



ICOMOS

**Format for the Data Base of a “BUILDING” of the HISTORIC MILITARY HERITAGE
for its IDENTIFICATION, DESCRIPTION, EVALUATION AND MANAGEMENT
(MANAGEMENT PLAN) for the INTERNATIONAL CENTER FOR FORTRESSES AND
LOGISTIC SUPPORT
(CIEFAL) ICOMOS-SPAIN**

Introduction: The rules for filling out this data base follow the outline of its registers, explaining its contents.

1. IDENTIFICATION.

1.1. Denomination:

1.2. Synonyms of the denomination: ***Other names by which it is known, popular and historical names***

1.3. State: ***Country, recognized by UNO-UNESCO***

1.4. Identification Number of the Historic Military Heritage (CIEFAL): Group / Class + State + Sequence: ***See grouping and classification tables Annex I.***

1.5. Reference Numbers (Specific Cataloguings + their assigned Number for them): ***According to other existing state, regional, local, public and private catalogues that exist. E.g.: Ministry of Culture, official land register, town councils + numbers or designed letters in this cataloguing.***

2. LOCALIZATION.

2.1. Political- Administrative.

2.1.1. State: ***(in case of Federations or Confederations recognized by UNO-UNESCO)***

2.1.2. Autonomous Community / Region:

2.1.3. Province:

2.1.4. Region:

2.1.5. Municipality:

2.1.6. Another minor circumscription: ***(parish, district, site, etc):***

2.2. Geographical Location.

2.2.1. Geographical Coordinates: ***GPS/UTM/Time zone***

2.2.2. Altitude: ***(above sea level)***

2.2.3. Environment that has an effect on it.

2.2.3.1. Area of influence: ***description of the geographical and physical site o property is on. As well as other elements that interact with the property and its environment.***

2.2.3.2. Accesses of the “building” and its environment: ***description of the possible routes of access to the property.(Terrestrial, maritime, historical and present- day route).***

3. DESCRIPTION

This part of the analysis will have to make a reference to point 6.4 of this data base: “graphic, descriptive (present-day) and complementary images.

3.1. Historical data of:

3.1.1. “the defensive System and / or Ensemble” it could be part of :***All buildings and element belong to a system or defensive ensemble, integrating in a local, regional, national or international scale. Brief description of the system or grouping it belongs to, making a reference to the corresponding data base (CIEFORM), if existing.***

3.1.2. the “Building” and surroundings, Creators: ***historical review of the projects and works of the property, in the most exhaustive way, (dates and***

creators). Included all modifications carried out through history and outstanding facts.

- 3.2. General description.
 - 3.2.1. General concept predominant in “building”: **functionality** . **Appropriately determine and justify the main and secondary functions of the property.**
Options:
 - **Force: defensive or offensive.**
 - **Support to the force: logistical.**
 - 3.2.2. Typology concretion of the “building”: **Typology description of the building with its contextualization in its historical period. Make a reference to functional aims that are reflected on the projects following the grouping and classification table from Annex I. E.g: bastioned enclosure, medieval castle, bastioned fort etc. Make a reference to the graphical documentation in point 6.4.**
 - 3.2.3. Composition: **Enumeration of the elements (parts) that compose the property (building). Designation by means of successive letters X (from A to Z). General description of the floor plan and elevation with reference to functionality, form. If this composition is complex it will be developed by elements in point 3.3.**
 - 3.2.4. General constructive system. **Materials used in their most representative features (type, origin, pathologies, details, etc...). In the same way, if this composition is complex it will be detailed in every element of point 3.3.**
 - 3.2.5. Fixed equipment of movable type (**weapon systems and logistic platform**):
 - 3.3. Description and analysis of the Elements (parts). **Detailed description if necessary due to its complexity in points 3.2.3. and 3.2.4.**
 - X.3.3.1. Name **of the element.**
 - X.3.3.2. Specific functionalism **of the element**
 - X.3.3.3. Typology / Geometric shape and form (measurements and proportions): **specific terminology of military immovable properties (e.g: bastion, curtain, magazine or several of these.). Geometrical shape: measurements and proportions.**
 - X.3.3.4. Constructive System: **techniques use in hewing of stones and carpentry.**
 - X.3.3.5. Materials and craftsmen:
 - X.3.3.6. Pathologies:
 - X.3.3.7. Details: **Stereotomy, Stereometry, full-scale drawings, ornamentation etc.**
 - 3.4. Environment.
 - 3.4.1. General Typology: **landscape: natural, cultural, urban, industrial etc...**
 - 3.4.2. Worth mentioning features:
 - 3.4.3. Delimitations: **both current historical and functional in order to define the buffer zone.**
4. Evaluation.
 - 4.1. Criteria of Evaluation.
 - 4.1.1. Instrumental values: **functionality: importance of its functions(according to definition in point 3.2.1.)in the historical and present-day context, with its geostrategic, tactical, logistical references or even present-day use. E.g: If it was a building of main importance in its defensive system. In a fortified town, a citadel would be the main bastion and the outer defence the secondary. Symbolism: importance of the property from a symbolic point of view (“identification”). A castle, apart from its force function and as support to the fort, can represent the greatness of the monarchy, be a symbol of oppression or local pride. t**

