



Date: _____

Re: Application Procedure for an Archaeological Excavation or Survey Permit in a National Park or Nature Reserve

- The Israel Nature and Parks Authority (INPA) welcomes scientific archeological excavations on its premises, as long as the intent of the INPA and that of the excavators are consistent with each other. The INPA also tries to assist excavations if possible, mainly with equipment. The excavators must apply for and receive a permit for their excavation, in addition to an excavation license from the Israel Antiquities Authority. The permit delineates all the conditions the excavators must fulfill.
- **In order for us to issue the permit in a timely manner, a permit application must be filed with the INPA no later than 45 days before the excavation. The application may be filed at the same time you file your application for a license from the Israel Antiquities Authority.**
- The information below will help you plan for your excavation in an optimum manner.
- The law governing the work of the Israel Nature and Parks Authority states: "A person shall not carry out any action damaging or which may damage a nature reserve or a national park without a written permit from the manager. In this respect 'damage' includes destroying, vandalizing, demolishing, breaking, sabotaging, writing, drawing or engraving on an object on the property, posting a sign, causing damage or nuisance to animals, grazing, cutting down trees, harvesting, removing, changing the shape or the natural position of fauna, flora or inanimate objects, or interference with their breeding and on-going natural development, changing the surface of the ground, including digging, erecting a building or structure, introducing foreign material as well as dumping or leaving waste" (The National Parks, Nature Reserves, National and Commemoration Sites Act, 1998 – Code of Laws 1666, Paragraph 30).
- Thus, to carry out an archeological excavation or survey in a national park or nature reserve, or any other action, a permit must be granted by the INPA director general. This permit, as noted, is in addition to a license granted by the Israel Antiquities Authority as required by law. The permit will be granted for the dates cited on the application and not for the whole year.
- One of the goals of the INPA is to protect its assets, and in this case – the archaeological sites on Israel Nature and Parks Authority premises. The excavation and its results have significant implications for the park/reserve and its surroundings and therefore to receive a permit one must comply with all the guidelines in the application for permit (attached herein) and submit all the required documents (submission of all documents is a precondition for receiving the permit).

The order of actions to be taken is as follows:

1. Submission of the application as specified in the document.
2. Evaluation of the application by the INPA's district management and its Science Division and determining the conditions for the excavations.
3. Tour of the site (if required), after submitting the application and before issuing the permit, with the participation of the archeologist submitting the application, the INPA archeologist, and the district director or national park or nature reserve manager and the regional inspector. During the tour, the archeologist submitting the application will indicate the excavation site, the topics detailed in application for the permit, and the parties will agree on the conditions for the excavations.
4. Submission of the application to the directors of the Science Division and the Planning and Development Division for the purpose of issuing the excavation permit. The permit will include the conditions of the excavation as per the INPA's procedures and the specific agreement reached during the tour.



Explanation and Definitions with regard to a Permit for Archeological Excavation/Survey in a National Park or Nature Reserve

Excavation license	License granted by the Israel Antiquities Authority to conduct an excavation at any site.
Excavation permit	Permit granted by the Israel Nature and Parks Authority allowing an archaeologist to “damage” a site in a national park or nature reserve according to guidelines to be followed during and after the excavation.
Conditions for a permit	Conditions detailed in the excavation permit that the excavators must fulfill as an inseparable part of the permit they have received. These conditions are intended to minimize “damage” and allow continued activities at the site after the excavation as well.
Removal of excavated material	The excavators will be required to remove excavated material from the site in keeping with the character of the surrounding landscape so as not to damage the original landscape.
Chemical toilets	At most excavations the INPA will require the excavators to install chemical toilets at the site to maintain its cleanliness.
Permit application	A form detailing the actions to be taken and the documents to be submitted to process the application.
Timing of submission of application	The application must be submitted no later than 45 days before the excavation. If the excavators do not have an excavation license from the Israel Antiquities Authority, the application for a permit should be submitted without said license , and the license will be submitted to the INPA at a later time. The INPA will process the permit application, which will be issued to the excavators only after they submit their Israel Antiquities Authority license.
Preliminary tour	In some cases, the applicants will be required to hold a preliminary tour of the site to clarify various subjects that cannot be understood without such a tour.
Conservation accompanying excavation	The excavators must allocate funding for preliminary conservation accompanying the excavation, and ensure that a conservator works at the site in keeping with INPA and/or Israel Antiquities Authority directives.
Safety	The INPA considers the applying excavators as directly and solely responsible for changing the area and opening dangerous pits. Thus, the excavators must make sure there are safety measures in place both during and after the excavation, for excavators as well as visitors. Therefore, the applying excavators must see to the fencing off of the area before the excavation begins and after it ends, in keeping with the Antiquities Law.
Assistance from the Israel Nature and Parks Authority	The INPA will assist the excavators to the extent possible.
Initiation of excavations	The INPA occasionally initiates excavations for purposes of tourism development. To this end, it commissions excavation by an authorized institution.

