

GUIDE ON RAPID RESPONSE FOR DAMAGED CULTURAL HERITAGE SITES AND CULTURAL INFRASTRUCTURE

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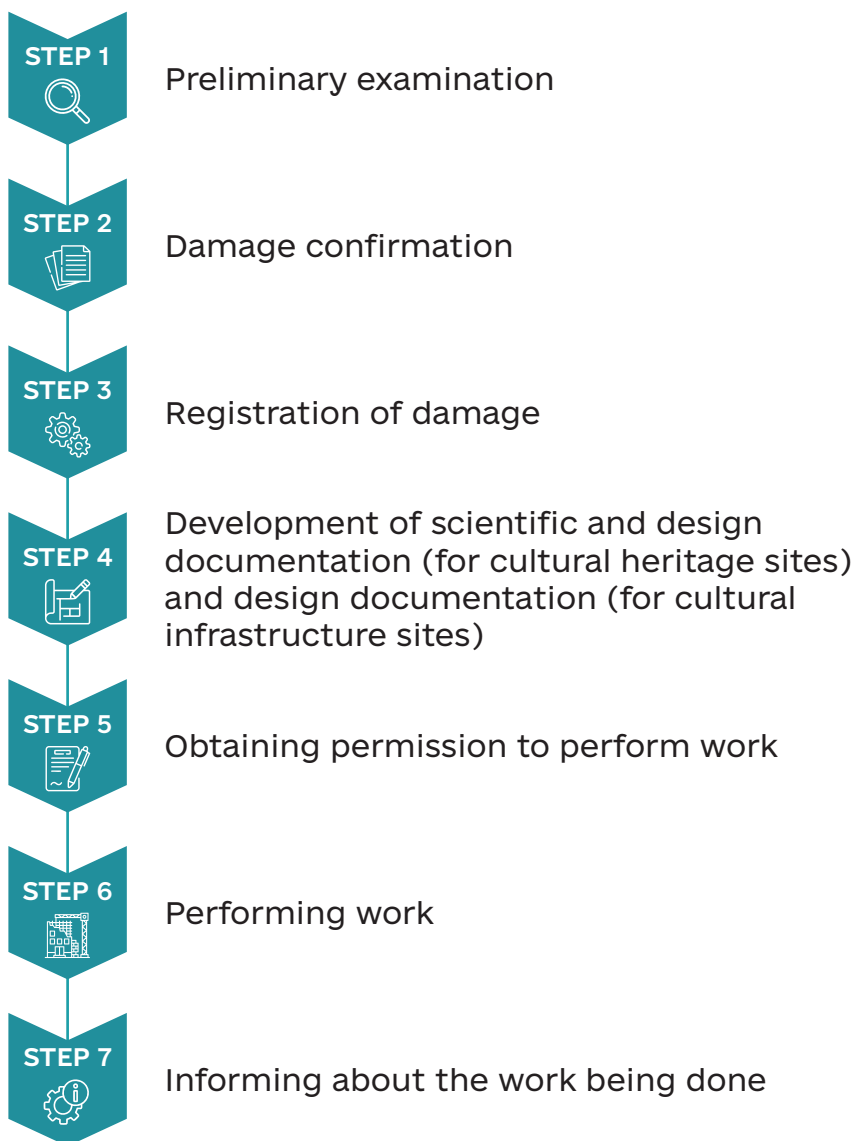
Today, tangible cultural heritage and cultural infrastructure in Ukraine require a clear and unified approach to their preservation, restoration and reconstruction. This applies to the damaged cultural institutions, cultural infrastructure, and cultural heritage sites. It is crucial to consider best international practices, standards, and guidelines, as well as the specific requirements for territories protected under the Convention Concerning the Protection of the World Cultural and Natural Heritage.

It is essential to ensure effective interagency cooperation for the full integration of culture into regional recovery and development plans, territorial community reconstruction strategies, and decentralization policies.

THE PURPOSE OF THE GUIDE

› Is to help territorial communities assess the destruction and determine priority measures for the restoration of a cultural heritage site or cultural infrastructure after damage due to emergencies, hostilities or terrorist acts in the shortest possible time to prevent the threat of complete destruction of the site.

➤ Sequence of actions in case of damage to a cultural heritage site or cultural infrastructure