4.1.2. Value of Antiquity / commemorative: **memorable facts linked to the building:**

4.1.3. Historical / Evolutional Value: **comparative in time and space**

4.1.3.1. Position it occupies in the history of culture: precedent influences, in its time and followings: **frame the importance of its design in history. How it has influenced other later designs. Previous influences, in its time and followings.**

E.g: If it has created school or if it has meant an important innovation in the type of building etc.

4.1.3.2. Stages of construction, reconstruction and rehabilitations: **determine which constructive stages of the property are the most important in order to determine its history and design.**

4.1.4. Artistic values: **determine the importance of the elements that belong to the property from an artistic point of view. Indicating its novelty, its appraisal, its conception and formal configuration in its time and culture.**

4.2. Preservation

4.2.1. General state of the “building”.

4.2.2. Authenticity. **Annex 4 from Nara Document on authenticity, provides a practical basis for examining the authenticity of such properties and is summarized below:**

Depending on the type of cultural heritage, and its cultural context, properties may be understood to meet the conditions of authenticity if their cultural value (as recognized in the nomination criteria proposed) are truthfully and credibly expressed through a variety of attributes including:

- Form and design;
- Materials and substance;
- Use and function;
- Traditions, techniques and management systems;
- Location and setting;
- Language, and other forms of intangible heritage;
- Spirit and feeling; and
- Other internal and external factors.

Attributes such as spirit and feeling do not lend themselves easily to practical applications of the conditions of authenticity, but nevertheless are important indicators of character and sense of place.

The use of all these sources permits elaboration of the specific artistic, historic, social, and scientific dimensions of the cultural heritage.

The reconstruction of archaeological remains or historic building or districts is justifiable only in exceptional circumstances. Reconstruction is acceptable only on the basis of complete and detailed documentation and to no extent on conjecture.

4.2.3. Integrity: **Comments on preserved (authentic) and vanished elements, as those rehabilitated, reconstructed and added to “the building”:** **Integrity is a measure of the wholeness and intactness of the natural and/or cultural heritage and its attributes. Examining the conditions of integrity, therefore requires assessing the extent to which the property:**

- Includes all elements necessary to express its outstanding universal value;
- Is of adequate size to ensure the complete representation of the features and processes which convey to the property’s significance;

- **Suffers from adverse effects of development and/or neglect.**

This should be presented in a statement of integrity.

