

KATHMANDU VALLEY WORLD HERITAGE SITE
INTEGRATED MANAGEMENT PLAN

MANAGEMENT HANDBOOK

FOR

**BAUDDHANATH
MONUMENT ZONE**

DRAFT

APRIL 2007

Prepared by:

**LOGO
G.o.N.**

Government of Nepal
Ministry of Culture, Tourism and Civil Aviation
Department of Archaeology
Kathmandu Metropolitan City
Bauddhanath Area Development Committee

*in close collaboration with the
World Heritage Centre and
UNESCO-Kathmandu Office*

**LOGO
UNESCO**

FOREWORD

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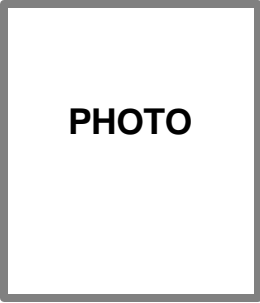
Mr. Kosh Prasad Acharya
Director General
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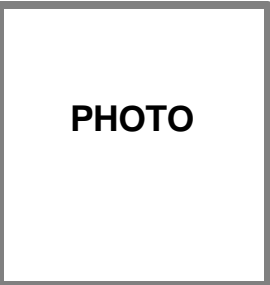
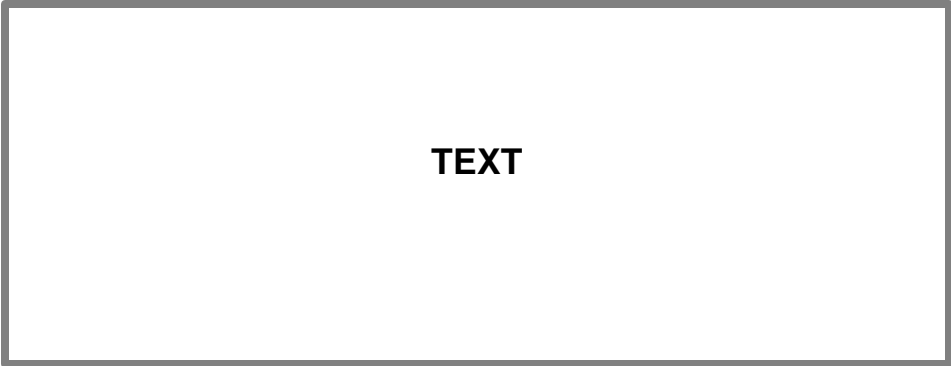
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Mr. Francesco Bandarin
Director
World Heritage Centre
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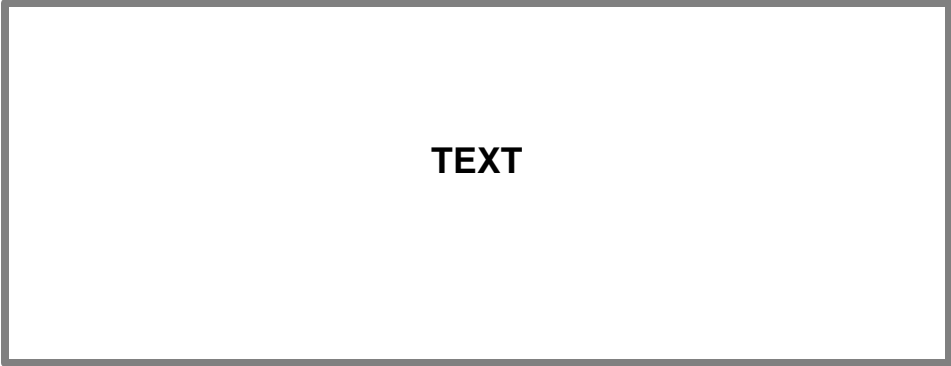
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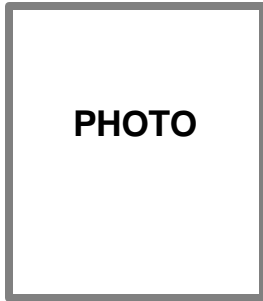


Mr.
Executive Officer
Kathmandu Metropolitan City

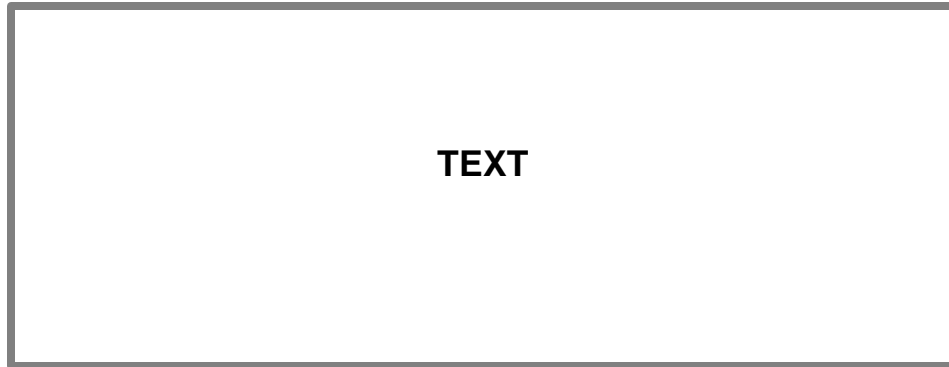


Mr.
Chairperson
Buddhanath Area Development Committee





Prof. Herb Stoval
International Technical Advisor
ICOMOS



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Department of Archaeology
Bauddhanath Area Development Committee
Site Managers of the Seven Monument Zones
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Note: the final document will be an A5 sized publication in Nepal

1. INTRODUCTION

The Management Handbook for Baudhanath Monument Zone is a component of the Integrated Management Plan (IMP) for the Kathmandu Valley World Heritage Site (KVVHS). Within the framework of the integrated management of the seven monument zones, each zone has been defined and zone specific management structures and processes established.

The Integrated Management Plan

The World Heritage property within the Kathmandu Valley is probably one of the most complex in the world, comprised of seven Monument Zones, each with specific management requirements. Each Monument Zone contributes to the outstanding universal value of the World Heritage property; however the threat to each Zone is different in form and degree. The aim of this Management Plan is to develop a framework for the integration of the seven Monument Zones within a single management system, while taking into account each of their specific management requirements.

The Integrated Management Plan must be seen as a Road Map towards achieving the goal of conserving the outstanding universal value of the seven Monument Zones of the Kathmandu Valley. The Integrated Management Plan

defines management structures and processes which have been developed through consensus of the concerned authorities. The establishment of these structures and the implementation of the processes is a prerequisite for the Kathmandu Valley property to remain on the List of World Heritage.

The Integrated Management Plan has been defined in a set of documents comprising of eight volumes; the Integrated Management Framework and Management Handbooks for each of the seven Monument Zones. In addition to these documents, there are eight sets of Working Documents; the Integrated Plan of Action and Plan of Action for each of the seven Monument Zones. These Working Documents are to be annually reviewed and revised.

Base Documents

Integrated Management Framework

The Integrated Management Framework is a document adopted by the State Party that defines the management structures and processes necessary for the implementation of the Integrated Management Plan.

Management Handbooks

The Management Handbooks are manuals for the Site Managers of each of the Monument Zones. The Handbooks provide information on the definition of the Monument Zone and the institutional, legal and financial frameworks for the management of the site.

The Management Handbooks have been compiled for Site Managers for each Monument Zone. The Management Handbooks define the Monument Zones and their institutional, legal and financial frameworks and are to be used for the daily management of the site as well as for the annual review and revision of the Plan of Action. The Management Handbook itself must be reviewed and if necessary, amended at least every five years.

Working Documents

Integrated Plan of Action

The Integrated Plan of Action is comprised of a compilation of issues and key objectives for the Integrated Management of the Kathmandu Valley World Heritage Site. Based on the key objectives, an overall Plan of Action considering short, medium and long-term activities has been formulated. This document would need to be reviewed and revised annually and should be the basis for strategic planning for the integrated management of the overall World Heritage Site.

