

Annex 6. Chance Find Procedure

1. Purpose, Objectives and Scope

Construction of small infrastructure and facilities as well as livelihood supports related activities under the CAISAR project has the potential to alter tangible or intangible cultural heritages, unknown or unrecorded cultural and archaeological sites. The project will develop Chance Finds Procedure to define the steps on how Chance Finds will be managed once they have been discovered. MOWRAM PMU will ensure contractors and livelihood experts to be familiar with the possibility that they may discover unknown finds and know how to manage them.

The objectives of the Chance Finds Procedure are to:

- Define the steps which must be followed to manage the discovery of previously unknown sites, including the preservation and appropriate treatment of these finds, while minimizing any disruption to the construction schedule
- Enable compliance with all relevant national laws and regulations and other requirements.

MOWRAM PMU will make sure that the Chance Finds Procedure will be applied by all CAISAR contractors/ subcontractors at subproject sites.

2. Procedure and Implementation

Consultation. MOWRAM PMU will consult with all relevant parties, including relevant ministries at national level, provincial line technical departments, and district authority, in order to agree to the Chance Finds Procedure.

Laboratory and Other Support. MOWRAM PMU, with technical support from the Ministry of Culture and Fine Art and its provincial departments, will make arrangements for suitable laboratory test and other necessary facilities at provincial level or national level for identifying the find objects.

Training and Awareness. Where necessary, MOWRAM PMU, with support from cultural expert, will develop and implement a Cultural Heritage Training and Awareness. The training and awareness will include basic training in the identification of sites and objects relevant to the subproject sites, including the cultural significance of IC communities. The training and awareness shall be delivered to all relevant project implementation agencies at sub-national level, contractor, and subcontractor prior to their participation in subproject activities.

3. Implementation & Monitoring

Monitoring shall require the appropriately trained personnel to determine the significance of a chance find in accordance with the definitions provided in the CAISAR project's Cultural Heritage Management Framework and follow the Chance Find Flowchart provided in

Attachment 1.

Attachment 1 - Chance Find Flowchart

- Bound copy of Chance Finds Report Forms presented to MOWRAM PMU and provincial representative
- Verification of each Chance Find Report Forms to Chance Finds items completed
- Chance finds appropriately packed and labelled
- Inventory of Chance Finds Items placed inside packed boxes
- Outstanding issues relating to any or all of the above have been resolved
- MOWRAM PMU or provincial representative accepts transfer of Chance Finds items from contractor to relevant provincial department of Culture and Fine Art.

Contractor Representative	MOWRAM PMU Representative	Provincial Representative
Name	Name	Name
Signature	Signature	Signature
Date	Date	Date

4. Stop Work

- a) Once cultural heritage objects sites are identified, contractor or sub-contractor shall immediately stop work within an approximate distance of the site.
- b) Contractor/sub-contractor shall call MOWRAM PMU and provincial level to the location to make a rapid determination of the significance of the find.
- c) Contractor/sub-contractor shall, in the event that a site of potentially high significance is discovered, demarcate, and secure the area.
- d) MOWRAM PMU, provincial Department of Culture and Fine Arts and contractor shall evaluate sites or objects in accordance with the procedure required by the Ministry of Culture and Fine Arts.
- e) If threatened species such as animal and trees are found, these species must be kept intact, protected, and immediately reported to relevant site managers for appropriate handling. Wild animals spotted on the construction sites must not be caught for sale and/or consumption in any way.

5. Management of Chance Finds

In case the chance find site is a highly significant cultural sites, contractor and MOWRAM PMU shall work together to determine any requirements for community engagement

accordance to ESS10. The team will seek out and consult with the affected stakeholders and establish the appropriate action.

Management Options. The following management options will be considered:

- **Avoidance** to minimizes the impact to the site through partial or complete project redesign or relocation, should be the preferred option for cultural resource management perspective.
- **In-situ Management** This option includes the application of site protection measures. Appropriate protection measures will be identified and agreed between MOWRAM PMU, contractor, provincial department of culture and fine arts, and the local authority on a site-specific basis.
- **Destruction** If a site is assessed as having limited cultural significance, it may be destroyed once a complete photographic record has been made and the Chance Finds Report Form has been completed.

6. Reporting

All cultural heritage sites will be reported to MOWRAM PMU and provincial level and national level as part of contractor's monthly report, and will include a summary of:

- An update of the Key Performance Indicators
- Incidents of disturbance to known cultural heritage sites
- All cultural heritage sites identified, distinguishing between known and chance finds
- All Chance Finds, etc.