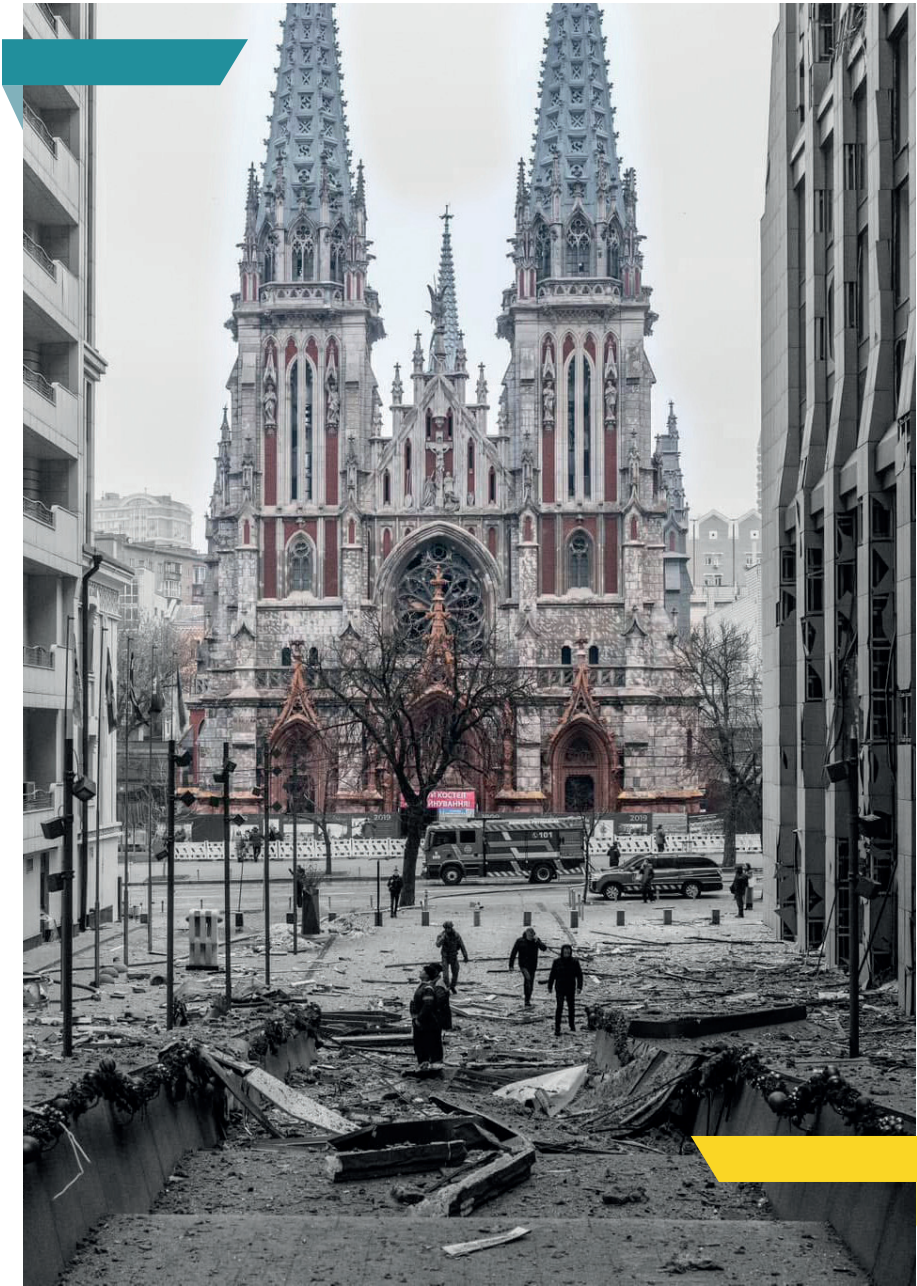
STEP 1:

PRELIMINARY EXAMINATION

➤ **Emergency response agencies, such as the State Emergency Service** (it may also involve the National Police of Ukraine, the Armed Forces of Ukraine, or the Security Service of Ukraine, if necessary), conduct work to inspect damaged cultural heritage sites or cultural infrastructure to identify explosive objects, conduct an inspection (demining) and perform pyrotechnic works related to the neutralisation of detected explosive objects, as well as the initial dismantling of parts of the objects or their individual structural elements (if necessary) to ensure access to damaged objects for civil defence forces to conduct emergency rescue and other urgent work. Specialists of the State Emergency Service, with the involvement of municipal services and formations and specialised civil defence services, carry out work to search for the injured and deceased and transport the bodies of the deceased. As part of criminal proceedings, law enforcement agencies conduct operational and investigative actions.

Result:

Access to the facility for civilians





STEP 2:

DAMAGE CONFIRMATION

➤ To conduct a commission survey of a damaged or destroyed cultural heritage site or cultural infrastructure facility, the owner or balance holder of the object shall join the commission established by the authorised body of the territorial community. Depending on the status of the damaged object, the commission shall include specialists with higher education in fields such as «Construction and Architecture,» «Architecture and Urban Planning,» or «Construction and Civil Engineering» (excluding those specialized in «Geodesy and Land Management»). Other relevant experts may be involved as needed.

Result:

Technical Assessment Report of the Heritage Site or Commissioned Inspection Report (if necessary, the commission determines the creation of several reports in the case of a group of damaged objects of multi-apartment residential buildings, or complexes).

- In the conclusions on damage to a **cultural heritage** site, the Commission identifies the following types of damage:

Damage Category I – parts of cultural heritage objects that, according to the Commission's conclusions, are recognized as partially or slightly damaged and can be restored through restoration repair.

Damage Category II – according to the Commission's conclusions, cultural heritage sites in this category have sustained significant damage and require emergency measures, urgent conservation, and subsequent restoration work.

- In the conclusions on damage to a **cultural infrastructure** object, the Commission identifies the following types of damage:

Damage Category I (up to 20%) – Minor damage to load-bearing and enclosing structures that can be restored through routine repairs.

Damage Category I (21–40%) – Minor damage to load-bearing and enclosing structures that can be restored through routine and/or major repairs.

Damage Category II (41–80%) – Damage to load-bearing and enclosing structures that can be restored through major repairs and/or facility reconstruction.

Damage Category III (81–100%) – The object is unsuitable for its intended use and can be restored only through new construction.



STEP 3:

REGISTERING DAMAGE

➤ Submission of an information report by owners/asset holders regarding damaged or destroyed real estate as a result of hostilities, terrorist acts, or sabotage caused by the armed aggression of Russia against Ukraine following the established procedure and requirements for maintaining and operating the State Property Register.

Result:

Registration of damaged or destroyed property for further application of mechanisms to restore the violated property rights of the owners. In the case of damage to a cultural heritage object, the authorised body notifies the Ministry of Culture and Strategic Communications.





