TUTORIAL 12: Condition Assessment

In this tutorial you will learn how to enter information about the overall condition of a site and features you are recording. For example, what condition is the archaeology in? Has anything disturbed it? How extensive is the disturbance? This card is used to add data mainly coming from remote assessment of sites using satellite imagery, aerial photos, reports, etc. and/or sometimes rapid field assessment.

For adding detailed information about the condition of a site or parts of a site, you should use the 'Detailed Condition Assessment' Resource Model. Refer to the **Tutorial 14: Detailed Condition Assessment** for instruction on how to create one of these records and fill in the fields.

1   Getting Started

Click on the 'Condition Assessment' card in the Card Tree on the left side to go to that section.

- This will open a new and blank 'Condition Assessment' page. You can scroll down the page and see the data entry fields in this section.
    - You can start entering data directly into the fields from this page.
- Another way to access the data entry fields and cards is by clicking the '+' button next to the Condition Assessment card (Figure 1).
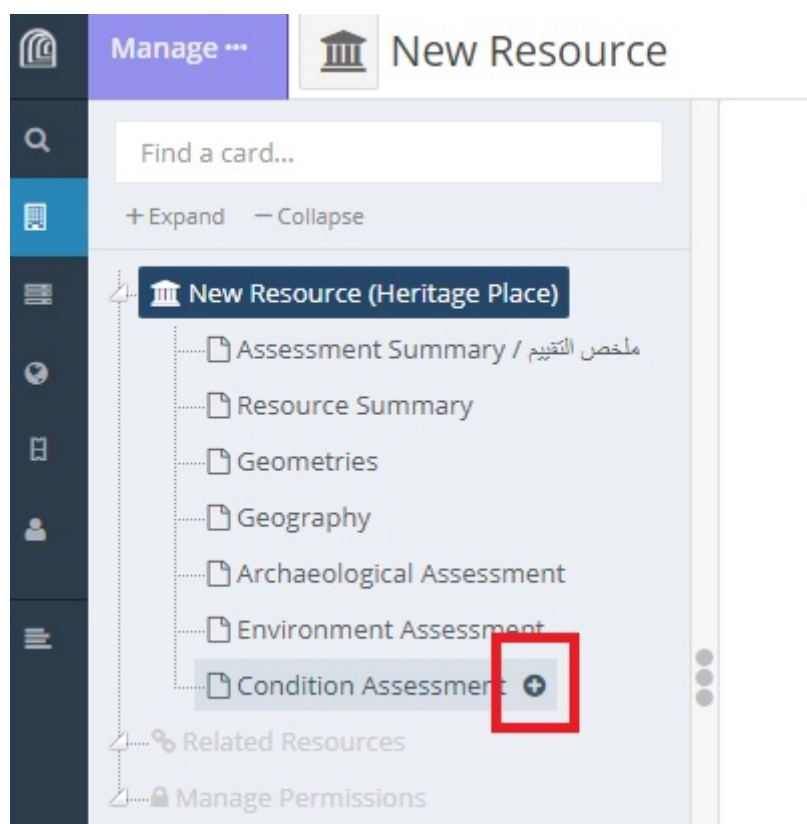

Figure 1.

