UNESCO MEMORY OF THE WORLD PROGRAMME
The nomination process – a brief summary

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1.0 Title of documentary heritage item or collection being proposed

Keep it simple – preferably no more than 3 to 5 words, if possible, to a maximum of 10 words.

Here are some examples:

Bayeux Tapestry
Convict Records of Australia  Archives of Terror
Book of Kells  Behaim Globe  Constantine Collection
Family of Man  Federal Archives Fonds
Hereford Mappa Mundi
2.0 Summary

Highlight the **nature**, **uniqueness** and **significance** of the nominated documentary heritage item or collection.

Make sure that you focus on these highlighted points.

Keep the summary short – aim for about 200 words.

Write it **last**, once you have addressed all the criteria and written the statement of significance.

The nomination form provides many opportunities to describe your documentary heritage item or collection in depth, so the summary should not be detailed.
6.0 Identity and description of the documentary heritage item or collection

6.4 History/provenance

Provide a brief (no more than 500 words) summary of the historical context in which the item or collection was created. If necessary, attach more information as an appendix.

Set out the history of the item or collection – its ‘life story’ or provenance – from the time when it was created to its place in your institution.

This is critical to establishing its authenticity.

You may not know all the details, but aim to provide as comprehensive an account of the item or collection’s provenance as you can.
7.0 Assessment against the selection criteria

Using the criteria

Play to your strengths – choose the criteria that **best express** the qualities of your documentary heritage item or collection

**Craft your responses** to match the criteria – don’t simply repeat material found elsewhere in the nomination form
7.1 Primary criteria – significance value to the world

Does your documentary heritage item or collection meet one or more of the primary criteria?

7.1.1 Historical significance
7.1.2 Form and style
7.1.3 Social, community and spiritual significance

Only choose and address the criteria that are relevant to your nominated item or collection – not all criteria will necessarily apply to your documentary heritage.
7.1.1 Historical significance

What does the documentary heritage item or collection tell us about the history of the world? Does it deal with

- Political, economic, social or spiritual movements
- Leading personalities in world history
- Events of world-changing significance
- Specific places of significance
- Traditional customs
- Relations with other countries or communities
- Changing patterns of life and culture
- A turning point in history, or a critical innovation
- An example of excellence in the arts, literature, science, technology, sport or other aspects of life and culture?
7.1.1 Historical significance
Indentured labour: Indian Indentured Labourers
South Sea Island Indentured Labourers
7.1.2 Form and style

This criterion refers to the **physical nature** (materiality) of the nominated documentary heritage item or collection.

Is it a particularly fine exemplar of its type?

Does it have outstanding qualities of beauty and craftsmanship?

Is it a new or unusual type of carrier?

Or is it an example of a type of document that has now disappeared?
7.1.2 Form and style
FE Williams Photographic Collection, Australia and Papua New Guinea
7.1.3 Social, community or spiritual significance

This criterion refers to the attachment to the documentary heritage of a specific community in the present. You must show how this is demonstrated, for example:

- Attachment to the heritage of a beloved community leader
- Attachment to the documentary heritage of a specific incident or site
- Attachment to the documentary heritage associated with a spiritual leader or saint.

Cite evidence of how this attachment is expressed by the community.
7.1.3 Social, community or spiritual significance

Human Rights Documentary Heritage 1980 Archives for the May 18th Democratic Uprising against Military Regime, in Gwangju, Republic of Korea
7.2 Comparative criteria

7.2.1 Rarity

Is the documentary heritage item or collection rare?

Is it one of a kind (the only one ever created) OR

Is it a survivor of a form of documentary heritage item that was once widespread?

Do similar items or collections exist elsewhere?
7.2.1 Rarity

A rare item of documentary heritage can be unique, the only one of its kind, such as the Bayeux Tapestry or the Benz patent of 1886 for the internal combustion engine.
7.2.1 Rarity

A rare item can also be a survivor – a document that was once common but now only one copy (or a few copies) survives, such as the first Catholic Catechism written in Papiamentu language from the Netherlands Antilles in the Caribbean.
7.2.2 Integrity, completeness, condition

Is the documentary heritage item or collection complete, or are sections or pages missing?

Are supplementary parts preserved elsewhere?
Give details.

What condition is it in?
7.3 Statement of significance

Summarise the points you have made in 7.1 and 7.2 in addressing the primary and comparative criteria, and address the following questions:

Why is this documentary heritage item or collection important to the memory of the world?

What has been the impact of this item or collection on world history and culture?

What has been its impact beyond a nation state or region?

How would its loss impoverish the heritage of humanity?

Keep this short – around 600 words – and draw on its major points to craft your Summary.
THANK YOU FOR YOUR ATTENTION