STEP 4:

DEVELOPMENT OF SCIENTIFIC AND DESIGN DOCUMENTATION (FOR CULTURAL HERITAGE SITES) AND DESIGN DOCUMENTATION (FOR CULTURAL INFRASTRUCTURE SITES)

➤ Based on the commission's inspection results, a report on the technical condition of the cultural heritage object (or inspection reports) is prepared, along with a conclusion regarding the category of damage. The owner or the responsible entity for the property develops and approves the scientific and project documentation or design documentation in collaboration with organisations authorised to carry out design work.

Result:

Determination of the sequence of works (repair, restoration/emergency/urgent conservation/restoration works or current repairs/overhaul/reconstruction/new construction) and the estimated cost of works to restore the facility.



STEP 5:

OBTAINING A WORK PERMIT

➤ According to the legislation of Ukraine, to perform restoration, emergency, urgent conservation, restoration work, current repairs, major repairs, reconstruction, new construction, scientific and design, project and estimate documentation registered in the Unified State Electronic System in the field of construction is required. The documentation must undergo a comprehensive examination. Cultural heritage sites must receive appropriate approvals and permits from the MCSC. It is also necessary to obtain permission to begin work from the State Inspectorate of Architecture and Urban Planning of Ukraine.

Result:

Permission to perform work from a specially authorised body for the protection of cultural heritage and/or the State Inspectorate for Architecture and Urban Planning of Ukraine.





STEP 6:

PERFORMING WORK

➤ After obtaining the necessary permits, perform the appropriate type of work (repair, restoration, emergency work, urgent conservation work, restoration work or current repairs, major repairs, reconstruction or new construction) on a cultural heritage site or cultural infrastructure site as provided for in the scientific and design documentation.

When performing the appropriate type of work on cultural heritage sites, it is necessary to take into account the requirements of the Convention on the Protection of the World Cultural and Natural Heritage.

For reference. The Convention concerning the Protection of the World Cultural and Natural Heritage was adopted at the 17th session of the UNESCO General Conference in Paris on 16 November 1972. Its purpose is to promote the protection, conservation and promotion of cultural and natural heritage of world importance. The document is based on the Venice Charter, which established professional standards in the field of tangible heritage protection. The main requirement for sites to be included in the World Heritage List is their integrity and authenticity. Integrity refers to the completeness and preservation of the site in all its aspects. This includes all elements that are necessary to express the true value of the site. For natural sites, integrity is related to the protection of all elements that ensure the support of the ecosystem, and for cultural sites, the preservation of all structures, architectural details and their relationships. Authenticity refers to the authenticity and historical

veracity of the site. This means that the object has retained its original characteristics, such as design, materials, craftsmanship, and traditional methods of construction and use. Authenticity confirms that the object conveys important cultural and historical meanings associated with a past era.

Result:

Work to restore the damaged object has been completed.





STEP 7:

INFORMING ABOUT THE WORK BEING DONE

➤ After the work is completed, the customer/balance sheet holder of the cultural heritage object must, following the Procedure defined by the relevant order, inform local government bodies and the MCSC about the results of the repair, restoration, emergency, emergency conservation, and restoration work. The MCSC then informs UNESCO about the work.

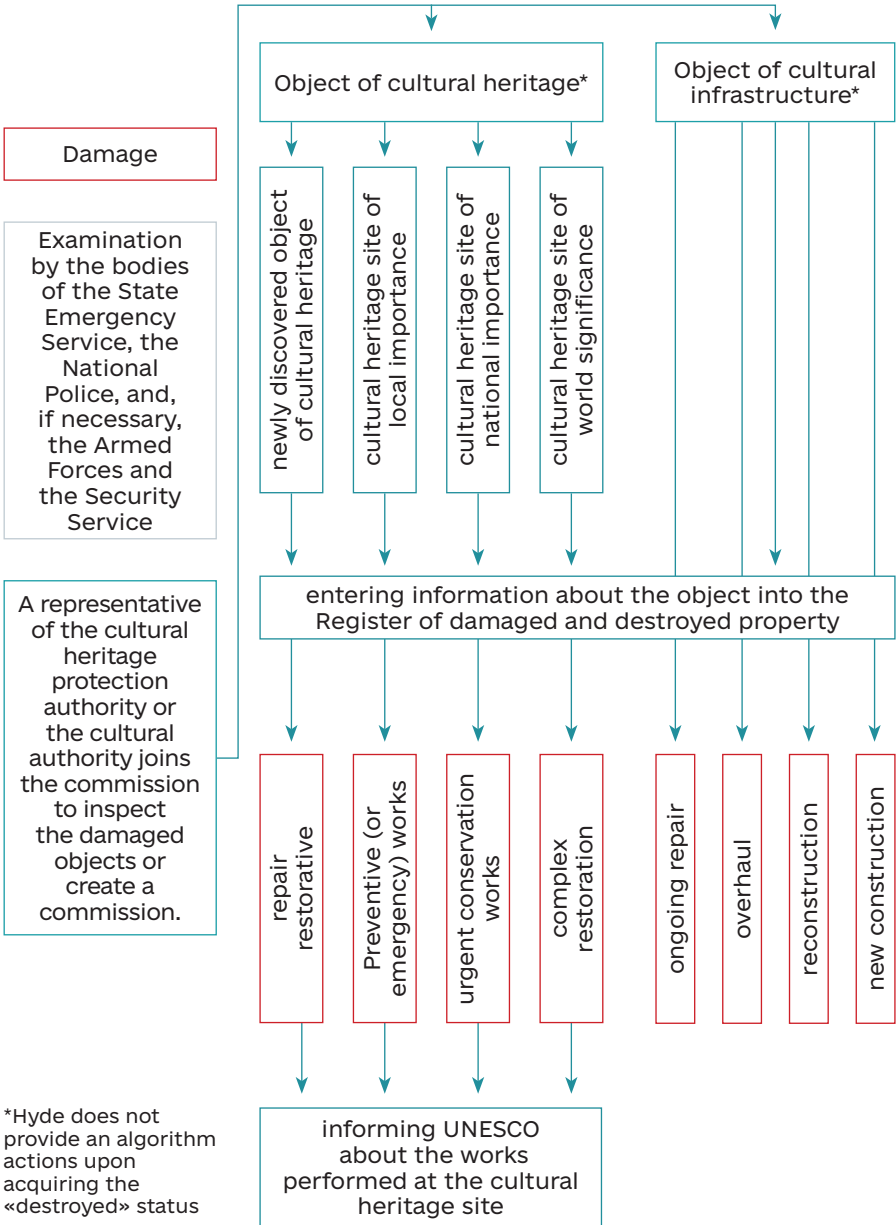
Result:

