**Nomination form**

**Memory of the World Asia Pacific Regional Register**

Nominations must be received by
15 September 2025 for consideration for inscription in 2026

**Introduction**

Information on the Memory of the World Asia-Pacific Regional Programme can be found at [www.mowcapunesco.org](http://www.mowcapunesco.org). This form should be completed to nominate documentary heritage to the Memory of the World Asia Pacific Regional Register. It sets out the range of information needed. Nominations should be expressed in clear concise language. A maximum of about twenty A4 pages is usually sufficient.

Completed nomination forms must be submitted electronically, **either directly to the MOWCAP Secretary-General MOWCAPnominations@gmail.com) OR through the relevant National Commission/s** (which are representatives of UNESCO Member States), the relevant National Commission/s or in the absence of a National Commission, the relevant government body in charge of relations with UNESCO, involving, if one exists, the relevant National MoW Committee. For an updated contact of the relevant body, please email the Communication and Information Unit at UNESCO Bangkok at ci.bgk@unesco.org. The Secretary-General will confirm receipt of nominations by email.

It is recommended, but not mandatory, for you to obtain a letter of support for the nomination from the relevant National Commission/s. Contact the Secretary-General at MOWCAPnominations@gmail.com for any question, including if you need to provide large files such as those for moving images. No material will be returned. All nomination documents will be retained as part of the MOWCAP Archives.

**Please make sure to keep a copy of your nomination form for your records and in case the MOWCAP Secretary-General needs to contact you.**

**Note 1:** The title and a short description of all nominations accepted for assessment will be put on the MOWCAP website prior to a decision being made about whether or not they will be inscribed on the register. The MOWCAP Secretary-General will provide copies of admissible nomination forms on request.

**Note 2:** If inscribed, the nomination form will be posted on the MOWCAP website with the personal details of expert referees removed.

**Note 3**: Please carefully read the [MOWCAP Register Guidelines](http://www.mowcapunesco.org/wp-content/uploads/MOWCAP-Register-Guidelines-2025.pdf), before starting to fill in the form.

**Note 4**: Please insert the title of the nominated documentary heritage in the relevant Header field.

Kim Kwibae
Chair, MOWCAP

**Memory of the World Asia Pacific Regional Register Nomination Form**

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| **Title of Documentary Heritage Item or Collection** (max. 10 words) |
| *Your proposed title to be used for such activities as publicity and certificates of inscription.* |
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| **Summary** (max. 200 words) |
| *MOWCAP Regional Guidelines: See section L6.**Give a brief description of the documentary heritage being nominated, and the reasons for proposing it. Include the type of document heritage such as manuscripts, papers, film etc. Highlight the nature, uniqueness and significance of the nominated documentary heritage.* |
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| 1. **Nominator/s contact details**
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| **Name of nominator/s (person/s) or organisation/s)**      |
| **Relationship to the nominated documentary heritage**      |
| **Contact person/s**      |
| **Contact details** |
| Name      | Address      |
| Telephone      | Email      |

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| 1. **Declaration of authority**
 |
| I certify that I/we have the authority to nominate the documentary heritage described in this document to the Asia Pacific Regional Memory of the World Register. All nominators must sign here.  |
| Name      | Position      |
| Address      | Email      |
| Signature/s of the nominator/s                |

