facilitate the preparation of the report, a *Questionnaire* was developed that the States Parties are encouraged to use. It closely follows the subjects referred to in the *Explanatory Notes*, but in contrast to the latter splits the subjects up into short questions to be answered in a few sentences or paragraphs. A second type of question requires the indication of YES or NO by circling or underlining the appropriate answer. All questions are clearly identified with a little number in the right hand column of the *Questionnaire*. To make the reporting results meaningful every one of these questions has to be answered. If no answer is possible, the reasons should be given. If the available space is not sufficient for the answer, the response should be continued on a separate sheet of paper, clearly indicating the number of the question the text refers to (e.g. 006).

### Benefits for the States Parties

The *Questionnaire* was developed in such a way as to allow to extract and compile or compare relevant information from different States Parties or properties, facilitating the process of preparing the regional synthesis report to be presented to the World Heritage Committee. The YES / NO questions make it possible to evaluate the reports quantitatively, but only the details that should be supplied in the related 'open question' make the answers meaningful and can be the basis for concerted actions to preserve a State Party's most valuable heritage for its transmission to future generations.

The information collected in this way will help the States Parties to assess their own strengths and weaknesses concerning the implementation of the World Heritage Convention, putting them in a position to (re)define policies and to request assistance in order to finance projects and / or training. On the other hand it allows the World Heritage Committee to collect information needed to devise *Regional Action Plans*, give well-informed advice to States Parties and to focus funds as well as attention on the region(s), States Parties and / or properties that need the collective support of the international community.

The preparation process of the regional periodic report will furthermore enhance regional co-operation through information meetings as well as through the better availability of regularly up-dated

information on activities as well as contact addresses etc. The identification of the State Party's strengths makes it possible to exchange experiences and look for solutions to problems (e.g. of site conservation) within the region.

### **Conclusion**

Periodic Reporting is a participatory exercise, aiming to collect information on World Heritage related issues on a national as well as on the property level. The individual State Party reports will be collated into a regional synthesis report to be presented to the World Heritage Committee. This information will enhance cooperation between the Committee and the States Parties and allow to focus funds and activities more efficiently, allowing the States Parties to protect their most valuable heritage more effectively for transmission to future generations.

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

### **EXECUTIVE SUMMARY**

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

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

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

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

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

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

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

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

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

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

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

##### **I.7. Assessment of the Periodic Reporting exercise for Section I**

## I.1. Introduction

a.	Country (and State Party if different):	001
b.	Year of ratification or acceptance of the Convention:	002
c.	<p>Organisation(s) or entity(ies) responsible for the preparation of this report:</p> <p>Organisation:</p> <p>Person responsible:</p> <p>Address:</p> <p>City and post code:</p> <p>Telephone:</p> <p>Fax:</p> <p>E-mail:</p>	003
d.	Date of the report:	004
e.	<p>Signature on behalf of the State Party</p> <p>Signature: .....</p> <p>Name:</p> <p>Function:</p>	005

## I.2. Identification of the cultural and natural 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.

<b>a.</b>	<b><i>National inventories</i></b>	
	<p>Inventories of cultural and natural heritage of national significance form the basis for the identification of possible World Heritage properties. Indicate the organisation(s) or institution(s) responsible for the preparation and updating of these national inventories (if different from those named under question 003).</p> <p>Organisation(s) / Institution(s):</p> <p>Person(s) responsible:</p> <p>Address:</p> <p>City and post code:</p> <p>Telephone:</p> <p>Fax:</p> <p>E-mail:</p>	006

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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**I.2.a continued**

	<p>Indicate if and to what extent inventories lists and/or registers at the local, state and/or national level exist:</p>	007
	<p>Have you undertaken the preparation of lists or of national inventories on one or several of the following levels:</p> <p style="text-align: center;"> NATIONAL                      ( )  STATE / PROVINCE        ( )  LOCAL                        ( )  NO inventory (list or registry) has been developed    ( ) </p>	008
	<p>When was (were) the inventory (inventories) compiled, please give date(s):</p>	009

<b>b.</b>	<b><i>Tentative list</i></b>	
	<p>Article 11 of the Convention refers to the submission by States Parties of inventories of properties suitable for inclusion in the World Heritage List, so-called Tentative Lists. Have you submitted a Tentative List of natural and/or cultural properties in your country since your adhesion to the World Heritage Convention: YES / NO</p>	010
	<p>Provide the dates of submission of the Tentative List (if any):</p>	011
	<p>Provide the date of any revision made since its submission (if any):</p>	012
	<p>Name institution(s) responsible for identifying and delineating the properties included in the Tentative List (if different from those named under question 003):</p> <p>Organisation(s) / Institution(s):</p> <p>Person(s) responsible:</p> <p>Address:</p> <p>City and post code:</p> <p>Telephone:</p> <p>Fax:</p> <p>E-mail:</p>	013

