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UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION

WORLD HERITAGE COMMITTEE

(First Session)

Paris, 27 June - 1 July 1977

OPERATIONAL GUIDELINES FOR THE WORLD HERITAGE COMMITTEE

(Text prepared by the Drafting Committee, except for paragraphs
8 to 14 drafted by the two working groups)

INTRODUCTION

1. The cultural and natural heritage are for each nation and the international community amongst their most important and priceless possessions. Because it is irreplaceable, any loss or serious impairment of that heritage is a tragedy. The most important and priceless heritage of all comprises those properties, cultural and natural, which can be considered to be of outstanding universal value for the peoples of the world. For a variety of reasons, that world heritage is now being impaired or lost everywhere at an alarming rate.

2. In an attempt to remedy this situation and to ensure so far as is possible the proper identification, protection, preservation and presentation of the world's most significant heritage, the Member States of Unesco have adopted a World Heritage Convention. That Convention, which complements and does not compete with heritage conservation programmes at the national level, provides for the establishment of a World Heritage Committee and a World Heritage Fund. The Fund and the Committee are now in existence.

3. The World Heritage Committee has four critically important functions:

- to draw up a World Heritage List comprising those properties, cultural and natural, throughout the world, which are considered to be of outstanding universal value in accordance with criteria to be established by it;

- to prepare a List of World Heritage in Danger consisting of those properties on the World Heritage List which the Committee considers to require major conservation measures for their protection and for which assistance has been requested by the Member States concerned;
- to determine how best and under what circumstances the World Heritage Fund resources should be used;
- and, so far as is possible, to assist Member States in the conservation of their properties of outstanding universal value.

4. The responsibilities of the World Heritage Committee are immense. But there can be no more important challenge and no more worthwhile task than an endeavour on behalf of the peoples of the world to assist them in protecting for future generations those properties anywhere, whether cultural or natural, which are of outstanding universal value.


I. ESTABLISHMENT OF THE WORLD HERITAGE LIST

A. General Principles

5. The Committee agreed on the following general principles:
- i) The World Heritage List, in view of its importance not only for the work related to the Convention, but also for educational and public information purposes, shall be considered as a separate entity. The criteria for the inclusion of properties in the List, therefore, shall enable the World Heritage Committee to act with full independence in evaluating solely the intrinsic merit of a property and not its suitability for assistance by the World Heritage Fund ;

- ii) The outstanding universal value of cultural and natural properties shall be determined according to two sets of criteria :
 - one set of criteria for cultural property,
 - one set of criteria for natural property ;
- iii) Cultural and natural properties shall be included in the World Heritage List according to a gradual process and no formal limit shall be imposed either on the total number of properties included in the List or on the number of properties any individual State can submit at successive stages for inclusion in the World Heritage List ;
- iv) When a property included in the World Heritage List has deteriorated to such an extent that it has lost those characteristics for which it was inscribed thereon or when further research has shown that the property is not, in fact, of outstanding universal value, that property shall be deleted from the List. In this connection, it is hoped that the reports to be submitted by States Parties under the terms of Article 29 of the Convention will provide sufficient information for the Committee to decide on the continuing eligibility of the properties in the List ;
- v) The property included in the World Heritage List should be marked with a World Heritage Emblem. However, this emblem should be placed in such a way that it does not visually impair the property in question.

6. The Convention provides a vehicle for the protection of those cultural or natural properties or areas deemed to be of outstanding universal value. It is not intended to provide for the protection of all properties and areas of great interest, importance, or value, but only for a select list of the most outstanding of these from an international viewpoint.

7. The definition of "universal" in the phrase "outstanding universal value" requires comment. Some properties may not be recognized  all people, everywhere, to be of great importance and significance. Opinions may vary from one culture or period to another and the term "universal" must therefore be interpreted as referring to a property which is highly representative of the culture of which it forms part.

D. Format and content of the nominations for inclusion in the World Heritage List

13. The nominations to be submitted by the States Parties to the Convention must include all the necessary information and supporting documentation to enable the Committee to decide on the eligibility of property for inclusion in the World Heritage List.