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| 1. **Legal information**
 |
| * 1. **Owner/s of the documentary heritage** (name and contact details, if different from the nominator/s)
 |
| Name      | Address      |
| Telephone      | Email      |
| * 1. **Custodian/s of the documentary heritage** (name and contact details if different from the owner/s)
 |
| *MOWCAP Regional Guidelines: See section K5.* |
| Name      | Address      |
| Telephone      | Email      |
| *Please note: Written permission for nomination of this item from the Owners and/or Custodian/s if different from the nominator* ***are recommended*** *to**be attached to this Nomination Form.* |
| * 1. **Legal status**
 |
| *MOWCAP Regional Guidelines: See section K13.**Provide details of the legal and administrative powers in force for the preservation of this documentary heritage.* |
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| * 1. **Copyright or Creative Commons status**
 |
| *MOWCAP Regional Guidelines: See section K11.**Describe the copyright status of the item(s)/collection, if known. If the item(s)/collections have a Creative Commons license attribution, please mention.**(The answer to this question is not taken into account when determining whether the nominated documentary heritage meets the criteria for inscription.)* |
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| * 1. **Accessibility**
 |
| *MOWCAP Regional Guidelines: See section K12.**Describe how this documentary heritage may be accessed. Any access restrictions should be explicitly stated below (for instance if advance permission is required, or if general access is not permitted by tradition or custom of the originating community).* |
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| 1. **Details of the Nominated Documentary Heritage**
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| * 1. **Exact title of the documentary heritage**
 |
| *Give the exact title of the nominated documentary heritage and the exact name of the nominating institution/s.* |
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| * 1. **Type of documentary heritage**
 |
| Describe the type/s of documentary heritage. Examples include papers, photos, digital, maps, manuscripts, film etc. |
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| * 1. **Catalogue or registration details**
 |
| *MOWCAP Regional Guidelines: See section K7.*Give the catalogue or registration details for the item or collection.A nominated collection or archival fonds must be finite, with clear beginning and end dates. If the catalogue or registration details are too long, provide a description of the contents with sample catalogue entries, accession or registration numbers. **Or** you can add the catalogue/registration details as an appendix or provide a link to an online inventory. |
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| * 1. **Images of the documentary heritage**
 |
| *MOWCAP Regional Guidelines: See section K10.*Three to six digital images (only) of the documentary heritage should be provided as attachments to the electronic submission. |
| Image 1 caption:     Image 2 caption:     Image 3 caption:     Image 4 caption:     Image 5 caption:     Image 6 caption:      |
| * 1. **Provenance/ Origin of the nominated item**
 |
| *Set out the provenance – the ‘life story’ of the item or collection - from the time it was created until its accession in your custody.* *This is critical to establish the authenticity of the nomination item or collection. You may not know all the details, but give as comprehensive an account as you can.* |
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| * 1. **Bibliography**
 |
| *Provide a list of at least 3 published sources that use or refer to the nominated item or collection.**A bibliography provides evidence that the documentary heritage has been used by scholars, and knowledge of its impact and influence is in the public domain. It is a good idea to cite the works of scholars from outside your own country, as well as local scholars, to demonstrate the scope of this influence.* |
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* *Add as needed*
 |
| * 1. **Names, qualifications and contact details of experts**
 |
| *Provide the details of two to three independent people with expert or community knowledge about the values and provenance of the documentary heritage who may be contacted by MOWCAP for further information on your nomination. Note that the Register Sub Committee (RSC) may also contact other experts.* *The names and contact details of your referees will not be publicly disclosed by MOWCAP nor disclosed to any third party without the expert’s permission.* |
| Name     Position      | Address     Email     Telephone      |
| Name     Position      | Address     Email     Telephone      |
| Name     Position      | Address     Email     Telephone      |
| I certify that the above-named experts have given their written permission for their names and contact details to be used in connection with this nomination to the Memory of the World Asia Pacific Regional Register.  |
| Signature:      |
| Full name (please print):      |
| Date:      |