- This will expand all the data entry cards for this section (Figure 2). Choosing and clicking on each card, will open the relevant page with the specific fields for that card.
  - For example, clicking on 'Overall Site Condition' will open the page with the 'Overall Site Condition' field (Figure 3).
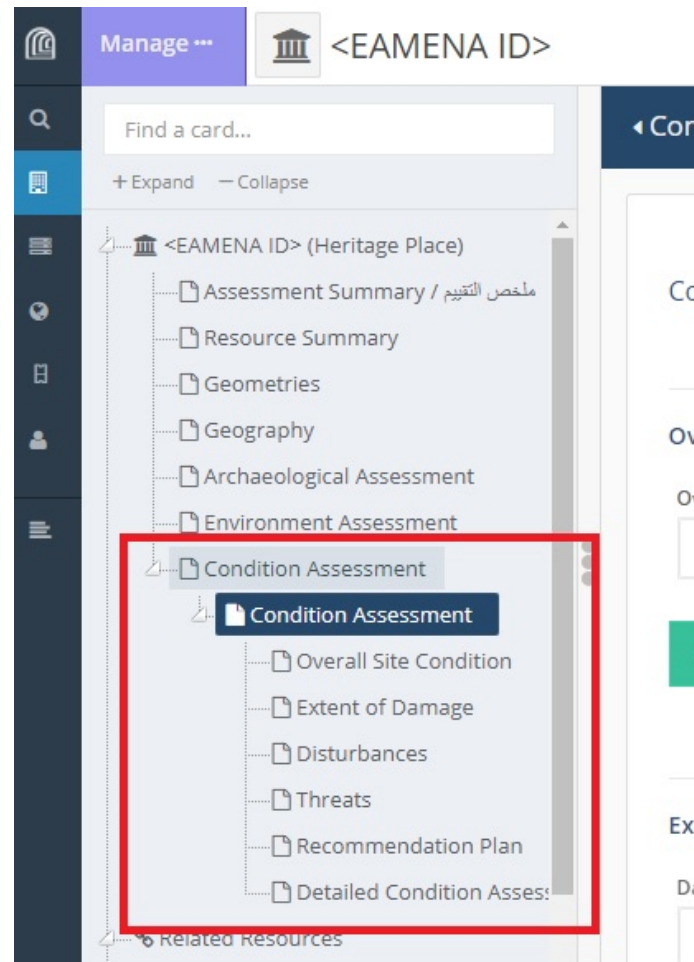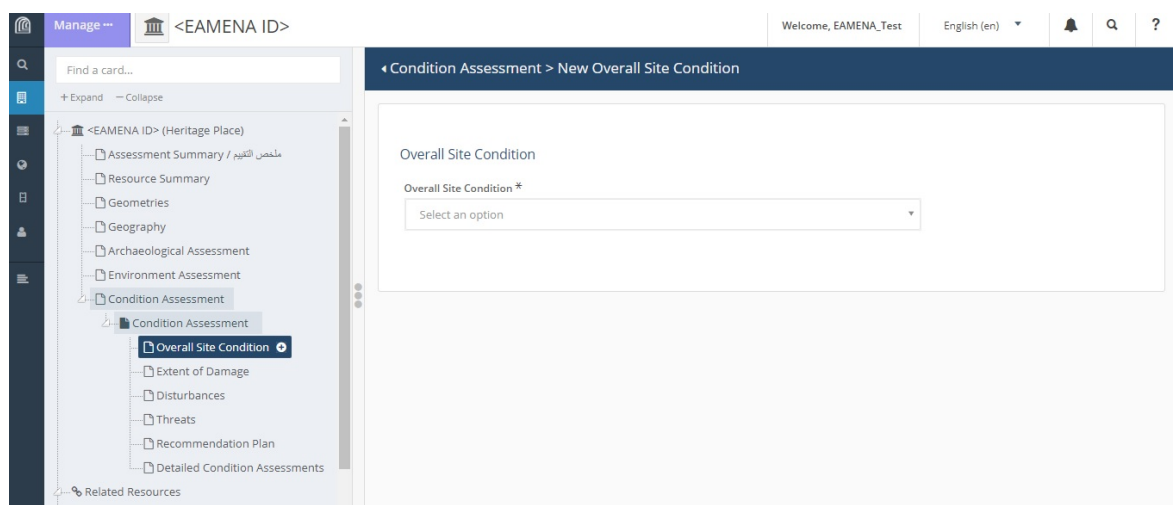

Figure 2

Figure 3

2   Condition Assessment

Click on the '+' button next to the Condition Assessment card in the Card Tree (if you haven't already) to expand this section's cards. To navigate between different cards of the record, use the Card Tree on the left side of the screen.

- You can always return to the main overview card by click 'Condition Assessment' in the Card Tree.

2.1   Overall Site Condition

The 'Overall Site Condition' specifies the current state of the Heritage Place being recorded, also taking into account whether a site is experiencing any active deterioration. Ask yourself, 'what does the most up to date imagery and other sources of information tell you about the stability and overall state of the site'?

- Click on 'Overall Site Condition' in the Card Tree on the left side to go to that card.
- Click on the 'Overall Site Condition' field and choose the appropriate term from the Dropdown list (Figure 4)
    - Refer to the Glossary for detailed definitions of the terms.
    - **Note**: You should only record one 'Overall Site Condition', summarizing the condition of the whole site. If part of the site is in very bad condition and part in good condition, you might, for example, choose 'Poor' for the site overall.
- Click '**Add**'.

Figure 4

2.2 Extent of Damage

This card records the approximate extent (i.e. size) of the site affected by disturbances. If using remote sensing, the extent is the horizontal extent of the site, i.e. as seen from above. Ask yourself, 'how much of the site has been visibly affected and damaged?'