Plan of Actions for Monument Zones

For each Monument Zone, a Plan of Action has been prepared based on a compilation of site specific issues and key objectives. Based on the prioritization and feasibility of these short, medium and long-term activities, an annual site specific Action Plan is to be formulated and implemented.

2. DEFINITION OF THE MONUMENT ZONE

2.1 Name:

Bauddhanath Monument Zone

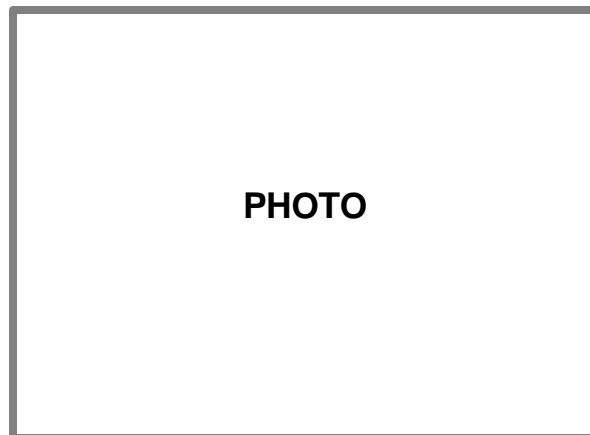
2.2 Site Manager:

Culture Heritage and Tourism Department,
Kathmandu Metropolitan City and Bauddhanath
Area Development Committee and the
Department of Archaeology

2.3 Boundaries and Buffer Zone:

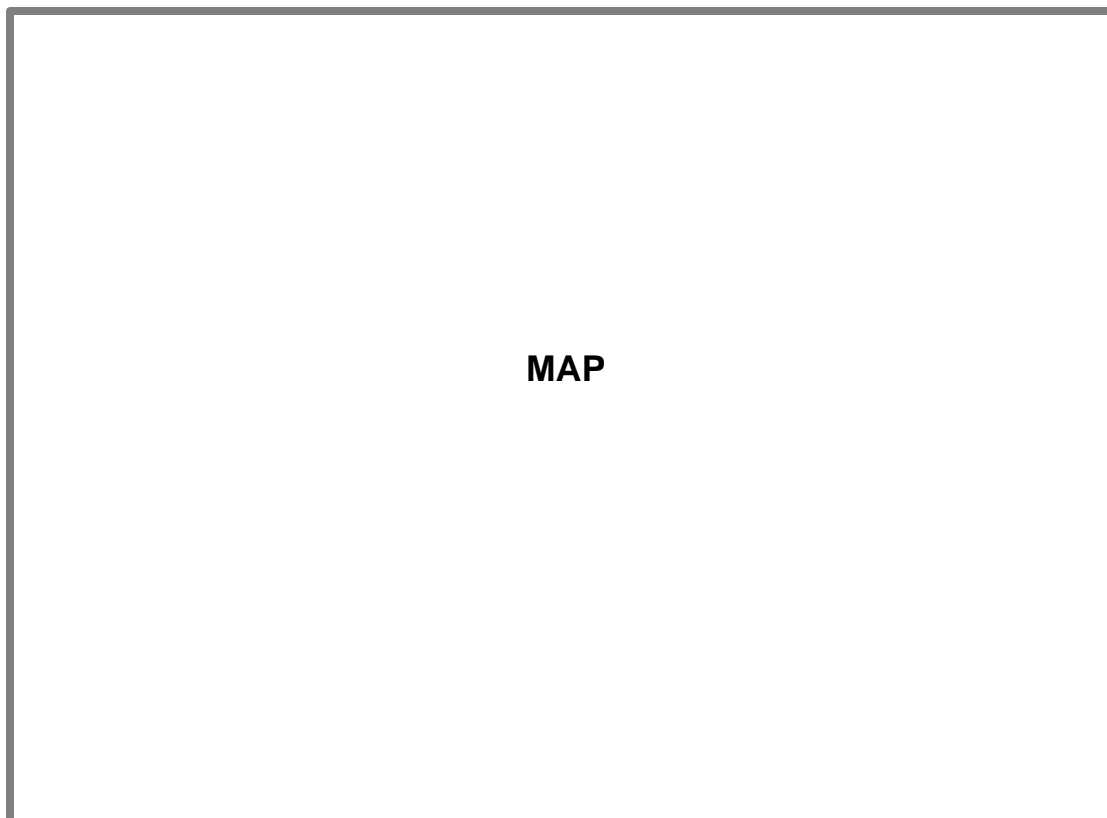
The boundary for Bauddhanath Monument Zone encompasses the main Stupa of Bauddhanath including the circumambulatory path around the main stupa. The boundary also includes a cluster of buildings to the north-east. The monument itself clearly retains the outstanding universal value.

Total Area within Boundary: 1.27 ha approx



The proposed Buffer Zone encompasses the buildings surrounding the circumambulatory path, as well as certain open spaces beyond the circle of buildings. Though this area does not contain any major monuments, it requires strict controls to retain the identity of the place. The buffer boundary corresponds to the area gazetted in 1998.

Total Area within Boundary: 2.83 ha approx



2.4 Significance of the Monument Zone:

The Bauddhanath Monument Zone comprises of the main Bauddhanath Stupa, surrounded by numerous chaityas, and the circumambulatory path that holds the religious activities adhered to the main Stupa. Open space towards the northwest containing a cluster of buildings linked with Stupa activities and the main access way from the south also form an integral part of the Monument Zone.

Bauddhanath Stupa is the largest Stupa in Nepal and has remained an unparalleled majestic exemplar of Buddhist architecture. The survival of the ancient traditions and rituals associated with the Stupa renders it to be a living heritage. Together with Swayambhu, the Bauddhanath Stupa is one of the most prominent sites in the valley, where Buddhist architecture achieved its culminating grandeur.

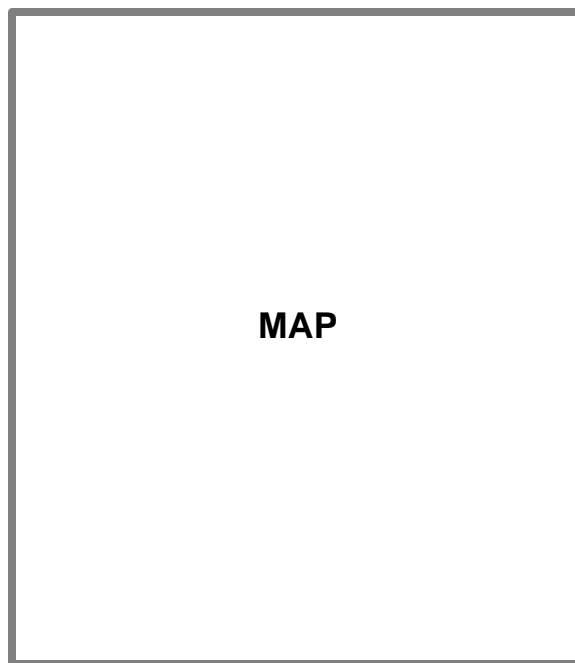
The scale and character of the Stupa itself gives this Monument Zone its outstanding universal value, overshadowing the deClassification peripheral area. The aura and the sense of place have remained intact due to the enclosure created by the surrounding buildings.

There are several legends, myths and folklores about the establishment of this Stupa, which is thought to have been from the Lichchhavi period. The present state of the Stupa, however, is the result of numerous renovations and restorations during the medieval and the Shah periods. The stupa architecture has showed very little deviation from the strict disciplines of design and form; even the construction material and techniques have showed a consistency throughout the history of its construction and renovation. The traditional system for carrying out and financing the upkeep of the Stupa, the Guthi, still survives, though with reduced resources.

The Stupa and the settlement surrounding it have complemented each other from the very beginning. Though the individual buildings have undergone considerable changes, collectively they form an enclosure for the Stupa which contributes to the unique ambience of the space around it. The monastic institutions, the shops and the goods for sale, the community, the guthis, the live display of traditions and rituals are all interlinked to form the identity of the place.