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***I.2.b continued***

	Describe the process of preparation or revision of the Tentative List and give details (if applicable) concerning the involvement of local authorities and population:	014
	<div style="display: flex; justify-content: space-between;"> <span>Were the local authorities consulted for the identification:</span> <span>YES / NO</span> </div>	015
	<div style="display: flex; justify-content: space-between;"> <span>Was the local population consulted for the identification:</span> <span>YES / NO</span> </div>	016

<b>c.</b>	<b><i>Nominations</i></b>	
	<p>List the properties that have been nominated for inscription on the World Heritage List, giving the name of the property, the date of submission and, if applicable the date of inscription or extensio. Also include properties that were deferred, referred, withdrawn or not examined by the World Heritage Committee or its Bureau:</p>	017

***I.2.c continued***

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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<p>Please provide an analysis of the process by which these nominations are prepared, indicating also to which degree this was done in collaboration and co-operation with local authorities and people:</p>	018
<p>Describe the motivation for entering into the nomination process:</p>	019
<p>Detail the obstacles and difficulties encountered in that process as well as the perceived benefits of World Heritage listing and the lessons learnt:</p>	020

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).



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

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

<i>a.</i>	<i>General policy development</i>	
	Provide information on the adoption of policies that aim to give the cultural and natural heritage a function in the life of the community, including the dates of their elaboration and implementation:	021
	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. Indicate also the level on which the integration takes place (e.g. national, state / provincial or local):	022

#### *I.3.a continued*

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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	<p>Indicate areas where improvement would be desirable, and towards which the State Party is working:</p>	023
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<b>b.</b>	<b><i>Status of services for protection, conservation and presentation</i></b>	
	<p>Provide information on any services for protection, conservation and presentation of heritage within the territories of the State Party which have been set up or have been substantially improved since ratification of the World Heritage Convention, if applicable:</p>	024
	<p>Give the number of staff on the national level directly involved in protection, conservation and presentation of cultural and natural heritage:</p>	025
	<p>Assess their means to discharge their function in terms of influence on policy making and implementation:</p>	026

***I.3.b continued***

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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	Indicate areas where improvement would be desirable, and towards which the State Party is working:	027
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<b>c.</b>	<b><i>Scientific and technical studies and research</i></b>	
	List significant scientific and technical studies or research projects of a generic nature (site specific information should be reported upon under Section II.4) that would benefit World Heritage properties, initiated or completed. Indicate also how the study results are disseminated and/or how they can be accessed:	028
	List the areas where improvement would be desirable and towards which the State Party is working:	029

***I.3. continued***

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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<b>d. Measures for identification, protection, conservation, presentation and rehabilitation</b>	
Does your country have specific legislation and policies concerning identification, protection, conservation, preservation and rehabilitation of national heritage? YES / NO	030
If YES, please give details, paying particular attention to measures concerning visitor management and development in the region:	031
If such measures have been taken, have they had an impact on the implementation of the World Heritage Convention in your country: YES / NO	032
If YES, how:	033
Are the local communities involved in the conservation and protection of natural and cultural heritage: YES / NO	034
Describe the actions undertaken to encourage the active participation of the local communities in the conservation and protection of natural and cultural heritage and assess their effectiveness:	035

**I.3.d continued**

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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<p>Is the private sector involved in the conservation and protection of natural and cultural heritage? YES / NO</p>	036
<p>Describe the actions undertaken to involve the private sector in the conservation and protection of natural and cultural heritage sites:</p>	037
<p>Are NGO's involved in the conservation and protection of natural and cultural heritage? YES / NO</p>	038
<p>Describe the actions undertaken to involve NGO's in the conservation and protection of natural and cultural heritage sites:</p>	039
<p>Indicate if, on the basis of the experiences gained, policy and/or legal reform is considered necessary: YES / NO</p>	040
<p>Describe why this is the case and how a new policy / legislation should be conceived:</p>	041

***I.3.d continued***

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

	Indicate relevant financial measures that the State Party or relevant authorities have taken	045
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	<p>for the identification, protection, conservation, presentation and rehabilitation of cultural and natural heritage:</p>	
	<p>Is there an annual budget allowance for the protection and conservation of World Heritage sites in your country? YES / NO</p>	046
	<p>If YES, is it specifically for a property or is it part of a regular budget covering culture and environment?</p>	047
	<p>Give detailed information on the presentation of cultural and natural heritage, which can refer to publications, internet web pages, films, stamps, postcards, books, etc. (please attach examples for all World Heritage properties, if possible):</p>	048

**1.3. continued**

	<p>Identify areas where improvements of the measures taken for the identification, protection, conservation, preservation and rehabilitation of World Heritage properties would be</p>	049
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If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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	desirable, and towards which the State Party is working:	
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<b><i>e.</i></b>	<b><i>Training</i></b>	
	Provide information on the training and educational strategies that have been implemented within the State Party for professional capacity building:	050
	Were training needs for institutions or individuals concerned with the protection and conservation of heritage identified? <div style="text-align: right;">YES / NO</div>	051

***I.3.e continued***

	If YES, list the primary needs:	052
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If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).