- Click on 'Extent of Damage' in the Card Tree on the left side to go to that card.
- Click on the 'Damage Extent' field and choose the appropriate term from the Dropdown list.
    - Refer to the Glossary for detailed definitions of the terms.
        - For example, a site which is approximately half destroyed will be '31-60 %' disturbed.
        - 'Unknown' can be used when the available imagery/information is too poor to make an assessment or, for example, when there is cloud obscuring the location.
        - 'No Visible/Known' should be used when there are no identifiable or known disturbances.
    - Note: You should only record one 'Disturbance Extent'.
- Click '**Add**'.
- Note that a Heritage place can still be in 'Good' condition but be '91-100 %' disturbed. For example:
    - A site is submerged under a lake/dam but is otherwise stable and well-preserved. In this case, the disturbance extent would be '91-100 %', and the condition 'Good'.
    - A building that we know was originally covered by a roof that is now gone. The horizontal 'Disturbance Extent' is '91-100 %' because 100 % of the horizontal area of the building has been affected by the collapse. As the building is otherwise stable and the walls still standing it could be recorded as in 'Good' or 'Fair' condition.

2.3 Disturbances

In this card and its fields, you will be identifying and recording the cause(s) and effect(s) of disturbances. Disturbances are defined as detectable events that have affected the site by human or natural forces and activities.

- These are not restricted to negative impacts. Anything that has affected the site, including archaeological excavations or conservation activities is also recorded here.
- To identify Disturbances, identify any changes based on comparing information compiled using imagery (e.g. using the 'Time slider' in Google Earth), any existing photos, reports, during a ground visit, etc.

To start, in the Card Tree on the left side click on 'Disturbances'.

2.3.1 Category

In this field you will record the broader category of the disturbance cause. Ask yourself if you can identify the broad reason why a particular disturbance has occurred.

- For example, if you are recording an instance of 'Clearance (Bulldozing/Levelling)' ask yourself why this was done, e.g. if the clearance was to enable a road the category would be 'Infrastructure/Transport', or if it was for a new field to be created you would enter 'Agricultural/Pastoral'.

- Click on the 'Category' field and choose an option from the Dropdown list.
  - o Refer to the Glossary for detailed definitions of the terms.
  - o If the 'Disturbance Cause' is *No Visible/Known*, leave this field blank.
- Click '**Add**'.
  - o After you click 'Add', your entry will appear below in blue text, and in the Card Tree on the left side, below the Disturbances Card (Figure 5).
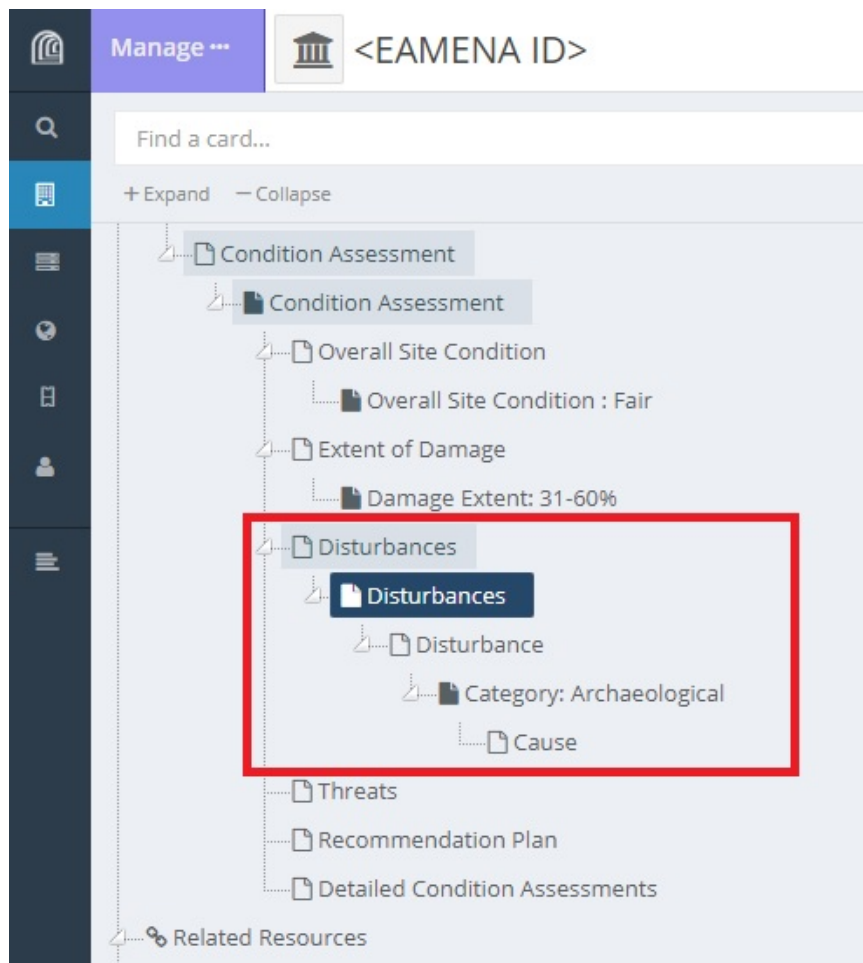 - o In addition, the 'Cause' card will appear in the Card Tree below your 'Category' (Figure 5).

