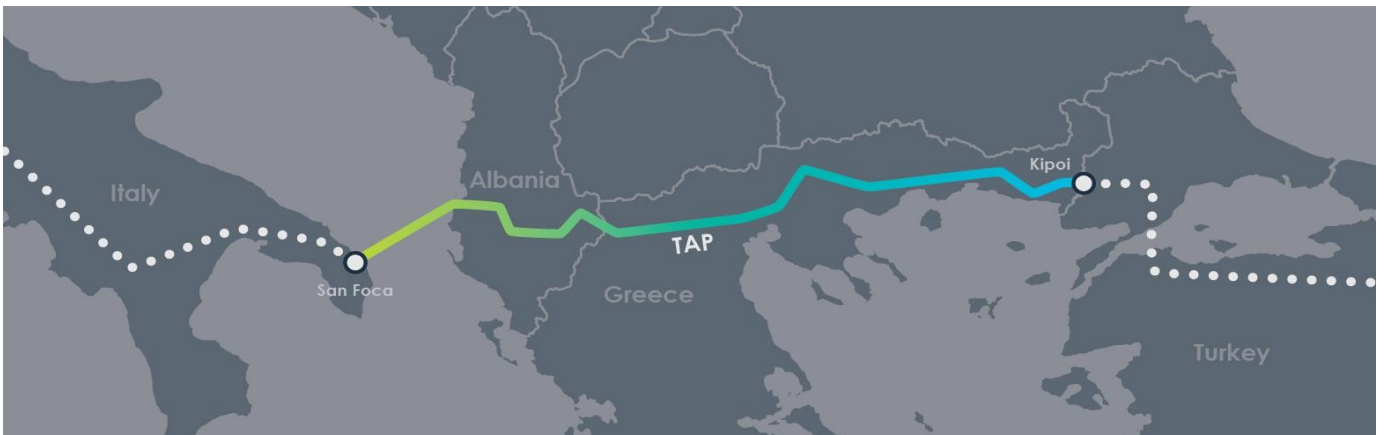




Trans Adriatic  
Pipeline



## Albania Cultural Heritage Management Procedure



Document Title:	Albania Cultural Heritage Management Procedure	
Document No.:	APL00-TAP-QHSE-Y-TPA-0001	Rev. 3
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## 1. Introduction

This Cultural Heritage Management Procedure (CHMP) describes the requirements and best practices for avoidance, minimisation and mitigation of potential adverse impacts on cultural heritage during the operations phase to ensure compliance with TAP AG commitments and standards and applicable national and EU legislation.

This procedure is subordinate to and shall be read in conjunction with TAP AG Environmental and Social Management Manual (Ref. 1) which provides an overview of all TAP AG environmental, socio-economic and cultural heritage aspects and how impacts are identified, avoided, mitigated or managed in accordance with TAP AG commitments.

This procedure provides details of legal requirements, standards, policies, performance and compliance assurance of cultural heritage management.

This document contains requirements in addition to any legal requirements applicable to TAP AG (arising from national and/or EU legislation and the ESIA approvals in place), and therefore no such provision has any effect whatsoever on the fulfilment of these legal obligations by TAP AG. This document includes additional requirements formulated by, and incumbent on, TAP AG and, therefore, does not give any right to third parties and are not enforceable by any third party beyond any legal rights they may have in accordance with applicable laws.

### 1.1 Scope

This procedure is applicable to TAP AG owned and operated facilities in Albania, i.e. pipeline right of way (215 km) from Qendër, Bilisht in Korçë to 17 km north-west of Fier, approximately 400 m inland from the shoreline, the compressor station near Fier, the metering station near Bilisht and 9 block valve stations.

This procedure is applicable to all TAP AG employees and Operations and Maintenance (O&M) Contractors undertaking any dig ups and any other ground-breaking activities during operation phase of TAP Pipeline both onshore and offshore (i.e. coastal and marine).

The scope of this procedure includes:

- Roles and responsibilities associated with implementation of this procedure (Section 1.4)
- Policy and legal framework (Section 3.1)
- Measures for impact avoidance and minimisation (Sections 3.2 - 3.7)
- An archaeological overview for TAP Pipeline (Section 3.8).

This document shall take effect from the commencement of commercial operations and shall supersede the previous construction phase Albania Cultural Heritage Management Plan (Ref. 2) and Cultural Heritage Contractor Control Plans (Ref. 3-4).

### 1.2 Purpose

The purpose of this procedure is to:

- present a clear framework of the tools and processes in place to manage cultural heritage during the operations phase in compliance with Albanian Law No. 27/2018 (2018) “On Cultural Heritage and Museums” and relevant standards of international financial institutions listed in Section 3.1
- to meet TAP AG obligations under the commitments of the approved TAP Environmental and Social Impact Assessment (ESIA) for Albania (Ref. 5) including subsequent approved amendments.



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### 1.3 Abbreviations and Definitions

Abbreviation	Definition
bcma	Billion cubic meters per annum
AEZ	Archaeological Exclusion Zone
CH	Cultural Heritage (sites, features or assets)
CHMP	Cultural Heritage Management Procedure
AOL	Area of Influence
EBRD	European Bank for Reconstruction and Development
EBRD PR	European Bank for Reconstruction and Development Performance Requirements
ESCH	Environmental, Social and Cultural Heritage
ESIA	Environmental and Social Impact Assessment
ESMS	Environmental and Social Management System
GIP	Good Industry Practice
GIS	Geographic Information System
ICH	Intangible Cultural Heritage
KP	Kilometre point
MHWS	Mean High Water Springs
NCHI	National Cultural Heritage Institute
O&M	Operations and Maintenance
RoW	Right of Way
TAP	Trans Adriatic Pipeline
TAP AG	Trans Adriatic Pipeline AG
UXO	Munitions/unexploded ordinance



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Term	Definition
Chance Find	Potential unknown or known cultural heritage (or paleontological) objects, features, or sites that are identified outside of or after a formal site reconnaissance, normally as a result of ground disturbance works
Competent Authority	National Cultural Heritage Institute
Cultural heritage impact	A change to cultural heritage (in this context “cultural heritage” refers to any tangible (e.g. objects, artefacts, structures, spaces) or intangible element which is of value or importance to people’s culture, history and/or identity) which has occurred as a result of operational activities.
Field Archaeologist(s)	A representative(s) of a organisation engaged by TAP or O&M Contractor or another entity nominated by TAP AG and approved by TAP AG for the execution of cultural heritage related works.
Ground Disturbance Works	Activities such as earth moving, dig ups, ground excavations and any other ground-breaking activities.
Intangible Cultural Heritage	The practices, representations, expressions, knowledge, skills – as well as the instruments, objects, artefacts and cultural spaces associated therewith – that communities, groups and, in some cases, individuals recognize as part of their cultural heritage’ (2003 Convention for the Safeguarding of the Intangible Cultural Heritage). In terms of the Project, it is the associated instruments, objects, artefacts and cultural space that may be affected.
Onshore areas	all areas located between [onshore] KP 0 and the Battery Limit Point Albania (i.e. the location of the first dry weld).
Offshore areas	all areas located between the Battery Limit Point Albania and the Albania-Italy median line and include both “coastal” and “marine” areas, which are defined as follows: <ul style="list-style-type: none"> <li>– Coastal - all areas located between the Battery Limit Point Albania and the Mean High Water Springs (MHWS).</li> <li>– Marine - all areas located between MHWS and the Albania-Italy median line.</li> </ul>
Zone A	8 metres strip with the pipeline at its centre (4 metres from the centre line either side)
Zone B	40 metres strip with the pipeline at its centre (20 metres from the centre line either side)



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## 1.4 Roles and Responsibilities

TAP AG leadership team, with headquarters in Switzerland, includes roles such as the Operations Director, who shall support the roles and responsibilities presented below, which focus on the position that will directly support the implementation of this procedure

### 1.4.1 Country Representative and Operations and Maintenance Manager

ESCH Management of hot commissioning activities, the introduction of hydrocarbons, the operation and maintenance of TAP pipeline systems in each host country has been delegated to Operations and Maintenance Country Manager(s), who shall be responsible for:

- Cultural heritage management including protection of archaeological findings, coordinating compliance with and implementation of the laws for the protection of antiquities
- Ensuring implementation of ESCH controls outlined in Section 3 of this procedure.