Accumulation and archiving of information about the work performed at the cultural heritage site.



IMPORTANT:

- When developing scientific and design documentation for repair, restoration, emergency, urgent conservation, and restoration works, it is essential to comply with building code (ukr. DBN) A.2.2-14:2016 with Amendment No. 1, «Composition and Content of Scientific and Design Documentation for the Restoration of Architectural and Urban Planning Monuments.»
- When developing design documentation for routine repairs, major repairs, reconstruction, or new construction, it is necessary to follow building code (ukr. DBN) A.2.2-3:2014 with Amendments No. 1 and No. 2, «Composition and Content of Design Documentation for Construction.»



QUICK RESPONSE GUIDE CUSTOMERS, BALANCE HOLDERS, AND EMPLOYEES OF A SPECIALLY AUTHORISED BODY FOR THE PROTECTION OF CULTURAL HERITAGE

ON DAMAGED CULTURAL HERITAGE SITES

ACTION ALGORITHM:

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
1.	Initial data for the commission survey: - account card, - passport sights, - technical passport of the object	Cultural heritage protection authority, owner's representative (balance sheet holder)	
2.	Commission examination: - drawing up a Report on the inspection of the technical condition of a damaged cultural heritage object	Territorial community commission, representative of the cultural heritage protection authority, specialized experts (architects, engineers, builders, artists, restorers)	The conclusions should specify the type of work: - Restoration repair, - Emergency work, - Urgent conservation, - Comprehensive restoration.
3.	Entering information about the object into the Register of Damaged and Destroyed Property	Owners (balance sheet holders) of the relevant real estate for whom such property (construction facilities) is assigned the right of economic management or the right of operational management.	Through public registrars of the Register.
4.	Determination of the developer of scientific and design documentation. Conclusion of a contract for the development of the Restoration Task based on the initial data.	The owner (balance sheet holder) of the damaged property determines a certified specialist to conclude a direct contract or according to the procedure in the PROZOR-RO system	A qualified certified contractor for certain types of work produces scientific, design and estimate documentation in accordance with the type of work.

Tip 1 to point 4

An indicative list of Initial Data for designing the appropriate type of work on a cultural heritage site, provided by the Customer:

1. Order letter.
2. Documents establishing the right to use the monument or part of it.
3. Administrative Act of the owner on carrying out repair and restoration work.
4. Documents for land use rights (if available);
5. Boundaries of the land use area (copied from the next cadastral plan).
6. Topographic plan of the territory on paper and electronic media at a scale of M 1:500 and/or M 1:2000 indicating the boundaries of the design area .
7. Engineering survey materials (if available).
8. Design tasks (in case of adaptation of the restoration object)
9. Technical conditions for connecting the facility to utility networks (if necessary).
10. Archival documents - Bureau of technical inventory (BTI) plans, old photographs, iconographic materials, sketches, estimates for repair and repair and restoration work.
11. Scientific and restoration report (if available)
12. Protection agreement for a cultural heritage monument (if available)

Tip 2 to point 4

An indicative list of items of the Restoration Task (may vary depending on the characteristics of the damaged object):

1. Name of the monument or newly discovered cultural heritage object according to the State Register of Immovable Monuments of Ukraine, decision on accounting in accordance with the legislation that was in effect before the Law of Ukraine "On the Protection of Cultural Heritage" came into force (in case the cultural heritage site is not included in the Register), or an order to include the object in the List of Cultural Heritage Sites (for a newly discovered cultural heritage site).
2. Name of the restoration object
3. Location of the facility (address)
4. Category of the monument and/or legal status of the object (date and numbers of decisions on state registration, security number), if available.
5. Basis for developing documentation (order letter, decision, order, etc.)
6. User (owner, tenant, balance holder)
7. Customer (full name, address, full name of the responsible representative, telephone number)
8. Project organisation (full name of the organisation, address, full name of the responsible executor, certificate number, by whom and when issued, telephone numbers)
9. Brief historical information about the object (including the nature of its use)
- 10 General technical condition of the facility (based on the Technical Condition Inspection Report)
11. Information on available materials of scientific research works and scientific and design documentation (information on previously performed scientific research works and available scientific and design documentation for the monument, the possibility of its use and place of storage, as well as information on its implementation, the availability of scientific and restoration reports)
12. Nature of the planned work (brief description of the main focus of the work, according to the program of scientific and design, and scientific and restoration works)
13. Conditions for adapting the design object to modern use (provide information on changing (preserving) the functional purpose)
14. Landscaping (indicate the boundaries of the design area and the need for landscaping work)

