

**PLAN FOR MANAGEMENT OF WORKS ON CULTURAL HERITAGE FOR THE  
PROJECT OF RESTORATION AND ADAPTATION OF THE OFFICER'S HOUSE  
IN THE MUNICIPALITY OF BITOLA**

**MUNICIPALITY OF BITOLA**

**Bitola, 18.03.2019**

## 1.0 Introduction and Information

The Local and Regional Competitiveness Project (LRCP) is a four-year investment operation supported by the European Union and uses the IPA funds 2 and is intended for competition and innovation in Macedonia. The LRCP is managed as Hybrid Trust Fund and consists of four components, and implemented by the World Bank and the Government of Macedonia. The project will provide financial investments and capacity building to support sectoral growth, investment in destinations and development of a specific destination. At regional and local level, the Project will support selected tourist destinations in the country through a combination of technical support to improve destination management, investment in infrastructure and investment in innovation. The investments will be realized through a grant scheme for stakeholders of regional tourism such as municipalities, institutions, NGOs and the private sector. The Cultural Heritage Management Plan (CHMP) is part of the Environmental and Social Management Plan (ESMP) prepared for the envisaged activities within the project "Restoration and Adaptation of the Officer's Home in Bitola". ESMP is a description of the project, technical details, area and location, on the basis of which it assesses the risks to the living and social environment as well as the risks associated with the immovable cultural heritage. The implementation of mitigation and monitoring measures that address identified risks and issues defined in the ESMP and CHMP is compulsory.

The Municipality of Bitola has prepared a project for restoration and adaptation of the Officers' House in Bitola: Restoration of the complete area and adaptation of the Public Officers' House, rehabilitation of the existing elements (cleaning the wooden carpentry, treatment with layers protection) of the architectural structure of the building and the interior. The project envisages the use of adequate materials (mortar, wooden beams) for its restoration and arrangement of the interior space, with the preservation of the authentic spatial values of the object. The planned works are the following:

1. Replacement of the façade carpentry with new wooden profiles while respecting the conditions for energy efficiency,
2. Preservation and restoration of façade surfaces,
3. Internal restoration with a defined purpose in accordance with the intended purpose of the object for cultural events throughout the year,
4. Performing new interior and exterior lighting.

Please check the Table 1 of the ESMP Checklist for details.



Figure 1 Present view of the House of the Officer's Home in Bitola

Due to the current state of the object that is in degraded condition, the Municipality of Bitola anticipates its complete restoration and adaptation. It is planned to dismantle the basic building materials (ceramides, part of the wooden roof construction, mortar) and no changes to the current design of the building not the interior will be made.



Figure 2 Current situation at the entrance of the Officer's House in Bitola

The repair of the roof construction is foreseen by placing new ceramics, insulating materials, replacing the existing water supply, electrical installation, gas supply, etc. The project also envisages the arrangement of the urban treatment at the yard with appropriate equipment

For the rehabilitation of existing windows and doors, according to conservation conditions issued by the National Institute for the Protection of Cultural Monuments- Museum Bitola, it is envisaged the use of massive wood without living knots that affect the deformation of the tree. When making the carpentry the percentage of moisture in the wood must not exceed 11%.



Figure 3 Appearance of the immediate surroundings of the Officer's House in Bitola

The purpose of the Plan for managing the cultural heritage is to protect, remove and reduce the negative effects on the cultural heritage in accordance with the Law on Protection of Cultural Heritage of the Republic of Macedonia.

### 1.1 The benefits of the project for promotion of cultural heritage and tourism in the Municipality of Bitola

The project envisages the preservation and renewal of façade plastics, which means decoration of the facade including decorative elements that have stylistic features that should be preserved in the treatment of the outward appearance) the change of façade carpentry, observing the conditions for energy efficiency, internal restoration with a defined purpose in accordance with the intended purpose of the object for cultural events throughout the year. Changing the interior carpentry and restoring sanitary facilities is foreseen. Performing new interior and



exterior lighting. Usage of thermo-technical elements for adequate heating and cooling processes. Performing an urban treatment at the yard with appropriate equipment in accordance with the purpose for realization of the desired cultural events and functions of the entire building.

The location of the project is in the central city area of the city of Bitola on Širok Sokak street bb, in a strictly protected pedestrian zone of cultural monuments. It belongs to the protected urban whole "Old Town Core", and the building itself is a protected object of the 1st category. The building lies in the middle part of the plot, surrounded by a courtyard from the north, west and south and towards the street on its east side, with a useful area of 1340sqm.

The Project envisages the protection, removal or reduction of the effects of activities on physical cultural resources in accordance with the Law on Protection of Cultural Heritage and WB policies.