### 1.4.2 Competent Authority

The competent authority's responsibilities include:

- Specifying whether archaeological monitoring of the ground-breaking activities is required
- Specifying mitigation measures required for the ground-breaking activities (e.g. protection from vibration, dust, aesthetic impacts, etc.) as well as specifying mitigation measures required for a potential chance find (including stop work protocol)
- Confirming a potential chance find, assessing its significance and determining site treatment options or rescue excavation required
- Conducting chance find site treatment and rescue excavations, or undertaking supervision of these works where Field Archaeologist(s) is engaged by TAP AG/O&M Contractor
- Specifying mitigation measures required for repairs of damage from vibrations and pollution
- Approving the use of the professional conservators selected to perform the repair works and determining whether the repairs are sufficient or further works are required
- Providing cultural heritage site release documentation upon reinstatement of cultural heritage sites disturbed by TAP Operations.

### 1.4.3 TAP O & M Engineers

TAP O&M Engineers shall be responsible for:

- Internal planning of ground-disturbance works, including completion of Pre-entry Checklist and consultation with Albania Operations Phase Register of Cultural Heritage Constraints (Appendix 2 to this document)
- Supporting TAP Land and Permitting Advisor in external notification to the competent authority by providing of details of the planned ground disturbance activity
- Ensuring arrangement of archaeological monitoring and implementation of chance find procedure, including stop work protocol by O&M Contractor during execution of ground disturbance works



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- Initiation QHSE Incident Reporting and Investigation Procedure for instances of unplanned damage or impact on cultural heritage resources (Ref. 8).
- Ensuring release documentation is obtained from the involved competent authority prior to continuation of ground disturbing works.

#### 1.4.4 O&M Contractor

TAP Operations and Maintenance Contractor(s) shall be responsible for:

- Acting in accordance with the relevant Maintenance contract in relation to cultural heritage management and this procedure
- Ensuring full compliance by all personnel and subcontractors with the provision of this procedure and applicable national legal requirements
- Engaging a field archaeologist(s) when instructed to do so by TAP AG and the competent authority who are approved by the competent authority for the execution of cultural heritage related works (e.g. monitoring) during ground-disturbing works
- Implementation of mitigations measures and chance find procedure (including stop work protocol) during execution of ground disturbance works when instructed to do so by the competent authority
- Reporting any damage or impact on a cultural heritage site or resource in accordance with this procedure and, following instructions from the competent authority, repairing any such damage and mitigating any impact to the satisfaction of the competent authority and TAP AG using professional conservation specialists approved by the competent authority.
- Obtaining all necessary cultural heritage site release documentation from the competent authority for ground disturbance works where competent authority had been involved.

#### 1.4.5 Field Archaeologist(s)

The Field Archaeologist(s) shall be responsible for:

- Engaging with and reporting to the competent authority on the results of archaeological monitoring of ground disturbance works executed by the O&M Contractor including reporting of any chance finds encountered
- Verifying that mitigation measures specified by the authority for ground disturbance works are implemented by the O&M Contractor
- Maintaining archaeological monitoring and chance find documentation in accordance with this procedure
- Application of site treatment options and rescue excavations where specified by the competent authority and in consultation with the competent authority and with support of equipment and materials provided by the O&M Contractor
- Reporting any damage or impacts on a cultural heritage site or resource to the competent authority and monitoring repair works arranged by the O&M Contractor to ensure they are undertaken in compliance with instructions from the competent authority and to the satisfaction of the competent authority and TAP AG



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- Monitoring reinstatement of any known cultural heritage resources including sites of any chance finds encountered during the ground disturbance works to ensure completion of reinstatement to the satisfaction of competent authority and TAP AG.



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## 2. References

Ref No	Document Title	Document Number
1	Environmental and Social Management Manual	CAL00-TAP-QHSE-Y-TMT-0001
2	Albania Cultural Heritage Management Plan	AAL00-PMT-601-Y-TTM-0002
3	TAP Albania Onshore Cultural Heritage Contractor Control Plan	AAL00-PMT-601-Y-TTM-0001
4	TAP Albania Offshore Cultural Heritage Contractor Control Plan	AAL00-RSK-601-Y-TTM-0030
5	Environmental and Social Impact Assessment (ESIA) for Albania	AAL00-ERM-641-Y-TAE-1010
6	Stakeholder Engagement Procedure	CAL00-TAP-SKE-X-TPA-0001
7	Land Entry Procedure	CAL00-TAP-AMA-X-TPA-0075
8	QHSE Incident Reporting and Investigation Procedure	CAL00-TAP-QHSE-X-TPA-0008
9	Record Retention Guidelines	CAL00-TAP-LEG-X-TPA-0001



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### 3. Cultural Heritage Management Procedure

The process of cultural heritage management in Albania is presented in Appendix 1 to this document. The requirements outlined in this procedure apply to Albania operational works both onshore and offshore. Further detail on the process is provided in Section 3.1 – 3.9 of this procedure.

#### 3.1 Policy and Legal Framework

TAP AG is committed to a number of environmental and social obligations, having adopted the following standards of international financial institutions such as:

- The European Bank of Reconstruction and Development (EBRD), specifically performance requirements 1 to 6, 8 and 10
- European Investment Bank (EIB) Environmental and Social Standards
- International Finance Corporation (IFC) Standards 1 to 6 and 8
- The Equator Principles
- The Organisation for Economic Co-operation and Development (OECD) Common Approaches.

These standards ensure that adverse impacts on people, their rights, livelihoods, culture and environment are avoided or, where avoidance is not possible, minimized, offset and/or compensated. The TAP AG is committed to its compliance and demonstration of Good Industry Practice (GIP) as a requirement of lender agreements with international financial institutions.

TAP AG shall be responsible to ensure that for any ground disturbance activities associated with TAP operations and any resulting archaeological excavations comply with:

- applicable national and international legislation
- Albania Law No. 27/2018 “On Cultural Heritage and Museums”
- international lender standards and policies
- specific requirements and commitments within the ESIA Albania (Ref. 5)
- requirements of this document.

#### 3.2 Step 1: Internal Planning of Ground Disturbance Works

Cultural heritage resources shall be considered and included in any TAP operations activity that may result in ground disturbance with the potential to impact sites, such as dig-ups, excavations, earth moving and any other ground-breaking activity.

All cultural heritage locations identified during the construction phase have been marked with brief details regarding their nature extent within Zone A and Zone B on the GIS. A summary of the known cultural heritage locations identified during the construction stage is provided in the Albania Operations Phase Register of Cultural Heritage Constraints (Appendix 2 to this document).

In Albania the majority of cultural heritage was excavated within the pipe trench, in accordance with the relevant agreements with the competent authority. Therefore, any ground-breaking activity outside of the pipe trench undertaken in areas of the known/identified cultural heritage may encounter more findings.