LISTED MONUMENTS AS PER NOMINATION DOCUMENT

<u>Structure</u>	<u>Ref. No.</u>
1. Bauddhanath	(V-MZ3.1)



This list has been augmented through the classified inventory

2.4 Key Issues:

The key issues in respect to the conservation and management of the Monument Zone have been categorized under eight headings; identification, legal provisions, planning and policy, site management, community and awareness, visitors, information and research and sustainability of management. In this section, each of these categories is generally defined in respect to Bauddhanath Monument Zone. However, these issues need to be further detailed out in the Plan of Action.

A. Identification

A detailed and updated definition of the Bauddhanath Monument Zone based on its outstanding universal value, authenticity, integrity, boundary and buffer zone is essential for the conservation and management of the site. Management must be based on the ultimate aim of preserving the outstanding universal value of the Monument Zone. This requires a clear understanding of the significance of the Monument Zone as a whole and the elements and attributes that contribute to this significance. This should be the basis for all decisions taken in respect to managing the Monument Zone.

B. Legal Provisions

The legal provisions for the Monument Zones must be site specific, comprehensive, purposeful and aimed at the ultimate goal of conserving the outstanding universal value of

the site. the legal provisions for Bauddhanath must be formulated in response to the specific state of conservation of this particular Monument Zone and its buffer zone respectively. the legal provisions must take into account all aspects of the Monument Zone. Four categories have been identified; guidelines for the conservation of classified monuments, building bylaws, guidelines for rectification of inappropriate buildings and development guidelines. Each set of legal provisions must be accompanied by a detailed implementation process.

The legal provisions must be institutionalized within the legal and managerial framework of the Kathmandu Metropolitan City. For efficiency of the legal provisions, overlapping authority and responsibilities must be eliminated and incentives and subsidies must be provided.

C. Planning and Policy

Policies should be based on the understanding that elements and attributes that give monuments and their surrounding context their significance must be conserved. The prioritization of conservation must be understood and followed by all government authorities, line agencies and stakeholders in their activities within the Monument Zone.

The review and revision of the Plan of Action and the preparation of an Annual Action Plan would be the basis for planning of the Monument Zone.

D. Site Management

The responsibility and necessary authority for site management must be given to the designated Site Manager; the Culture Heritage and Tourism Department of Kathmandu Metropolitan City and the Bauddhanath Area Development Committee. The Site Manager would however report to and be supported by

the Coordinative Working Committee. The Site Managers must coordinate the implementation of the respective legal provisions, monitor the Monument Zone and as per understanding report to the Coordinative Working Committee.

The Site Manager also has the key responsibility of risk management and emergency response to disasters.

E. Community and Awareness

The community must be aware of the significance of their heritage and - to whatever degree possible - need to participate in the conservation efforts. This is critical for owners of the buildings within the boundaries, particularly owners of historic buildings. The community must be aware of legal procedures and possible incentives and subsidies. The community must be provided with technical services and be made aware of maintenance and restoration techniques.

F. Visitors

A clear strategy must be formulated to make the most of the potential to attract visitors to the Monument Zone and use this to support the conservation efforts. This would require an assessment and necessary upgrading of visitor amenities and the possible use of historic buildings for visitor accommodation. Site interpretation needs to be informative and accurate. Potential visitor sites such as museums need to be upgraded.

G. Information and Research

There exists a necessity for research into a vast number of issues pertaining to the Bauddhanath Monument Zone, in regards to conservation, architecture, history, sociology, economics, etc. Documentation work such as the complete documentation of historic buildings and facades could be coordinated with appropriate educational institutions.

H. Sustainability of Management

The management of the Monument Zone must be seen within the framework of the implementation of the Integrated Management Plan. Management must be closely linked to the financial framework and basic funding for implementation of site management must be provided for.

Site Management must take into account the long term plans and thereby ensure the conservation of the Monument Zone for future generations.



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3. MANAGEMENT OBJECTIVES and STRATEGIES

3.1 Objective Statement:

The primary objective of the Integrated Management of the Seven Monument Ensembles of the Kathmandu Valley is to protect the Outstanding Universal Value of the World Heritage property as well as protect the locally recognized heritage values, while taking into account the standard of living, safety and economic viability of the community living within the World Heritage property.

The principles that are to be observed in achieving the management goals are:

Significance-driven: The concern for the conservation of the significance of the site should be at the core of decision-making and must be balanced against the interests of other sectors.

Integrated approach: The integrated management will follow a systemic and holistic approach to conservation, taking into account the significance of the monuments, the cultural and natural context within which they are found and the living heritage that lends them their local value.

Process oriented: The integrated management will focus on the processes and linkages between the components of the site and the various actors to allow for realistic long-term implementation

Bottom-up approach: The integrated management will take into account the realities at the site level when developing conservation strategies. This is particularly so in respect to the living cultural heritage of the Monument Zones.

Promote local empowerment: Devolution of powers to the Monument Zone site managers must be accomplished to whatever degree possible, however without losing the integration and coordination between the components of the overall World Heritage property.

Socially and economically sustainable: The integrated management will be prepared on an understanding of sustainability, respect to social as well as economic operations of the site.

3.2 Overarching Strategies:

The overarching strategy for achieving the management objectives is to document the existing system, analyse it in respect to its efficiency and appropriateness and introduce modifications to the institutional, legal and economic frameworks and implementation processes.

The overarching strategies for achieving the management objectives are:

Integrated Management:

For the Integrated Management of Monument Zones of the Kathmandu Valley, a common approach to conservation must be established. Each Monument Zone must have a management structure that is specific to its circumstances. However, close cooperation needs to be established through the Coordinative Working Committee.

Institutional Framework :

A specific Site Manager needs to be identified for each Monument Zone, with the authority and capacity to coordinate, monitor, review and implement the Integrated Management Plan and the Annual Action Plans. The Site Manager must also participate in the Coordinative Working Committee.

Legal Framework

The main strategy for improving the management of the Monument Zones is devolution of powers to the site managers. Legal provisions must be evolved specifically for each individual Monument Zones and must cover all components of the area within the boundaries as well as the buffer zone. All legal provisions must be accompanied by a clearly defined process for implementation and enforcement.

Economic Framework

Administrative expenses for the management of the Monument Zones should be borne by the respective authorities. However a strategic plan is required for funding of conservation and restoration projects.

4. INSTITUTIONAL FRAMEWORK

The “State Party” is represented by the Department of Archaeology, under the Ministry of Culture, Tourism and Civil Aviation. Management, however, needs to be carried out by Site Managers specific to each of the Monument Zones, leaving the Department of Archaeology with the task of coordination and monitoring and retaining responsibility for the classified monuments.

4.1 Coordinative Working Committee (CWC):

The Coordinative Working Committee (CWC) is the key institution for the integrated management of the Kathmandu Valley World Heritage Site. The CWC is chaired by the Head of the World Heritage Unit of the Department of Archaeology with members representing each of the Monument Zones. The chairperson of the Bauddhanath Area Development Committee will represent Bauddhanath Monument Zone.

The CWC shall meet at regular intervals not exceeding 2 months and may call emergency meetings when necessary. When found necessary, the CWC may invite representatives from related government authorities, line agencies and experts to their regular or emergency meetings.

Responsibilities of the Coordinative Working Committee:

- to hold meetings at regular intervals not exceeding 2 months,
- to coordinate and monitor the progress of implementing IMP;
- to coordinate the implementation of the applicable legal provisions;
- to coordinate the activities of the Site Managers and the DoA;
- to coordinate with related government authorities, line agencies and experts;
- to supervise site monitoring, receive reports from the Site Managers and give necessary instructions for site implementation;
- to coordinate response to emergency situations after disasters;

4.2 CWC Secretariat:

The Coordinative Working Committee Secretariat will be the focal point for the integrated management of the Kathmandu Valley World Heritage Site. The CWC Secretariat will look after the administration of the CWC and call regular and emergency meetings.

The World Heritage Unit of the Department of Archaeology is responsible for running the CWC Secretariat within their premises. The CWC Secretariat will have a designated office, which will also serve as a documentation centre for the KVWHS.