## **1.2 Institutions responsible for the implementation, management and administration of the Cultural Heritage Management Plan**

The Ministry of Culture of the Republic of Macedonia and the Cultural Heritage Protection Office as an institution within the Ministry of Culture are responsible for the protection of the immovable and movable cultural heritage in Macedonia. The Cultural Heritage Protection Office and the National Institute for the Protection of Cultural Monuments-Museum Bitola cooperate in connection with the conservation and development of cultural heritage, for example, Competence to act legally and to perform, and perform functions related to conservation and access to cultural heritage.

In accordance with the Law on Proclamation of the Officers' House in Bitola as a cultural heritage of the first category, it is necessary to satisfy the cultural, scientific, educational, aesthetic, economic, tourist and other needs of the citizens,

The building is a separate, individual office building, located in the central city area, at "Širok Sokak" street bb, in the part covered by the detailed urban plan for Centar 1.

It belongs to the protected urban whole \* Old city core \*, and the building itself relics protected category of 1st category.

The entrances are from the east and west sides of the building, and the building contains a basement, ground floor, floor and gallery. On the location there is a vehicle entrance to a back yard on the eastern side of the parcel, towards the street "Macedonian Phalanx".

Realization of the planned activities for the restoration and adaptation of the office of the Officers' House in Bitola, Municipality of Bitola, will be carried out in accordance with the following laws:

- the Law on Protection of Cultural Heritage,
- the Law on Construction,
- the Law on Spatial and Urban Planning as well as the relevant positive legal regulations.

Competent authorities to approve the project documentation are the following:

- National Institute for the Protection of Cultural Monuments- Museum Bitola, and
- Ministry of Culture (Directorate for Protection of Cultural Heritage) Skopje,
- Ministry of Transport and Communications of RM,

**and the required approvals have been issued and delivered.**

Pursuant to the Law on Protection of Cultural Heritage the Decision no. UP 08-725 has been issued as of 20.09.2016.

The required documentation submitted to obtain this Decision on conservation and preservation conditions was the following:

- Letter of request no. 40-65/3 as of 08.07.2016 to Directorate for Protection of Cultural Heritage, Skopje submitted by the Bitola Municipality, accompanied by the following documents:
- Title of Deeds of the Officers' House in Bitola,
- Excerpt of the Detailed Urban Plan of the City Central Area 4 of Bitola, issued under no. 30-1243 as of 05.05.2016 by the Municipality Bitola, and
- A copy of the Parcel issued by the Agency for Real Estate Cadastre of RM.

Pursuant to the provisions of the Decision no. UP 08-725 has been issued as of 20.09.2016 the Conservation Project 80-05/2017 designed by Global Engineering DOOEL Skopje. The Conservation Decision UP 08-154 as of 01.03.2018 has been issued by the Directorate for Protection of Cultural Heritage, Skopje.

Furthermore, following the Law on Construction and the Law on Spatial and Urban Planning the Decision 28-UP-440/18 as of 22.10.2018 on adaptation of the actual building Officers' House in Bitola, has been issued by the Ministry of Transport and Communications of RM.

The Municipality of Bitola will be responsible for the complete implementation of the Restoration and Adaptation of the Officers' House in Bitola in cooperation with the National Institute for the Protection of Cultural Monuments- Museum Bitola and the Office for Protection of Cultural Heritage in Macedonia. The proposed activities in the sub-project will not cause any disturbance of the condition in the cultural heritage in the protected area of the Old Town core in Bitola, according to the detailed parameters for protection of the cultural heritage in accordance with the specially prepared conservation conditions.

Through the adequate designs, choice and application of the materials, the Law provides favorable conditions for integral conservation and preservation of the historical and cultural values of the building of the Officers' House in Bitola.

The Law on Protection of Cultural Heritage sets out the rules on setting the basic preservation conditions which are considered as the part of the technical documentation. These preservation conditions include necessary textual materials, graphics and documentation of protected areas and provide relevant information on the planning and regulation of the protected cultural area.

In accordance with the Law on Proclamation of the Officers' House in Bitola as a cultural heritage, for each activity in the building, including replacement of windows, doors and remodeling of the urban treatment at the yard with appropriate equipment, the Cultural Heritage Protection Office should issue an approval on the basis of previously issued conservation conditions by a national institution. Therefore, this approval was issued by the Department for Protection of the Cultural Heritage.