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	<p>Were existing training opportunities in your State and in other countries identified? YES / NO</p> <p>If YES, please give details:</p>	<p>053</p> <p>054</p>
	<p>Have you developed training modules or programmes for the World Heritage sites? YES / NO</p> <p>If YES, give details:</p>	<p>055</p> <p>056</p>

***I.3.e continued***

	<p>Has staff received heritage training in or outside of your country: YES / NO</p> <p>If YES, give details:</p>	<p>057</p> <p>058</p>
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If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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	<p>Give details 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 (if applicable):</p>	059
	<p>Describe the degree to which such training has been integrated within existing university and educational systems:</p>	060

***I.3.e continued***

	<p>Indicate the steps that the State has taken to encourage scientific research as a support to training and educational activities concerning heritage:</p>	061
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If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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	Identify areas where improvement would be desirable, and towards which the State Party is working:	062

#### **I.4. International cooperation and fund raising**

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

	Provide detailed information on the co-operation with other States Parties for the identification, protection, conservation and preservation of the World Heritage located on their territories:	063

#### ***I.4. continued***

	To summarize the information given above, please indicate the type of co-operation best describing your activities (multiple answers possible):	064
	Bi- and multilateral agreements ( )	
	Hosting and / or attending of international training courses / seminars ( )	

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

Financial support	( )	
Distribution of information material (please attach copy)	( )	
Other (please specify):		
Indicate which measures have been taken to avoid damage directly or indirectly to the World Heritage on the territory of other States Parties:		065
Do you have World Heritage sites that have been twinned with others at national or international level:		066
If YES, give details about the form of cooperation:		067

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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**I.4. continued**

	<p>Have national, public and private foundations or associations been established for raising funds and donations for the protection of World Heritage: YES / NO</p> <p>If YES, give details:</p>	<p>068</p> <p>069</p>
	<p>Has the State Party given assistance to this end? YES / NO</p> <p>If YES, give details:</p>	<p>070</p> <p>071</p>
	<p>Has the government made voluntary contributions to the World Heritage Fund, besides the mandatory ones, to globally improve the work on the Convention? YES / NO</p> <p>If YES, give details such as year and amount, and indicate if they have been allocated to a particular site:</p>	<p>072</p> <p>073</p>

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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

This item refers particularly to Articles 27 and 28 of the Convention on educational programmes. Information on site-specific activities and programmes should be provided under item II.4.

	Have steps been taken by the State Party to raise the awareness of decision-makers, property owners and/or the general public about the protection and conservation of cultural and natural heritage? YES / NO	074
	If YES, please give details:	075
	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:	076
	Does the State Party participate in the UNESCO Special Project <i>Young People's Participation in World Heritage Preservation and Promotion</i> ? YES / NO	077

### I.6. Conclusions and recommended action

	Please summarise the main conclusions regarding the identification of cultural and natural heritage properties (see item I.2.):	078
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#### I.6. continued

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

***I.6. continued***

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

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	Give a timeframe for the implementation of the actions described above:	084
	Indicate for which of the planned activities International Assistance from the World Heritage Fund may be needed (if any):	085

	Please, give an analysis of the process by which the Convention was ratified by the State Party:	086
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***I.6. continued***

	Describe the motivation, obstacles and difficulties encountered during this process:	087
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If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).



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	<p>Detail the perceived benefits and lessons learnt:</p>	088
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If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).

### 1.7 Assessment of the Periodic Reporting exercise for Section I

	Was sufficient and adequate information made available to the responsible authorities and individuals during the preparation phase of the Periodic Reporting exercise (information given, meetings etc.)?	089
	Was the questionnaire clear and did it help to comply with the reporting requirements of the State Party?	090
	What are the perceived benefits and lessons learnt of the periodic reporting exercise?	091
	Please describe the expected outcome of the Periodic Reporting exercise and the desired follow-up by the World Heritage Committee:	092

If the space on the Questionnaire is not sufficient, please continue on a separate page, clearly labelling the answer with the corresponding number of the question (e.g. 006).