



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

7, place de Fontenoy
75352 Paris 07 SP
France
☎ +33 (0)1 45 68 15 71
Fax +33 (0)1 45 68 55 70
E-mail : f.bandarin@unesco.org

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7 February 2006

**To: Chairperson of the World Heritage Committee
Advisory Bodies (ICOMOS, ICCROM, IUCN)
Invited Speakers (see enclosed Provisional Agenda)**

**Subject: 2nd Meeting on the World Heritage Periodic Reporting Reflection Year
(UNESCO Headquarters, Paris, France, 2 to 3 March 2006)**

Madam/Sir,

I have the pleasure to inform you that the World Heritage Centre is organizing a workshop at UNESCO Headquarters, on 2 and 3 March 2006, on the preparation of the Periodic Reporting Reflection Year in 2007, as requested by the World Heritage Committee. I cordially invite you to this important workshop.

The workshop will specifically focus on:

- Reviewing the structure of the questionnaires used during the first Periodic Reporting exercise, from a State Party perspective;
- Reviewing a comparative analysis of the European questionnaire;
- Evaluating new proposals for the revised questionnaire: Assessment of mitigation actions for the conservation of World Heritage properties and management effectiveness;
- Exploring the inclusion of statistical and monitoring indicators for the conservation of World Heritage properties;
- Proposing several guiding principles to be adopted by the Committee for the elaboration of the revised questionnaire;
- Proposing themes of reflection and corresponding activities for the coming Periodic Reporting Reflection Year.

Please find enclosed the provisional Agenda (Annex I). Kindly return your Registration Form (attached as Annex II) by e-mail to Anne Lemaistre (a.lemaistre@unesco.org), with a copy to Richard Veillon (r.veillon@unesco.org).

For your information, you will find attached the relevant decisions of the World Heritage Committee (**7 EXT.COM 5** and **29 COM 11A**) attached as Annex III, and which form the *Terms of Reference* of the Periodic Reporting Reflection Year.

May I ask you to prepare a concise paper as per the Agenda with regard to the Periodic Reporting questionnaire, clearly indicating suggestions for the future cycle as well themes for the Periodic Reporting Reflection Year. Please contact Mechtild Rossler (m.rossler@unesco.org) and/or Anne Lemaistre (a.lemaistre@unesco.org), with a copy to Richard Veillon (r.veillon@unesco.org) should you require any further information.

I am looking forward to your active participation in this meeting.

Yours sincerely,



Francesco Bandarin
Director
UNESCO World Heritage Centre

Annexes

Annex I

Provisional Agenda
Second Meeting of the Reflection Year on
World Heritage Periodic Reporting
UNESCO Headquarters
2-3 March 2006

Provisional Agenda of the Workshop

Thursday 2 March

9:00 – 09:30

Registration

9:30 - 13:00

- 1. Welcome by the Director UNESCO World Heritage Centre, Mr Bandarin**
- 2. Welcome by the Chairperson of the World Heritage Committee, Ms Ina Marciulionyte**
- 3. Presentation of the final results of the Berlin Meeting and strengths and weaknesses of the Periodic Reporting process (Ms Rössler and Ms Lemaistre)**
- 4. Analysis, strengths and weaknesses of the Periodic Reporting questionnaire**
 - The States Parties' point of view: Isabelle Longuet, French Ministry of Culture
Carolina Castellanos, Mexico
Lassana Cissé, Mali
Abdelaziz Daoulati, Tunisia
 - Brief comparative assessment of the different questionnaires per region, Peter Stott, Consultant World Heritage Centre
 - General analysis of the European questionnaire: synoptic table of the Sections I and II of the European questionnaire, Jorun Pottering, Consultant World Heritage Centre

Lunch break (13:00-14:30)

14:30 – 16:00

5. Proposal for a matrix assessing the actions taken to mitigate factors which affect WH values of natural and cultural properties: is it possible?