Some cultural heritage sites have been protected within zone B and these geo-referenced areas listed in Albania Operations Phase Register of Cultural Heritage Constraints (Appendix 2) shall be avoided whenever possible.



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Where it is not possible to avoid monuments or cultural heritage sites options shall be discussed with relevant authorities and stakeholders. Any discussion with stakeholders shall be conducted in accordance with the Stakeholder Engagement Procedure (Ref. 6).

TAP Land Entry Procedure (Ref. 7) shall be implemented prior to land entry undertaken as part of TAP Operations.

#### **TAP O&M Engineers Deliverables:**

- Cultural Heritage check prior to Land Entry: As required under Land Entry Procedure (Ref. 7), the Albania Operations Phase Register of Cultural Heritage Constraints (Appendix 2) and the GIS shall be consulted for location specific information in advance of any land entry that involves ground disturbance.
- Assessment of avoidance: All reasonable efforts shall be taken to avoid or minimise negative impacts to known cultural heritage resources. This includes, where possible, undertaking measures to adjust the siting of the activity to avoid physical damage to monuments, archaeological sites and if applicable sites with intangible cultural heritage (ICH) value. Geo-referenced areas listed in Albania Operations Phase Register of Cultural Heritage Constraints (Appendix 2) shall be avoided whenever possible. Flexibility is required, if known marine heritage assets are present e.g. KP 49 offshore. A specified tolerance for micro-siting to allow for changes to be made to the precise location of infrastructure during maintenance works shall be requested, so that account can be taken of the discovery of any unforeseen marine heritage assets. All known marine CH sites have been given Archaeological Exclusion Zones (AEZ) with a strict no work or interference protection.
- External Notifications: TAP Land and Permitting Advisor shall be advised to carry out notification to the competent authority prior to any ground-breaking activity. For offshore works, TAP Land and Permitting T Advisor shall be notified of the need to engage in consultation with competent cultural heritage and marine authorities on the scale of the exclusion zones required.
- Review of O&M Contractor Anchor Management Plans: The O&M Contractor anchor management plan for offshore works shall be reviewed and approved prior to execution of offshore works.

### **3.3 Step 2: External Notification and Feedback**

#### **TAP Land and Permitting Deliverables:**

- Notification to competent authority: Prior to start of any ground-breaking activity, a notification on land entry date shall be made to the competent authority along with provision of all relevant documentation. The notification shall include the schedule of works, location of the affected area and depth of envisaged ground disturbance.
- Consultation on offshore exclusion zones: Consultation with competent cultural heritage and marine authorities shall be carried out to determine the scale of the exclusion zones, linked to the type of record, relative reliability of the wreck data, and the nature of the marine heritage asset.

#### **Competent Authority Deliverables:**

- Feedback on Mitigation and Archaeological Monitoring: The competent authority specifies the mitigation measures required for the ground-breaking activities (e.g. protection from vibration, dust, aesthetic impacts, etc.). The competent authority also specifies whether archaeological monitoring of the ground-breaking activities is required.



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#### TAP O & M Engineers Deliverables:

- Feedback on Mitigation and Archaeological Monitoring: Mitigation measures and archaeological monitoring requirements specified by the competent authority shall be communicated to the O&M Contractor(s).

#### O&M Contractor Deliverables:

- Mitigation planning: Mitigation measures specified by the competent authority shall be planned for in advance for ground disturbance activities.
- Archaeological Monitoring of ground disturbance activities: Where specified by the competent authority an archaeologist(s) shall be arranged to be present for any ground-breaking work.

### 3.4 Step 3: Execution of ground-breaking works

Known cultural heritage sites listed in Albania Operations Phase Register of Cultural Heritage Constraints (Appendix 2) shall be protected from damage during TAP Operations. Sites may be located in the pipeline Zone B, adjacent to the right of way or in its proximity, and in some cases be located in Zone A.

#### O&M Contractor Deliverables:

- Implementation of mitigation measures: Mitigation measures specified by the competent authority shall be implemented during dig ups and ground-breaking activities (e.g. such as fencing, signage, dust control, or ensuring public access to specific areas) upon consultation and approval by the competent authority.
- Protection from vibration: If the structural assessment undertaken by TAP AG indicates that a site is at risk of impacts from vibration, the O&M Contractor after approval by the competent authority shall ensure that the site is structurally reinforced or otherwise stabilized, and appropriate measures are taken to avoid, or where this is not possible, minimise any possible damage that may occur.
- Protection from dust and other forms of stone pollution: If TAP AG structural assessment indicates a risk of impacts from pollution, the O&M Contractor shall cover or otherwise protect the site from potential impacts upon consultation and approval by the competent authority. If dust from earthworks is an issue the O&M Contractor shall ensure that appropriate measures are taken to avoid, or where this is not possible, minimise any possible damage that may occur due to its activities.
- Protection from negative aesthetic impacts: The aesthetic techniques considered for implementation by the O&M Contractor shall include noise-reducing barriers, low-profile constructions, proper sighting and location to maximize the use of topography and vegetation, screening, blending with topographic forms and existing vegetation patterns and use of environmental coloration or advanced camouflage techniques to limit visual effects.
- Marine exclusion zones: Execution of ground-breaking activities offshore allows for exclusion zones around the location of features such as known wrecks identified in the pre-construction survey of the AoI. Consultation with national authorities will dictate the proposed scale of the exclusion zones, linked to the type of record, relative reliability of the wreck data, and the nature of the marine heritage asset. Any exclusion zones may need to be adjusted in the light of additional information that may come about through additional consultation, or the results of any survey data. New marine heritage assets may also come to light during operation and maintenance works, which would require avoidance and additional exclusion zones.



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- Anchor Management Plan: The anchor management plan shall include marking the precise location of each target and the establishment of a 200m buffer around all targets identified in the pre-construction survey. In instances where it is not feasible to assure a 200m buffer around a particular target, TAP AG or the O&M Contractor shall complete ROV video monitoring around the target to ensure no interference and no damage to the cultural heritage site.
- Dig up and other ground-breaking techniques: The O&M Contractor shall use appropriate excavation techniques to avoid known cultural heritage sites, or where this is not possible, minimise, any possible damage that may occur due to its activities.

#### **Field Archaeologist Deliverables:**

- Verification of mitigation measures: Implementation of mitigation measures by the O&M Contractor prior to start of ground disturbance activities shall be verified.
- Reporting on ground disturbing activities: Ground disturbance monitoring activities shall be documented and reported by the Field Archaeologist to the competent authority and to TAP AG.

#### **TAP O & M Engineers Deliverables:**

- Stakeholder engagement: TAP O & M Engineers shall ensure that all stakeholders are consulted prior to any mitigation that could limit the public and private use of cultural heritage sites such as covering as part of protection from dust and other forms of stone pollution, deviating access pathways, repairing or restoring any structural or aesthetic damage.

### **3.5 Step 4: Chance Find Procedure**

A Chance Finds Procedure is required by Albanian law and the international standards listed in Section 3.1.

A Chance Finds Procedure detailed in this section shall be implemented for all dig up and any other ground-breaking activities and applied in the event of encountering any movable or immovable objects, sites, structures or groups of structures having archaeological, paleontological, historical, architectural, religious, aesthetic or other cultural significance. This procedure provides for the monitoring of ground disturbance activities by professional archaeologist(s) engaged by TAP AG or by the O&M Contractor or another entity nominated by TAP AG and approved by the competent authority based on Tripartite Agreements and the commitment to temporarily stop work in the vicinity of any new archaeological discovery. Upon discovery of a chance find, the O&M Contractor activities shall resume only after the government-approved avoidance, minimisation, or mitigation measures have been implemented. The objective is to identify and protect previously unrecorded cultural heritage sites, objects, or features from operations-related damage. The chance find procedure applies to potential cultural heritage objects, features or sites identified as a result of ground disturbance activities or from archaeological trial trench investigations.