### **1.3 Legal and Institutional Frameworks**

For the development of the project, several sectoral physical health policies can be activated cultural resources. Below are discussed the main relevant laws:

#### (i) Law on Protection of Cultural Heritage

Law on Protection of Cultural Heritage "Official Gazette of the Republic of Macedonia Macedonia "no. 20/04 from 02.04.2004

Law on the Protection of Cultural Heritage Consolidated Text ("Official Gazette of the Republic of Macedonia "no. 20/04, 71/04, 115/07, 18/11, 148/11, 23/13, 137/13, 164 / 13, 38/14, 44/14, 199/14, 104/15, 154/15, 192/15 and 39/16)

Law on Ratification of the Convention for the Protection of Intellectual Cultural Heritage ("Official Gazette of the Republic of Macedonia" No. 59 of 12.05.2006)

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No. 18 of 25.09.2011

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No. 18 of 14.02.2011

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No.148 / 2011

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" no.23 / 2013

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No.164 of 27.11.2013

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No.38 of 24.02.2014

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" no.44 / 2014

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No. 199/14,

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No.154 / 15

Amending and supplementing the Law on Protection of Cultural Heritage ("Official Gazette of the Republic of Macedonia" No. 39/16

## **Article 2**

In accordance with the Law on Protection of Cultural Heritage of the Republic of Macedonia, cultural heritage represents the total material and possibly good with archaeological, ethnological, historical, artistic, urban, social and other scientific values, contents and functions and has cultural and historical importance and due to importance are protected by law. The building is categorized as immovable cultural heritage.

The Law on Protection of Cultural Heritage establishes a protocol for all stakeholders involved in conservation and management of cultural heritage.

#### **Article 4**

Paragraph 1 - The primary objective of the law is the protection of cultural heritage in the source condition. Paragraph 2 of Article 4 states that the objects found during the construction work should be handed over to the relevant institutions.

#### **Article 6**

Article 65 of the Law on Cultural Heritage states that "if during the construction works archeological inventions are discovered, the contractor / developer shall be obliged to submit a report to the responsible institution within 3 days in accordance with Article 129 of the Law on Protection of Cultural Heritage. Also, the constructor is obliged to stop all construction work.

#### **Article 7**

According to Article 7, paragraph 5 of the Law on Protection of Cultural Heritage, the use of wooden elements in place of existing profiles on the street facades of the cultural heritage object is mandatory. The Law also provides for the creation of favorable conditions for integral conservation and preservation of historical and cultural data.

#### (ii) Law on Cultural Heritage of the first category

Through the legislation, it is necessary to provide certain criteria for a partner in the right category:

- permanent preservation of historical, artistic, architectural, ethnological, sociological and other scientific and cultural values, as well as authenticity, diversity, integrity and other characteristics, contents and functions.
- creating favorable conditions for the survival of the integrity of all the data that they contain as evidence,
- dissemination of knowledge about its value, significance and role in cultural identification,
- satisfying the cultural, scientific, educational, aesthetic, economic and tourist needs of the citizens,
- prevention of measures, phenomena and influences that can harm or degrade the heritage.

#### (iii) Law on Proclamation of the Officers' House in Bitola as a cultural heritage of the first category

There are not any specific conditions for the design and renovation stemming from this law.

All measures (provide criteria) are presented in previous section (ii)

The building of the Home Office in Bitola as a cultural heritage of the first category is of general interest for the Republic of Macedonia and in accordance with the Law on Protection as a Cultural Heritage enjoys special protection.

### **1.3.2 OP 4.11 from the World Bank of physical cultural values**

The purpose of this policy is to support countries to avoid or mitigate negative effects on physical cultural resources during the development and implementation of projects financed by the World Bank. It also states that the prevention of effects on physical cultural resources arising from project activities, including mitigation measures, needs to take into account national legislation and obligations under relevant international agreements. Section 9 provides a mitigation measures plan frame for managing physical cultural resources.

## **2.0 Aim of the plan**

This plan is part of the Environmental and Social Management Plan (ESMP). Its role is to emphasize how physical cultural heritage will be managed in order to provide the conservation conditions during the project, especially during the design, construction and operational phase.

### **3.0 Cultural heritage in the affected area**

The House of the Army or the Officer's House is a monument of the culture of the Republic of Macedonia. Its construction began in 1911 when the manager of the Bitola vilayet was Abdul Kerim Pasha. Soon after that, Bitola hit the Balkan Wars and the First World War, and the building was completed in 1919.

The architectural expression of the building is characteristic of the period of historicism in European architecture in terms of plan, decorations and composition of masses, with the object being largely emphasized and oriental, that is, Moorish elements. The appearance of these elements in Bitola is normal when it comes to objects built during the period of Turkish rule.

The building began to be built in 1911 for the needs of Turkish officers, but failed to complete in their time. The concept of this building was conceived as a fortress and palace synthesis. The fortress can be seen in the composition of the building, through the appearance of "towers" and decorative cannons, while the palace is noticeable in its grandeur and elegance, through the high ceilings and window openings.

The first official document related to the ownership and protection of the Officials' House in Bitola or only this house is made in 1993 when the object is registered as State Property of the Republic of Macedonia, and the beneficiary is the Ministry of Defense, a branch office in Bitola.