4.2.4. General state of the environment. ***Authenticity and integrity of the environment. For the purpose of effective protection of the nominated property, a buffer zone is an area surrounding the nominated property which has complementary legal and/or customary restrictions placed on its use and development to give an added layer of protection to the property. This should include the immediate setting of the nominated property, important views and other areas or attributes that are functionally important as a support to the property and its protection. The area constituting the buffer zone should be determined in each case through appropriate mechanisms. Details on the size, characteristics and authorized uses of a buffer zones, as well as a map indicating the precise boundaries of the property and its buffer zone, should be provided in the nomination. Explanation of how the buffer zone protects the property should also be provided. Where no a buffer zone is proposed, the nomination should include a statement as to why a buffer zone is not required.***

4.2.5. Worth mentioning aggressions (if relevant):

4.3. Evaluation according to present-day category.

4.3.1. Demonstration of category: ***“World “National” “Regional” or “Local” category of the whole or part, as well as the relation with “Ensembles” or “Systems” . In order to define universal and exceptional values according to UNESCO criteria.***

4.3.2. Review of main elements: ***(maximum value)***

4.3.3. Review of secondary elements: ***(intermediate value)***

4.3.4. Review of the rest of the elements: ***(minor value)***

4.4. Evaluation for Management .

(of “the building”, its elements and environment.). ***It will be done according to evaluation (4.1.), preservation (4.2.) criteria and by category (4.3.).***

4.4.1. Valuation of the levels of protection, including environment. ***Enumerate the elements according to this classification.***

4.4.1.1. “Integral Protection” of the “Building” or of some of its “Elements” and its environment: ***buildings and elements that maintain the aforementioned values in points 4.1.;4.2.; and 4.3. Define which are preserved in its whole with highly documented interventions of restoration guaranteeing all the reviewed values.***

4.4.1.2. “Partial Protection” of the “Building” or of some of its “Elements” and its environment: ***those that only preserve part of the aforementioned essential values and have modifications of these. Define where will be allowed an intervention of restoration or rehabilitation to maintain the essential values and admitting works on parts of minor value.***

4.4.1.3. “Elements” of minor value, without specific preservation: ***define which elements be allowed a complete rehabilitation but in accordance with the environment.***

4.4.2. Need of Suitability of Interpretation Centres and other explicative-didactic elements (general or partial):

5. Management. ***An effective management system depends on the type, characteristics and needs of the nominated property and its cultural and natural context. Management systems may vary according to different cultural perspectives, the resources available and other factors. They may incorporate traditional practices, existing urban or regional***

planning instruments, and other planning control mechanisms, both formal and informal.

An effective management system could include:

- **A cycle of planning, implementation, monitoring, evaluation and feedback.**
- **The involvement of partners and stakeholders.**
- **The allocation of necessary resources.**
- **Capacity-building.**
- **An accountable, transparent description of how the management system functions.**

5.1. Framework of the management.

5.1.1. Property and use.

5.1.1.1. Owner.

5.1.1.1.1. Name and address:

5.1.1.1.2. Rights and obligations: **rights and obligations of the owner derived from the different plans of territorial order. Guidelines to follow for its development in view of its protection. (E.g: right-of-way, obligation of limited town planning etc...).**

5.1.1.2. Users: **Bodies or people who use the property and conditions of its use due to cession of the property.**

5.1.1.2.1. Name and address

5.1.1.2.2. Juridical title: **renting, cession, usufruct etc...**

5.1.1.3. Present use: **present use of the building and its environment.**

5.1.2.. Protective legislation.

5.1.2.1. Clear declarations of the property: **Make a reference to documents that protect it.**

5.1.2.2. Clear declarations of the environment: **Make a reference to documents that protect it.**

5.1.2.3. The Hague Convention (Blue Shield): **If the event is catalogued under protection in case of war or destructive conflict.**

5.1.2.4. Competent/responsible administrations: **responsible administrations of protection and care of the property.**

5.1.3. Management Plan.

5.1.3.1 Organization and regulations: **state if there are bodies in charge of its management, (E.g: foundation, society, people and its legislation and regulation).**

5.1.3.2 Capacity of maintenance: **possibilities of financing or development of the property. Projects associated to it. Ideas for its maintenance.**

5.2. Degree of social involvement.

5.2.1. of the society in general: **locality and its environment.**

5.2.2. of cultural organisms: **locality and its environment.**

5.3. Performances in process: **at the moment of the editing of this data base. E.g: cultural programs, maintenance and restoration works.**

