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|  |  |  |  |
| --- | --- | --- | --- |
| INSPECTION DATA | | | **WORKSHEET CODE** |
| Date | Click or tap to enter a date. | | **ABC**\_**ABC**\_**000**\_**YYYYMMDD** |
| Place |  | |
| Name |  | Surname |  |
| Contact number | + | E-mail |  |
| Comments |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| IDENTIFICATION INFORMATION | | | |
| Heritage status | Choose an option | | |
| Heritage certificate | Choose an option | | |
| Heritage certificate ID |  | | |
| Hierarchy level\* |  | Significance | Choose an option |
| Name |  | | |
| Other names |  | | |
| Comments |  | | |
| \* Level 0 – standalone item; Level 1 - top-level item that consists of other sub-item or group of items; Level 2 – sub-item; etc. | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| VISUAL PRESENTATION | | | |
| Image\_1 (current state) |  | | |
| Image caption |  | | |
| Credit (Author/Institution) |  | | |
| Place taken |  | Date/Year |  |
| Source |  | | |
| Image\_2 (initial state) |  | | |
| Image caption |  | | |
| Credit (Author/Institution) |  | | |
| Place taken |  | Date/Year |  |
| Source |  | | |
| Comments |  | | |

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| LOCATION INFORMATION | | | | | | | | |
| 4.1 General Location Information | | | | | | | | |
| Country | |  | | | Province / State |  | | |
| City / Town | |  | | | District, zone,  neighbourhood, etc. |  | | |
| Name of the street, square, road, etc. | |  | | | Street or road number,  kilometric point, etc. |  | Post code |  |
| Other location details | |  | | | | | | |
|  | | | | | | | | |
| 4.2 Coordinates of the Point of Reference | | | | | | | | |
| CRS\* | |  | | | Authority ID\*\* |  | | |
| UTM Zone\*\*\* | | 00 | Latitude band\*\*\*\* |  | Hemisphere | Choose an option | | |
| Easting (X) | |  | | | Northing (Y) |  | | |
| Latitude | |  | | | Longitude |  | | |
| Comments | |  | | | | | | |
| \* Coordinate Reference System  \*\* ESRI, EPSG, IAU, IGNF, etc.  \*\*\* Universal Transverse Mercator (from 1 to 60)  \*\*\*\* C, D, E, F, G, H, J, K, L, M, N, P, Q, R, S, T, U, V, W, X | | | | | | | | |
|  | | | | | | | | |
| 4.3 Location on Maps | | | | | | | | |
| Global |  | | | | | | | |
| Local\_1 |  | | | | | | | |
| Local\_2 |  | | | | | | | |
| Comments | |  | | | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| MONUMENT AREA AND PROTECTED ZONE | | | | | | |
| Point of Reference | | | | The point “A” with the coordinates *Enter text* \* was chosen as a Point of Reference. It is located … | | |
|  | | | | | | |
| 5.1 Spatial data of the Monument Area | | | | | | |
| Monument area in hectares and square meters | | | | | Click or tap here to enter text ha | Click or tap here to enter text m2 |
| Edge | Segment | Distance (m) | | Hemisphere\*\*, Zone\*\*\*, Latitude band\*\*\*\* | Easting (X) | Northing (Y) |
| A | A-1 |  | |  |  |  |
| 1 | 1-2 |  | |  |  |  |
| 2 | 2-3 |  | |  |  |  |
| 3 | 3-… |  | |  |  |  |
| … | …-1 |  | |  |  |  |
|  | | | | | | |
| 5.2 Spatial data of the Protected Area | | | | | | |
| Protected zones in hectares and square meters | | | | | Click or tap here to enter text ha | Click or tap here to enter text m2 |
| Edge | Segment | Distance (m) | | Hemisphere\*\*, Zone\*\*\*, Latitude band\*\*\*\* | Easting (X) | Northing (Y) |
| A | A-1’ |  | |  |  |  |
| 1’ | 1’-2’ |  | |  |  |  |
| 2’ | 2’-3’ |  | |  |  |  |
| 3’ | 3’-… |  | |  |  |  |
| … | …-1’ |  | |  |  |  |
|  | | | | | | |
| Comments | | |  | | | |
| \* Zone\_Latitude\_band Easting Northing (Hemisphere); e.g. 38T 458504 4447591 (Northern hemisphere)  \*\* N (Northern) or S (Southern)  \*\*\* from 1 to 60  \*\*\*\* C, D, E, F, G, H, J, K, L, M, N, P, Q, R, S, T, U, V, W, X | | | | | | |
|  | | | | | | |
| 5.3 Illustration of the Areas on the Map | | | | | | |
|  | | | | | | |
| Comments | | |  | | | |

