



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

**SECTION II**

**State of Conservation of specific World Heritage properties**

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

**Property Name: .....**

## 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  
(FORMAT)**

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

**EXECUTIVE SUMMARY**

**II.1 Introduction**

- a. State Party
- b. Name of 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 report
- g. Signature on behalf of 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 World Heritage values 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/actions
- d. Responsible implementing agency/agencies
- e. Timeframe for implementation
- f. Needs for international assistance.

**II.8. Assessment of the Periodic Reporting exercise for Section II**

**II.9. Documentation attached**

## II.1. Introduction

a.	Country (and State Party if different):	001
b.	Name of World Heritage property:	002
c.	<p>In order to locate the property precisely, please attach a topographic map showing scale, orientation, projection, datum, site name, date and graticule. The map should be an original print and not be trimmed. The site boundaries should be shown on the map. In addition they can be submitted in a detailed description, indicating topographic and other legally defined national, regional, or international boundaries followed by the site boundaries.</p> <p>The State Parties are encouraged to submit the geographic information in digital form so that it can be integrated into a Geographic Information System (GIS).</p> <p>On this questionnaire indicate the geographical co-ordinates to the nearest second (in the case of large sites, towns, areas etc., give at least 3 sets of geographical co-ordinates):</p> <p>Centre point:</p> <p>North-west corner:</p> <p>South-east corner:</p>	003
d.	Give the date of inscription on the World Heritage List and subsequent extension (if applicable):	004
e.	<p>Organization(s) or entity(ies) responsible for the preparation of this report.</p> <p>Organization(s) / entity(ies):</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>	005
f.	Date of preparation of the report:	006
g.	<p>Signature on behalf of the State Party</p> <p>Signature: .....</p> <p>Name:</p> <p>Function:</p>	007

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).

**II.2. Statement of significance**

<p>At the time of inscribing a property on the World Heritage List, the World Heritage Committee indicates its outstanding universal value(s), or World Heritage value(s), by deciding on the criteria for which the property deserved to be included on the World Heritage List. Circle the criteria retained for the inscription:                  Cultural criteria: i – ii – iii – iv – v – vi                  Natural criteria: i – ii – iii – iv</p> <p>Were new criteria added by re-nominating and/or extending the property after the original inscription?                  YES / NO</p> <p>If YES, please explain:</p>	<p>008</p> <p>009</p> <p>010</p>
<p>Please quote observations concerning the property made by the Advisory Body(ies) during the evaluation of the nomination:</p> <p>Quote the decisions and observations / recommendations, if appropriate, made by the World Heritage Committee at the time of inscription and extension (if applicable):</p> <p>Identify the actions taken as follow-up to these observations and/or decisions:</p>	<p>011</p> <p>012</p> <p>013</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).

*II.2. continued*

	<p>Please propose a statement of significance by providing a description of the World Heritage value(s) for which the property was inscribed on the World Heritage List. This description should reflect the criterion (criteria) on the basis of which the Committee inscribed the property on the World Heritage List and it should also detail what the property represents, what makes it outstanding, what the specific values are that distinguish the property as well as what its relationship with its setting is, etc.:</p>	014
	<p>For the extension of a property or the inclusion of additional criteria a re-submission of the property may be considered. This might be regarded as necessary in order to recognize cultural values of a natural World Heritage property, or vice-versa, become desirable following the substantive revision of the criteria by the World Heritage Committee or due to better identification or knowledge of specific outstanding universal values of the property. Should a re-nomination of the property be considered? YES / NO</p> <p>If YES, please explain:</p>	015  016
	<p>Are the borders of the World Heritage property and its buffer zone (still) adequate to ensure the protection and conservation of the property's World Heritage values: YES / NO</p> <p>If NO, please explain why not, and indicate what changes should be made to the boundaries of the property and / or its buffer zone (please indicate these changes also on a map to be attached to this report):</p>	017  018

*II.2. 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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Section II: State of conservation of specific World Heritage properties

	<p>Is the State Party actively considering a revision of the property boundaries or the buffer zone? YES / NO</p>	019
	<p>If YES, indicate what is being done to that end:</p>	020

**II.3. Statement of authenticity / integrity**

	<p>Have the World Heritage values identified above been maintained since the property's inscription? YES / NO</p>	021
	<p>If NO, please describe the changes and name the causes:</p>	022
	<p>What was the evaluation of the authenticity / integrity of the property at the time of inscription? (Please quote from the ICOMOS / IUCN evaluation):</p>	023