5.4. Global Plan for maintenance **and rehabilitation.**

5.4.1. Strategic analysis. **Weaknesses, Threats, Strengths, Opportunities.**

- **Weaknesses: lack of the property, in its access, management, rehabilitation, maintenance.**
- **Threats: external and internal. E.g: urban pressure, both economic and touristic.**
- **Strengths: features of the property that make it exceptional or great. E.g: quality of the fabric.**
- **Opportunities: plans, ideas for its development at the moment.**

- 5.4.2. General guidelines: **Recommendations and basic prescriptions for interventions. According to strategic analysis. S.W.O.T. Correct of weaknesses, counteract threats, increase the power of strengths, and take advantage of the opportunities.**
- 5.4.3. Guidelines of Partial Plans: **specific plans in order to manage the maintenance of the property. Define where it will be necessary to establish uses and maintenance actions, supply even for predicting, preventing and correcting.**
- 5.4.3.1. Partial Plan of Use: **If possible:**
- **Cultural of public use: Interpretation Centre, essential visiting spaces, education for preservation (children and adults,...):**
 - **Other compatible use: shop, bookshop, multiuse offices, hotel trade, etc.**
- 5.4.3.2. Partial Plan of Maintenance: **buffer zone and landscape conditioning which may be necessary in order to recover the authenticity of the landscape should be taken into account.**
- 5.4.3.3. Partial Plan of Maintenance: **It includes works of restoration and preservation that will be defined as aims in detail: roofs, carpentry, bricklaying, hewing of stones and other techniques. In justified cases a "Special Plan of Rehabilitation" or new building according to evaluation criteria for management will be studied and developed (point 4.4.1.)**
- 5.4.3.4. Partial Supplying Plan: **In order to obtain materials, magazines, shops etc... a catalogue will be made if necessary**
- 5.4.3.5. Partial Staff Plan: **In order to organize and obtain qualified staff, including their formation: tasks will be defined if necessary.**

6. REFERENCES.

- 6.1. Other data bases where the "building" appears:
- 6.2. Movable Heritage related to "this building:" **reference to Cataloguing Table/Group and Class. Annex II. Define with identifiable lists and localization.**
- 6.2.1. Historical documentary :
- 6.2.1.1. Written documents:
 - 6.2.1.2. Plans, Maps and Drawings:
- 6.2.2. Bibliographical: **books, leaflets, articles in collective publications, printed matter and unpublished localized studies. The ones not only related to their moment in time but also those from later analysis should be included.**
- 6.2.3. Artistic.
- 6.2.3.1. Paintings and engravings:
 - 6.2.3.2. Sculpture:
 - 6.2.3.3. Period photos:
 - 6.2.3.4. Models/Mocks up:
- 6.2.4. Equipment and implements: **weapons and logistical support.**
- 6.2.4.1. Portable Material
 - 6.2.4.2. Vehicles
- 6.3. Intangible Heritage : **immaterial such as traditions, music, songs, sayings, legends, tales etc.**
- 6.4. Graphics. **present-day descriptive images which are complementary to texts of this file (data and authors).**
- 6.4.1. Dimensioned graphics: Annex I. **Location plans, floor plant, elevation, projections, including the structure built and its elements, environment and general reference to the "ensemble" and "system"**

they belong to. It will have an Index. Normalized DIN A-4, exceptionally DIN A-3 size and I.T. support in "AutoCad"):

- 6.4.2. Drawings, schemes and sketches of interpretation: Annex II. **By periods, typologies, elements (parts), functionality, kinds of preservation, details of constructive systems, materials, parts, and the most interesting pieces. An index will be included. Annexe II. Normalized DIN A-4 or exceptionally DIN A-3 and informatic support "AutoCad".:**
- 6.4.3. Up dated photos Annex III: **in relation with the sections above (6.4.1. and 6.4.2.). It will have Index. Normalized DIN A-4 and digital support:**
- 6.4.4. Other multimedia descriptions: **videos, DVD, included virtual/conjectural reconstructions etc. An Index will be included. Annex IV:**

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