The management of any finds shall be handled in accordance with Albanian national requirements and international standards listed in Section 3.1.

#### **O&M Contractor Deliverables:**

- Reporting of chance finds: Any suspected chance finds shall be immediately reported to the Field Archaeologist monitoring the ground-breaking activity.
- Stopping work protocol and protection of chance find area: Works in the area of the chance find shall temporarily stop and the area shall be marked for avoidance until further assessment is conducted by the competent authority. Where a chance find is confirmed as cultural heritage resource by the competent authority, work shall cease unless otherwise instructed by the competent authority and further instructions shall be provided by the competent authority regarding mitigation measures and/or treatment work.



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- Provision of equipment: The O&M Contractor shall provide all equipment necessary for site treatment options, trial trench and chance find rescue excavations specified by the competent authority and conducted by the Field Archaeologist under the supervision of the competent authority.
- Re-start of works: Site works shall resume only after the implementation of government-approved mitigation measures and/or treatment work approved by the competent authority.

#### **Field Archaeologist Deliverables:**

- Reporting of the chance find: The discovery of any potential chance find shall be reported to the competent authority. In addition, chance finds of human burials, munitions or unexploded ordnance (UXO) and animal disease burial pits shall be left undisturbed and reported to the TAP Land and Permitting Advisor as well.
- Chance Find Report: Where a chance find is confirmed as cultural heritage resource by the competent authority, a Chance Find Report shall be completed by the Field Archaeologist and in collaboration with the competent authority and submitted to the competent authority and TAP RoW Manager. This report shall contain the following information:
  - date and time of the discovery
  - location of the discovery (GPS coordinates and KP reference)
  - description and method of discovery
  - name and details of the landowner
  - name and details of the person who made the discovery
  - significance of discovery
  - estimated weight and dimensions i.e. feasibility to move the discovery
  - estimated time needed to conduct excavation of discovery
  - recommendation of how to proceed
  - temporary protection measures implemented and location where the chance find is being restored.
- Monitoring and Chance Find Documentation: The following records shall be maintained by the Field Archaeologist:
  - daily monitoring records indicating areas and activities monitored, reported chance finds and the results of any evaluations. Communications and instructions (such as stop work and resume work) shall also be included
  - weekly reports summarizing reporting period activities including chance finds, assessments and evaluations, internal and external communications and instructions and supporting photographic documentation (or other reference materials as appropriate). Additional reports aimed at fulfilling any specific TAP AG requirements or requests from competent authority for the work may be anticipated
  - monthly reports summarizing monitoring and evaluation results, status of any site treatment measures required, instructions to O&M Contractor, and other internal and external communications.
- Site treatment: Site treatment options decided by the competent authority such as preservation in place through rerouting or specialized construction techniques, and rescue excavations in advance of additional ground-disturbing work, if avoidance is not possible, shall be applied by the



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Field Archaeologist according to the instructions and under the supervision of the competent authority.

- Rescue Excavations: Rescue excavations shall be conducted in accordance with the decision of the competent authority. The work shall be undertaken by the Field Archaeologist as per instructions and under the supervision of the competent authority. The rescue excavations shall be implemented according to the relevant Albanian legislation.
- Offshore archaeological finds: Offshore archaeological finds shall be subject to the technical checks through detailed surveys, recording, recovery and conservation of the materials if agreed by competent authority (as opposed to onshore stratigraphic digs).

#### Competent Authority Deliverables:

- Decision on suspension/resumption of works: On receiving a notification from the Field Archaeologist regarding a potential chance find site, the competent authority decides whether the work should be suspended and specifies mitigation measures for implementation prior to works being resumed. Upon satisfaction that mitigation measures have been implemented, the competent authority will approve resumption of works.
- Confirmation of the chance find: The decision on whether a chance find is a cultural heritage resource requiring additional treatment is made by the competent authority.
- Assessment of the confirmed chance find: The competent authority verifies the significance of a chance find with cooperation and support from TAP AG and decides on site treatment options and/or further action required. Such actions may include, but not be limited to:
  - removal, if feasible, of artefact(s)/cultural site(s) deemed to be of high or moderate significance
  - execution of further excavation within a specified distance of the discovery point of site(s) deemed to be of high significance
  - decision / release letter of instruction to continue with the ground-disturbing work.
- Compliance assurance of archaeological rescue works: Where archaeological rescue of chance find or trial trench excavations are required, the competent authority in conjunction with TAP AG is responsible for ensuring that the rescue is conducted according to and Albanian standards and with oversight and involvement of the appropriate government institutions.

#### TAP Land and Permitting Deliverables:

- Finds of historic human burials: Where the Field Archaeologist is convinced of the ancient origin of human burials, such discoveries and a professional assessment of their age shall be reported to the local authority. (Notification to authorities)
- Finds reportable to Civil Authorities: Finds of munitions or unexploded ordnance (UXO) and animal disease burial pits shall be reported to Civil and Military Authorities. (Notification to Authorities)

## 3.6 Step 5: Unplanned damage or impact on cultural heritage resources

#### Field Archaeologist Deliverables:

- Reporting of impacts / damages: Any observed impacts to cultural heritage shall be reported by the Field Archaeologist to TAP Country Representative and O& M Manager and to the competent authority, who may stop work until inspection and mitigation measures are established. This



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requirement is applicable to impacts to cultural heritage in all areas potentially affected by the TAP Operations.

#### **O&M Contractor Deliverables:**

- Unplanned impact / damage avoidance: Every effort shall be made to avoid impacts to known or chance find cultural heritage resources.
- Stopping work where impact occur: Where impacts occur to cultural heritage resources and relevant instruction has been received from the competent authority to suspend the work, the mitigation measures specified by the competent authority shall be implemented and work shall not resume until approval of the competent authority.
- Repair of damages from vibration: In the event all or part of a cultural heritage site is damaged due to excessive vibration, the Field Archaeologist shall be notified immediately, who shall in turn, notify the TAP RoW Manager and the competent authority. Upon the competent authority's instructions building conservators shall be called in immediately to repair the structure with conventional conservation techniques to the satisfaction of the competent authority and TAP AG.
- Repair of damages from pollution: In the event a site of cultural value is damaged due to pollution, the Field Archaeologist shall be notified immediately, who shall in turn, notify the TAP RoW Manager and the competent authority. Upon the competent authority's instructions, the site shall be cleaned by professional conservators approved by the competent authority and any necessary action shall be undertaken to clean the pollution damage to the satisfaction of the competent authority and TAP AG.

#### **Competent Authority Deliverables:**

- Decision on suspension/resumption of works: On receiving a notification from the Field Archaeologist regarding a damage / impact on a cultural heritage site, the competent authority decides whether the work should be suspended and specifies mitigation measures for implementation prior to works being resumed. Upon satisfaction that mitigation measures have been implemented, the competent authority will approve resumption of works.
- Repairs of damage from vibrations and pollution: In the event all or part of a cultural heritage site is damaged due to excessive vibration or pollution, the competent authority will issue instruction on necessary actions to be implemented. The competent authority may also approve the use of the professional conservators selected by the O&M Contractor to perform the repair works. Upon completion of the repairs, the competent authority in cooperation with TAP AG will determine whether the repairs are sufficient or further work is required.