The Ministry of Defense, in January 2005 upon proposal of the Ministry of Culture with a new decision and on the basis of an Agreement for transfer of the right to use, makes a change of the user from the Ministry of Defense to the National Institution Center for Culture-Bitola.

In 2013, with the decision of the Government of the Republic of Macedonia, the Officers' House is again put into operation by the Municipality of Bitola as a user, and the park is entered as a yard.

For implementation of the project, the necessary documentation has been prepared and submitted to the responsible institutions (Conservation Center - Skopje, Ministry of Culture Directorate for Protection of Cultural Heritage, Skopje) for obtaining approval for the envisaged activities. The approval has been granted.

#### **3.1. Identified physical cultural heritage**

The officer's home in Bitola is categorized as a cultural heritage of the first category. The Law on Protection prevents activities and effects that can damage and degrade the cultural monument and provides preservation of its historical, artistic and cultural values. The Municipality of Bitola undertakes all necessary measures for providing protection of cultural heritage. The taking of the necessary measures is in order not to damage the parts of the building, during the implementation of the project.

#### **3.2 Possibility for archaeological find during the implementation of the project**

Article 6 of the Law on Cultural Heritage states that "if during the construction works archeological inventions are discovered, the contractor / developer shall be obliged to submit a report to the responsible institution within 3 days in accordance with Article 129 of the Law on Protection of Cultural Heritage. Also, the constructor is obliged to stop all construction work.

#### **4.0 Measures to avoid, mitigate and reduce effects on cultural heritage**

Due to the risk of possible negative effects on the authentic appearance of the building of the Officers' House in Bitola, such as deviation from the Law on Protection of Cultural Heritage through the use of building materials inappropriate with the appearance of the building, avoidance, mitigation and reduction of effects on the cultural heritage the following measures will be implemented:

- Performing in accordance with the project documentation approved by the responsible institutions such as: National Institute for the Protection of Cultural Monuments- Museum Bitola , Ministry of Culture (Directorate for Protection of Cultural Heritage), Municipality of Bitola.
- Use of appropriate wood for carpentry and removal of existing profiles on street facades according to the conservation conditions approved by the Cultural Heritage Protection Office.
- Creation of favorable conditions for maintaining the integrity of the object according to the conservation conditions issued by the National Institute for the Protection of Cultural Monuments- Museum Bitola.
- Adjust the appearance, color and other parameters of the object that are conserved with the existing authentic documentation.
- Implementation of Environmental Plans, Social Aspects and

- Cultural heritage

### **5.0 Capacity building / awareness raising and engagement**

Contractors and subcontractors must be licensed for work on cultural heritage by a national competent authority. All relevant staff, e.g. workers, engaged staff in the project, employed by the contractor and subcontractors, and others involved in the implementation of the project should be informed about physical cultural resources. The training aims to enable relevant employees and stakeholders to identify the dangers for physical cultural resources, prevent damage to cultural heritage, register and report on each cultural heritage.

Below are described the roles and responsibilities of each team member in the implementation of the project.

### **6.0 Supervisory Cultural Heritage Expert nominated by the National Institute for the Protection of Cultural Monuments- Museum Bitola and the Cultural Heritage Protection Office**

The Municipality of Bitola will hire a Cultural Heritage Supervisor nominated by National Institute for the Protection of Cultural Monuments- Museum Bitola. She/he will have the appropriate professional qualification and experience (licensed for work on physical cultural heritage) and will be available every day in the construction site. The monitoring expert for cultural heritage will accompany the contractor of the project (Municipality of Bitola) during the Project implementation. Also, the Supervisory Cultural Heritage Expert will supervise implementation of measures prescribed by the competent authorities and this CHMP as well as in case of chance findings.

The supervising cultural heritage expert should ensure that the conduct of the contractor and subcontractors and other staff is in line with this Plan, decisions, conditions and requirements of the competent authorities (Ministry of Culture of the Republic of Macedonia, Cultural Heritage Protection Office, National Institute for the Protection of Cultural Monuments- Museum Bitola, etc.) not harmful to cultural resources.

The cultural heritage expert will prepare CHMP implementation report on monthly basis and in the case of incompliance inform the PIU and propose corrective measures.

### **6.1 Implementation**

This Cultural Heritage Management Plan is a part of bidding and contracting documentation for Contractors and subcontractors and its implementation is an obligation of the contractor and subcontractors. During the execution of construction works, in the case of the FCR, the contractor is obliged to stop the construction activities and notify the responsible institutions. Also, the contractor is obliged to act in accordance with the Law on Protection of Cultural Heritage.

### **6.3 User**

Regarding the Supervisory Cultural Heritage Expert, the implementation of the specified measures will be monitored by the beneficiary - Municipality of Bitola / construction inspector and local development department, whose employees are part of the project team. The implementation of the measures will be followed before the start of the construction works, during the construction works and after the completion of the construction works.