- 15 Composition of research papers (leave the necessary):
 - 15.1 Historical, archival and bibliographical research (compilation of historical information)
 - 15.2 Field studies (measurements, stereophotogrammetry, soundings, test pits)
 - 15.3 Architectural, archaeological, design, engineering, engineering-geological, hydrogeological, chemical-technological and other research or explorations with the need to provide conclusions and recommendations
 - 15.4 Laboratory studies of building and finishing materials with the need providing conclusions and recommendations
- 16 Photofixation
- 17 Design stages (leave the necessary):
 - 17.1 Single-stage
 - 17.2 Two-stage
 - 17.3 Three-stage
18. Composition of scientific and project works (leave the necessary)
 - 18.1 Working project for emergency prevention works (WP)
 - 18.2 Working project for urgent conservation works (WP)
 - 18.3 Preliminary design (PD)
 - 18.4 Project (P)
 - 18.5 Working project (WP)
 - 18.6 Working documentation (WD)
19. Scientific and restoration report
20. Scientific and methodological guidance (full name if necessary), scientific and technical support (if necessary), and author's supervision (full name of the Chief project architect and Chief project engineer, certificate numbers, by whom and when issued, telephone numbers)
21. Data on special construction conditions (seismicity, subsidence soils, subsidence and flooded areas, etc.)
22. Construction priority, the need to allocate launch complexes
23. Determination of the class of consequences (liability)
24. Instructions on the need for:
 - 1) preliminary approvals of design decisions;
 - 2) development of individual technical requirements;
 - 3) development of individual design solutions in several versions and on a competitive basis;
 - 4) execution of demonstrative materials, models, interior drawings, their composition and form;
 - 5) carrying out scientific research and experimental work in the process design and construction, scientific and technical support;
 - 6) technical protection of information
25. Requirements for engineering protection of territories and objects
26. Requirements for the development of the "Environmental Impact Assessment" section
27. Energy saving and energy efficiency requirements
28. Data on technologies and (or) research and development work that the customer proposes to apply
29. Requirements for occupational safety and health
30. Requirements for the development of a section of engineering and technical measures for civil protection
31. Requirements for fire protection systems of the facility
32. Requirements for the development of special measures (sections)
33. Requirements for the inclusiveness of buildings and structures (smart adaptation)

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
5.	Informing the Intergovernmental Committee for the Protection of the World Cultural and Natural Heritage about intentions to carry out urban development transformations on the territory of a cultural heritage site included in the World Heritage List and/or within its buffer zone	The customer of urban development transformations submits information to the MCSC in four copies, two of which are drawn up in Ukrainian, two in English or French, in written form and on electronic media.	The MCSC, having received recommendations and/or other documents from the UNESCO World Heritage Committee, sends them to the Client of the urban transformation in the original language.

Tip 1 to point 5

Urban development - new construction, reconstruction, restoration, earthworks, landscape transformations on the territory of a World Heritage site and/or within its buffer zone

Tip 2 to point 5

Submission materials:

1. a brief description of the urban transformation (functional purpose, justification of the location, planned start date of work, main technical and economic indicators (area, volume, total height in meters from the level of the daily surface of the earth, as well as according to the Baltic system of heights to the highest point of the structure, cadastral plan of the relevant land plot);
2. a description of the buffer zone within five hundred meters around the planned urban transformation;
3. assessment of the impact on the Outstanding Universal Value of the World Heritage site, including with visual 3D modeling;
4. results of previous engineering, geological, archival, archaeological research, results of surveys related to the territory of the planned urban transformation (if available);
5. information on public consultations held regarding the planned urban transformation (if available);
6. display of the location of the object on a topographic map of the territory of the World Heritage site and its buffer zone;
7. information from the World Heritage Site Management Authority regarding the compliance of the planned urban development transformations with the World Heritage Site Management Plan and/or the regime of use of its buffer zone (if there is an approved World Heritage Site Management Plan);
8. other information if available.

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
6.	Development of scientific, design and estimate documentation. Implementation stages: 1. Development of the Project cost estimation documentation 2. Passing of expertise	Developer of scientific and design documentation in accordance with the Restoration Task	The list of sections of the scientific and design documentation is developed according to the type of work according to building code (ukr. DBN) A.2.2-14:2016 «Composition and content of scientific and design documentation for the restoration of architectural monuments and urban planning» with registration in the Unified State Register of Architectural and Urban Planning .
7.	Approval of scientific and design documentation for the implementation of restoration repairs, emergency works, urgent conservation or comprehensive restoration at a cultural heritage site using the electronic cabinet in the Electronic System.	The owner (balance holder) , in the case of damage to a cultural heritage site of national significance, contacts the MCSC, while in the case of damage to a cultural heritage site of local significance, they contact the state administrations or executive bodies of village, settlement, or city councils.	

Tip for point 7

To receive the service, submit:

1) a statement stating the information about the applicant:

- for an individual, an individual entrepreneur - surname, first name and patronymic, place of residence, contact phone number;
- for a legal entity – name of the legal entity, location, taxpayer code according to the Unified State Register of Individual Entrepreneurs, surname, first name and patronymic of the head of the legal entity / authorised person, contact telephone number (fax);- date of application submission and signature of the applicant.

2) scientific and design documentation in the number of copies stipulated by the contract for its development, one of which remains in the archives of the MCSC

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
8.	Definition of contractor	The owner (balance sheet holder) of the damaged property determines a construction organisation with a license to perform construction work on cultural heritage sites through the conclusion of a direct contract or according to the procedure in the PROZORRO system.	