Figure 5.

2.3.2 Cause

Disturbance Causes are the specific factors or phenomena which cause deterioration or have other impacts on sites and features, the effects of which will be recorded in the 'Effects' card below.

- For example, 'Water Action' at a site might cause 'Erosion'.
- Identifying and recording causes of disturbances will help to identify recommendations and type of conservation and preservation activities that will be necessary (See **Section 2.5 Recommendation Plan**).

For each 'Category' recorded at the previous step, you can record multiple 'Causes' (and relevant Effects) which fall into that same category.

To start a new 'Cause' card, click 'Cause' in the Card Tree on the left.

2.3.2.1   Cause
- Click on the 'Cause' field and choose an option from the Dropdown list (Figure 6).
  - o Refer to the Glossary for detailed definitions of the terms.
  - o 'Unknown' should be selected when you cannot identify a specific Disturbance Cause, but you can identify the disturbance effects (see below).
  - o 'No Visible/Known' should be selected when there are NO identifiable or known disturbances.
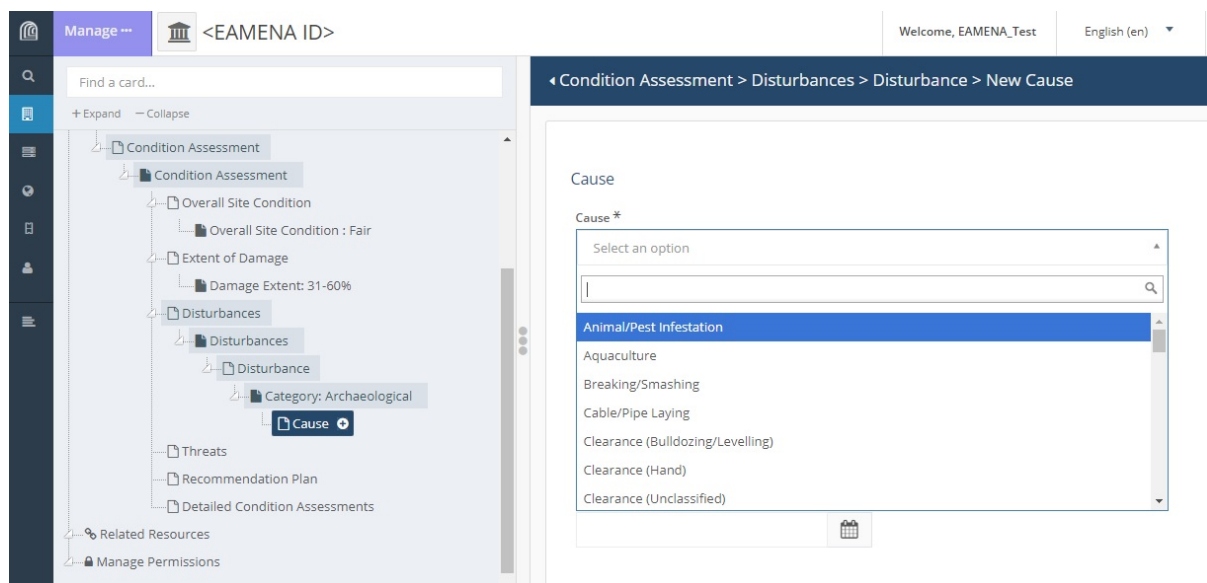

Figure 6

2.3.2.2   Cause Certainty
- Click on the 'Cause Certainty' field and choose from the Dropdown list.
- Ask yourself 'how certain am I that the identified cause is the reason for the disturbance and its observed effect on the Heritage Place?'
  - o Refer to the Glossary for detailed definitions of the terms.
  - o Note: When selecting 'No/Visible Known' or 'Unknown' for the Disturbance Cause you should always record the Cause Certainty as 'Not Applicable'.
  - o Note: You should only choose 'Definite' if your observation has been made or confirmed in the field.