### **8.0 Monitoring and Reporting**

The plan for managing the cultural heritage during the implementation of the project provides information on the key aspects of the project for the protection of cultural heritage, in particular the effect of the project and effective mitigation measures. This information provides the recipient and the World Bank with an evaluation of the success of the mitigation as part of the monitoring and allows for the undertaking of proper action. For this reason, the Cultural Heritage Management Plan identifies the monitoring objectives and determines the type of monitoring by linking with the assessed effects in the Report on the implementation of the Cultural Heritage Management Plan and the measures described therein. In particular, the monitoring part of the Cultural Heritage Management Plan shall provide a) a specific description and technical details of the monitoring measures, including measurement parameters, the methods to be used, the frequency of measurement, the detection limits (where appropriate), and a border definition that will signal the need for corrective actions; and c) monitoring and reporting procedures for (i) providing early detection of conditions requiring special additional mitigation measures and (ii) providing information on the efficacy, progress and results of mitigation measures.

The Cultural Heritage Supervisor will submit a short initial report two weeks after the beginning of the construction work to the investor. It will report on the engagement of the team, the location of the site, and for anything that may have an effect or to change the implementation of the mitigation and monitoring measures.



At the end of each month, the Municipality of Bitola will submit a short progress report to the PIU concentrating specifically on any problem or implementation of CHMP measures, that which require certain measures along with the costs. Submitting a report on the ESMP and CHMP will be quarterly to the PIU In case of disagreement, the Municipality of Bitola will immediately inform the PIU

The PIU approved report by the contractor or the supervising expert for cultural heritage will be a condition for the complete payment of the agreed fees. In order to ensure a special impact on the performance of the contractor, an appropriate clause will be included in the employment contract, which will precisely state the penalties in case of non-compliance with the agreed environmental protection provisions in the form of non-payment of a certain part of the payment, and the value will depend on the severity of the breach of the contract. For extreme cases, the contract will also provide possibility for a termination of contract.

#### **9. Announcement**

The prepared Cultural Heritage Management Plan (CHMP) will be part of the bidding documentation and the contract with the contractor (together with the bill of quantities) that will be obliged to implement the envisaged measures in accordance with the Mitigation Plan. The implementation of CHMP is mandatory for the contractor.

The supervisory body engaged by the Municipality of Bitola / LRCP/PIU has the obligation to monitor and evaluate the implementation of the proposed measures in the framework of the Monitoring Plan and to inform the Contractor and the Project Office of the LRCP/ Municipality of Bitola. The Municipality of Bitola will report on the state of the environment and the cultural heritage and on the implementation of the mitigation and monitoring measures in the regular sub-project reports and in the special CHMP implementation reports on quarterly basis to PIU (unless otherwise agreed, the Cultural Heritage / approved by the World-Wide Environment Specialist. According to the PIU this CHMP should be publicly consulted before the final approval of the sub-grant. After the CHMP has been approved by the expert of the PIU and the Specialist from the World a Bank will be published on the website of the PIU (CDPMEA), the Agency for Promotion and Support of Tourism and on the website of the Municipality of Bitola where it will be available for public debate for at least 14 days. The printed form will be available in the PIU and the Municipality of Bitola The Public Debate Meeting will be held in the Municipality of Bitola at the end of the consultation period. Actively, the Applicant will inform and invite stakeholders including local NGOs, affected communities and appropriate means. The relevant important comments as well as the comments from the public debate will be included in the final version of the CHMP and will be included in the Public Debate Report and will be part of the final version of CHMP

CHMP should be publicly consulted in English, Macedonian and Albanian. The implementation of the Environmental and Social Management Plan and the CHMP will ensure timely undertaking of the proposed measures and contribute to the implementation of project activities without any significant effects on the environment or cultural heritage.