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
9.	Obtain a permit from the MCSC for the appropriate type of work based on the scientific and design documentation approved by them	The owner (balance sheet holder) of the damaged property applies to the MCSC	The decision to grant or refuse permission to carry out restoration repairs, emergency works, urgent conservation or comprehensive restoration at a cultural heritage site damaged as a result of military operations during the period of armed aggression of Russia against Ukraine is made by the relevant cultural heritage protection body within three working days from the date of receipt of the specified documents from the provider.

Tip for point 9

To obtain a permit, submit:

1. An application stating information about the applicant.
2. The following shall be attached to the application:
 - 1) in the case of work on monuments of national importance:
 - copies certified by the applicant;
 - title page of the duly approved scientific and project documentation;
 - approval sheet of scientific and design documentation with approval marks and/or letters of approval of scientific and design documentation of organisations included in the approval sheet and determined by the restoration task (if any);
 - a construction project expertise report, received in accordance with the established procedure;
 - a certificate signed by the applicant, which contains information about:
 - responsible persons of the general designer (designer);
 - the chief architect of the project, the scientific director of the project, the person carrying out the author's supervision, the person responsible for carrying out the work (position title, surname, first name and patronymic)

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
10.	Permission to start construction work from the State Architectural and Construction Inspectorate	The owner (balance sheet holder) of the damaged property contacts the State Inspection of Architecture and urban planning (DIAM)	
11.	Obtaining permission to conduct archaeological explorations, excavations, etc. excavation works within the territory where the monuments are located and in their protection zones, on protected archaeological sites territories, in historical areas of settlements, as well as research remains of human life contained beneath the earth's surface, underwater.	The owner (balance sheet holder) of the damaged property applies to the relevant qualified researcher.	

Tip for point 11

For the issuance of a permit to conduct archaeological explorations and excavations, the following shall be submitted:

1) a statement from a state institution or organisation that carries out activities related to archaeological research, printed on the letterhead of the organisation or institution and signed by its head, stating:

- place of archaeological research (region, district, city, district in a city, settlement, village);
- type of work;
- surname, first name and patronymic of the researcher;
- in the case of archaeological excavations, the type and type of cultural heritage site on which excavations are planned, its chronological or cultural affiliation;
- substantiated scientific or conservation necessity for excavations;
- a list of objects located on the territory of the proposed excavation site, which are subject to the Law of Ukraine "On Copyright and Related Rights" (3792-XII) (works of architecture, park and landscape architecture, works of fine art, etc.), a list of the owners of these objects and documents confirming their consent to the conduct of the relevant work.
- date of sending the application and signature of the applicant.

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
12.	Putting the facility into operation	The owner (balance sheet holder) of the damaged property applies to the State Inspection of Architecture and urban planning (DIAM)	

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
13.	Submission of a scientific and restoration report on the work performed with photo fixation to the cultural heritage protection authority that granted permission to carry out the work.	Owner (balance sheet holder) with the developer of scientific and design documentation	After completing the work, the contractor submits a report on the work performed with photographs to the cultural heritage protection authority that granted permission to carry out the work.

Tip for point 13

The scientific restoration report contains:

- a) a list of initial data for the restoration object, according to which research, design, and repair and restoration work was carried out;
- b) brief historical information with the construction periodisation of the monument;
- c) a list and results of the research conducted with appendices or references to the materials of relevant research works and photographs with annotations and a photo fixation scheme, presented in a separate book;
- d) brief information on the adopted design decisions with references to the materials of relevant research works;
- e) results of scientific and research work performed during repair and restoration, emergency response and/or urgent conservation work;
- f) a description of the changes and their justifications that were made to the project during the work;
- g) documents and materials that affected the progress of the work;
- i) description of the work performed, their technology and methods of implementation;
- j) a list of used construction and finishing materials, products, structures and equipment;
- l) conclusions based on the results of research, design and production work performed.

The following are attached to the scientific restoration report:

- a) certificates of delivery and acceptance of works;
- b) state certificate of readiness of the facility for operation (if available);
- c) a set of detailed drawings: plans, facades, sections (intersections), templates, etc.;
- d) acts and minutes of meetings on making changes to the scientific and design documentation;
- e) materials for photographing the monument (before the start, during and after the completion of the work), which are submitted in a separate book, as an album of photographs with annotations and a photo fixation scheme;
- e) recommendations on the operation of the monument and its territory, as well as on the need to monitor the technical condition of the monument after the work is completed.

No./no.	STAGE (STEP)	EXECUTOR	EXECUTION DETAILS
14.	Informing UNESCO in the case of damage to World Heritage sites, their territories, or objects within the buffer zone.	The customer of urban planning transformations submits information to the MCSC in four copies: two in Ukrainian and two in English or French, in both written form and on electronic medium.	

Tip for point 14

Submission materials:

- a brief description of the urban transformation (functional purpose, justification of the location, planned start date of work, main technical and economic indicators (area, volume, total height in meters from the level of the daily surface of the earth, as well as according to the Baltic system of heights to the highest point of the structure, cadastral plan of the relevant land plot);
- a description of the buffer zone within five hundred meters around the planned urban transformation;
- assessment of the impact on the Outstanding Universal Value of the World Heritage site, including with visual 3D modeling;
- results of previous engineering, geological, archival, archaeological research, results of surveys related to the territory of the planned urban transformation (if available);
- information on public consultations held regarding the planned urban transformation (if available);
- display of the location of the object on a topographic map of the territory of the World Heritage site and its buffer zone;
- information from the World Heritage Site Management Authority regarding the compliance of the planned urban development transformations with the World Heritage Site Management Plan and/or the regime of use of its buffer zone (if there is an approved World Heritage Site Management Plan);
- other information if available.