Responsibilities of the CWC Secretariat:

- to work as a focal point for all aspects of integrated management of the WHS;
- to coordinate and implement all administrative activities of the CWC;
- to call regular and emergency CWC meetings;
- to prepare and distribute minutes of all CWC meetings;
- to record and document the progress of implementing the IMP;
- to run a documentation centre for the KVWHS;



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4.3 Site Manager:

The Site Managers will be the most local level appropriate for the task and in the case of municipalities, an appropriate department / section / unit will be specified. For Bauddhanath Monument Zone, the Site Manager has been identified as the **Culture Heritage and Tourism Department (CHTD) of Kathmandu Metropolitan City (KMC)** and the **Bauddhnath Area Development Committee (BADC) together with the Department of Archaeology**.

CHTD/KMC and BADC will jointly take on the lead role of managing the WH areas in close collaboration with the World Heritage Unit of the Department of Archaeology. The coordination and cooperation between the two partner Site Managers is crucial. In broad terms, CHTD/KMC is responsible for the official enforcement of bylaws and the BADC is responsible for the daily monitoring and upkeep of the Monument Zone. Conservation and development planning should be coordinated by BADC, however should work closely with the CHTD/KMC and the DoA.

CHTD/KMC as well as BADC needs to be given adequate capacity and training to be in a position to fulfil its tasks as Site Manager.

Responsibilities of the Site Manager:

- to coordinate the implementation of the applicable legal provisions;
- to coordinate with all relevant “actors” within the WH area;
- to carry out weekly monitoring and prepare weekly monitoring reports;
- to send a representative to participate in the monthly Coordinative Working Committee meetings and report on the state of conservation;
- to review and revise the Plan of Action and prepare Annual Action Plans;
- to participate in awareness building on conservation of the Monument Zone;
- to carry out risk management and emergency response to disasters;



PHOTO

4.4 Monitoring and Reporting Framework:

Site Monitoring and Reporting

Weekly Site Monitoring will be carried out by the Site Manager by filling out a monitoring form. This form must be filled out regularly, stating whether activities have taken place or not, whereby a detailed history of the site is documented.

Monthly reporting will be done to the Coordinative Working Committee. Information will be presented as notification or for necessary decisions.

Emergency reporting will be done directly to the Coordinative Working Committee Secretariat at the Department of Archaeology.

Annual Progress Reports shall be prepared in conjunction with the implementation of the Annual Action Plans. The progress report will explain whether targets have been achieved based on the predetermined indicators. The indicators in most cases would be a document or legal provisions that has been acknowledged or passed by the concerned authorities, implementation of certain provisions, completion of certain specific actions or establishment of an institution, body or program.

Periodic Assessment

Periodic Assessment shall be carried out by the Coordinative Working Committee on the progress of implementing the Integrated Management Plan and the state of conservation of the Monument Zones.

Monthly Assessment of ongoing activities will be done at the regular Coordinative Working Committee meetings. This will be based on the reports of Site Managers of the individual Monument Zones. The monthly assessment will also include a progress report on implementation of the Annual Action Plan.

Annual Assessment of implementation of the Action Plan will be done in conjunction to preparation of the next annual Action Plan. The overall Plan of Action will also be reviewed and revised as found necessary.

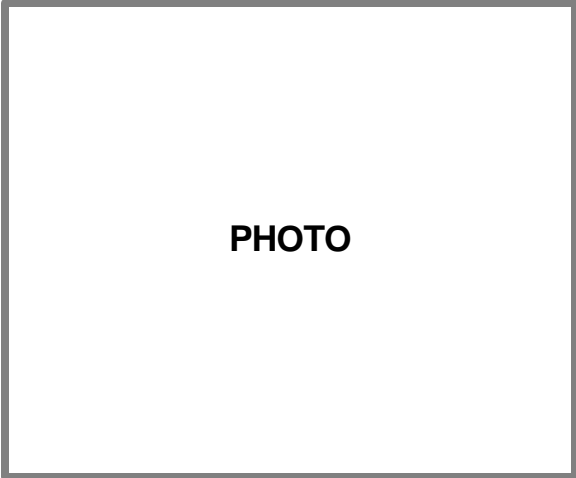
Five-Year Assessment of the components of the Integrated Management Plan will be carried out. The Integrated Management Framework and Management Handbooks for the Monument Zones, including institutional, legal and financial frameworks will be reviewed and if necessary amended.

4.5 Sector-Wise Coordination:

The Sector-wise Coordination is an integral part of the Integrated Management. Strategies need to be developed to function as a cross-cutting feature of all activities carried out within the World Heritage areas. The State Party shall coordinate work between the various sectors involved in conservation and development works within the Monument Zone areas; the two major sectors are; Tourism and Local Development. However further sectors might need to be taken into consideration such as Education, Health, Agriculture, Environment and Housing.

The Tourism sector plays a major role in heritage conservation, both as a source of income as well as to gain recognition for the heritage. However, without appropriate management of Tourism, it can have a negative impact on the property. Tourism development should assist in preserving the outstanding universal value of the World Heritage areas. The tourism sector should ensure that their activities do not contribute to development that has an adverse affect on the heritage property, but rather also participate in the sustainable human development within the heritage area.

The Local Development sector generally encompasses infrastructure and services such as: Roads and Traffic, Water Supply, Solid Waste Management, Sewage Management, Electricity Supply and Telecommunications. However this sector would also encompass the cross-cutting issues of Environment Management, Risk Management and Security. Local Development, if not controlled may have a major negative impact on the heritage property.



The Authorities

The State Party shall coordinate work between the various authorities involved in conservation and development works within the Monument Zone areas. This is especially so in respect to the following authorities:

Ministry of Culture, Tourism and Civil Aviation

- **Department of Archaeology:**
As principle authority within the Monument Zones representing the State Party

Ministry of Local Development

- **Municipality / VDC:**
As executive authorities as Site Managers

Further ministries, departments and government authorities working within the Monument Zones would include:

Ministry of Physical Planning and Works

- **Department of Urban Development and Building Construction,**
- **Kathmandu Valley Town Development Committee,**
- **Department of Roads,**
- **Department of Water Supply and Sewerage,**

Ministry of Home Affairs

- **Chief District Officer**

Ministry of Land Reform and Management

Ministry of Finance

Ministry of Law Justice and Parliamentary Affairs

Further semi-government agencies, line agencies, and corporations working within the Monument Zones would include:

- **Nepal Tourism Board,**
- **Nepal Electricity Authority,**
- **Nepal Telecommunication Authority,**
- **Water Supply Corporation,**
- **Guthi Corporation.**

5. LEGAL FRAMEWORK

5.1 Legal Provisions for Monument Zones:

The Integrated Management Plan works towards clarifying the authority and responsibilities between the Department of Archaeology (based on the Ancient Monument Preservation Act 1956), the municipalities and VDC (based on the Local Self-Governance Act 1999) and other related Authorities (based on their respective Acts). For the conservation of the Monument Zones of the Kathmandu Valley World Heritage Site, it is critical that the processes and linkages between the respective authorities are coordinated and efficient.

Ancient Monument Preservation Act (AMPA) 1956

the legal provisions for the conservation, protection and management of cultural property is based on the *Ancient Monument Preservation Act (AMPA) 1956*, its subsequent amendments (the fifth amendment in 1996) and the *Ancient Monument Preservation Rules 1988*. The AMPA gives the *Department of Archaeology* the legal provisions to declare a monument or area to be a *Protected Monument Zone (PMZ)*. The Department of Archaeology is subsequently responsible for the protection of the site, including the prescription of building

bylaws, approving requests for building permits and for any other construction activities within the zone. The Department of Archaeology is given the authority to stop inappropriate and/or illegal building activities and to request for the demolition of unauthorized constructions.

The seven Monument Zones of the Kathmandu Valley World Heritage property have been declared PMZs and the boundaries have been gazetted under the provisions of the AMPA. The Department of Archaeology is therefore responsible for the preservation of the areas comprising the property inscribed on the World Heritage List.