**II.3. continued**

	<p>Have there been changes in the authenticity / integrity since inscription? YES / NO</p> <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).</p>	024
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<p>If YES, please describe the changes to the authenticity / integrity and name the main causes?</p>	025
<p>Are there (further) changes foreseeable to the authenticity / integrity of the property in the near future? YES / NO</p>	026
<p>If YES, please explain and indicate how these changes might affect the World Heritage values of the property:</p>	027

**II.4. Management**

<p>How could the arrangements for the protection and the management of the property best be defined (more than one indication possible)?</p> <p style="text-align: center;">Legal ( ) Contractual ( ) Traditional ( )</p>	028
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*II.4. continued*

<p>Please describe and assess the implementation and effectiveness of these arrangements for the preservation of the values described under item II.2 at the national, provincial and/or</p>	029
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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>the coordination of their actions:</p>	
<p>Please indicate under which level of authority the property is managed:</p> <p style="text-align: center;">Local ( )                  Regional ( )                  National ( )                  Other (please describe):</p> <p>Please provide the full name, address and phone/fax/e-mail of the entity(ies) directly responsible for the management (conservation, preservation, visitor management) of the property:</p>	<p>034</p> <p>035</p>
<p>Is it necessary to revise the administrative and management arrangements for the property?                  YES / NO</p> <p>If YES, explain why this is the case:</p>	<p>036</p> <p>037</p>

*II.4. continued*

<p>Is there a management plan for the property? YES / NO</p>	<p>038</p>
<p>If YES, please summarize, indicating if the plan is being implemented and since when:</p>	<p>039</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).

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	<p>Please report on legal and administrative actions that are foreseen for the future, to preserve the values described under item II.2 (e.g. passing of legislation, adjusting administrative and management arrangements, implementing or drawing up of a (new) management plan, etc.):</p>	040

	<p>Please provide detailed information, particularly in cases where changes have occurred since the inscription of the property, on the following matters:</p> <ul style="list-style-type: none"> <li>• <u>Conservation</u>        Make reference to all major interventions at the property and describe its present state of conservation:</li> </ul>	041
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*II.4. continued*

	<ul style="list-style-type: none"> <li>• <u>Ownership</u>        Make reference to all major changes in ownership of the property and describe the present state of ownership:</li> </ul>	042
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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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	Please, give a detailed description of the staffing of the site:	043
	Is the staffing level sufficient for adequate management of the property? YES / NO	044
	If NO, what should be done to improve the situation?	045

*II.4. continued*

	Does the staff need additional training? YES / NO	046
	If YES, what are the training needs for your staff?	047

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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	Describe the funding and financial situation of the property, indication sources, level and regularity of financing:	048
	Is the available funding sufficient for adequate management of the property? YES / NO	049
	If NOT, describe the financial resources that would be required for the management of the property:	050

	Indicate International Assistance from which the property has benefited:	
	<ul style="list-style-type: none"> <li>• World Heritage Fund:</li> </ul>	051

*II.4. continued*

	<ul style="list-style-type: none"> <li>• UNESCO International Campaign:</li> </ul>	052
	<ul style="list-style-type: none"> <li>• National and/or regional projects of UNDP, the World Bank or other agencies:</li> </ul>	053

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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	<ul style="list-style-type: none"> <li>• Bilateral co-operation:</li> </ul>	054
	<ul style="list-style-type: none"> <li>• Other assistance:</li> </ul>	055

	Describe the IT (computer) equipment of the site and/or management office and assess its effectiveness:	056
	Are you using (multiple indications are possible): PC ( ) Apple ( ) Mainframe ( )	057
	Please, give the number of available computers:	058
	Does an operational access to the Internet exist? YES / NO	059

**II.4. continued**

	Is e-mail used for daily correspondence? YES / NO	060
	Is there a Geographical Information System (GIS) for the site? YES / NO	061
	If YES, what software do you have and how is the GIS used?	062

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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	List scientific studies and research programmes that have been conducted concerning the site:	063
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	Describe financial and human resource inputs for the research programmes and or facilities:	064
	Describe how the information / results are disseminated?	065

***II.4. continued***

	Are there any visitor statistics for the site? <span style="float: right;">YES / NO</span>	066
	If YES, please summarise the statistics and attach to this report:	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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	What visitor facilities do you have at the property?	068
	What visitor facilities are you in need of?	069
	Is a public use plan (tourism / visitor management plan) in existence for the property? YES / NO	070

*II.4. continued*

	If YES, please summarize, if NO explain if one is needed:	071
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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).