GUIDE FOR PROMPT RESPONSE BY OWNERS, MANAGERS, AND CULTURAL WORKERS

AT DAMAGED CULTURAL INFRASTRUCTURE SITES

ACTION ALGORITHM:

No./no.	STAGE	PERFORMER	NOTE
1.	Commission examination: - Preparation of the Technical Condition Inspection Report - Identify locations for the storage of waste generated as a result of damage to the object or the dismantling work; - Conduct a preliminary visual inspection; - Develop a work plan for the inspection.	Territorial community commission	The result of such an inspection is the Report of the Commission Inspection of the Object Damaged as a Result of the Armed Aggression of Russia.
2.	Entering information about the object into the Register of Damaged and Destroyed Property	Owners (balance sheet holders) of the relevant real estate for whom such property (construction facilities) is assigned the right of economic management or the right of operational management.	Through public registrars of the Register.
3.	Holding an architectural competition (recommended for reconstruction and new construction)	The customer of the competition is a central or local executive body, an executive body of a local council, an authorised body for urban planning and architecture, a legal entity, a citizen who organises and conducts the competition and finances it.	
4.	Preparing the source data	Provided to direct customers (balance sheet holder)	A direct contract is concluded with the developer of the design and estimate documentation or a designer is determined according to the procedure in the PROZORRO system.

Tip for point 4

Output data:

1. Urban planning conditions and restrictions or Letter stating that Urban planning conditions and restrictions are not provided
2. Technical conditions:
 - Technical conditions for connection to centralized water supply and sewage systems
 - Technical conditions for standard connection to electrical networks
 - Technical conditions for gas supply
 - Technical conditions for heating
3. Copying from a topographic survey in M1:500
4. TECHNICAL REPORT based on the results of the inspection of the technical condition of the building
5. Engineering and geological surveys (information on the condition of foundations)
6. Shelter contract for the number of persons permanently and temporarily staying at the facility within the radius provided for by the building code (ukr. DBN) and the ACT for assessing the readiness of the civil defense protective structure.
7. Document certifying the right of ownership or use of the land plot (if available)
8. Document certifying the right to own or use property

No./no.	STAGE	PERFORMER	NOTE
5.	Design Task	Developed and approved by the Customer together with the designer or winner of the competition for the development of design and estimate documentation	The project may be developed in one or two stages, depending on the calculated consequence class (CC1, CC2, CC3).

Tip for point 5

1. Name and location of the construction site
2. Location of the construction site
3. Basis for design
4. Type of construction
5. Customer data
6. Source of funding
7. The need for investment efficiency calculations based on variant design
8. Information about the general designer
9. Design phasing with definition of approval stage
10. Engineering survey data
11. Data on special construction conditions
12. Basic architectural and planning requirements and characteristics of the facility, including functional groups of premises, names and areas of premises
13. Construction priority, the need to allocate launch complexes
14. Class of consequences (liability) and estimated service life of the facility, main design and technological solutions
15. Instructions on the need:
 - I - development of individual technical solutions
 - II - development of individual design solutions in several versions and on a competitive basis
 - III - preliminary approval of design decisions
 - IV - execution of demonstration materials, layouts, interior drawings, their composition

and form based on a digital three-dimensional information model of the 3D object design (if necessary);

V - carrying out scientific research and experimental work during the design and construction process, providing scientific and technical support, taking into account the implementation of building information modeling (if necessary);

VI - technical information protection

VII – description of the procedures for exchanging information between participants in design and construction, the technology for its creation; the composition and content of requirements for project information models and information modeling rules;

16. Data on the type of fuel and prior approval for its use, if own heat supply is planned.

17. Facility capacity or characteristics, production program

18. Requirements for landscaping the territory

19. Requirements for engineering protection of territories and protection of buildings and structures from dangerous natural or man-made factors;

20. Requirements for the development of the section "Environmental Impact Assessment" taking into account the environmental impact assessment (if available)".

21. Energy saving and energy efficiency requirements

22. Data on technologies and research and development work that the customer proposes to apply

23. Occupational safety and health requirements

24. Requirements for the development of a section of engineering and technological measures for civil defense:

25. Fire safety requirements for facilities

26. Requirements for the development of special measures

27. List of buildings and structures being designed as part of the complex (building)

28. The need for scientific and technical support:

29. Requirements for creating conditions for unhindered access for low-mobility population groups in accordance with the building code (ukr. DBN) V.2.2-40:2018 Inclusion of buildings and structures. Main provisions. With Amendment No. 1

30. Requirements for ensuring the balanced use of natural resources according to the State Standards of Ukraine (DSTU) 9171:2021

31. Requirements for the electronic version of project documentation:

32. Requirements for compiling a statement of work volumes (may be determined using international measurement systems)"

33. Electricity supply

34. Water supply

35. Sewerage

36. Sections of project documentation

Tip 2 to point 5

Project composition (approval part of the working draft of the WP)

Tip 2 to point 5

Project composition (approval part of the working draft of the WP)

General explanatory note

Master plan

Architectural and construction solutions

Technological solutions

Water supply and sewage

Heating, ventilation and air conditioning

Electrical solutions (internal)

Information and communication networks

Energy efficiency

Environmental impact assessment

Fire alarm system

Fire alarm system
 Internal fire water supply system
 Lightning protection system of a building
 Evacuation time calculation
 Fire protection of structures
 Civil protection engineering measures
 Traffic management
 Construction organisation project
 Estimate documentation

Project composition (working documentation WD)

Working drawings

Passport of finishing works

Estimate

Specification of equipment, products and materials

Working documentation for design solutions provided for by building codes, standards and rules regarding the creation of accessibility for low-mobility population groups in accordance with the building code (ukr. DBN) V.2.2-40.