14. Nominations by States for inclusion of cultural and natural properties in the World Heritage List must be presented in the form of a closely argued case, supported by full documentation and bibliography. The same printed form shall be used for the cultural and natural heritage. Such a form shall request the following type of information and documentation :

i) Specific Location

- Country
- State, Province or Region
- Name of property (local and eventually other names)
- Exact location on map and indication of geographical co-ordinates

ii) Juridical Status

- Owner
- Legal status
- Responsible administration

iii) Identification

- Description and inventory
- Maps and/or plans
- Photographic and/or cinematographic documentation
- History
- Bibliography

iv) State of preservation/conservation

- Diagnosis
- Agent responsible for preservation and conservation
- History of preservation/conservation
- Proposed projects for preservation/conservation
- Means for preservation/conservation (legal, technical, administrative and financial ones, etc.)
- Management plans.

v) Justification for inclusion in the World Heritage List

For cultural property

- Unique artistic or aesthetic achievement
- Outstanding importance in terms of influence on subsequent developments
- Rarity
- Significant example of a type of structure
- Vulnerability of traditional forms
- Exceptional historic significance

For natural property

This should be based on criteria presented under paragraphs 11 and 12.

15. A nomination form shall be prepared and furnished to States Parties accompanied by explanatory instructions. The initial form shall be used until changes become necessary. States Parties will also be provided with a model nomination file.

E. Procedure and calendar

16. Until a calendar has been adopted by the Committee at its second session, the following temporary schedule will prevail :

a) November 1977

All States Parties to the Convention will be invited by the Director General of Unesco on behalf of the Committee to

submit nominations to the World Heritage List in conformity with the decisions taken by the Committee with respect to the form and content of nominations to the World Heritage List and to the criteria in terms of which the inclusion of properties in the World Heritage List will be determined. States Parties will be informed that all nominations to be considered by the World Heritage Committee at its second session should reach the Secretariat by 1 April 1978. Copies of the nomination form will be attached to the letter.

b) April-May 1978

The Secretariat on behalf of the Committee will be responsible for :

- registering each nomination ;
- transmitting nominations to the appropriate international organizations for review and advice to the Secretariat on the completeness of the documentation and for evaluation against the agreed criteria ;
- contacting, if necessary, the States Parties concerned with a view to completing the information and documentation requested by the World Heritage Convention ;
- translating and reproducing the nominations and supporting documentation into the working languages of the World Heritage Committee ;
- submitting the nominations to the members of the Committee before its 1978 session.

II. ESTABLISHMENT OF THE LIST OF WORLD HERITAGE IN DANGER AND GRANTING OF INTERNATIONAL ASSISTANCE FROM THE WORLD HERITAGE FUND

A. Format and content of the requests for international assistance

17. International assistance shall be requested in accordance with a standard format which shall include the following information :

- a) country
- b) date of submission
- c) name of property
- d) date of inscription on World Heritage List (if applicable)
- e) date of inscription on list of World Heritage in Danger (if applicable)
- f) brief description of property
- g) detailed description of danger to property (if possible supported by documentary evidence, drawings, maps, etc.)
- h) legal status of the property including the protective, legal and administrative measures already taken for conservation of the property
- i) objectives of proposed project (in terms of scientific or cultural interest, educational value, social and economic benefits, etc.)
- j) proposed activities to be undertaken
 - with national financing
 - with assistance under the Convention (breakdown according to categories listed in Article 22 of the Convention)
- k) approximate cost of these activities
 - paid nationally
 - requested under the Convention
- l) national body responsible for the project, and details of project administration.

18. For the large projects referred to in Article 24 of the Convention, the Committee considers it necessary to have, in addition, a more detailed project document prepared, which shall include the following information :

- a) detailed scientific and technical data concerning the work to be undertaken

- b) a detailed analysis of the requirements in equipment, expendable and non-expendable supplies, specialist services, skilled and unskilled labour as well as administrative personnel, etc.,
- c) the training component (in-service training as well as fellowships for training abroad)
- d) a presentation of the cost of all items required broken down to reflect local inputs and those which must come from external sources
- e) schedule showing the desirable starting date; flow of funds, equipment supplies and personnel; and, the overall flow of activities of the programme
- f) a statement and supporting analysis where appropriate of the social and environmental impact of the project.

