

ডায়েরী নং..... তারিখ.....  
অতিরিক্ত সচিব উন্নয়ন এর দপ্তর  
মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ  
শিক্ষা মন্ত্রণালয়  
যুগ্ম-সচিব (উন্নয়ন)  
উপ-সচিব (উন্নয়ন-১/২/৩)  
ব্যক্তিগত কর্মকর্তা

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
শিক্ষা মন্ত্রণালয়  
বাংলাদেশ ইউনেস্কো জাতীয় কমিশন  
সংস্কৃতি শাখা  
www.bncu.gov.bd

স্মারক নম্বর: ৩৭.১৮.০০০০.০০৫.৩৫.০০১.১৮.১১

তারিখ: ২ বৈশাখ ১৪২৫

১৫ এপ্রিল ২০১৮

বিষয়: আগামী ৪ সেপ্টেম্বর-৪ অক্টোবর ২০১৮ তারিখ পর্যন্ত জাপানের নারা শহরে অনুষ্ঠেয় ১৯ তম Group Training Course for Young Professionals on Cultural Heritage Protection in the Asia-Pacific Region 2018 এ অংশগ্রহণের জন্য এর জন্য বাংলাদেশ হতে মনোনয়ন আহ্বান প্রসঙ্গে।

উপর্যুক্ত বিষয়ে ACCU র পরিচালক NISHIMURA Yasushi এর নিকট থেকে প্রাপ্ত পত্র এবং আনুষঙ্গিক কাগজপত্রাদি মহোদয়ের সদয় অবগতি ও পরবর্তী প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য এতদসঙ্গে প্রেরণ করা হলো। পত্রে আগামী ৪ সেপ্টেম্বর-৪ অক্টোবর ২০১৮ তারিখ পর্যন্ত জাপানের নারা শহরে অনুষ্ঠেয় ১৯ তম Group Training Course for Young Professionals on Cultural Heritage Protection in the Asia-Pacific Region 2018 এ অংশগ্রহণের জন্য সংশ্লিষ্ট সংস্থা, প্রতিষ্ঠান ও জাদুঘরসমূহ হতে মনোনয়ন প্রদানের আহ্বান জানানো হয়েছে। প্রশিক্ষণ কোর্সটির মূল প্রতিপাদ্য 'Investigation, Preservation and Management of Archaeological Sites'।

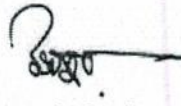
০২। প্রত্নতাত্ত্বিক নিদর্শনসমূহ সুরক্ষা, তাদের সংরক্ষণ, পুনরুদ্ধার এবং ব্যবস্থাপনায় ৫-১০ বছরের অভিজ্ঞতাসম্পন্ন পেশাদার ব্যক্তিবর্গ যাদের ইংরেজীতে দক্ষতা আছে, প্রশিক্ষণকালীন পুরো সময় জাপানে অবস্থান করতে পারবে, সুস্বাস্থ্যের অধিকারী, ইতোপূর্বে ACCU, Nara Office কর্তৃক আয়োজিত প্রশিক্ষণ কোর্সে অংশগ্রহণ করেনি এবং প্রশিক্ষণ শেষে দেশে ফিরে ACCU কর্তৃপক্ষের সাথে যোগাযোগ রক্ষার মাধ্যমে অভিজ্ঞতা বিনিময় করতে পারবে তারা এই প্রশিক্ষণে অংশ নিতে পারবে। আবেদনকারীদের মধ্য থেকে ১৬ জন অংশগ্রহণকারীকে প্রশিক্ষণের জন্য চূড়ান্তভাবে নির্বাচন করা হবে। বাংলাদেশ সর্বোচ্চ ০৫ (পাঁচ) টি মনোনয়ন প্রেরণ করতে পারবে। অংশগ্রহণকারীদের যাতায়াত, আবাসনসহ প্রশিক্ষণকালীন ব্যয় আয়োজক সংস্থা বহন করবে। আবেদনপত্রের সফটকপি <http://www.nara.accu.or.jp/english/g1-2018web.html> ওয়েব ঠিকানা থেকে ডাউনলোড করা যাবে।