## CULTURAL HERITAGE MANAGEMENT PLAN -Municipality of Bitola

THE PLAN FOR THE MANAGEMENT OF CULTURAL HERITAGE - Municipality of Bitola					
<i>Activity</i>	<i>Expected Impact</i>	<i>Mitigation measures</i>	Responsibility for the implementation of the mitigation measure	Period for implementation of the mitigation measure	Cost related to the implementation of the mitigation measure
<b>Pre-construction Phase (design phase)</b>					
Preparation of technical documentation	Avoidance of impacts and risks to Cultural Heritage (CH)	<ul style="list-style-type: none"> <li>• All technical documentation is prepared in line with relevant Cultural Heritage national and local regulation, namely, Law on Protection of Cultural Heritage</li> <li>• Deliverance of project documentation and obtaining approvals, opinions and conditions from all relevant institutions such as: National Conservatorium Center, Ministry of Culture, Municipality of Bitola prior to the commencement of works.</li> </ul>	<ul style="list-style-type: none"> <li>• Municipality of Bitola</li> <li>• Conservatorium Center of Skopje, Ministry of Culture</li> </ul>	Prior to start of public procurement	
Preparation of conservation layouts	Avoidance of impacts and risks to CH	<ul style="list-style-type: none"> <li>• Delivery of project documentation to Conservatorium Center of Skopje and other competent authorities if required by the legislation (e.g. ministry of Culture)</li> <li>1. This Decision determines protective conservation conditions for the building of the Former House of Army Bitola, and prepared by the National Institute for the Protection of Cultural Monuments- Museum Bitola, act no.08-525 / 2 from 25.08.2016.</li> <li>2. The measures of immediate protection for the building of the Former House of Army Bitola shall be performed in accordance with the following protection conservation conditions:                             <ul style="list-style-type: none"> <li>- allow current maintenance, adaptation and conversion of the object</li> </ul> </li> <li>3. The costs of execution of the protection conservation conditions will be cover by the Investor</li> <li>4. The protective conservation requirements of Article 1 of this Decision constitute the basis for the preparation of a preliminary or basic design</li> </ul>	<ul style="list-style-type: none"> <li>• Municipality of Bitola</li> </ul>	Prior to start of public procurement	Included in subproject budget
Receiving a conservation approval	Avoidance of impacts and risks to CH	<ul style="list-style-type: none"> <li>• Conditions given with approval are included in tender dossier and make a part of CHMP mitigation plan and are the following for the design: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions. Hereto we confirm that the stated requests and conditions are deemed integral part of the Project which have been approved by the Directorate for Protection of Cultural Heritage – Skopje with the Decision UP 08-154 as of 01.03.2018 Skopje and the valid and effective Conservation Decision 08-2002/2 as of 04.06.2018.</li> </ul>	<ul style="list-style-type: none"> <li>• Municipality of Bitola</li> </ul>	Prior to start of public procurement process	Included

Receiving a permit	Avoidance of impacts and risks to CH	• Conditions given with permit are included in tender dossier and make a part of CHMP mitigation plan	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Permitting	Avoidance of impacts and risks to CH	All permits, opinions, conditions, licenses and authorisations required under the national legislation are obtained.	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Permitting	Impact to CH	Selected Contractor is licensed and authorised for works on cultural heritage in line with the national legislation	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Conservation	Impact to CH	Present condition and important architectural and technical elements and details will be documented (including the park)	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Construction Phase					
General conditions	Possible adverse impacts to authentic image of object in Bitola due to: - Non-compliance with Law	• Creation of proper conditions for sustainment of integrity of objects • Use of proper wood for carpentry • Compliance with Cultural Heritage national and local regulation, namely, Law on Protection of Cultural Heritage	• Contractor • Supervision engineer	During the entire period of works	Included in subproject budget
General conditions	Avoidance of impacts and risks to CH	• Conditions given with approval are included in tender dossier and make a part of CHMP mitigation plan and are the following for the construction phase: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions. Hereto we confirm that the stated requests and conditions are deemed integral part of the Project which have been approved by the Directorate for Protection of Cultural Heritage – Skopje with the Decision UP 08-154 as of 01.03.2018 Skopje and the valid and effective Conservation Decision 08-2002/2 as of 04.06.2018.	• Contractor • Supervision engineer • Municipality of Bitola • LRCP PIU	During implementation	Included
	Avoidance of impacts and risks to CH and environment	No changes in the current design or materials of the building (interior and exterior) will be made. No removal of trees will take place. Only native plants will be used for greening.	• Contractor • Supervision engineer • Municipality of Bitola • LRCP PIU	During implementation	Included
Chance findings	Avoidance of impacts and risks to CH	• In the case of chance findings, the works must be stopped immediately and competent authorities, (Ministry of Culture, Directorate for Protection of Cultural Heritage – Skopje, National Institution – Conservation Center) informed within 24 hours following the national procedures (Law for Protection of Cultural Heritage). Works will recommence upon approval of competent authorities.	• Contractor • Supervision engineer	During the entire period of works	Included in subproject budget
General conditions		Harmonization of image, color and other parameters of objects to be reconstructed with existing authentic and in line with the project documentation		During the entire period of works	Included in subproject budget