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| --- | --- | --- | --- | --- |
| TYPE OF THE ELEMENT AND DESCRIPTION OF ITS ATTRIBUTES | | | | |
| 6.1 Typology | | | | |
| ***Category of buildings*** | | | ***Element*** | |
| 1. . |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | | Choose an option or input a custom one | |
|  |  | |  | |
|  |  | |  | |
| Comments | |  | | |
|  | | | | |
| 6.2 Construction Details | | | | |
| Construction date | | Choose an option or input a custom one | Century | Choose an option or input a custom one |
| Architectural style | |  | | |
| Author - position | | Choose an option | | |
| Click to enter text | Full name |  |
| Click to enter text | Full name |  |
| Click to enter text | Full name |  |
| Click to enter text | Full name |  |
| Storeys | | Choose an option or input a custom one | | |
| Material | |  | | |
| Physical description of the element and surrounding setting | |  | | |
| Sketched plans of the element | |  | | |
| Comments | |  | | |

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| --- | --- | --- | --- |
| JUSTIFICATION FOR PROTECTION | | | |
| Reason for its designation |  |  |  |
|  | | |
| Historical notes |  | | |
| Brief description (max 300 words) |  | | |
| Scientific recognition |  | | |
| Comments |  | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| PHYSICAL CONDITION AND CONSERVATION DETAILS | | | | | | | |
| 8.1 Integrity of the Heritage Element | | | | | | | |
| Current condition |  | |  | | |  | |
|  | |  | | |  | |
|  | |  | | |  | |
| : Click or tap here to enter text. | | | | | | |
| Comments |  | | | | | | |
|  | | | | | | | |
| 8.2 Interventions and Restoration Work Undertaken | | | | | | | |
| Restoration date | Choose an option or input a custom one | | | Century | Choose an option or input a custom one | | |
| Alterations |  | | | Added | Removed | | Renovated/Changed |
|  |  | |  |  | |  |
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|  | |  |  | |  |
|  | |  |  | |  |
| Description |  | | | | | | |
| Responsible - position | Choose an option | | | | | | |
| Click to enter text | | | Full name |  | | |
| Click to enter text | | | Full name |  | | |
| Click to enter text | | | Full name |  | | |
| Click to enter text | | | Full name |  | | |
| Conservation standards (specify existing documents) | Choose an option or input a custom one | | | | | | |
| Comments |  | | | | | | |
|  | | | | | | | |
| 8.3 Risks and Threats | | | | | | | |
| Risks and threats | Click here to enter text. | | | | | | |
| Comments |  | | | | | | |

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| --- | --- |
| LEGAL INFORMATION AND MANAGEMENT | |
| 9.1 Ownership of the Element | |
| Ownership regime (affiliation) | Choose an option or input a custom one |
| Owner of the element and contact details |  |
| Comments |  |
|  | |
| 9.2 Legal Status and Applicable Regulations | |
| Level of protection | Choose an option |
| Regulations that protect the element and that are applicable to its management |  |
| Comments |  |
|  | |
| 9.3 Management | |
| Authorities/Institutions with competences over the element  (public and/or private) |  |
| Authority/Institution responsible for the management of the element: |  |
| Management model | Choose an option or input a custom one |
| Dissemination materials  (travel books, maps, leaflets, interpretive signage, web, apps, etc.) |  |
| Maintenance programs and tasks |  |
| Comments |  |