০৩। এমতাবস্থায়, আলোচ্য প্রশিক্ষণ কোর্সে যোগদানের জন্য পাঁচজন যোগ্য প্রশিক্ষণার্থী মনোনয়নপূর্বক মনোনীত প্রার্থীদের পূরণকৃত আবেদন ফরম ও আনুষঙ্গিক কাগজপত্রাদির এক সেট হার্ডকপি বাংলাদেশ ইউনেস্কো জাতীয় কমিশনে (১, সোনারগাঁও রোড, পলাশী-নীলক্ষেত, ঢাকা-১২০৫) এবং একসেট সফটকপি (পিডিএফ ফরমেটে) natcombd@yahoo.com ই-মেইল ঠিকানায় আগামী ৩০ মে ২০১৮ তারিখের মধ্যে প্রেরণের পরবর্তী প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য নির্দেশিত হয়ে মহোদয়কে সবিনয় অনুরোধ করা হলো।

ভারপ্রাপ্ত সচিব  
সচিবের দপ্তর



অতি: সচিব (প্রস্তুত)

  
১৫-৪-২০১৮  
মোঃ মনজুর হোসেন মোঃ মনজুর হোসেন  
সচিব  
সচিব মহোদয়ের দপ্তর  
মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ  
শিক্ষা মন্ত্রণালয়  
১৪/৭/১৮  
ডায়েরী নং.....

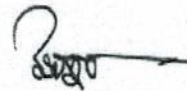
সংস্কৃতি বিষয়ক মন্ত্রণালয়

স্মারক নম্বর: ৩৭.১৮.০০০০.০০৫.৩৫.০০১.১৮.১১/১(২)

তারিখ: ২ বৈশাখ ১৪২৫  
১৫ এপ্রিল ২০১৮

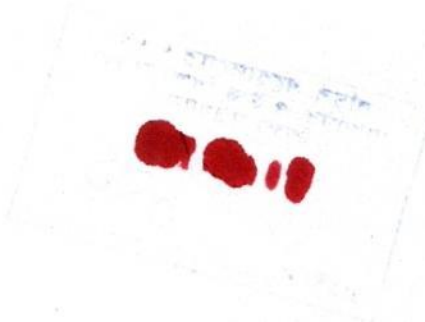
সদয় অবগতি ও কার্যার্থে প্রেরণ করা হলঃ

- ১) মহাপরিচালক, বাংলাদেশ জাতীয় জাদুঘর
- ২) মহাপরিচালক, প্রত্নতত্ত্ব অধিদপ্তর



১৫-৪-২০১৮

মোঃ মনজুর হোসেন  
সচিব





**Cultural Heritage Protection Cooperation Office,  
Asia-Pacific Cultural Centre for UNESCO (ACCU)**

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Nara Prefectural General Office 1F, 757 Horen-cho, Nara 630-8113 Japan  
TEL: +81-742-20-5001 FAX: +81-742-20-5701 E-mail: nara@accu.or.jp

Reference: ASPC18/4

10 April 2018

Mr. Md. Sohorab Hossain  
*Secretary General*  
Bangladesh National Commission for UNESCO

**Subject: Group Training Course for Young Professionals  
on Cultural Heritage Protection in the Asia-Pacific Region 2018  
-Investigation, Preservation and Management of Archaeological Sites-  
(4 September – 4 October 2018, Nara, Japan)**

Dear Mr. Md. Sohorab Hossain,

I am pleased to inform you that Cultural Heritage Protection Cooperation Office, Asia-Pacific Cultural Centre for UNESCO in Nara (ACCU Nara) is planning to conduct the 19th training course on cultural heritage protection in Asia and the Pacific, jointly with Agency for Cultural Affairs, Japan (*Bunkacho*); International Centre for the Study of Preservation and Restoration of Cultural Property (ICCROM); and National Institutes for Cultural Heritage, National Research Institute for Cultural Properties. The theme of this year's training course is "Investigation, Preservation and Management of Archaeological Sites."

The main objective of the training course 2018 is to provide knowledge and technology regarding preservation and management of archaeological sites for the participants through the lecture, practical training, on-site study and discussion. For more details, please refer to the attached General Information.

We would like to ask for your kind cooperation in nominating eligible candidates to attend this training course from your country. In coordinating the 19th training course, we have made a change to the target audience. We would like to implement the training course for **young professionals with 5 to 10 years' work experience** in the field of cultural heritage protection. I would be grateful if you could select **three to five** appropriate candidates. The detailed requirements for participation are listed in item 7 of the General Information.