Local Self-Governance Act (1999)

The Local Self-Governance Act (LSGA) 1999 is the principle act for the decentralization of powers to the District Development Committees (DDC), the Municipalities and the Village Development Committees (VDC). The LSGA gives the elected local government bodies the function and duty - to varying degree - to record, maintain and preserve the tangible and intangible heritage within their area of jurisdiction.

Under the LSGA, the municipalities are given the mandatory function and duty to prepare an inventory of the culturally significant places and maintain and protect them. In respect to the physical development, the municipalities must prepare a land-use map and must approve design permits. The wards of the municipalities are given the functions, duties and powers to help preserve monuments and important sites within their ward. These functions and duties however need to be coordinated with the Department of Archaeology.

Related Acts and Codes

The **Town Development Act (TDA)** mainly deals with the reconstruction, extension and development of towns. In the Kathmandu Valley, the Kathmandu Valley Town Development Committee (KVTDC) is responsible for implementing the Act.

The **Pashupati Area Development Trust Act (PADTA)** established the Pashupati Area Development Trust (PADT) as the authority for the development, protection and maintenance of the Pashupati area.

The **Guthi Corporation Act (GCA)** was established in 1964, nationalizing all Guthis to a centrally organized unit, the Guthi Sansthan. The Guthi Sansthan is still the legal owner of many monuments and historic buildings within the PMZs.

The **National Building Code**, which was initially prepared in 1994, has recently come into affect and the municipalities have started enforcing the code. The code emphasises seismic stability, yet clearly makes provisions for load bearing masonry structures.

5.2 Conservation Guidelines for Classified Monuments :

5.2.1 Introduction

This section deals with the legal framework for the conservation of classified monuments. Classified Monuments are all buildings and structures that have been listed and categorized in the most recent inventories prepared by the Department of Archaeology and gazetted by the Government of Nepal. The conservation guidelines are to be enforced for classified monuments.

Legal Provisions for Classification of Monuments:

As per the Ancient Monument Preservation Act 1956 with amendments, Article 3(a) sub-article (i) states that *“From the viewpoint of ownership, the ancient monuments shall be classified in two categories as public ancient monuments and private ancient monuments.”* Sub-article (ii) states *“From the view point of importance, the ancient monuments shall be classified in three categories as of international importance, of national importance and of local importance”.*

Legal Provisions for Ancient Monument Survey and Classification Committee:

Provisions for establishment of this committee are made in the Ancient Monument Preservation Rules 1988 – (third amendment 1998) Rule 2.3. As per Rule 2.4 the Committee is responsible to *“...prepare(d) the criterion for the classification of ancient monuments from the ownership and point of view of importance ... to advise the Department to classify the ancient monuments on the basis of said criterion.”*

Criteria for Classification of Monuments:

The Ancient Monument Survey and Classification Committee developed the criteria for documenting and Classification monuments in a series of meetings held between 17th February and 26th June 2000. There was general agreement that ancient monuments like historic buildings, palaces, monasteries, temples, houses, stupas, stone water conduits etc. have to be classified by collecting, recording and registering their complete historical records and information available as far as possible. In doing so, the aspects of antiquity, art, rarity, historicity, cultural and religious importance etc. of those monuments have to be considered.

It was found highly crucial to classify ancient monuments on the basis of ownership and importance for the purpose of managing their security and conservation activities. The monuments would need to be categorized as ‘Classification I’, ‘Classification II’ and ‘Classification III’ according to their antiquity, significance, mature, art and architecture etc. Specific criteria were developed for each Classification.

Format for Recording Monuments:

For the purpose of Classification ancient monuments on the basis of importance and ownership, the following format for preparing the description and records of monuments is proposed:

1. Address, cadastral no. and on-map location of the monument site;
2. Monument’s Ownership: if public – under what agency / body, if private – name of landlord / owner, if monument – the current use / function;
3. Monument’s photograph;
4. Name of the person who constructed and established the monument, the date of establishment and historical description; whether the renovation has been done or not, the description of renovation if any, associated guthi system and management;
5. The significance of monument and its important elements: **elements and attributes that contribute to the value of the historic building / structure for which the monument has been listed;**
6. Building materials and current physical condition of monument

Criteria for Classification Monuments:

The Ancient Monument Survey and Classification Committee developed the criteria for the Classification of monuments in a series of meetings held between 17th February and 26th June 2000.

Criteria for Classification I

All monuments and historic buildings that were built before 1825 BS (1768 AD) and that have remained intact till date. Monuments which are unparalleled from the artistic, architectural and historic standpoint. *These include all Malla-period palaces, temples, monasteries, stupas, maths and architecturally important private and public patis, sattal and houses - buildings that are representative of excellence of the art and skills of the country; all superior-class Malla-period artworks, sculptures, statues of kings and courtiers, and all pieces of art in any medium; likewise, Licchhavi-period statues/sculptures, chaityas, stone water conduits, inscriptions and relics from pre-Licchhavi period.*

It has been proposed that the buildings constructed before 1903 BS (1846 AD) shall also be included in this Classification. These include buildings that are of superior class from art and architectural standpoint such as Shah-period palaces and buildings that have been built in exquisite artistic style and that have remained intact till date. Likewise, all the structures that are representative of art and architecture of the period before 1903

BS such as all royal, religious, public or private monuments, buildings, temples, exceptionally artistic statues, stone water conduits etc. *Some examples of buildings in this Classification: Shah-period palaces, temple complexes with exquisite artworks, buildings that display superb woodwork and use of highly refined traditional brick (dachi apa); temples that are built in traditional or "cupola" style (being less in number, these need to be included in this category); gold-plated statues (religious or secular), statues and images of rulers and courtiers etc. from the Shah period.*

Likewise, archaeological sites located at different districts of Nepal and Medieval or pre-Medieval period buildings such as palaces of rulers from different time periods "cupola", houses, temples, stone water conduits, forts – that are important due to their period, art, architecture and religious significance and that have remained intact till date have been proposed to be included in this category. All Medieval and pre-Medieval period gumbas of outstanding significance (whose form and size have not been changed) and ancient caves are also proposed in this category.

Criteria for Classification II

Private and public temples, palaces and buildings of Rana period – constructed after 1903 BS (1846 AD), associated with important historical figure(s) or event(s), notable examples of art and architectural excellence, retaining their beauty and original form; representative of art and architecture of their time period have been proposed to be included in Classification II.

Monuments like temples, houses and buildings etc. that were built before 1825 BS (1767AD) but are not included in Classification I – monuments that are important from historic, artistic and architectural standpoint, that have retained their original form, character and features but have undergone minor modification during renovation are also proposed in this category.

Monuments like temples, houses and buildings etc. that were built after the Unification of Nepal (1825 BS) but before 1903 BS – monuments that are important from artistic and architectural standpoint, associated with important event(s), representative of original art and architecture of that time period but have undergone minor modification during renovation and conservation works are also proposed in this category.

Criteria for Classification III

Monuments and artworks of local importance such as temples, buildings and houses etc. that can not be included in Classification I and Classification II Monuments; that are representative of the importance of their locality and periphery are proposed in Classification III.

Monuments that were built before 1825 BS and, although having undergone a considerable change in their original style during renovation and conservation works, have retained few representative art elements of that time period are also proposed in this category. Likewise, the artworks that, after being destroyed in 1990 BS earthquake, were renovated in unscientific and simplistic way yet retaining a few old artistic elements are also proposed to be included in this category.

Structures, temples, buildings and houses etc. that were built before 1903 BS – monuments that are not so much attractive from art and architectural standpoint; that have undergone considerable modification and change have been proposed in this category.

Rana-period structures and artworks that were built after 1903 BS and not included in Classification II are also proposed to be included in this category.

5.2.2 Conservation Guidelines for Classified Monuments

The basic principle of the conservation guidelines is:

- to preserve all those elements and attributes that contribute to the value of the historic building / structure for which the monument has been listed and classified in the inventory and
- to ascertain that all other elements and attributes are compatible and appropriate to the building / structure and its context

The conservation of classified monuments must be carried out as per the value, condition and character of the specific monument. It is therefore not possible to formulate bylaws for conservation of historic buildings. Conservation must be carried out based on the classified inventory, which is the only legal document that defines each monument individually.