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| --- | --- | --- | --- | --- | --- |
| USES AND ACCESSIBILITY | | | | | |
| 10.1 Uses of the Element | | | | | |
| Original use |  | | | | |
| Current use | Click or tap here to enter text. | | | | |
| There is more than one use: | Click or tap here to enter text. | | | | |
| Comments |  | | | | |
|  | | | | | |
| 10.2 Availability | | | | | |
| Open for public visits |  | | | | |
| Working hours | Choose an option *00* : *00* to *00* : *00* | | | | |
| Breaks | Choose an option *00* : *00* to *00* : *00* | | | | |
| Workdays |  | | | | |
| Vacation / Holidays / Closing days |  | | | | |
| Types of visits |  | | | | |
|  | |  | | |
| On-site accessibility | Click here to enter text. | | | | |
| Comments |  | | | | |
|  | | | | | |
| 10.3 Local Accessibility | | | | | |
| Means of transportation |  | Specify the lines | | Specify the distance in meters from the nearest…. | |
|  | N Click here to enter text | | … stop | Click here to enter text m |
|  | N Click here to enter text | | … station | Click here to enter text m |
|  | N Click here to enter text | | … station | Click here to enter text m |
|  |  | | … parking | Click here to enter text m |
|  |  | | | |
|  |  | | | |
|  |  | | | |
| Comments |  | | | | |

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| INTRINSIC AND TOURISM VALUES | | |
| 11.1 Intrinsic Value | | |
| *Establish a rating of the element by using a rising scale from 1 to 5 in each section:* | | |
|  | Reasons | |
| **Historical significance** | *The extent to which the heritage object evokes associations with a particular historical event, era, figure, etc.* | |
| Choose an option |  |
| **Architectural and artistic significance** | *The extent to which the heritage item is considered architecturally or artistically significant to the community.* | |
| Choose an option |  |
| **Social or spiritual significance** | *The extent to which the heritage item creates a strong social or spiritual bond within the local community.* | |
| Choose an option |  |
| **Representativeness** | *The extent to which the heritage item displays the characteristics or attributes inherent in the type, the community, or culture to which it belongs.* | |
| Choose an option |  |
| **Singularity** | *The extent to which the heritage item is believed to be rare, original, unique, or scarce considering the geographical area of distribution of the item (local, regional, national, international).* | |
| Choose an option |  |
| **Integrity** | *The extent to which the current condition of the heritage item remains intact in comparison with the original state. If the item has been significantly altered, its integral value is reduced.* | |
| Choose an option |  |
| **Authenticity** | *The extent to which the present design, materials, structure, surroundings, etc. of a heritage item remain intact compared to its original state. If they have been significantly altered, the value of authenticity is reduced.* | |
| Choose an option |  |
| **Contextualisation** | *The extent to which the heritage item coexists with its original surroundings (setting/landscape).* | |
| Choose an option |  |
| Comments |  | |
|  | | |
| 11.2 Tourism Value | | |
| *Establish a rating of the element by using a rising scale from 1 to 5 in each section:* | | |
|  | Reasons | |
| **Attractiveness** | *The extent of the harmony between the aesthetic, spiritual and emotional characteristics of the heritage item that impact the sensory perceptions of the visitors.* | |
| Choose an option |  |
| **Availability** | *The extent to which the heritage item is open for public visits. This includes the working days and hours, as well as the limitations imposed by visitor carrying capacity.* | |
| Choose an option |  |
| **On-site Accessibility** | *The extent to which the heritage item is equipped with physical adaptations and recreational facilities that facilitate the access to it.* | |
| Choose an option |  |
| **Educational values** | *The extent to which the heritage item can provide scientific knowledge and contribute to its understanding.* | |
| Choose an option |  |
| **Functionality** | *The extent to which the heritage item has preserved and currently fulfils its original use and purpose.* | |
| Choose an option |  |
| Comments |  | |

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| OBSERVATIONS AND ADDITIONAL COMMENTS |
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| BIBLIOGRAPHY AND OTHER LINKS |
|  |

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| GRAPHICAL DOCUMENTS (photographs, maps, leaflets, etc.) |
|  |