**Cultural Heritage Protection Cooperation Office,  
Asia-Pacific Cultural Centre for UNESCO (ACCU)**

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Nara Prefectural General Office 1F, 757 Horen-cho, Nara 630-8113 Japan  
TEL: +81-742-20-5001 FAX: +81-742-20-5701 E-mail: nara@accu.or.jp

Attached are Application Form (Form1) and Recommendation Form (Form 2). It would be great if you could disseminate the information regarding this training course to the related organisations, institutions, and museums in your country so that most suitable experts will be recommended.

I would like to request that the application form be sent to ACCU Nara **by 10 June 2018** together with the recommendations by NATCOM and the head of the organisation to which the applicants belong. Any applications which arrive after the deadline won't be considered at our screening meeting. After thorough consultation with co-organisers, we will decide on the 16 successful participants and inform you of the result in late July.

The information for this training course will be posted on the web sites of ACCU Nara (<http://www.nara.accu.or.jp/english/index.html>) and ICCROM. If there are inquiries from those are interested in our course, please do not hesitate to contact the ACCU Nara directly by e-mail (nara@accu.or.jp) or fax (+81-742-5701) for further information.

Thank you very much in advance for your kind cooperation. I look forward to some applicants from your country.

Yours sincerely,



NISHIMURA Yasushi  
*Director*

Enclosures:

1. General Information
2. Course Schedule (tentative)
3. Application Form (Form 1)
4. Recommendation form (Form 2)



## Application Form (2018)

This application sheet has to be accompanied by (1) Recommendation Form [Form 2] by the head of the organisation to which an applicant belongs, (2) Recommendation letter by NATCOM, (3) Achievement report on cultural heritage protection written by the applicant.

Name	FIRST NAME	FAMILY NAME (SURNAME)		Please paste a recent photo.
	MIDDLE NAME (If any)			
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female			
Date of Birth	/     /	Age		
	Day     Month     Year			
Nationality				
Official Presentation	<input type="checkbox"/> International organisation <input type="checkbox"/> National authority <input type="checkbox"/> Local authority <input type="checkbox"/> Professional institution of national relevance <input type="checkbox"/> Private firm/Individual professional <input type="checkbox"/> NPO/NGOs <input type="checkbox"/> Others (                                 )			
Organisation /Institution				
Website (If available)				
Department/ Division				
Present Position				
Postal Address (Office)				Post code:
Office Phone/ Fax	(+     )	(+     )		
Postal Address (Home)				Post code:
Home Phone/Fax	(+     )	(+     )		
Mobile Phone				
Preferred contact postal address	<input type="checkbox"/> Office <input type="checkbox"/> Home			
Email Address	Preferred:			
	Alternatives:			
Nearest International Airport				
Professional Experience	<input type="checkbox"/> Less than 5 years' experience in the cultural heritage protection field <input type="checkbox"/> 5-7 years' experience in the cultural heritage protection field <input type="checkbox"/> 8-10 years' experience in the cultural heritage protection field <input type="checkbox"/> More than 10 years' experience in the cultural heritage protection field (     years)			

[Form 1]

Reasons/ Motivation for Applying			
Educational Background  (Please indicate the names of schools, periods of study, and a degree earned)	School/ University	Duration	Degree (major)
Employment History	Organisation	Duration	Job specification
Relevant Work (multiple answers)  *materials: stone, wood, metal etc.	<input type="checkbox"/> Excavation survey <input type="checkbox"/> Education programme for students/local community <input type="checkbox"/> Documentation (measured drawing) <input type="checkbox"/> Documentation (photography) <input type="checkbox"/> Management of museum works <input type="checkbox"/> Management of archaeological sites <input type="checkbox"/> Conservation science (materials:        ) <input type="checkbox"/> Others (        )		
Outline of Current Job Responsibilities			
Participation of Overseas Training Course	Course name, Institution, Country		Duration

[Form 1]