The classified inventory must contain specific information on the monuments, to allow it to be used as the basis for conservation. This means that the “*elements and attributes that contribute to the value of the historic building or structure for which the monument has been listed and classified in the inventory*” must be clearly stated.

This principle must be applied to all 3 categories of listed monuments based on their respective criteria for Classification.

The “*elements and attributes that contribute to the value of the historic building / structure for which the monument has been listed and classified in the inventory*” may include the overall structure, various individual elements (such as carved windows) or a specific attribute which bears witness to an important historic event or process. These elements and attributes must be conserved as stringently as possible.

“*All other elements and attributes*” must be “*compatible and appropriate to the building / structure and its context*”. Once the primary elements and attributes have been preserved, the remaining elements and attributes can only be modified if these are compatible and appropriate in respect to mass (height, coverage and form) and exterior (material, colour, texture, order, scale and proportions) to the overall monument and surrounding historic buildings.

5.2.3 Implementation Process

The following implementation process shall be adhered to for the conservation of classified monuments and historic buildings within the Bauddhanath Monument Zone.

**IMPLEMENTATION PROCESS BEING PREPARED IN NEPALI
WILL BE TRANSLATED INTO ENGLISH LATER**

5.3 Building Bylaws:

5.3.1 Introduction

This section deals with the legal framework for non-historic buildings and the construction of appropriate buildings on empty plots. Priority should be given to the conservation of buildings that have been inventorized, but not classfied. (Guidelines for the rectification of inappropriate buildings have been provided separately). Two distinct sets of bylaws are provided, differentiating between the area within the Monument Zone boundary and the buffer zone. the legal provisions for the buffer zone has been synchronized with existing municipal zoning bylaws.

Within Monument Zone boundaries:

These Building Bylaws have been specifically prepared for Bauddhanath Monument Zone and are an integral part of the Municipal Building Bylaws. The responsibility for the enforcement of these bylaws lies with the Site Manager; the Culture Heritage and Tourism Department of Kathmandu Metropolitan City and the Bauddhanath Area Development Committee.

Buffer Zone:

The Buffer Zone lies within the Protective Monument Zone gazetted in 1998. The buffer zone will have bylaws similar to the area within the boundaries, however focusing mainly on controlling the impact the building may have on its surrounding historic context. **However, it is of paramount importance to keep in mind that no activities should be allowed within the buffer zone that might negatively impact the outstanding universal value of the Monument Zone.** These might be activities or construction that affects the elements and attributes of the Monument Zone; visually, by means of pollutants, noise or smell, or changes the traditional character of the place.

5.3.2 Building Bylaws (Bauddhanath Monument Zone)

The following Building Bylaws shall be adhered to within the Bauddhanath Monument Zone.

***BUILDING BYLAWS BEING PREPARED IN NEPALI
WILL BE TRANSLATED INTO ENGLISH LATER***

5.3.3 Implementation Process

The following implementation process shall be adhered to for obtaining building permits within the Bauddhanath Monument Zone.

***IMPLEMENTATION PROCESS BEING PREPARED IN NEPALI
WILL BE TRANSLATED INTO ENGLISH LATER***

5.3.4 Building Bylaws (Buffer Zone)

The Building Bylaws for the Bauddhanath Buffer Zone:

***BYLAWS BEING REVIEWED IN NEPALI
WILL BE TRANSLATED INTO ENGLISH LATER***

5.4 Guidelines for Rectification of Inappropriate Buildings:

5.4.1 Introduction

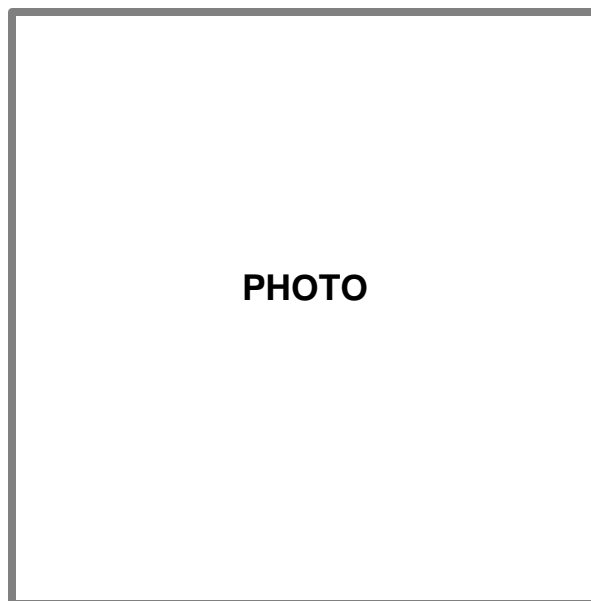
The “Guidelines for Rectification of Inappropriate Buildings” provide the legal framework for rectifying existing buildings that have a negative impact on the elements and attributes that contribute to the outstanding universal value of the Monument Zone.

Inappropriate Buildings:

Inappropriate Buildings can generally be understood as those buildings that do not correspond to any of the traditional styles of architecture normally understood to be found within the Kathmandu Valley and do not correspond in scale, height, façade (material, colour, texture) with the surrounding historic buildings.

Application:

These guidelines are only applicable for Inappropriate Buildings that were constructed before April 14th 2007, and should not be used to legitimize illegal construction in the future. The guidelines are to be implemented with authorization of the Department of Archaeology.



5.4.2 Guidelines for the Rectification of Inappropriate Buildings

The basic principle of the rectification guidelines is:

- to remedy those elements and attributes of inappropriate buildings that contribute negative impact on the value of the surrounding historic context;
- specifically focusing on compatibility of mass (height, coverage and form) and exterior (material, colour, texture , order, scale and proportions)

Inappropriate buildings must be rectified to fulfil the following conditions, however keeping in mind the basic principles mentioned above:

Mass

- Must not be higher than the neighbouring historic buildings or must comply with the relevant article in the Building Bylaws;
- Must not cover areas that are not within the plot, with the possible exception of sloping (non cement concrete) roof projections;
- The overall form of the building must be compatible to neighbouring historic buildings or must comply with the relevant article in the Building Bylaws for roof, balconies, projections, etc.

Exterior

- The materials, colour and texture of all elements of exposed facades or facades that could be exposed in the future must be compatible to neighbouring historic buildings or must comply with the relevant article in the Building Bylaws;
- The order of elements of the main facades and of the elements themselves must comply to traditional rules;
- The scale and proportions of the main facades must be rectified to whatever degree possible to reduce their negative impact on any adjacent historic buildings

5.4.3 Prioritization and Validity

The conservation of historic buildings will be given priority before the rectification of inappropriate buildings. The implementation of the Guidelines for the Rectification of Inappropriate Buildings will only be valid for buildings and structures built before April 14th, 2007. The implementation process will take into account the legal status of the inappropriate building.

Categorization of Inappropriate Buildings:

Legal Inappropriate Buildings Construction before 1984:

Those buildings that were constructed before 1984 within area gazetted in 1984 as Protective Monument Zone and at the time of construction fulfilled the legal provisions of the time

Legal Inappropriate Buildings Construction before 1998:

Those buildings that were constructed before 1998 within the extension area gazetted in 1998 as Protective Monument Zone and at the time of construction fulfilled the legal provisions of the time

Legal Inappropriate Buildings Construction after 1984 / 98:

Those buildings that were constructed after 1984 and 1998 within the respective gazetted areas fulfilled the legal provisions of the time, however still being inappropriate

Illegal Inappropriate Buildings Constructed without Notification:

Those buildings that were constructed illegally without notifying any authority

Illegal Inappropriate Buildings Constructed after Notification:

Those buildings that were constructed illegally after beginning the process to obtain building permits and submission of appropriate designs

Appropriate Buildings with Illegal Inappropriate Modifications:

Traditional and legal appropriate buildings which have become inappropriate due to illegal modifications

5.4.4 Implementation Process

The following implementation process shall be adhered to for the rectification of inappropriate buildings within the Monument Zones.