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| 1. **Authenticity and integrity**
 |
| *MOWCAP Regional Guidelines: See section E2.* |
| * 1. **Authenticity**
 |
| *Is the documentary heritage what it appears to be? For example, has its identity and provenance been reliably established?* |
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| * 1. **Integrity**
 |
| *Has it been altered or damaged; are sections or pages missing; is part of the documentary heritage lost, or are supplementary parts being kept elsewhere and not included in the nomination?* |
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| 1. **Regional Significance**
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| *More details on what is required for each criterion are provided in the* [*MOWCAP Register Guidelines*](http://www.mowcapunesco.org/wp-content/uploads/MOWCAP-Register-Guidelines-2023.pdf) *document available on the MOWCAP website. MOWCAP Regional Guidelines: See section F.**You only need to provide information for criteria that are relevant to your nomination.* |
| * 1. **Historical Significance**
 |
| *What does the documentary heritage tell us in relation to the history of the Asia-Pacific region as a whole, or to a sub-region such as Central, South, Southeast, East Asia or Melanesia, Micronesia, Polynesia, Australasia?* |
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| * 1. **Form and Style Significance**
 |
| *Is the document an outstanding example of its type?**This criterion refers to the physical nature of the documentary heritage. 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 is now obsolete or superseded?* |
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| * 1. **Social Community or Spiritual Significance**
 |
| *Is the documentary heritage attached to a specific existing community and demonstrably significant? Information should be provided on what the nominated item represents and how this attachment is expressed. If there are any, ensure to mention any relation to gender, or to Indigenous and other minority or marginalised groups.* |
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| 1. **Comparative criteria**
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| *MOWCAP Regional Guidelines: See section G.**The purpose of the comparative analysis is to show that the nominator has tried to find any existing duplicates or other similar examples of the item or collection, and to demonstrate that there is room for this item or collection to be included on the MOWCAP Regional Register.* |
| * 1. **Uniqueness or Rarity**
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| *Provide the results of the comparative analysis. Can the documentary heritage be described as unique (the only one of its kind ever created) or rare (one of a few survivors from a larger number)?* |
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| 1. **Gender**
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| *MOWCAP Regional Guidelines: See section H.**Gender equality is one of two global priorities of UNESCO. If there are any specific aspects of the nomination that relate to gender equality, please describe them in detail, explaining what the nominated documentary heritage tells us about the lives of women and girls in Asia and the Pacific, and any impacts on women and girls or on gender equality in the region.* |
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| 1. **Statement of significance** (max. 600 words)
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| *MOWCAP Regional Guidelines: See section I.**Provide a summary of the main points made under the headings of 8. Regional significance, 9. Comparative criteria, 7. Authenticity and Integrity. Why is the documentary heritage important to the Asia-Pacific region and what has its impact been beyond the boundaries of a single Asia-Pacific state?* |
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| 1. **Risk assessment**
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| *MOWCAP Regional Guidelines: See section J.* |
| * 1. **Condition**
 |
| *Describe the physical condition of the documentary heritage.**A need for conservation is not a barrier to inscription. This information may assist in finding support for such conservation.* |
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| * 1. **Threat/Risk**
 |
| *Detail the nature and scope of threats to the nominated documentary heritage. For example, poor storage, climate, control of access.**Threats and risks are not a barrier to inscription. This information may assist in finding support for risk management.* |
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| 1. **Preservation and access management plan**
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| *MOWCAP Regional Guidelines: See section J.* |
| * 1. **Management plan**
 |
| *Lack of a management plan is not a barrier to inscription. This information may assist in finding support for developing one.* |
| [ ]  Yes [ ]  No |
| *If YES, describe or attach a summary of the plan or plans.* |
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| *If NO, provide details about any proposed preservation, storage and access strategies and plans.* |
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| * 1. **Disaster risk management plan**
 |
| *Is there a disaster risk management plan in place to support the preservation and safeguarding of the nominated documentary heritage?* |
| [ ]  Yes [ ]  No |
| *If YES, describe or attach a summary of the disaster risk management plan or plans (if not included in the management plan).* |
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| *If NO, provide details about any proposed disaster risk management strategies and plans. This is an opportunity to express any needs for technical support/assistance.* |
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| 1. **Consultation with stakeholders**
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| *Provide details of consultation with stakeholders about this nomination. Stakeholders include communities with an involvement in the documentary heritage, owners and custodians of the documentary heritage and scholars who research the documentary heritage.* |
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| 1. **Other information to support the nomination**
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| *Please provide any supporting documentation or other information that supports the inclusion of this documentary heritage collection on the Memory of the World Asia Pacific Regional Register. This may include a signed support letter from the nominators’ National Commission. See Section K2 in the MOWCAP Regional Register Guidelines for more details.* |
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**Checklist**

[ ]  MOWCAP website reviewed

[ ]  [MOWCAP Register Guidelines](http://www.mowcapunesco.org/wp-content/uploads/MOWCAP-Register-Guidelines-2025.pdf) read

[ ]  Short title provided (section 1)

[ ]  Summary completed (maximum 200 words) (section 2)

[ ]  Name and contact details of nominator/s completed (section 3)

[ ]  Authority to nominate completed (section 4)

[ ]  Authority provided by each National Commission when the nomination is from two or more Member States (section 5)

[ ]  Name and contact details of Owner/s or Custodian/s completed (section 5.1, 5.2)

[ ]  Details of legal status completed (section 5.3)

[ ]  Details of copyright status completed (section 5.5)

[ ]  Details of accessibility and any limitations completed (section 5.4)

[ ]  Identity of documentary heritage recorded (6.1-6.5)

[ ]  Images of documentary heritage provided as separate attachments in JPG or PNG format and captions provided (6.4)

[ ]  Bibliography completed (section 6.6)

[ ]  Names, qualifications and contact details of two to three independent experts recorded (section 6.7)

[ ]  Certification that experts have agreed to be contacted about the nomination (section 6.7)

[ ]  Evidence presented of authenticity and integrity (section 7)

[ ]  Evidence presented of regional significance (section 8)

[ ]  Comparative analysis completed (section 9)

[ ]  Information presented on uniqueness or rarity (section 9)

[ ]  Gender analysis completed (section 10)

[ ]  Statement of Significance completed (section 11)

[ ]  Risk assessment section completed (section 12)

[ ]  Preservation and access management section completed and relevant documents attached (section 13)

[ ]  Details of consultation with stakeholders provided (section 14)