Training		All non-experts, e.g. staff included in project, contractor employees, etc will receive an appropriate training in physical cultural resources			
1. Window and door repair (reparation) according to an approved design	Avoidance of impacts and risks to CH	Careful realization of the supervision and proper implementation of the projects.	Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
2. Intervention of installations	It is necessary to adjust the dynamics of the installation of the various installations according to a certain schedule	Careful realization of the supervision and proper implementation of the projects.	Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture		Included in subproject budget
3. Shipping of raw materials and equipment	The delivery of raw materials and equipment should not disturb the rhythm and the order of the various stages	Determination of a system for prior confirmation of the quality and reliability of equipment and raw materials	Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
4. Conservation and parts of the facade and roof construction	The delivery of raw materials and equipment should not disturb the rhythm and the order of the various stages	Determination of a system for prior confirmation of the quality and reliability of equipment and raw materials	Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
5. Restoration of the interior	The delivery of raw materials and equipment should not disturb the rhythm and the order of the various stages	Determination of a system for prior confirmation of the quality and reliability of equipment and raw materials	Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
Operational period					
Receiving a conservation approval	Avoidance of impacts and risks to CH	• Conditions given with approval are included in tender dossier and make a part of CHMP mitigation plan and are the following for the operation phase: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions.	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	NA

## CULTURAL HERITAGE MANAGEMENT PLAN -Municipality of Bitola

THE PLAN FOR THE MANAGEMENT OF CULTURAL HERITAGE - Municipality of Bitola					
<i>Activity</i>	<i>Expected Impact</i>	<i>Mitigation measures</i>	Responsibility for the implementation of the mitigation measure	Period for implementation of the mitigation measure	Cost related to the implementation of the mitigation measure
<b>Pre-construction Phase (design phase)</b>					
Preparation of technical documentation	Avoidance of impacts and risks to Cultural Heritage (CH)	• All technical documentation is prepared in line with relevant Cultural Heritage national and local regulation, namely, Law on Protection of Cultural Heritage • Deliverance of project documentation and obtaining approvals, opinions and conditions from all relevant institutions such as: National Conservatorium Center, Ministry of Culture, Municipality of Chair prior to the commencement of works.	• Municipality of Bitola • Conservatorium Center of Skopje, Ministry of Culture	Prior to start of public procurement	
Preparation of conservation layouts	Avoidance of impacts and risks to CH	• Delivery of project documentation to Conservatorium Center of Skopje and other competent authorities if required by the legislation (e.g. ministry of Culture)	• Municipality of Bitola	Prior to start of public procurement	Included in subproject budget
Receiving a conservation approval	Avoidance of impacts and risks to CH	• Conditions given with approval are included in tender dossier and make a part of CHMP mitigation plan and are the following for the design: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions. Hereto we confirm that the stated requests and conditions are deemed integral part of the Project which have been approved by the Directorate for Protection of Cultural Heritage – Skopje with the Decision UP 08-154 as of 01.03.2018 Skopje and the valid and effective Conservation Decision 08-2002/2 as of 04.06.2018.	• Municipality of Bitola	Prior to start of public procurement process	Included
Receiving a permit	Avoidance of impacts and risks to CH	• Conditions given with permit are included in tender dossier and make a part of CHMP mitigation plan	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Permitting	Avoidance of impacts and risks to CH	All permits, opinions, conditions, licenses and authorisations required under the national legislation are obtained.	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Permitting	Impact to CH	Selected Contractor is licensed and authorised for works on cultural heritage in line with the national legislation	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
Conservation	Impact to CH	Present condition and important arhitecural and technical elements and details will be documented (includign the park)	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	Included in subproject budget
<b>Construction Phase</b>					



General conditions	Possible adverse impacts to authentic image of object in Bitola due to: - Non-compliance with Law	<ul style="list-style-type: none"> <li>• Creation of proper conditions for sustainment of integrity of objects</li> <li>• Use of proper wood for carpentry</li> <li>• Compliance with Cultural Heritage national and local regulation, namely, Law on Protection of Cultural Heritage</li> </ul>	<ul style="list-style-type: none"> <li>• Contractor</li> <li>• Supervision engineer</li> </ul>	During the entire period of works	Included in subproject budget
General conditions	Avoidance of impacts and risks to CH	<ul style="list-style-type: none"> <li>• Conditions given with approval are included in tender dossier and make a part of CHMP mitigation plan and are the following for the construction phase: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions. Hereto we confirm that the stated requests and conditions are deemed integral part of the Project which have been approved by the Directorate for Protection of Cultural Heritage – Skopje with the Decision UP 08-154 as of 01.03.2018 Skopje and the valid and effective Conservation Decision 08-2002/2 as of 04.06.2018.</li> </ul>	<ul style="list-style-type: none"> <li>• Contractor</li> <li>• Supervision engineer</li> <li>• Municipality of Bitola</li> <li>• LRCP PIU</li> </ul>	During implementaton	Inlcuded
	Avoidance of impacts and risks to CH and environment	No changes in the current design or mateials of the building (interior and exterior) will be made. No removal of trees will take place. Only native plants will be used for greening.	<ul style="list-style-type: none"> <li>• Contractor</li> <li>• Supervision engineer</li> <li>• Municipality of Bitola</li> <li>• LRCP PIU</li> </ul>	During implementaton	Inlcuded
Chance findings	Avoidance of impacts and risks to CH	<ul style="list-style-type: none"> <li>• In the case of chance findings, the works must be stopped immediately and competent authorities, (Ministry of Culture, Directorate for Protection of Cultural Heritage – Skopje, National Institution – Conservation Center) informed within 24 hours following the national procedures (Law for Protection of Cultural Heritage). Works will recommence upon approval of competent authorities.</li> </ul>	<ul style="list-style-type: none"> <li>• Contractor</li> <li>• Supervision engineer</li> </ul>	During the entire period of works	Included in subproject budget
General conditions		Conditions given with approval are included intender dossier and make a part of CHMP mitigation plan and are the following for the construction phase: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions. Hereto we confirm that the stated requests and conditions are deemed in tergal part of the Project which have been approved by the Directorate for Protection of Cultural Heritage-Skopje with Decision UP 08-154 as of 01.03.2018 Skopje and the valid and effective Conservation Decision 08-2002/2 as of 04.06.2018		During the entire period of works	Included in subproject budget
Training		All non-experts, e.g. staff included in project, contractor employees, etc will receive an appropriate training in physical cultural resources			
1. Window and door repair (reparation) according to an approved design	Avoidance of impacts and risks to CH	Careful realization of the supervision and proper implementation of the projects.	<ul style="list-style-type: none"> <li>• Contractor - Bidder</li> <li>• Supervisor</li> <li>• Municipal staff</li> <li>• Conservatorium Center</li> </ul>	During implementaton	Included in subproject budget