#### **TAP Country Representative and O& M Manager Deliverables:**

- Reporting of incidents involving cultural heritage: In the event damage is caused to a suspected cultural heritage asset, any ongoing works that may pose a risk of further damage shall be suspended, and the damage shall be reported as cultural heritage incident following QHSE Incident Reporting and Investigation Procedure (Ref. 8).

### **3.7 Step 6: Reinstatement of Cultural Heritage Site**

#### **O&M Deliverables:**

- Reinstatement of cultural heritage site: The site of any known cultural heritage resources including sites of any chance finds encountered during the ground disturbance works shall be reinstated under the supervision of the Field Archaeologist to the satisfaction of competent authority and TAP AG.



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- Cultural Heritage Release Documentation: Where competent authority had been involved in ground-disturbance works, all necessary cultural heritage site release documentation shall be obtained from the competent authority for any cultural heritage work undertaken.

#### Field Archaeologist Deliverables:

- Reinstatement of cultural heritage site: Reinstatement of any known cultural heritage resources including sites of any chance finds encountered during the ground disturbance works shall be supervised to ensure completion of reinstatement to the satisfaction of competent authority and TAP AG.

#### TAP O & M Engineers Deliverables:

- Continuation of ground disturbance activities: Prior to continuation of ground disturbing activities by the O&M Contractor and where competent authority have been involved, TAP O & M Engineers shall ensure that any necessary cultural heritage site release documentation from the competent authority has been obtained by the O&M Contractor.
- Land Exit Protocol: Land exit protocol outlined in the Land Entry Procedure (Ref. 7) shall be followed on completion of ground-disturbance works.

#### TAP Land Team Deliverables:

- Update of GIS and Albania Operations Phase Register of CH Constraints (Appendix 2): The GIS database and Albania Operations Phase Register of CH Constraints (Appendix 2) shall be updated with information of any new chance find or work completed in the areas with known cultural heritage resources. TAL Land and Permitting Advisor in cooperation with the O&M Engineers to ensure that all information is communicated to the GIS Provider for the update for the GIS and Albania Operations Phase Register of CH Constraints.

## 3.8 Compliance Monitoring and Reporting

Cultural heritage management compliance indicators listed in Appendix 3 shall be reported in accordance with Section 3.4.4 of the ESMM (Ref. 1).

## 3.9 Archaeological Work overview, scope and guidance

The following is specific guidance on the level of work to be undertaken. The work, including any trial trench investigations and chance find rescue excavation work, shall be undertaken by qualified archaeologists engaged by the O&M Contractor or any other entity nominated by TAP AG, who shall work under the management and supervision of the competent authority. Specifications or written schemes of investigation shall be prepared for each site to be investigated outlining the objectives of the work and resources to be used and shall be approved by the competent authority who will issue Tripartite Agreements for the work. The O&M Contractor shall supply all the necessary equipment requested by the Field Archaeologist. Archaeological trial trench investigations and chance find rescue excavation work shall be the responsibility of the competent authorities and shall be undertaken with archaeological staff and equipment supplied by the O&M Contractor in accordance with the Tripartite Agreement.

The management of TAP cultural heritage features followed a phased approach to the progressive identification of sites and impacts during the design and construction of the TAP Pipeline. In advance of the construction of the pipeline, there were five phases. As the construction work for the 10 bcm case has been completed and Zone A and Zone B have been established, only Phase 4 and Phase 5 shall be applicable to TAP Operations. Should any new work be undertaken that was not considered during the ESIA, then all five phases shall be applied. The 5 phases are discussed below.



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### 3.9.1 Phase 1: Review existing data

Areas of potential archaeological interest were initially identified by desk-based activities such as scientific literature review, documentary searches for previous archaeological work and examination of aerial and satellite images and have now been augmented from the construction work and the identification of unknown chance finds (CH Sites), if any.

### 3.9.2 Phase 2: Extensive and intensive surveys

The route of the pipeline and facilities was examined on the ground to assist in the determination of potential impact and to define the parameters of further investigation. Areas of potential impact lying within the pipeline construction corridor (38m) or which might be impacted by permanent or temporary facilities (such as access roads and construction camps) were examined through focused field investigations to determine their nature and significance (ascription of significance was negotiated by the TAP AG and competent authority). This was done by various means including detailed survey, geophysical survey and trial trenching. The information was used to assist in the detailed design of the pipeline route and facilities and where possible, the route was changed, or its impact reduced to minimise the damage to cultural heritage features.

Sites requiring work in this phase were identified in Table A1-1 of Appendix 1 of TAP Albania ESIA (Ref. 5)

No dedicated surveys for marine cultural heritage were envisaged, however pre-pipeline surveys were to be undertaken, and any findings of cultural heritage significance were to be recorded with ascription negotiated by TAP AG and competent authority.

Coastal and marine pre-construction surveys did not identify any coastal or marine archaeological sites that would be impacted by construction activities, although several marine sites were identified that are close to the construction corridor's Area of Influence (Aol) (see Appendix 2).

### 3.9.3 Phase 3: Pre-construction excavations

In areas where damage to the resource was unavoidable, archaeological deposits were recorded by a planned excavation prior to construction activities. Phase 3 investigations involved archaeological data recovery, in which cultural data was recovered from the sites in the form of data and artefacts and recording of soils and features. Phase 3 investigation of a site resulted in a scientific report accompanied by artefacts prepared for museum curation. Phase 3 work therefore reflected a form of mitigation of Project impacts to such archaeological sites. An alternative mitigation measure was site avoidance by rerouting of the pipeline route, or re-design of facilities.

For coastal areas Phase 3 followed the same procedures as described above, applied to those sites identified in Phase 2 as containing significant remains within the coastal working strip.

### 3.9.4 Phase 4: Chance Finds

It is recognised that maintenance of the pipeline and associated permanent and temporary facilities may reveal previously unknown archaeological features. Arrangements shall be made for the monitoring of operations ground disturbance works and provision of a team of archaeologists to conduct 'rescue/salvage excavations' where required. This is also known as the "Chance Finds Procedure" (see Section 3.5). The discovery of Chance Finds can lead to rescue excavations to mitigate impacts. Rescue excavations shall be conducted in accordance with the provisions of Albanian legislation.



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### 3.9.5 Phase 5: Study of Material and Reporting

This phase includes the detailed analysis of all fieldwork results and dissemination of results of the work, commensurate with the significance of the results, to the archaeological audience and to the wider public via an appropriate media. Standards of work shall comply with Albania national standards listed in Section 3.1.