Sincerely yours,

Orit Bortnik
 Director, Archaeology and Heritage Department

Cc. Raya Shurki – director general, Israel Nature and Parks Authority
 Yosi Shechter – director, Heritage and Landscape Division



Application for Permit for Archaeological Excavation/Archaeological Survey/Scientific Research in a National Park or Nature Reserve

The permit must be filed at the INPA's offices no later than 45 days before the excavation is scheduled to begin. Do not wait to receive the Israel Antiquities Authority license; rather, file the license application at the same time you file this permit.

To: The Israel Nature and Parks Authority / The Science Division

1.

Name of licensee 1:			
I. D./Passport no. #:		E-mail:	
Home address:		Postal Code:	
Cellphone #:			
Academic institution:			
Address:		Postal Code:	
Phone #:		E-mail:	

Name of licensee 2:			
I. D./Passport no. #:		E-mail:	
Home address:		Postal Code:	
Cellphone #:			
Academic institution:			
Address:		Postal Code:	
Phone #:		E-mail:	

Name of licensee 3:			
I. D./Passport no. #:		E-mail:	
Home address:		Postal Code:	
Cellphone #:			
Academic institution:			
Address:		Postal Code:	
Phone #:		E-mail:	

Name of academic institution's director	
E-mail:	
Home address & Postal Code:	
Cellphone #:	
Academic institution:	

2.	Site name/location/	
	Map coordinates:	
3.	Name of reserve/national park:	
4.	Type of tools the excavators intend to use	
5.	Planned dates of work:	
	season no.	
	began in (year)	



6.	Number of the participants in the excavation (including laborers)	
7.	Accommodations and phone number during the excavation:	
8.	Please attach the following documents to the application:	
	a. Background , objectives and plan of the excavation (abstract).	
	b. Concise report of the excavation of the previous season.	
	c. Detailed site map , indicating the excavation areas, access roads, location of toilets, location where dug material will be dumped, and indication of any other physical change at and around the site.	
	d. Excavation license – Copy of the excavation license issued by the Israel Antiquities Authority (may be filed after filing this application).	
	e. Insurance –The insurance company of the excavators' institution confirms that they are responsible for insuring the excavation and the excavators and waive any liability on the part of the INPA for any damage that may occur from, during and/or after the excavation (attached please find a form for the insurance company). It is agreed that the INPA does not require the excavators/academic institution to insure property, fully or partially. However, they absolve the INPA from responsibility for damage as detailed in the conditions of the permit.	
	f. Conservation accompanying excavation – Written commitment and budget allocation for conservation accompanying excavation is required by the professional entities of the INPA and/or the Israel Antiquities Authority. A report on conservation during excavation must be filed at the end of every season.	
9.	Name of conservator – (certified conservator possessing a conservator's diploma from a practical built heritage conservation program, ICCROM or parallel institution abroad: <div style="background-color: #cccccc; height: 15px; width: 100%; margin-top: 5px;"></div>	
10.	I, the undersigned, will fulfill the conditions stated in the excavation permit I receive from the Israel Nature and Parks Authority, including the removal of excavated material, fencing, safety, etc. to the satisfaction of the INPA.	

Date		Name of Licensee 1		Signature of licensee	
Date		Name of Licensee 2		Signature of licensee	
Date		Name of Licensee 3		Signature of licensee	
Date		Name of head of academic institution		Signature	