	<p>Indicate how the property's World Heritage values are communicated to residents, visitors and the public (please attach examples of leaflets, videos, posters etc. and print-outs and/or the address of a web-page):</p>	072
	<p>Are there educational programmes concerning the property aimed at schools? YES / NO</p> <p>If yes, please describe:</p>	073 074

	<p>What role does World Heritage inscription play for the site concerning the visitor number, the research programmes and/or the awareness building activities?</p>	075
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### II.5. Factors affecting the property

	<p>Please comment on the degree to which the property is threatened by particular problems and risks, such as development pressure, environmental pressure, natural disasters and preparedness, visitor / tourism pressure, number of inhabitants. Also mention all other issues that you see as problematic.</p>	076
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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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*II.5. continued*

	Is there an emergency plan and / or risk preparedness plan for the property in existence? YES / NO	077
	If YES, please summarise the plan and provide a copy:	078

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>If NO, describe what is being done – and by whom – to counteract the dangers that threaten or may threaten the property:</p>	079
	<p>Indicate areas where improvement would be desirable and/or towards which the State Party is working:</p>	080

*II.5. continued*

	<p>Give an indication if the impact of the factors affecting the property is increasing or decreasing:</p>	081
	<p>What actions have been effectively taken, or are planned for the future, to address the factors affecting the property?</p>	082

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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**II.6. Monitoring**

	If applicable, give details (e.g. dates, results, indicators chosen) of any previous periodic or reactive monitoring exercises of the property:	083
	Is there a formal monitoring system established for the site? <span style="float: right;">YES / NO</span>	084
	If YES, please give details of its organization:	085

*II.6. continued*

	If not already in place, is the establishment of a formal monitoring system planned? <span style="float: right;">YES / NO</span>	086
	If YES, please outline the functioning of that system, taking into consideration the key indicators you will be asked to define below (see 089 / 090):	087

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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	Are there any indicators established for monitoring the state of conservation of the property? YES / NO	088
	If YES, please provide up-to-date information with respect to each of the key indicators established and/or used. 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. Name and describe the key indicators for measuring the state of conservation of this property:	089
	If NO indicators have been identified and / or used so far, please define key indicators for future use in monitoring:	090

***II.6. continued***

	Indicate which partners, if any, are involved or will be involved in the regular monitoring exercise:	091
	Identify the administrative provisions for organizing the regular monitoring of the property:	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).

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Describe what improvement the State Party foresees or would consider desirable in improving the monitoring system:	093
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 decisions made by the Bureau or Committee. Give details, if applicable:	094

**II.7. Conclusions and recommended actions**

Please summarize the main conclusions regarding the state of the World Heritage values of the property (see items II.2. and II.3. above):	095
Please summarize the main conclusions regarding the management and factors affecting the property (see items II.4. and II.5. above):	096

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 an overview over proposed future action / actions:	097
	Name the agency responsible for implementation of these actions (if different from 005):	098
	Give a timeframe for the implementation of the actions described above:	099

***II.7. continued***

	Indicate for which of the planned activities International Assistance from the World Heritage Fund may be needed (if any):	100
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	Are there any contacts with management units of other properties within or outside your country? YES / NO	101
	If YES, please explain:	102

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 indicate which experience made during the periodic reporting exercise and/or during the on-going conservation / protection efforts of the property could be shared with other States Parties dealing with similar problems or issues:</p>	103
<p>Provide the name(s) and address(es) of organization(s) or specialist(s) who could be contacted for this purpose:</p> <p>Agency / Organization:</p> <p>Person responsible:</p> <p>Address:</p> <p>City and post code:</p> <p>Telephone:</p> <p>Fax:</p> <p>E-mail:</p>	104

**II.8. Assessment of the Periodic Reporting exercise for Section II**

<p>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.)?</p>	105
<p>Was the questionnaire clear and did it help to comply with the reporting requirements of the State Party?</p>	106

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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	What are the perceived benefits and lessons learnt of the exercise?	107
	Please describe the expected outcome of the Periodic Reporting exercise and the desired follow-up by the World Heritage Committee:	108

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).

**II.9. Documentation attached**

The State Party is invited to supply the materials listed below. Please check those items that were attached.

1.  Maps and plans showing the general location of the property, its boundary and buffer zone as well as the necessary detail of the property itself (see question 003 for specifications)
2.  Photo of general view (aerial view) of the property
3.  Illustrations of the state of conservation of the site (photographs, slides and, if available, film/videos)
4.  Details of the important aspects of the property (landscapes, animal and vegetable species, monuments etc.)
5.  Photos illustrating the main threats to the site and its surroundings
6.  Extracts of relevant laws and regulations concerning the protection of cultural and natural heritage at national, provincial and municipal levels
7.  Copies of the management plan of the site as well as extracts and/or copies of other plans relating to the site (e.g. emergency plan, use plan, etc.)
8.  Indicative bibliography

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).