Qualifications/License (if any)					
English Proficiency		Excellent	Good	Fair	Poor
*Sufficient English proficiency is required for participation	Listening				
	Speaking				
	Writing				
	Reading				
English Certificate (If any) *TOEFL, IELTS etc.	TOEFL/ IELTS: Other:				
Food Restrictions	<input type="checkbox"/> No <input type="checkbox"/> Yes→ (Please specify: _____ )				
Smoking Habits	<input type="checkbox"/> No <input type="checkbox"/> Yes				
Allergy to any food or medicine	<input type="checkbox"/> No <input type="checkbox"/> Yes→(Food: _____ ) (Medicine: _____ )				
(only for women) Pregnancy	<input type="checkbox"/> No <input type="checkbox"/> Yes→ ( _____ months)				
Taking any medicine regularly	<input type="checkbox"/> No <input type="checkbox"/> Yes→ (Name of medicine: _____ )				
Passport Number	No.		Date of Issue		
	Name in Passport		Date of Expiration		

I hereby certify that above statements are true and correct to the best of my knowledge and belief. I also declare that my health allows me to undertake the whole training programme. If I were accepted, I agree:

- not to bring any member of my family to Japan during the programme;
- to return home at the end of the programme on the designated flight arranged by ACCU Nara;
- to waive my copyright of the country and final reports written by myself for publication as long as they are used for the programme purposes;
- to accept all the terms and conditions presented by the organisers.

Date: \_\_\_\_\_ / \_\_\_\_\_ / 2018      Signature: \_\_\_\_\_  
                   day / month

NAME IN PRINT \_\_\_\_\_



**Group Training Course for Young Professionals  
on Cultural Heritage Protection in the Asia-Pacific Region 2018**

**Investigation, Preservation and Management  
of Archaeological Sites**

(4 September – 4 October 2018, Nara, Japan)

**General Information**

**1. Organisers**

This course is jointly organised by the Agency for Cultural Affairs, Japan (*Bunkacho*); Asia-Pacific Cultural Centre for UNESCO (ACCU Nara); International Centre for the Study of the Preservation and Restoration of Cultural Property (ICCROM); and National Research Institute for Cultural Properties [Tokyo and Nara], under the auspices of the Japan Consortium for International Cooperation in Cultural Heritage; Japanese National Commission for UNESCO; Nara Prefectural Government; and Nara City Government.

**2. Background**

In the Asia and Pacific region there are various forms of cultural heritage which are of great value from a global point of view. In order to safeguard this important cultural heritage for future generations, it is necessary to train heritage professionals for proper investigation, analysis and preservation. ACCU Nara, in partnership with ICCROM and Bunkacho has been organising training courses since 2000 on specific themes with a view to building the capacity of professionals involved with cultural heritage protection in the region. The curriculum of the 19th group training course is designed for young professionals and comprises comprehensive basic knowledge and techniques in the fields of investigation, preservation and management of archaeological sites.

**3. Dates and Venue**

Dates: 4 September (Tue) – 4 October (Thu), 2018

Venue: ACCU Nara Office (Nara Pref. Nara General Office, 757 Horen-cho, Nara, Japan) and related research institutions, etc.

**4. Objectives**

The objectives of the training course are to provide participants with:

- knowledge of the principles and methodologies for cultural heritage protection;
- knowledge of skills-based techniques for the documentation and analysis of archaeological sites;
- knowledge of skills-based techniques for the preservation and management of archaeological sites;
- opportunities to share their knowledge of heritage protection based on their professional experience in the field and to build heritage protection networks in the region.



## 5. Training Curriculum

### Lectures

- Global trends in the preservation of archaeological sites
- Cultural property protection system in Japan
- Introduction to conservation science
- Research methodology of archaeological sites

### Workshops

- Recording and documentation of artefacts (measured drawing, photography)
- Conservation science of artefacts

### On-site Studies

- Museums and World Heritage Sites
- Preservation, management and utilisation of archaeological sites
- Community engagement for cultural heritage protection

### Presentations and Discussions

- Country report presentations on current issues/challenges of archaeological preservation in each country
- Final presentation on the results of the training programme
- Summary and evaluation of the training programme

## 6. Working Language

English

## 7. Eligible Participants

The training course is offered to candidates nominated by the following 42 signatory countries to the UNESCO World Heritage Convention from Asia and the Pacific:

*Afghanistan, Australia, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Cook Islands, Fiji, India, Indonesia, Iran, Kazakhstan, Kiribati, Kyrgyz Republic, Lao P.D.R., Malaysia, Maldives, Marshall Islands, Micronesia, Mongolia, Myanmar, Nepal, New Zealand, Niue, Pakistan, Palau, Papua New Guinea, the Philippines, Republic of Korea, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, Timor-Leste, Tonga, Turkmenistan, Uzbekistan, Vanuatu and Viet Nam.*

Endorsement by the UNESCO National Commission is required for application.