			• Ministry of Culture		
2. Intervention of installations	It is necessary to adjust the dynamics of the installation of the various installations according to a certain schedule	Careful realization of the supervision and proper implementation of the projects.	□ Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture		Included in subproject budget
3. Shipping of raw materials and equipment	The delivery of raw materials and equipment should not disturb the rhythm and the order of the various stages	Determination of a system for prior confirmation of the quality and reliability of equipment and raw materials	□ Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
4. Conservation and parts of the facade and roof construction	The delivery of raw materials and equipment should not disturb the rhythm and the order of the various stages	Determination of a system for prior confirmation of the quality and reliability of equipment and raw materials	□ Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
5. Restoration of the interior	The delivery of raw materials and equipment should not disturb the rhythm and the order of the various stages	Determination of a system for prior confirmation of the quality and reliability of equipment and raw materials	□ Contractor - Bidder • Supervisor • Municipal staff • Conservatorium Center • Ministry of Culture	During implementaton	Included in subproject budget
Operational period					
Receiving a conservation approval	Avoidance of impacts and risks to CH	• Conditions given with approval are included in tender dossier and make a part of CHMP mitigation plan and are the following for the operation phase: Decision UP 08-725 as of 20.09.2016 Skopje on issuing conservation and preservation conditions.	• Municipality of Bitola • LRCP PIU	Prior to start of public procurement process	NA

## MONITORING CULTURAL HERITAGE MANAGEMENT PLAN – Municipality of Bitola

Construction Phase					
<i>What</i>	<i>Where</i>	<i>How</i>	<i>When</i>	<i>By whom</i>	<i>How much</i>
<i>Parameter is to be monitored?</i>	<i>Is the parameter to be monitored?</i>	<i>Is the parameter to be monitored (what should be measured and how)?</i>	<i>Is the parameter to be monitored (timing and frequency)?</i>	<i>Is the parameter to be monitored– (responsibility)?</i>	<i>is the cost associated with implementation of monitoring</i>
1. Application of rules and laws for construction in protected cultural areas	Project site	Visual checks, check of the documentation	Beginning and during the project activities	Site supervision Municipality of Bitola PIU LRCP	Included in budget
2. Measures for protection of cultural areas	On the project sites	Visual checks	Every working day during the project activities	Municipality of Bitola PIU LRCP	Included in budget
3. Dismantle and montage of new window and doors - implementation of measures defined in the mitigation plan, permits and conditions	On the project sites	Visual check and check out the project documentation	After installing windows and doors	Site supervision Municipality of Bitola PIU LRCP	Included in budget
4. Restoration and adaptation of the architectural concept and the interior according to the measures defined in the plan, approved and conditions	On the project sites	Visual check and check out the project documentation	At the beginning of sanitation works and during the activities	Site supervision Municipality of Bitola PIU LRCP	Included in budget
Operation Phase:					
Monitoring – The Municipality of Bitola in cooperation with Conservatorium Center will monitor the objects and confirm whether they comply with project documentation and law for protection of cultural heritage. Monitoring reports will be submitted monthly. After the implementation of project activities, Conservatorium Center will submit a final report for cultural heritage.					
<b>After realization of the project activities, the Conservation Center will submit a final report on the cultural heritage.</b>					