2.3.2.3   Date Fields
In in this section you will define when the disturbance you have recorded above occurred (if known). Choose the appropriate date field (Date On, Before, or Date From/To) based on the definitions below.
- Use the 'Disturbance Date Occurred On' field if you know the specific, single day on which a disturbance occurred.
  - o For example, the assessor saw looters in action during a field visit on 18 November 2018, so they know the exact date.

- Use the 'Disturbance Date From' and 'Disturbance Date To' fields to record a disturbance that has taken place at an unknown point or period between two known calendar dates OR if the disturbance occurred continuously between those two dates.
  - For example, a satellite image dated to 17 March 2015 shows no disturbances, but when you visited the site in 2019, you found that a bulldozer had destroyed part of the site, but you don't know when in that period it occurred.
- Use the 'Disturbance Date Occurred Before' field to record a disturbance that has taken place prior to the earliest source of information (this is the most common).
  - For example, you know the disturbance took place at some point before your visit to the site, but not when.
- Use the calendar pop-up or type the dates in the date fields in yyyy-mm-dd (year-month-day) format. Use "-"as a separator.
  - Note that the date format in Google Earth is mm-dd-yyyy (month-day-year, American version). Take care to enter the date correctly, and preferably use the calendar view to navigate to the correct date.
  - If a date is entered incorrectly, the database will ignore the incorrectly entered date and revert back to today's date.

2.3.2.4   Disturbance Cause Assignment Assessor Name

In this field you will record the name of the person/organisation or group or project who has made the assessment, whether it was you, or a person or group other than yourself.

- If someone other than you made the assessment, you should add the name of the person and/or project or organisation. You might for example be entering data that someone else has recorded in the field, or you might get your information from someone else's work (a report, book, etc.) and enter the author.
  - If your information is from another source, remember to create and Information Resource record and relate it to the Heritage Place.
- Click on 'Disturbance Cause Assignment Assessor Name' and type the name.
  - If you are adding a name of an individual, use the format 'Firstname [or Initial(s)] Lastname (Figure 7), e.g. Simon Jones, or S.R. Jones.

Figure 7.

7

2.3.2.5   Add

Once you have finished entering all of the 'Disturbance Cause' data, click '**Add**'.

- After you click 'Add', your entry will appear in the Card Tree on the left side, below Cause Card.
- In addition, the 'Effect' card will appear in the Card Tree below your 'Category' (Figure 8).
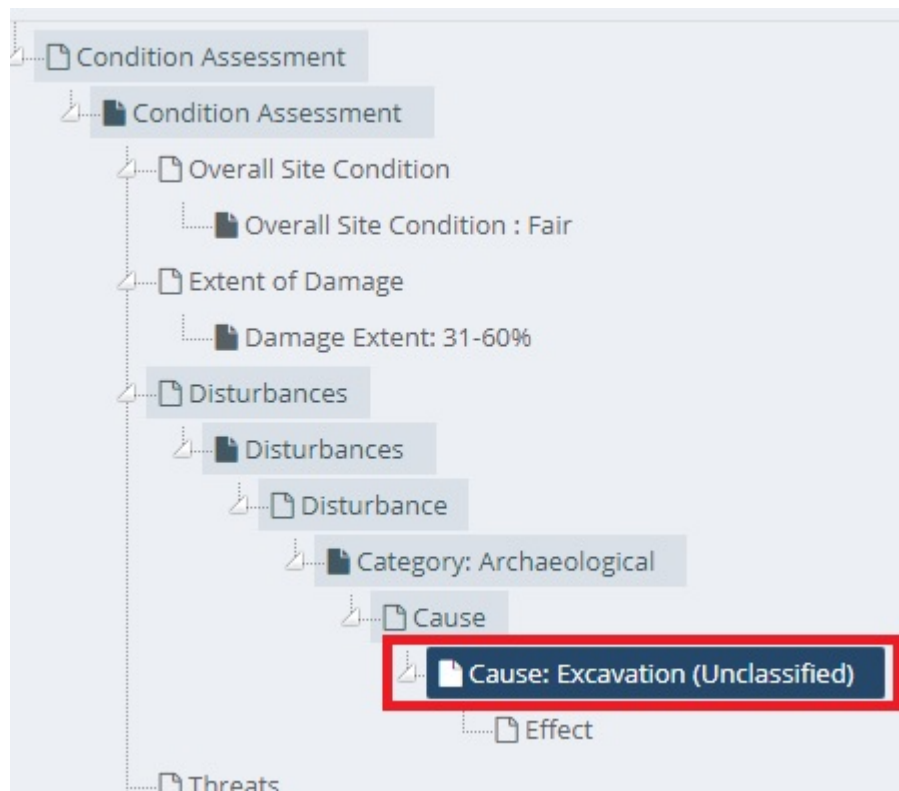
Figure 8