- Presentation by Mr Jon Day (Australia): Periodic Reporting from a site manager perspective and proposal of a matrix

Brainstorming on a possible matrix illustrated by different case studies

6. How to assess management effectiveness?

- Management effectiveness, Sue Stolton, Equilibrium

16.00 – 18.00

Brainstorming on an ideal questionnaire

Friday, 3 March

9:30 – 10:30

7. Statistical indicators in Periodic Reporting

- Simon Ellis, UNESCO Institute of Statistics
- Gabor Verezci, WTO, Statistical indicators concerning tourism

Brainstorming and discussion on the proposals

10:30 – 13:00

8. Monitoring indicators for conservation of World Heritage properties

Brainstorming and discussion on the proposals

Lunch break (13:00-14:30)

14:30 – 15:30

Conclusions on Indicators

15:30 – 16:30

9. Other elements of reflection to submit to the World Heritage Committee for the Periodic Reporting Reflection Year

Brainstorming and discussion on the proposals

16.00 – 18.00

10. Conclusions, recommendations

11. Timetable until 30COM

12. Closure of the meeting

Annex II

Registration Form

World Heritage Periodic Reporting Reflection Year

(UNESCO Headquarters, Paris, France, 2 to 3 March 2006)

1. Registration

- yes, I confirm my participation
- no, I will not be able to participate

2. Accommodation

World Heritage Centre can kindly make your bookings at the following hotel (special UNESCO-ICOMOS rate: 95 Euros)

Hotel Arès
7, rue du Général de Larminat
75015 Paris
<http://www.ares-paris-hotel.com>
Tel : 01 47 34 74 04
Fax : 01 47 34 48 56

3. Conference venue

UNESCO Headquarters
Room XIV – Bonvin
Maison de l'UNESCO
1 rue Miollis - 75015 Paris

4. Travel

Limited travel funding is available - please contact a.lemaistre@unesco.org
(with copy to d.ribeiro@unesco.org).

All other participants are kindly requested to make their own travel arrangements.

Annex III

Decisions on Periodic Reporting and Reflection Year

Decision 7 EXT.COM 5

The World Heritage Committee,

1. Having examined Documents *WHC-04/7EXT.COM/5A*, *WHC-04/7EXT.COM/5B*, *WHC-04/7EXT.COM/5C*, *WHC-04/7EXT.COM/5D* and *WHC-04/7EXT.COM/5E*,
2. Aware of the need to:
 - a) study and reflect on the first cycle of Periodic Reporting;
 - b) develop strategic direction on the forms and the format of the Periodic Reports, training priorities and international cooperation priorities; and
 - c) to streamline the Committee's consideration of matters raised through Periodic Reporting relating to inscribed properties;
3. Decides to suspend for one year the commencement of the next cycle of Periodic Reporting.

Decision 29 COM.11A

The World Heritage Committee,

1. Having examined Document *WHC-05/29.COM/11A*,
2. Recalling Decisions **25 COM VII.25-27** adopted at its 25th (Helsinki, 2001) session and **7 EXT.COM 5** and **7 EXT.COM 5A.1** adopted at its 7th extraordinary session (UNESCO, 2004),
3. Welcomes with appreciation the synthesis report of the North American region illustrating very effective cooperation between the States Parties of Canada and the United States of America;
4. Takes note of the Periodic Report and its specific recommendations for revised statements of significance, name changes, revisions of criteria and other clarifications regarding inscriptions of World Heritage properties in the region;

5. Acknowledges the recommendations for reviewing the importance of local populations in or adjacent to natural World Heritage properties; guidelines for management plans and principles for evaluating visual impacts for activities in and adjacent World Heritage properties;
6. Requests that the meeting concerning the “reflection year” referred to in Decision **7EXT.COM 5** include:
 - a) forms and format of the Report;
 - b) training priorities arising from all reports;
 - c) international cooperation issues; and
 - d) a reflection on a new regional grouping;
7. Requests the Director of the World Heritage Centre, in consultation with the Advisory Bodies and the States Parties concerned, to report at its 30th session (Vilnius, 2006) on the proposed structure, time-schedule and resources needed for the implementation of the measures outlined in paragraph 6;
8. Strongly encourages the States Parties of Canada and the United States of America to continue the existing level of excellent cooperation.