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## 4. Risk Assessment

N/A



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## 5. Records

Record	Document Code/Number	Generated By	Resp To Store	Storage Method	Location	Storage Period Prior to Disposition
Updates to Albania Operations Phase Register of Cultural Heritage Constraints with any new chance finds or works undertaken in known CH areas	Appendix 2 to this document	TAP Land Team	TAP Land Team	Electronic	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Updates to GIS with any new chance finds or works undertaken in known CH areas	N/A	TAP Land Team	GIS Contractor	Electronic	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Land Entry Checklist	Appendix 3 to Land Entry Procedure	O & M Engineers	O & M Engineers	Electronic	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Notification to competent authority	As assigned under TAP Corporate procedures	TAP Land and Permitting Advisor	TAP Land and Permitting Advisor	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Chance Find Reports	As assigned under TAP Corporate procedures	Field Archaeologist	Field Archaeologist	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Daily archaeological monitoring records	As assigned under TAP Corporate procedures	Field Archaeologist/s	Field Archaeologist/s	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Weekly archaeological monitoring records	As assigned under TAP	Field Archaeologist/s	Field Archaeologist/s	Paper and electronic copy	Digital Storage	In line with TAP Record Retention



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Record	Document Code/Number	Generated By	Resp To Store	Storage Method	Location	Storage Period Prior to Disposition
	Corporate procedures					Guidelines (Ref. 9)
Monthly archaeological monitoring records	As assigned under TAP Corporate procedures	Field Archaeologist/s	Field Archaeologist/s	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Records of notifications on finds of historic human burials to Local Authorities	As assigned under TAP Corporate procedures	TAP Land and Permitting Advisor	TAP Land and Permitting Advisor	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Records of notifications of munition and UXO finds to Civil Authorities	As assigned under TAP Corporate procedures	TAP Land and Permitting Advisor	TAP Land and Permitting Team	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)
Record of archaeological rescue works	As assigned under TAP Corporate procedures	Field Archaeologist/s	Field Archaeologist/s	Paper and electronic copy	Digital Storage	In line with TAP Record Retention Guidelines (Ref. 9)





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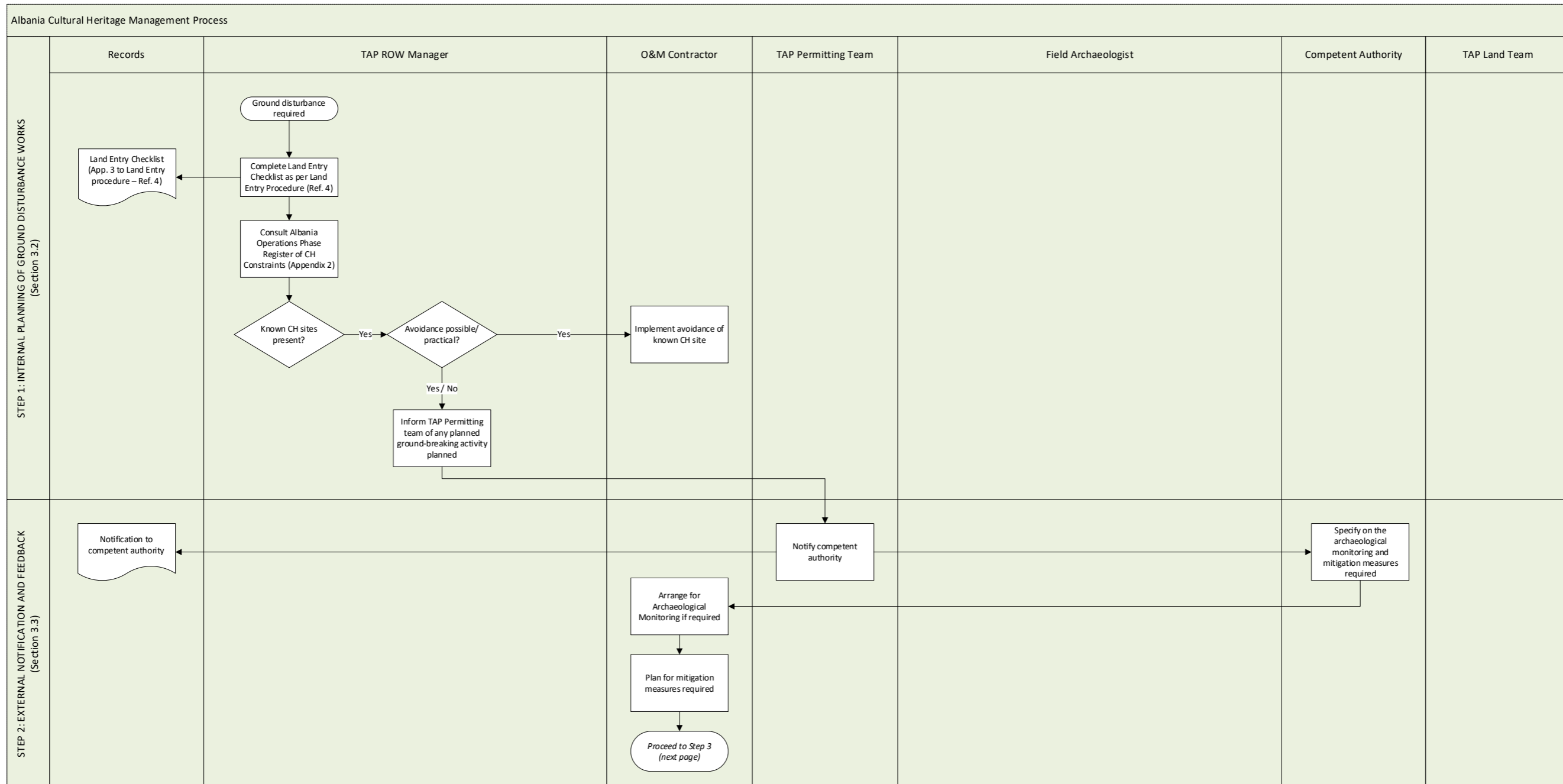
## 7. List of Appendices

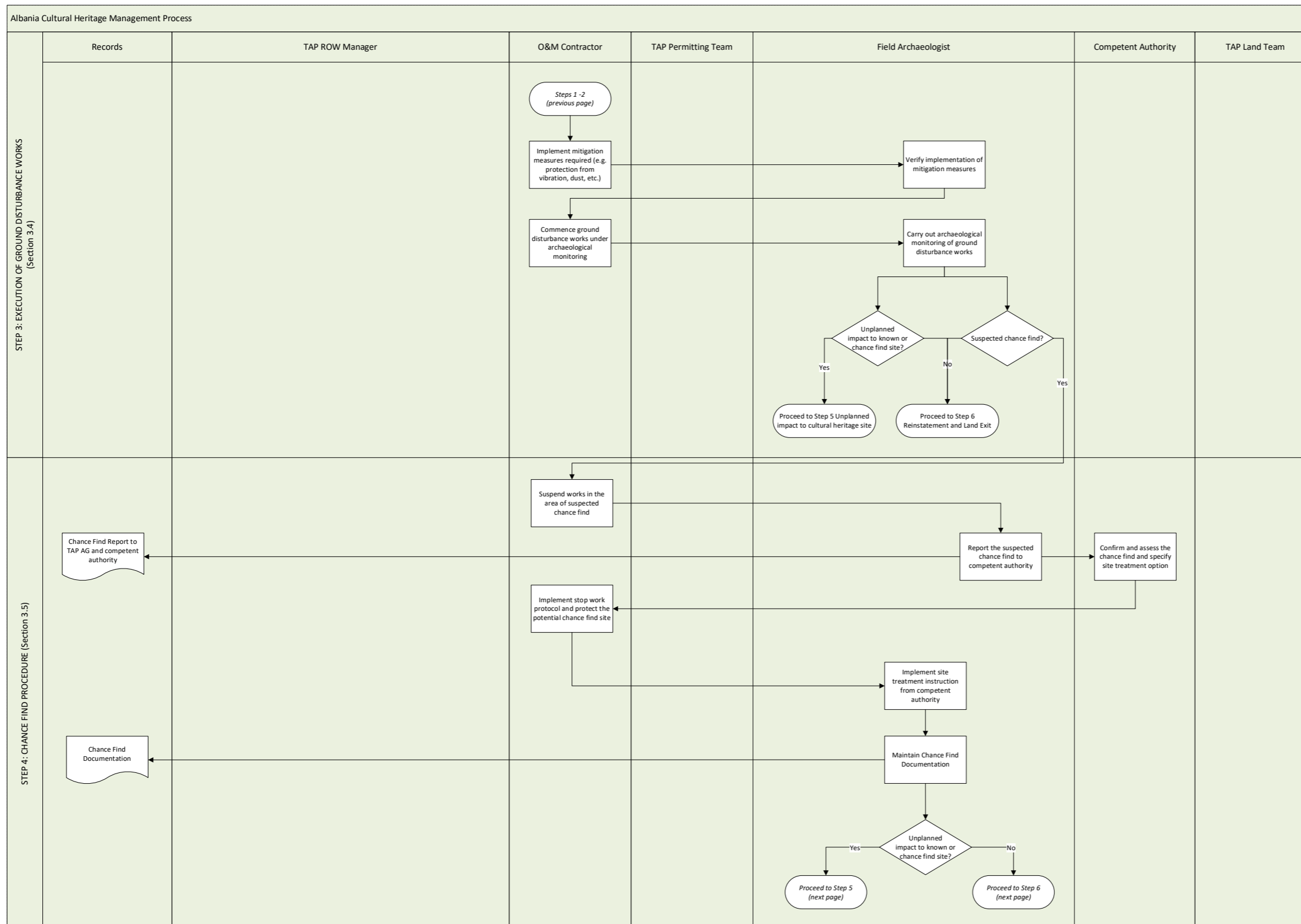
Appendix 1 Albania Cultural Heritage Management Process