***BUILDING PERMIT PROCESS BEING PREPARED IN NEPALI
WILL BE TRANSLATED INTO ENGLISH LATER***

5.5 Development Guidelines:

5.5.1 Introduction

The “Development Guidelines” addresses the need for an appropriate approach to conserve the identity of the *public and semi-public realm* within the Monument Zones. The *public and semi-public realm* encompasses the physical spaces, (urban spaces such as squares, roads, streets, courtyards and natural environment such as the forest, etc.), the intangible heritage linked to these physical spaces and the public services and infrastructure that support the monument zone. These guidelines are to be read in conjunction with the “*Conservation Guidelines for Classified Monuments*”, the “*Building Bylaws*” and the “*Guidelines for Rectification of Inappropriate Buildings*”.

A close cooperation of numerous authorities is needed for the implementation of the Development Guidelines. Often these authorities are not concerned with the conservation of the historic context of the Monument Zones. The Site Managers need to take the lead role to coordinate such activities. The involvement of the Coordinative Working Committee is essential in ascertaining the awareness and compliance of related government authorities, line agencies and private parties. The coordination and cooperation between the various offices of the municipality must also be guaranteed.



PHOTO

5.5.2 Development Guidelines

The Development Guidelines are comprised of the following articles:

GENERAL

1. Identity

The traditional identity of the public and semi-public spaces (squares, streets, courtyards, etc.) must be preserved; the form, shape, boundaries and character of the public and semi-public spaces must not be altered; the traditional systems of streets and courtyard accesses must be preserved;

2. Encroachment

Encroachment of public and semi-public spaces is not allowed - at ground level, below ground level and above ground level – which includes the construction of aprons, plinths steps etc.; spaces that have traditionally been used for public and semi-public functions may not be encroached upon;

3. Empty Plots

Empty plots must be maintained and should not affect the integrity of the place;

4. Temporary Structures

Temporary structures will only be allowed on public and semi-public spaces by authorization of the Site Manager. However, these structures should be constructed for a function compatible to the place and should be removed within a predetermined time period not to exceed 3 months.

5. Construction Sites

Construction sites within the Monument Zone must be properly secured to ascertain that no monument or historic building is damaged; provisions need to be made for the disposal of construction rubble and waste outside the heritage area;

6. Risk Management

Risk preparedness, especially in respect to earthquakes and fires, has to be integrated into the overall planning of the WH areas; Risk management and disaster preparedness should be done keeping in mind the authenticity and integrity of the historic area;

INFRASTRUCTURE / SERVICES

7. Traffic Planning

Pedestrian access to the public and semi-public spaces in the core should be planned beyond the monument zone as part of the general traffic management scheme for the historic city; Vehicular access should be restricted in the core area; heavy vehicles should be banned from entering the core area at all times; emergency access for ambulance and fire brigade must be provided for; parking areas outside the core area must be developed;

8. Paving

The public and semi-public spaces must have either their traditional paving or where the traditional paving has been lost, either brick or stone paving (whichever is more appropriate for the specific location); when laying new paving, the paving level should only be raised from its previous (original) level if it does not affect monuments and traditional buildings; the repair and reconstruction of pavements (also after installing underground services) must be done as far as possible by reusing original materials in order to maintain the authentic character; If new materials are used, they have to be similar to the original; the regular cleaning of the

paving must be done in a manner that is appropriate to the paving material;

9. Aprons

The apron shall be constructed on one's own land and in line with and adjusted to the level of neighbouring houses. Aprons should be planned together with the rain water drainage system. Note should be taken on the plinth height as defined in the building bylaws.

10. Surface Rain Water Drains

Surface rain water drains should be provided for public, semi-public areas and around historic buildings; The drainage system should be designed considering maximum rainfall; The surface drains must be built to correspond with the surrounding paving; rain water pipes from terraces and roofs must be concealed and must have an outlet within the plot;

11. Sewer Pipes

Sewer pipes must be concealed below the ground; sewer pipes must be of sufficient size; provisions should be made to treat waste water before disposal into rivers; Septic tanks should only be considered if sewer lines are not possible; no soak pits should be allowed within the Monument Zone area;

12. Water Supply

Traditional water sources such as well and stone water conduits must be preserved; water supply lines must be installed in a planned manner; leaking pipes must be fixed immediately to ascertain that no damage is caused to nearby monuments; connections to historic buildings should only be allowed once it has been ascertained not to cause any damage.

13. Electrical Supply

Electrical supply cables should be laid underground (electrical poles should not be installed); transformers should be placed in such a manner that they do not affect the visual integrity of the historic place; connections to historic buildings should only be allowed if they are unobtrusive;

14. Street Lighting

Functional lighting for public and semi-public spaces should be planned and installed in a manner that does not disturb the character of the place; cables must be concealed; lighting for special occasions and festivals may be developed in a manner that enhances the traditional quality of the place;

15. Telecommunication and TV

Telephone and TV cables are to be concealed; no telecommunication or TV equipment and installations should be placed in a location that affects the visual integrity of the core area (even if these are outside the core area); connections to historic buildings should only be allowed if they are unobtrusive;

16. Mechanical Installations

The installation of utility and mechanical systems such as water or gas meters, antennas, air condition units should be inconspicuously placed, avoiding installation on the street façade whenever possible.

17. Solid Waste Management

Provisions need to be made for disposal of solid waste with allocated collection points (preferably with separation of bio-degradable, glass, metal, plastics, etc.); rubbish bins should be provided and strategically located for public and semi-public spaces; provisions for regular solid waste collection should be made;

FUNCTION

18. Traditional Use and Intangible Heritage

Traditional functions and usage of public and semi-public spaces should be supported; traditional rituals, processions and festivals that have been performed over the centuries in the public and semi-public spaces must in no way be hindered;

19. Commercial Use

Use of public and semi-public spaces for private commercial use is not allowed unless specifically managed within allotted areas by the Site Manager and without disturbing the identity of the place; this also includes the public space in front of commercial buildings such as shops;

20. Commercial Signage

Commercial signage and hoarding boards are not allowed, pamphlets, posters, banners etc are not allowed; however commercial enterprises may have signboards that follow strict norms of size and aesthetic quality;

ENVIRONMENT and GREENS

21. Urban Greens

Urban greens are to be clearly demarcated and preserved as such; urban greens are to be restored to its original state or then maintained as a public area with minimum intervention; additional structures, hard landscaping and beautification should not be carried out;

22. Water Bodies (ponds / rivers)

Traditional ponds must be retained, repaired and restored; No lake, pond, tank, water reservoir, canal, rivers, rivulets, streams, natural drain, spring or water source or any other water course shall be permitted to be filled up; No piece of land which is located within 5 meters in any direction of the outside edge of the maximum recorded inundation level of such water courses shall be used as a site for building construction;

5.5.3 Implementation Process

The following implementation process shall be adhered to for the rectification of inappropriate buildings within the Monument Zones.

***DEVELOPMENT GUIDELINE IMPLEMENTATION
PROCESS BEING PREPARED IN NEPALI
WILL BE TRANSLATED INTO ENGLISH LATER***

6. ECONOMIC FRAMEWORK

6.1 Funding for Site Management:

Kathmandu Metropolitan City and Bauddhanath Area Development Committee are jointly the main authorities directly involved with site management. The administrative costs of managing the monument zone by the Culture Heritage and Tourism Department are to be borne by the Kathmandu Metropolitan City. Expenses related to the involvement of the department and other associated departments of the Municipality, will be covered by the Kathmandu Metropolitan City. The administrative costs of managing the monument zone by the Bauddhanath Area Development Committee are to be borne by the Committee, from their annual budget.

The funding for running the Coordinative Working Committee Secretariat will be borne by the Department of Archaeology. The CWC meetings would generally be carried out at the Department of Archaeology, unless other provisions are made. The necessary funds would be made available by the Government in the annual budget of the Department.