B. Procedure for consideration of requests for international assistance

19. The Committee agreed to adopt the following procedure :

- a) the Director General, on behalf of the Committee, shall inform States Parties that they may submit requests for international assistance under the Convention concerning :
 - i) properties included in the World Heritage List or nominated for inclusion therein
 - ii) the establishment of inventories which, according to Article 13 (2) may be submitted "when preliminary investigations have shown that further inquiries would be justified"
 - iii) the training of staff and specialists at all levels in the field of identification, protection, conservation, presentation and rehabilitation of the cultural and natural heritage, and
 - iv) support for national or regional centres for the training of staff and specialists referred to in Article 23 of the Convention.

States Parties shall also be informed that requests to be considered by the Committee at its second session should reach the Secretariat by 1 April 1978.

- b) The Secretariat on behalf of the Committee, shall be responsible for :
- registering each request
 - assisting in completing the requests (if necessary)
 - translating and reproducing the requests
 - submitting the requests to the members of the Committee before its 1978 session

C. Order of priorities for the granting of international assistance

20. Without prejudicing the provisions of the Convention, which shall always prevail, the Committee agreed on the following order of priorities with respect to the type of activities to be assisted under the Convention :

- emergency measures to save property which is in immediate danger of total destruction or disappearance
- preparatory assistance, i.e. preparation of projects to safeguard property which is in danger
- preparation of inventories for the World Heritage List
- projects which are likely to have a multiplier effect ("seed money") because they :
 - . stimulate general interest in conservation
 - . contribute to the advancement of scientific research
 - . contribute to the training of specialised personnel
 - . generate contributions from other sources

21. The Committee also agreed that the following factors would in principle govern its decisions with respect to assistance under the Convention :

- i) the urgency of the work and of the protective measures to be taken
- ii) the legislative, administrative and financial commitment of the recipient State to preserve and manage the property
- iii) the cost of the project
- iv) the interest for and demonstrational value of the project in respect of scientific research and the development of economical conservation techniques
- v) the educational value both for the training of local experts and for the general public, especially in the field of nature conservation, the socio-economic, cultural and ecological benefits accruing from the project.

22. Properties included in the World Heritage List shall be considered as being of equal value. For this reason, the criteria proposed above make no reference to the relative value of properties. The criteria relating to scientific interest covers, inter alia, the proposed use on the project of new methods and techniques in conservation, i.e. "pilot projects" carried out with the most economical means which would have an exemplary value. By "improved educational value" is meant the training opportunities that would arise for local staff and the impact which the project would have on the awareness and appreciation of the general public, not only in the country in which the property is located, but on a world-wide scale.

D. Standard agreement to be concluded with States receiving international assistance

23. An agreement will be concluded between the Committee and the State Party receiving assistance under the Convention. Under this agreement, the recipient State will undertake to continue to protect, conserve and present the property safeguarded with the assistance provided under the Convention. The Secretariat will prepare a draft standard agreement and transmit it as soon as

possible to the members of the Committee for examination at its second session.

E. Financial Regulations for the World Heritage Fund

24. The Committee took note of the financial regulations of the World Heritage Fund, as set out in document CC-77/CONF.001/3.

III. INVITATIONS TO SESSIONS OF THE COMMITTEE

25. The Committee decided that the following organizations would be invited to send observers to further sessions of the Committee :

United Nations

United Nations Development Programme (UNDP)

United Nations Environmental Programme (UNEP)

Food and Agriculture Organization of the United Nations (FAO)

World Food Programme

International Bank for Reconstruction and Development

Interamerican Development Bank

Alecso

Council of Europe

Organization of American States

South East Asian Ministers of Education Organization

International Union of Architects

International Federation of Landscape Architects

Any other international organizations which may develop programmes of heritage conservation will also be invited in an observer capacity

The Chairman of the International Fund for the Culture will also be invited to attend as an observer.

IV. RECOMMENDATIONS TO STATES PARTIES

26. When setting the boundary of a property to be nominated to the List, the concept of a buffer zone around the property may be applied where appropriate. In such instances the nominations would include :

- a) a precise definition of the surface area of the property itself, including the sub-surface area where necessary
- b) an indication of the buffer zone around the property itself (i.e. the natural or man-made surroundings that influence the physical state of the property or the way in the property is perceived).

Such buffer zones will be determined in each case through technical studies and provided with adequate protection.

27. In order to ensure efficient execution of the project, a single body - whether national, regional, local, public or private - should be entrusted with the responsibility of executing the project in the State Party concerned.

28. As far as possible, Member States should include, in their submissions, properties which combine in a significant way cultural and natural features of outstanding universal value.