Participants should be:

- (1) cultural heritage young professionals who have been engaged in the preservation or management work of archaeological sites **for 5 to 10 years** and who can make effective use of the outcome of the training course upon returning to their respective countries;
- (2) those who have a good command of English, as participants will be asked to deliver presentations and write reports in English;

- (3) those who can attend the entire training programme;
- (4) those who are in good health and able to participate in the training programme;
- (5) those who submit all of the required documents (listed below) by the stated deadlines;
- (6) those who will most likely continue to exchange information and interact with ACCU after returning to their home countries;
- (7) those who have not participated in the ACCU group training course under the theme 'archaeology'.

## **8. Application**

Those interested in attending the course are invited to send the application form together with the following documents by email or mail to the contact address below before **10 June (Sun) 2018.**

The required documents are as follows:

(1) **Application Form (Form 1)**

Please attach a copy of the passport, if the applicant has a valid passport at the time of application. This is not necessary if the applicant has yet to obtain a passport.

(2) **Report relating to the applicant's achievements/involvement in archaeological heritage preservation.**

This report should be written by the applicant and should comprise:

- the reason for applying;
- a brief summary of the applicant's work related to the archaeological heritage preservation;
- a future plan to utilise and develop the outcome of the training course in the applicant's country.

This report should be no longer than 5 pages on A4 sized paper. It will weigh heavily in the selection of participants.

(3) **Letter of Recommendation from NATCOM**

(4) **Letter of Recommendation from the head of the organisation to which the applicant belongs (Form 2)**

(5) **Document Indicating English Proficiency**

If the applicant has such a document, it can serve as a reference for the screening. There is no need to attach such an item if the applicant does not have one at present.

Only complete applications with all necessary documents are eligible for consideration.

## **9. Notification of Screening Results**

After consideration in consultation with the partner organisers, ACCU Nara will select 16 people (one participant per nation, in principle) from among all applicants. We will inform successful candidates and each National Commission for UNESCO of the result **in late July.**



## **10. Certificate of Completion**

A certificate of completion will be awarded to participants who satisfactorily attend all course activities and make a final presentation.

## **11. Expenses**

ACCU Nara will cover expenses during the training course as follows:

### **(1) Travel expenses:**

Participants (except those from Australia, Brunei, New Zealand, Republic of Korea and Singapore) shall be provided with economy class return air tickets from the international airport nearest their residence to Kansai International Airport, and transportation fees between Kansai International Airport and their hotel in Nara (Hotel Fujita Nara: 47-1 Shimosanjo-cho, Nara City, Nara).

### **(2) Living expenses:**

Participants shall, in principle, be provided the basic living expenses incurred during the training course, i.e., from 3 September (Mon) to 5 October (Fri) 2018, according to ACCU Nara's regulations. Arrangements for accommodation (a room for single occupancy) during the training course will be made by ACCU Nara. In case a participant needs accommodation on the way to and/or from Japan for any unavoidable reason (such as visa application or limited flight connections), ACCU Nara will cover the accommodation expenses.

### **(3) Others:**

Participants shall be responsible for visa application fees and domestic travel expenses in their respective countries.

## **12. Secretariat**

Cultural Heritage Protection Cooperation Office,  
Asia-Pacific Cultural Centre for UNESCO (ACCU Nara)  
Nara Pref. Nara General Office,  
757 Horen-cho, Nara 630-8113 JAPAN  
Tel: +81-(0)742-20-5001  
Fax: +81-(0)742-20-5701  
E-mail: nara@accu.or.jp

## Application Form (2018)

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Name	FIRST NAME	FAMILY NAME (SURNAME)	Please paste a recent photo.
	MIDDLE NAME (If any)	<b>Please fill in your full name <u>as shown</u> in your passport.</b>	
Gender	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
Date of Birth	/   /	Age	
Day      Month      Year			
Nationality			