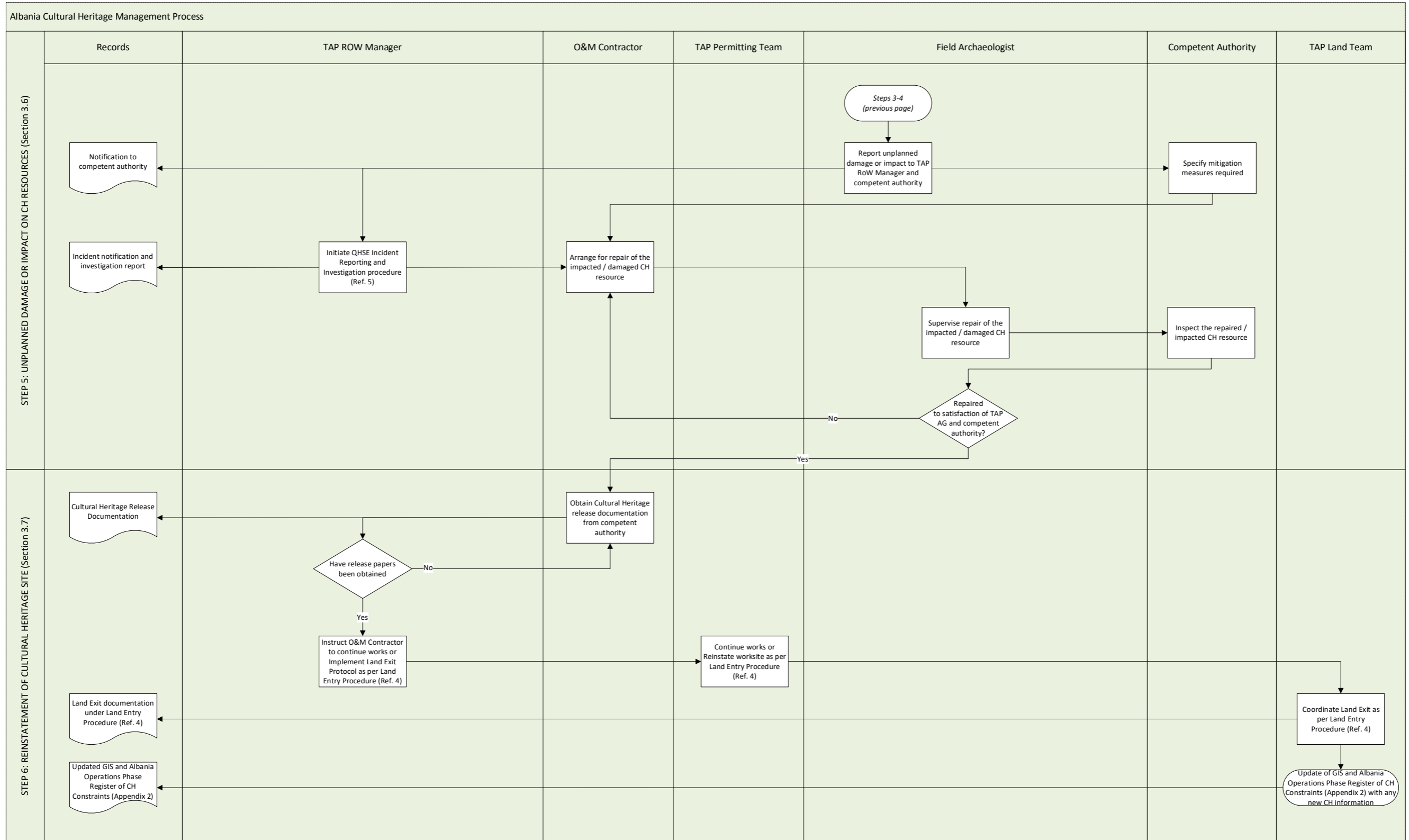
Appendix 2 Albania Operations Phase Register of Cultural Heritage Constraints

Appendix 3 Cultural Heritage Compliance Indicators

## 7.1 Appendix 1 Albania Cultural Heritage Management Process








## 7.2 Appendix 2 Albania Operations Phase Register of Cultural Heritage Constraints

The Appendix 2 is included in pdf file and as separate file under the same document number (1 page)