2.3.3 Effect

Disturbance Effects are the visible effects or impacts of the Disturbance Causes on the Heritage Place. Ask yourself, 'what effect(s) have the Causes I just recorded had on the archaeology?'.

It is possible to know the Disturbance Effect but not the Disturbance Cause. For example, when you observe erosion (Effect is "Erosion") or structural damage (Effect is "Collapse/Structural Damage"), but you do not know what caused it. In these cases, Disturbance Cause should be entered as 'Unknown'.

- Click on 'Effect' in the Card Tree to go to that card (Figure 9).

Figure 9

2.3.3.1 Effect Type
- Click on the 'Effect Type' field and choose the appropriate option from the Dropdown list
  - Refer to the Glossary for detailed definitions of the terms.
  - If you cannot identify any 'Effect' for a particular Cause, enter 'Unknown'.
  - If you entered 'No Visible/Known' for the 'Disturbance Cause', you should choose 'Not Applicable' in this field.

2.3.3.2 Effect Certainty
- Click on the 'Effect Certainty' field and choose the appropriate level of certainty from the Dropdown list.
  - Refer to the Glossary for detailed definitions of the terms.
  - If you chose 'Unknown' or 'Not Applicable' as your Effect, enter 'Not Applicable' for the Certainty.

2.3.3.3 Add
- Once you have finished entering your data above, click '**Add**'.
- Repeat as many times as necessary by clicking on "+ Add New" tab on the top right corner of the window to add multiple Effects for the same Disturbance Cause (Figure 10).
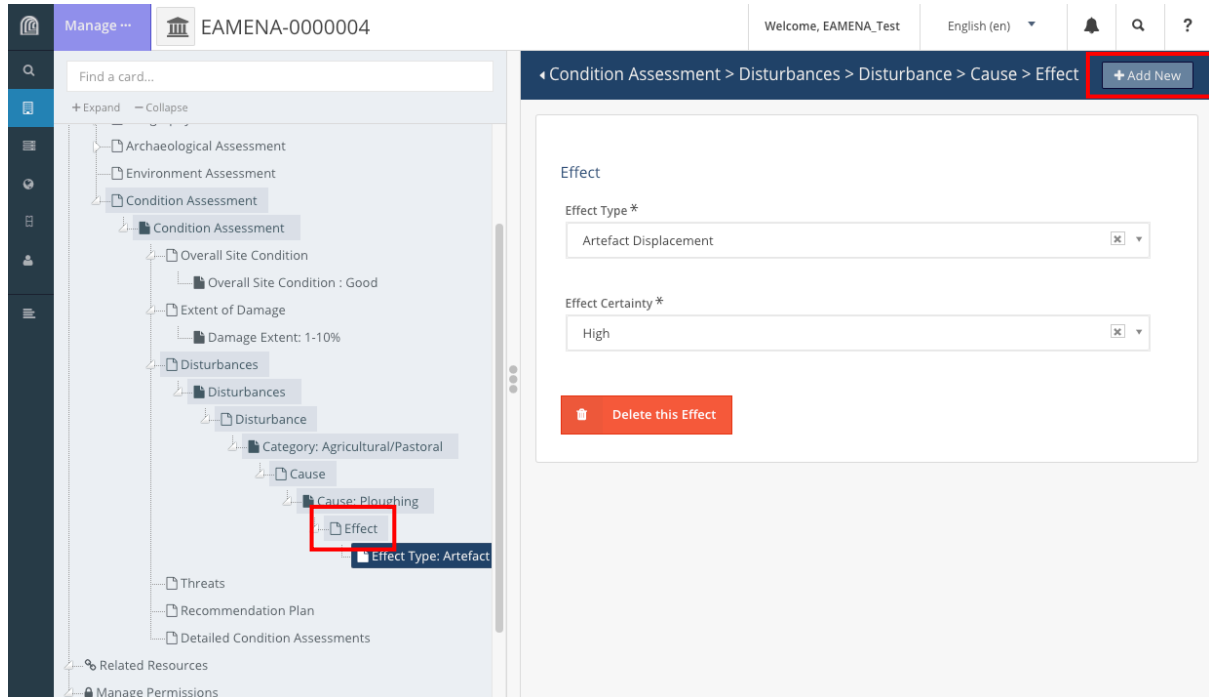- You can also click on 'Effect' in the Card Tree to create a new entry.

