



United Nations Educational, Scientific and Cultural Organization  
Organisation des Nations Unies pour l'éducation, la science et la culture

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20 February 2005

**To: Permanent Delegations, National Commissions and Focal Points for Periodic Reporting and of European States Parties to the UNESCO World Heritage Convention**

**Subject: Periodic Reporting on the application of the World Heritage Convention and on the state of conservation of World Heritage properties in EUROPE - SECTION II - Submission date: 31 October 2005**

Madam/Sir,

I hereby have the pleasure to acknowledge and thank you for the timely submission of the reports on Section I. The World Heritage Centre is in the process of analysing the information in collaboration with the Advisory Bodies. The regional report on Periodic Reporting will be presented to the World Heritage Committee, during its 29th session to be held in Durban (South Africa) from 10 to 17 July 2005.

As you may recall, the World Heritage Committee at its 25<sup>th</sup> session decided to examine Periodic Reports from the European Region for Section II in 2006. Therefore, all States Parties are kindly requested to report on all the sites included on the World Heritage List **until 1998**.

An Information Meeting was held during the 7th extraordinary session of the World Heritage Committee, UNESCO, 6 to 10 December 2004, at which the preparation of Section II was discussed. Due to the very limited time available for the analysis of **Section II** in which a total of **258 sites** will be reported on, participants of the meeting agreed to advance the deadline date for the submission of Section II to **31 October 2005**.

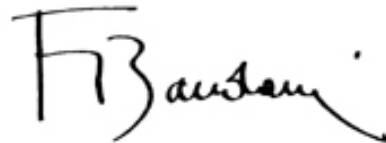
It is expected that the designated focal point will be completing one single report per State Party to the Convention in coordination with all relevant authorities and site managers. In case the previously appointed focal points have changed we kindly ask you to provide us, by letter or fax, with the names and coordinates of the new persons responsible for the submission of the reports on Section II.

In the attachment you will find an explanation on World Heritage standards for the submission of digitised maps for Section II to facilitate processing and interpretation.

I thank you in advance for your kind co-operation in supporting the World Heritage Centre in the preparation of the European Regional Synthesis Report. The timely submission of your national reports will enable the World Heritage Committee to carry out a thorough review that will also benefit other regions of the world.

Please accept, Madam/Sir, the assurances of my highest consideration.

Francesco Bandarin  
Director  
UNESCO World Heritage Centre

A handwritten signature in black ink, appearing to read 'F. Bandarin', with a stylized flourish at the end.

cc: Chairperson of the World Heritage Committee  
ICOMOS, ICCROM, IUCN  
UNESCO Field Offices in Moscow and Venice  
Nordic World Heritage Foundation  
Chair of the Working Group on Periodic Reporting  
Rapporteur of the Working Group on Periodic Reporting

Attachment:

World Heritage standards for the submission of digitised maps for Section II

Attachment

**World Heritage standards for the submission digitised maps  
for Section II**

1. For each site we request that the **boundaries** (of core and buffer zones) are delineated on the **largest scale topographic map**, from the government mapping agency that can show the entire property on one map. (If, because the site has an irregular shape and the optimal scale requires two maps, that can also be provided.) Please do not splice or otherwise trim the maps, as we need the marginal information.
2. In addition, we also ask that you supply us with **GIS (Geographic Information System) files**, wherever possible. We have not developed standards for other map layers (such as specific cultural and natural features that might be related to the site), but we would be pleased to have those layers included, if you find them valuable for resource management purposes.
3. Please bear in mind that the digital cartographic information you provide must include **authorization** to display the map imagery on the World Heritage Centre web site ([www.unesco.org/whc](http://www.unesco.org/whc)). We would not further distribute the files without authorization of the State Party concerned.