CONSERVATION ASSISTANCE FUND

In 2004, as per the instruction of the **National Development Action Committee** and in collaboration with all the stakeholders (Kathmandu, Lalitpur and Bhaktapur municipalities, Department of Archaeology, the National Planning Commission and the Ministry of Finance) an integrated **Coordinative Action Plan** for the conservation of the Kathmandu Valley World Heritage Site was set up. Simultaneously, the **Conservation Assistance Fund** was established. The central government put aside funds which are to be matched by the Municipalities.

This Fund has been established to provide partial funding for the restoration of private historic buildings. Provisions have also been made to allow for the funds to be utilized for the expropriation of historic buildings that are in threat of being destroyed. This is usually when owners are not willing to implement restoration even after being provided financial assistance.

6.2 Funding Sources for Restoration Work:

Funding for the conservation of public monuments is coordinated by the Coordinative Working Committee and registered in the Annual Action Plan prepared by the Site Managers. The conservation of private historic buildings is to be funded by the owners. However, subsidies and incentives are to be provided by the Government. Should the owner not be willing to conserve their historic building, the Government may expropriate the land and building to guarantee its safekeeping. The expenses would be paid for through the “Conservation Assistance Fund”.

Public Monuments

Department of Archaeology

The conservation of public monuments carried out by the Department of Archaeology is funded from their annual budget. The projects are presented in the annual plan that is then reviewed by the government and funds sanctioned accordingly.

Third Party Funding

Funding for the conservation of public monuments may be done through donations obtained from national or international donors, with possible participation from the community.

Private Historic Buildings

Owner

The owner of the historic building is responsible for conserving and restoring privately owned historic buildings. However, incentives and subsidies are to be provided by the government.

“Conservation Assistance Fund”

The Conservation Assistance Fund has been established by the Department of Archaeology and the Municipalities to assist owners to conserve and restore privately owned historic buildings. However, should the owner not comply with the regulations and guidelines, the historic building will be expropriated and conserved by the authorities using the Conservation Assistance Fund.

6.3 Alternative Funding Mechanisms :

The economic framework needs to be organized and coordinated together with the inclusion of potential partners. The conventional income sources and funding mechanisms need to be institutionalized (entry fees for tourists, taxation and funding from the government as well as international partners). New funding sources need to be investigated together with potential partners who have a stake in heritage conservation (from the tourism and industry sectors). The financial involvement of the community is essential for the sustainability of conservation projects. However, this should be closely linked to incentives provided and facilitated by the government (tax reductions, grants and soft loans).

Local Economy and Tourism

The local economy in and around most Monument Zones is geared towards Tourism. The religious Monument Zones cater to varying degrees to the religious visitors. The foreign, local and religious tourists have an indirect impact on the local economy.

The entrance fees collected from the visitors have partially gone into the maintenance and restoration of the Monument Zones.

Most Monument Zones are strategically located and are therefore vibrant areas for the local economy. The success of conserving historic buildings will depend on a flourishing local economy.

Taxation

Taxation within the Monument Zone areas must be seen as **potential tools for providing incentives** to owners to conserve historic buildings.

The various forms of taxation are as follows:

The central government taxation is based on direct (personal taxes and company or corporate taxes) and indirect (based on VAT) taxation. In addition to these, there are various service charges and fees. Relevant, for example, are the fees and taxes for purchase and sale of property. Municipal taxation consists of house and land tax or integrated property tax, vehicle entrance tax, rent tax, business tax, entertainment tax, advertisement tax, etc. In addition to these taxes, there are service charges and fees. Especially relevant are the building permission fees.

International Partners

International partners such as UNESCO and various governments have played a major role in funding and arranging for funds to carry out planning and conservation projects. The funding through International Partners will remain essential, even when local funding mechanisms have been established.

Financial Institutions

Local banks and finance companies need to be given incentives for them to prioritize the funding of heritage conservation projects. Facilitation would need to be done by the government.

Community and Philanthropists

The involvement of the community in conservation has been considered essential, especially in respect to religious monuments and private buildings. The sense of ownership must be cultivated for long term sustenance of the World Heritage areas. Traditionally, the communities have participated in conservation by contributing labour or funds. Often monetary contributions are made by individual philanthropists.

National Heritage Organizations

The involvement of National Heritage Organizations such as the Guthi Corporation and the Nepal Heritage Society has been restricted. However their potentials need to be explored and integrated into an overall strategy to allow for their participation in conservation.

National Tourism Associations

The tourism sector is potentially an important source for funding. The Nepal Tourism Board and national level organizations and associations that deal with tourism need to participate in heritage conservation as stakeholders.

National Industry Associations

The commerce and industry sector and their associations and federation, especially those related to handicrafts, would also be supportive to initiatives to conserve heritage.

Local Institutions and NGOs

There are several local institutions and NGOs involved with heritage conservation. However, the full potential of these organizations have not been tapped. The staff and students of the numerous engineering colleges are potential contributors of technical expertise

7. FIRST FIVE - YEAR SCHEDULE

The implementation of the Integrated Management Plan is to be considered in five-year cycles. The first Five-Year Schedule would begin mid-July 2007 and end mid-July 2012. After every five years, a thorough review of the Integrated Management Plan is to be undertaken, allowing necessary amendments to be made.

On a yearly basis, work will be implemented as per the Annual Action Plan. The year is based on the Nepali Fiscal Year, which begins mid-July. During the last three months of each fiscal year, the Plan of Action is to be reviewed and the next Annual Action Plan prepared.

The Coordinative Working Committee is to meet on a monthly basis to monitor the implementation of the Annual Action Plan and the weekly site monitoring reports of the Site Managers.

YEAR ONE 2007-2008

1	2	3	4	5	6	7	8	9	10	11	12
J/A	A/S	S/O	O/N	N/D	D/J	J/F	F/M	M/A	A/M	M/J	J/J
○	○	○	○	○	○	○	○	○	○	○	○
MONTHLY COORDINATIVE WORKING COMMITTEE MEETINGS											
IMPLEMENTATION OF ANNUAL ACTION PLAN											
											REVIEW PLAN OF ACTION
											PREPARE NEXT ANNUAL ACTION PLAN

YEAR TWO 2008-2009

1	2	3	4	5	6	7	8	9	10	11	12
J/A	A/S	S/O	O/N	N/D	D/J	J/F	F/M	M/A	A/M	M/J	J/J
○	○	○	○	○	○	○	○	○	○	○	○
MONTHLY COORDINATIVE WORKING COMMITTEE MEETINGS											
IMPLEMENTATION OF ANNUAL ACTION PLAN											
											REVIEW PLAN OF ACTION
											PREPARE NEXT ANNUAL ACTION PLAN

YEAR THREE 2009-2010

1	2	3	4	5	6	7	8	9	10	11	12
J/A	A/S	S/O	O/N	N/D	D/J	J/F	F/M	M/A	A/M	M/J	J/J
○	○	○	○	○	○	○	○	○	○	○	○
MONTHLY COORDINATIVE WORKING COMMITTEE MEETINGS											
IMPLEMENTATION OF ANNUAL ACTION PLAN											
											REVIEW PLAN OF ACTION
											PREPARE NEXT ANNUAL ACTION PLAN

YEAR FOUR 2010-2011

1	2	3	4	5	6	7	8	9	10	11	12
J/A	A/S	S/O	O/N	N/D	D/J	J/F	F/M	M/A	A/M	M/J	J/J
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MONTHLY COORDINATIVE WORKING COMMITTEE MEETINGS											
IMPLEMENTATION OF ANNUAL ACTION PLAN											
											REVIEW PLAN OF ACTION PREPARE NEXT ANNUAL ACTION PLAN

YEAR FIVE 2011-2012

1	2	3	4	5	6	7	8	9	10	11	12
J/A	A/S	S/O	O/N	N/D	D/J	J/F	F/M	M/A	A/M	M/J	J/J
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MONTHLY COORDINATIVE WORKING COMMITTEE MEETINGS											
IMPLEMENTATION OF ANNUAL ACTION PLAN											
											REVIEW INTEGRATED MANAGEMENT PLAN PREPARE SECONDFIVE YEAR PLAN