Figure 10

2.3.4 Add further Disturbance Category and Disturbance Cause Entries

To add more than one Disturbance Cause to the same category, click on 'Cause' card below the Category you have already recorded to open a new, blank 'Cause' card.

- Repeat the steps in **Sections 2.3.2** and **2.3.3** as many times as necessary until you have entered all of the Causes and their relevant Effect(s) that you have observed at the site that fall within that same category.

To add other 'Disturbance Category', click on 'Disturbance' in the Card Tree to open a new, blank 'Category' card.
- Repeat the steps above starting with **Section 2.3.1** and filling in all of the Category, Cause, and Effect information.

Repeat these steps as many times as necessary to record all of the Disturbances affecting the Heritage Place you are recording (Figure 11)
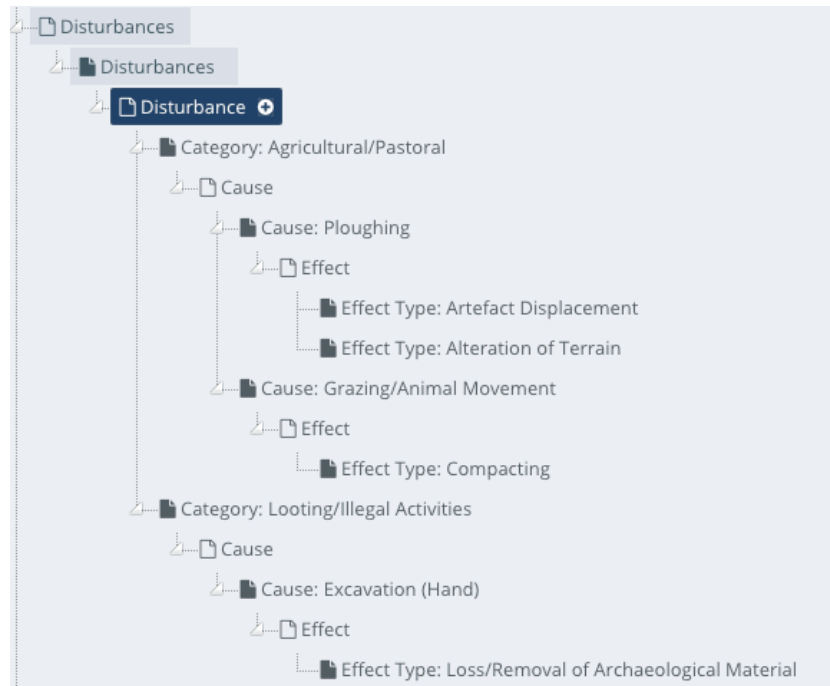
Figure 11: Card Tree showing two Disturbance entries. The first entry is for the 'Agricultural/Pastoral' Category, which has two Causes recorded, each with their Effects, that belong to that category. The second entry is for 'Looting/Illegal Activities', with a single Cause and its Effect.

2.4   Threats

In this section, you will record any potential future disturbances, i.e. threats, whether natural or anthropogenic. For the purpose of this section's rapid and remote assessment in the EAMENA database, we usually think of the threat(s) that may impact the site in the next 3 to 5 years.

- Threat identification should be based on any evidence of possible future impacts such as Google Earth Pro 'Time Filter', photographs, reports, news, planning applications, etc.

- Click on 'Threats' in the Card Tree on the left side to start a new Threat entry.

2.4.1   Threat Category

In this field you will record the broad category of threat that your entry belongs to.
- For example, if you are recording the planned construction of a new road, the 'Category' would be 'Infrastructure/Transport'.
- Click on the 'Threat Category' field and choose the appropriate term from the Dropdown list.
  - Refer to the Glossary for detailed definitions of the terms.

