



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

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2 November 2004

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

Subject: LAST REMINDER for the Submission of Section I of the Periodic Reporting on the application of the World Heritage Convention and on the state of conservation of World Heritage properties in Europe by December 2004

Madam/Sir,

I am pleased to provide you with updated information on the Periodic Reporting exercise for Europe, which is, as you are aware, based on Article 29 of the 1972 *Convention concerning the protection of the world cultural and natural heritage*.

Most of the governmental authorities have appointed a focal point as national coordinator for the exercise to facilitate the work of the World Heritage Centre in its communications with the State Party. The focal point is responsible for the timely submission of the final report to be filled in directly at the Centre's web page, at <http://whc1.unesco.org/periodicreporting/>. To this end, all focal points received a password to access the electronic tool.

All States Parties are kindly requested to fill in Section I of the Periodic Report - even if they do not have any site included on the World Heritage List until 1998. 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.

As Section I needs to be submitted to the World Heritage Centre in a timely fashion by 31 December 2004 at the very latest, preferably before, I would like to kindly ask those States Parties which have not yet submitted their reports to inform the Centre of the state of preparation and of any questions or need for assistance.

I am pleased that a number of States Parties have already submitted their completed Questionnaires and I would like to thank them for their timely co-operation. I am confident that all other States Parties will follow soon.

Please note that the Periodic Report also has to be submitted in signed hardcopy (English or French) to the World Heritage Centre.

I would like to draw your attention to the fact that the Centre cannot guarantee the inclusion into the analysis of any reports received after the final deadline of December 2004. We are also obliged to indicate to the World Heritage Committee at its 29th session in July 2005 the States Parties, which have not complied with the request.

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

cc: National Commissions of European States Parties
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