 <b>Albania Operations Phase Register of Cultural Heritage Constraints</b>					
ONSHORE					
Chance Find Number	KP	Block / Area	Coordinates	Description (in brief)	
9	0+ (AR_422)	Corovoda		Threshing Floor (lame)	
10	0+ (AR_422)	Corovoda		Old community cemetery	
7	0+100-1+700 (AR_443)	Korca/Vithkuq		Series of wall fragments along the road profile	
8	1+200 (AR_416)	Korca/Shtylle		Small burial ground	
4	1+780 (AR_443)	Korca/Vithkuq	E: 463722.00; N: 4487077.00	House corner with destruction level	
20	2+100	Trestenik/Devoll	E: 502069.00; N: 4491376.00	Community cemetery	
14	5 + 020-100 (AR_455)	Corovoda/Therepele	E: 426872.00; N: 4486423.00	Cemetery	
1	7+200 (AR_460)	Corovoda/Polene	E: 438971.00; N: 4482892.00	Wall with large, unworked blocks	
11	7+230 (AR_460)	Corovoda/Polene		Capital of a column from a 6th century AD church	
2	7+500 (AR_460)	Corovoda/Polene	E: 438971.00; N: 4482892.00	Graves on a tumulus-like graveyard	
5	15+400 (AR_460)	Corovoda/Potom	E: 444275.00; N: 4483294.00	House on a late Roman site	
3	19+100 (AR_460)	Corovoda/Potom	E: 445649.12; N: 4481020.28	Monumental tomb (qivur) with late Roman pottery	
12	19+820 (AR_460)	Corovoda/Potom		Isolated Christian grave in the road profile	
39	20	Zemblak/Korce		Cobble road near Zemblak	
6	20+620 (AR_460)	Corovoda/Potom		Terracing walls and burial ground/church	
22	40+600	Turan/Korce	E: 44959880; N: 4784140	Late Antique/Medieval cemetery	
25	40+800	Turan/Korce		Neolithic site near cemetery	
26	46+700	Dersnik/Korce		Large Neolithic settlement	
21	52	Fllq/Bellovode	E: 20421613; N: 4031165	Modern structure and brick/tile/pottery	
13	90+750 (PY 03)	Corovoda/Qafe	E: 444051.00; N: 4483301.00	Pottery concentration	
33	92			Muco's house and Hellenistic site	
34	97			Iron Age open air site	
36	97+200	Qafe, Corovode			
31	119+500 (access)	Therepele/Corovode		Individual grave on profile of access road to KP119+500	
30	120+950	Therepele/Corovode		Late Roman/Late Antique rural villa	
29	124+200	Tozhar/Berat		Walls and Hellenistic tiles in large concentration	
37	131+072	Vojake, Berat			
27	135+500	Vertop/Berat		Pottery kiln (provisional definition)	
38	135+600				
32	137	Fushe Peshtan/Berat		Late Antique and Medieval residential quarter	
28	138+180	Fushe Peshtan/Berat		Single grave (with stone slabs alla capucina)	
23	148	Uznove/Berat		Early Medieval Cemetery (discovered during TT)	
40	149 RR	Uznove/Berat		Hellenistic residential unit	
17	151+150	Lisi i Becit/Berat	E: 4508659.00; N: 4483301.00	Cobble paved road on the RoW	
16	153+220-700	Ullinjas/Berat		Large concentrations of brick and tile and stone blocks	
19	156+380	Lapardha/Berat	E: 411874.00; N: 4511544.00	Late Antique/Medieval graves	
18	159+130	Morave/Berat		Cobble paved road in the trench profile	
15	173+450	Kutalli/Berat		Large concentration of tiles and pottery	
24	AR 422	Potom/Corovode		Socialist period military shelter	
35	CS003	Fier		Center for pottery production	
MARINE					
Offshore Summary ID	Other ID.	KP	Competence/Area	Description (in brief)	Advise on actions
M_CH_01		KP 3.6	Albanian TW	Wooden structure	Exclusion zone already implemented during Albanian near shore installation works
M_CH_02	SAIPEM near-shore UXO surveys 2018 ID: SA012b_T0009	KP 4.5	Albanian TW	Wall/blocks	Exclusion zone already implemented during Albanian near shore installation works
M_CH_16	SAIPEM pre-lay and UXO surveys 2018 ID: UXO_KP032-041_L_T0001	KP 34.10	Albanian TW	Potential CH find (Ballast)	100/200 meter exclusion zone to be implemented in the anchor 300-1000 m/South corridor
M_CH_04	SAIPEM pre-lay and UXO surveys 2018 ID: UXO_KP032-041_L_T0013	KP 41	Albanian EEZ	Large shipwreck (Capo Vado)	200/300 meter exclusion zone to be implemented in the anchor 1700-2200 m/South corridor
M_CH_03	SAIPEM pre-lay and UXO surveys 2018 ID: ACS_KP041-061_T009	KP 43.7	Albanian EEZ	Ancient wreck (Roman age)	100/200 meter exclusion zone to be implemented in the anchor 1700-2200 m/North corridor
M_CH_05	ESIA ID: TESI/DOF_006 SAIPEM pre-lay and UXO surveys 2018 ID: ACS_KP041-061_T001	KP 49	Albanian EEZ	Large shipwreck (Locatelli)	200/300 meter exclusion zone to be implemented in the anchor 0-300 m/South corridor
M_CH_06	ESIA ID: TESI/DOF_005	KP 57.49	Albanian EEZ	Large shipwreck (Città di Genova)	200/300 meter exclusion zone to be implemented in the anchor 1700-2200 m/South corridor

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### 7.3 Appendix 3 Cultural Heritage Management Compliance Indicators

Compliance Task		Compliance Indicator		Task Frequency	Target and successful implementation criteria
Task ID	Task Description	Indicator ID	Indicator Description		
CH-CT-01	Consult Operations Phase Cultural Heritage Constraints register prior to any ground-breaking works, assess for avoidance where possible	CH-CI-01	- Number of ground-breaking activities - % of ground-breaking works checked against the Operations Phase CH Constraints Register and assessed for avoidance where possible	Ad-hoc (in the event of ground-breaking works)	100% of ground-breaking works checked against the Operations Phase CH Constraints Register
CH-CT-02	Carry out notification of competent authority on upcoming ground-breaking works (nature and schedule) and distribute feedback to TAPO & M Engineers.	CH-CI-02	Number and % of external notification to competent authority for ground-breaking works undertaken as planned	Ad-hoc (in the event of ground-breaking works)	100% of planned external notifications carried out
CH-CT-03	Implement mitigation measures specified by competent authority and Operations Phase Cultural Heritage Constraints Register and arrange for archaeological	CH-CI-03	% of ground-breaking works supervised by field archaeologist and mitigation measures implemented	Ad-hoc (in the event of ground-breaking works)	100% of ground-breaking works supervised by field archaeologist

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Compliance Task		Compliance Indicator		Task Frequency	Target and successful implementation criteria
Task ID	Task Description	Indicator ID	Indicator Description		
	monitoring of all ground-breaking works				
CH-CT-04	Implement stop work protocol, arrange for assessment and await approval to proceed from competent authority (also for suspected unplanned damages to cultural heritage sites)	CH-CI-04	- Number of chance finds - Number of unplanned damage / impact incidents - % of chance finds / unplanned damage/impact cases for which stop work protocol and assessment has been completed	Ad-hoc (in the event of ground-breaking works)	- zero unplanned damage / impact incidents - Implementation and stop work protocol for 100% of chance finds
CH-CT-05	Implement site treatment options (and conduct rescue excavations) required in accordance with decision of the competent authority (also for suspected unplanned damages to cultural heritage sites)	CH-CI-05	Number and % of chance finds / unplanned damage/impact cases for which site treatment options and rescue excavation (where required) have been implemented in accordance with decision from competent authority	Ad-hoc (in the event of ground-breaking works)	100% compliance with competent authority decisions for chance finds and unplanned damage / impact cases
CH-CT-06	Reinstate cultural heritage site following a ground-breaking activity and chance find under supervision of the Field Archaeologist and to the satisfaction of the competent authority	CH-CI-06	Number and % of cultural heritage sites reinstated under the supervision of the Field Archaeologist and to the satisfaction of the competent authority	Ad-hoc (in the event of ground-breaking works)	100% of cultural heritage sites reinstated to the satisfaction of competent authority



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Compliance Task		Compliance Indicator		Task Frequency	Target and successful implementation criteria
Task ID	Task Description	Indicator ID	Indicator Description		
CH-CT-07	Verify that all release papers from competent authority have been secured prior to continuation of ground disturbance works and land exit a	CH-CI-07	-% CH documentation secured from competent authority as planned	Ad-hoc (in the event of ground-breaking works)	CH documentation secured for 100% of ground disturbance works where applicable prior to land exit
CH-CT-08	Update GIS database and Operations Phase Register of CH Constraints with any new CH information	CH-CI-08	Update of GIS database and Operations Phase Register of CH Constraints completed as planned if required (100% yes, 0% no)	Ad-hoc (in the event of ground-breaking works)	100% of GIS Database and CH Constraints Register updated as planned
CH-CT-09	Submit the following reports to competent authority: - monitoring of ground disturbance works - instances of suspected / confirmed unplanned damages/impacts on cultural heritage sites - chance find reports	CH-CI-09	Number and % of reports submitted to competent authority on monitoring, chance finds and instances of unplanned damages/impacts	Ad-hoc (in the event of ground-breaking works)	100% compliance with regulatory CH reporting