Official Presentation	<input type="checkbox"/> International organisation <input type="checkbox"/> National authority <input type="checkbox"/> Local authority <input type="checkbox"/> Professional institution of national relevance <input type="checkbox"/> Private firm/Individual professional <input type="checkbox"/> NPO/NGOs <input type="checkbox"/> Others (                      )		
Organisation /Institution	<b>Please give the <u>official</u> name of organization you belong to.</b>		
Website (If available)			
Department/ Division			
Present Position			
Postal Address (Office)			Post code:
Office Phone/ Fax	(+    )	(+    )	
Postal Address (Home)			Post code:
Home Phone/Fax	(+    )	(+    )	
Mobile Phone			
Preferred contact postal address	<input type="checkbox"/> Office <input type="checkbox"/> Home		
Email Address	Preferred: Alternatives:	<b>We will send the result of selection and other important announcement by email.</b>	
Nearest International Airport	<b>We will arrange your travel to Japan from the airport given here.</b>		
Professional Experience	<input type="checkbox"/> Less than 5 years' experience in the cultural heritage protection field <input type="checkbox"/> 5-10 years' experience in the cultural heritage protection field <input type="checkbox"/> More than 10 years' experience in the cultural heritage protection field		



[Form 1]

Reasons/ Motivation for Applying			
Educational Background  (Please indicate the names of schools, periods of study, and a degree earned)	School/ University	Duration	Degree (major)
Employment History	Organisation	Duration	Job specification
Relevant Work (multiple answers)  *materials: stone, wood, metal etc.	<input type="checkbox"/> Excavation survey <input type="checkbox"/> Education programme for students/local community <input type="checkbox"/> Documentation (measured drawings) <input type="checkbox"/> Management of museum work <input type="checkbox"/> Conservation science (materials:        ) <input type="checkbox"/> Others (        )		
Outline of Current Job Responsibilities			
Participation of Overseas Training Course	Course name, Institution, Country	Duration	
<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p><b>Please list all the professional <u>OVERSEAS</u> training course offered by <u>official</u> institutes or organisations.</b></p> </div>			

[Form 1]

Qualifications/License (if any)					
English Proficiency		Excellent	Good	Fair	Poor
*Sufficient English proficiency is required for participation	Listening				
	Speaking				
	Writing				
	Reading				
English Certificate (If any) *TOEFL, IELTS etc.	TOEFL/ IELTS: Other:				
Food Restrictions	<input type="checkbox"/> No <input type="checkbox"/> Yes → (Please specify: _____ )				
Smoking Habits	<input type="checkbox"/> No <input type="checkbox"/> Yes				
Allergy to any food or medicine	<input type="checkbox"/> No <input type="checkbox"/> Yes → (Food: _____ ) (Medicine: _____ )				
(only for women) Pregnancy	<input type="checkbox"/> No <input type="checkbox"/> Yes → ( _____ months)				
Taking any medicine regularly	<input type="checkbox"/> No <input type="checkbox"/> Yes → (Name of medicine: _____ )				
Passport Number	No.	<b>We will not use the personal information for any purpose other than travel arrangement for our training course.</b>			
	Name in P				

I hereby certify that above statements are true and correct to the best of my knowledge and belief. I also declare that my health allows me to undertake the whole training programme. If I were accepted, I agree:

- not to bring any member of my family to Japan during the programme;
- to return home at the end of the programme on the designated flight arranged by ACCU Nara;
- to waive my copyright of the country and final reports written by myself for publication as long as they are used for the programme purposes;
- to accept all the terms and conditions presented by the organisers.

Date: \_\_\_\_\_ / \_\_\_\_\_ / 2018  
          day / month

Signature: \_\_\_\_\_

NAME IN PRINT \_\_\_\_\_



**Group Training Course for Young Professional  
on Cultural Heritage Protection  
in the Asia-Pacific Region 2018**

**Conservation and Management of Archaeological Sites and Remains**

(4 September – 4 October 2018, Nara, Japan)

**Recommendation Form**

To: Mr. NISHIMURA Yasushi  
Director  
Cultural Heritage Protection Cooperation Office,  
Asia-Pacific Cultural Centre for UNESCO (ACCU)

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

I hereby recommend the above person as a participant of the Training Course on Cultural Heritage Protection in the Asia-Pacific Region 2018.