No./no.	STAGE	PERFORMER
6.	Examination of the project design and cost documentation	The designer registers the project design and cost documentation in the Unified State Register of Design and Construction Projects.
7.	Submission of notification of commencement of (preparatory) construction works	The customer applies to the State Inspection of Architecture and urban planning (DIAM) through the Administrative Services Center (ASC) or Diia, or through public registrars of the Register.
8.	Conducting the procedure for determining the contractor	The customer concludes a direct contract with the contracting organization or according to the procedure in the PROZORRO system
9.	Conclusion of a contract for technical and design supervision	The customer concludes appropriate contracts for registration in the Unified State Electronic System in the Construction Sector Portal (ukr. EDESSB)
10.	Carrying out relevant construction work at a cultural infrastructure facility	Drawing up relevant Acts
11.	Carrying out a control geodetic survey of a construction site	Relevant certified person or organisation registered with the Unified State Electronic System in the Construction Sector Portal (ukr. EDESSB)
12.	Making an inventory file	Relevant certified person or organisation registered with the Unified State Electronic System in the Construction Sector Portal (ukr. EDESSB)
13.	Putting the facility into operation	The customer contacts the State Inspection of Architecture and urban planning (DIAM)

FOR NOTES

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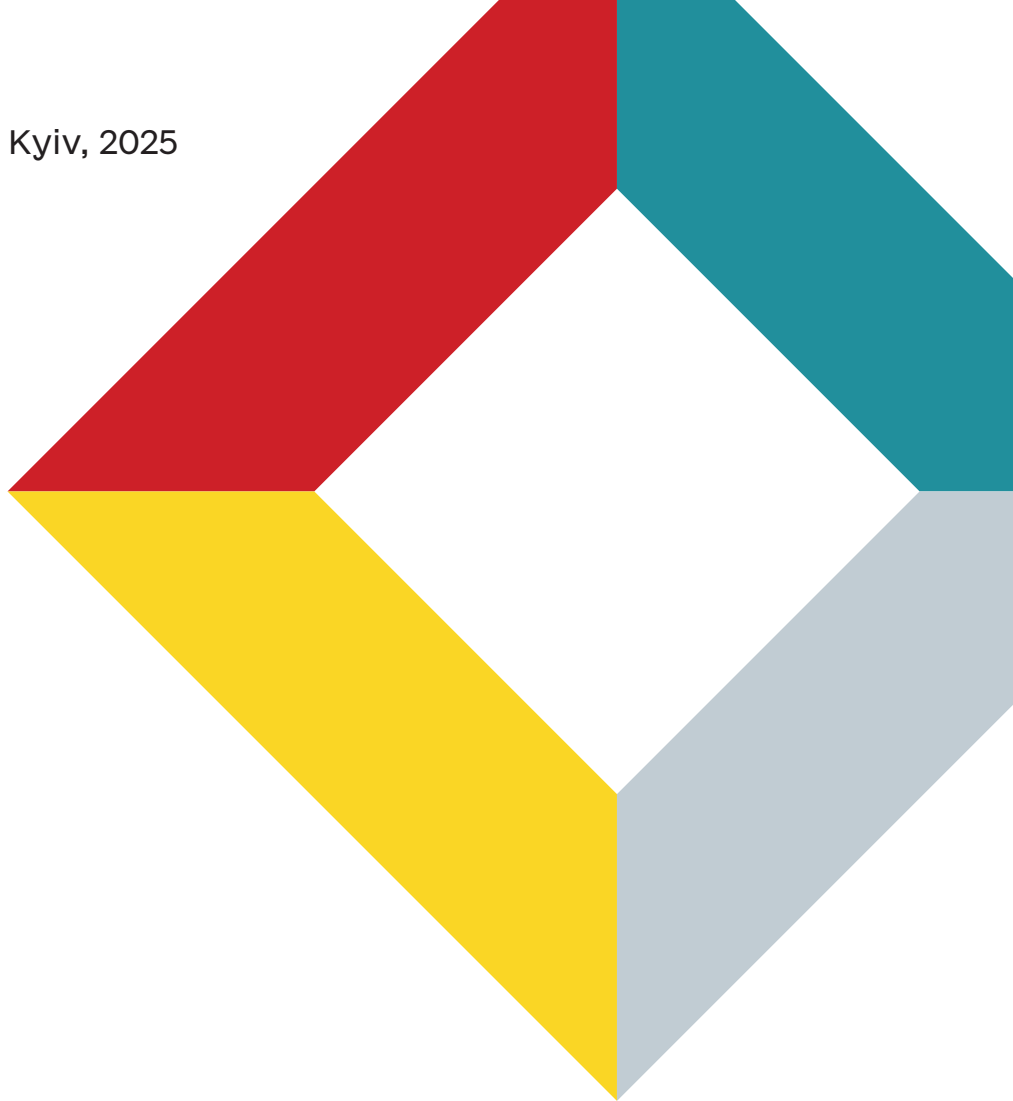
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The brochure **«Guide on Rapid Response for Damaged Cultural Heritage Sites and Cultural Infrastructure»** was developed as an informational guide and is not mandatory for application.

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