**Head of Organisation:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organisation Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

e-mail: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Group Training Course for Young Professionals on Cultural Heritage Protection in the Asia-Pacific Region 2018

Investigation, Preservation and Management of Archaeological Sites

Course Schedule (tentative)

Date	Morning (9:30-12:30)	Afternoon (13:30-16:30)	Venue	
4 Tue.	· Opening Ceremony (10:00-) · Orientation Session	· Courtesy Visit to Nara Prefectural Government Office · Site Visit to Todai-ji Temple	Hotel Fujita Nara Nara Prefectural Government Office Todai-ji Temple	
5 Wed.	<b>[Presentation and Discussion]</b> Country Reports by Participants		ACCU Nara (Lecturers: ICCROM, Prof. Inaba from Tsukuba Uni.)	
6 Thu.				
7 Fri.	<b>[Lecture]</b> Preservation of Archaeological Sites: Global Trends		ACCU Nara	
8 Sat.				
9 Sun.				
10 Mon.	<b>[Lecture]</b> Japanese Law for the Protection of Cultural Properties/ Administration System for Protection of Buried Cultural Properties: The Case of Japan	<b>[Lecture]</b> Preservation and Utilisation of Cultural Heritage: The Case of Japan	ACCU Nara (Lecturer: Agency for Cultural Affairs, Japan)	
11 Tue.	<b>[Lecture]</b> Research Method for Archaeological Sites	<b>[Lecture]</b> Classification of Unearthed Artefacts	NNRICP	
12 Wed.	<b>[Workshop]</b> Recording/Documentation of Artefacts I (Measured drawing)		Nara City Archaeological Research Centre	
13 Thu.	<b>[Workshop]</b> Recording/Documentation of Artefacts II (Measured drawing)		Nara City Archaeological Research Centre	
14 Fri.	<b>[Workshop]</b> Recording/Documentation of Artefacts III (Measured drawing, Ink rubbing)	<b>[Lecture]</b> Community Cooperation: The Case of Nara Archaeological Research Centre	Nara City Archaeological Research Centre	
15 Sat.	<b>[On-site Study]</b> Management and Utilisation of Archaeological Sites I: The Case of Nara Palace Site	<b>[On-site Study]</b> Community Cooperation for Preservation of Archaeological Sites	Nara Palace Site	
16 Sun.				
17 Mon.	<b>[Lecture and Discussion]</b> Conservation Science of Artefacts I (Introduction)		NNRICP	
18 Tue.	<b>[Workshop]</b> Conservation Science of Artefacts II (Conservation of metal artefacts: diagnosis)		NNRICP	
19 Wed.	<b>[Workshop]</b> Conservation Science of Artefacts III (Conservation of metal artefacts: conservation technique)			
20 Thu.	<b>[Workshop]</b> Conservation Science of Artefacts IV (Environment control for storage)			
21 Fri.	<b>[On-site Study]</b> Excavation Research: The Case of Nara	<b>[On-site Study]</b> Archaeological Sites and Museum I	Nara City	
22 Sat.				
23 Sun.				
24 Mon.	<b>[Workshop]</b> Recording/Documentation of Archaeological Sites and Remains (Photography)		NNRICP	
25 Tue.				
26 Wed.	<b>[On-site Study]</b> Conservation and Utilisation of Cultural Heritage		Pending	
27 Thu.	<b>[Presentation and Discussion]</b> Conservation and Utilisation of Cultural Heritage: Global Perspective I		ACCU Nara (Lecturer: ICCROM)	
28 Fri.	<b>[Presentation and Discussion]</b> Conservation and Utilisation of Cultural Heritage: Global Perspective II			
29 Sat.				
30 Sun.	<b>[Presentation and Discussion]</b> ICOM Maizuru Meeting		Maizuru City, Kyoto	
October	1 Mon.	<b>[On-site Study]</b> Archaeological Sites and Museum II: The Case of Site Museum		Fukui Prefecture
	2 Tue.	<b>[On-site Study]</b> Management and Utilisation of Archaeological Sites II: The Case of Fukui		Fukui Prefecture
	3 Wed.	Submission of Final Reports		ACCU Nara
	4 Thu.	Closing Ceremony		Hotel Fujita Nara

ACCU Nara: Cultural Heritage Protection Cooperation Office, Asia-Pacific Cultural Centre for UNESCO  
NNRICP