2.4.2   Threat Type

Ask yourself, 'what specific factors or potential activities can I identify that could cause a disturbance to the archaeology in the future'.

- Click on the 'Threat Type' field and choose an option from the Dropdown list.
  - Refer to the Glossary for detailed definitions of the terms.

o   Note: A threat can be also an activity or issue that is already causing an ongoing disturbance to a site.

▪   For example, Ploughing might be a Disturbance Cause. If the assessor thinks that the site is at risk of continued and further damage by ploughing, it should also be recorded as a threat.

2.4.3   Threat Probability

Ask yourself, 'what is the likelihood that this threat will become a disturbance?'.
- For example, do you know of a planned construction project? In this is the case, you would select 'Construction' as a 'Threat Type' and 'Planned' as the 'Threat Probability'.
- Click on 'Threat Probability' and choose the appropriate term from the Dropdown list
    o   Refer to the Glossary for detailed definitions of the terms.

2.4.4   Threat Inference Making Assessor Name

In this field you will record the name of the person or group or project who has made the assessment, whether it was you or a person or group other than yourself.

- If someone other than you made the assessment, you should add the name of the person and/or project or organisation. You might for example be entering data that someone else has recorded in the field, or you might get your information from someone else's work (a report, book, etc.) and enter the author.
    o   If your information is from another source, remember to create and Information Resource record and relate it to the Heritage Place.
- Click on 'Threat Inference Making Assessor Name' and type the name.
    o   If you are adding a name of an individual, use the format 'Firstname [or Initial(s)] Lastname (Figure 12), e.g. Simon Jones, or S.R. Jones.

Figure 12

2.4.5   Add

Once you have finished entering threat data, click '**Add**'.

- Click on '+ Add New' box on the top right corner of the window to add a new threat.
- Another way to add a new threat is from the Card Tree on the left side menu. Click on 'Threats +' to access a new, blank Threat card.
- Repeat the above steps as many times as necessary until you have entered all of the threats that you have identified for the site.

2.5   Recommendation Plan

In this card you will record any recommended actions and interventions that can be taken and applied to mitigate the Disturbances and Threats recorded above, as well as the priority with which that activity should be undertaken to better protect and preserve the Heritage Place

- Click on 'Recommendation Plan' on the Card Tree on the left side to start a new entry.

2.5.1   Intervention and Recommendation

In the 'Intervention Activity' field, you will identify the category of the type of recommendation you are making.

- Click on the 'Intervention Activity Type' field and choose an option from the Dropdown list.
  - o   Refer to Glossary for detailed definitions for these terms.

In the 'Recommendation Type' field you will record the specific of activity(s), you are recommending that should be undertaken to mitigate disturbances and threats, or to protect and/or restore the affected heritage.

- Click on the 'Recommendation Type' field and choose the appropriate term from the Dropdown list.
  - o   Refer to Glossary for detailed definitions for these terms.
  - o   These activities are usually recommended and selected based on identified causes of disturbance.
    - ▪   For example, if a protected site is expecting or already being damaged by a large number of visitors, the recommendation might be to manage visitors better, improve signage or fencing, etc. to mitigate and prevent further damage.
- Click '**Add**'.
- Repeat the steps above to add as many Recommendations as necessary.

2.5.2   Priority Assignment

The 'Priority Assignment' refers to the urgency with which the Recommendations made in the last section should be implemented, based on the Disturbances and Threats recorded above.

- Click on the 'Priority Type' field and choose one appropriate term from the Dropdown list.
  - o   Refer to the Glossary for detailed definitions of the terms.
  - o   The priority assignment you choose should be relevant to the Heritage Place that you are recording as a whole. If some features or parts of the site require more urgent action than others, you may wish to consider making a Detailed Condition

Assessment for that particular area or feature. See **Tutorial 14: Detailed Condition Assessment** for more information.

- Click '**Add**'.

2.6   Detailed Condition Assessment

If you wish to add a Detailed Condition Assessment for your Heritage Place, you may create or relate one here. Please read **Tutorial 14: Detailed Condition Assessment** for more information before deciding whether you need to add a Detailed Condition Assessment.

For most rapid and remote condition assessments, this will not be necessary and you may leave this field blank.

If you do decide to add a Detailed Condition Assessment:
- Click on the 'Detailed Condition Assessment' field and type 'create' or 'new' to bring up the 'Create a new Detailed Condition Assessment...' option and click on it.
- Click on it and fill in the Assessment Summary information in the window that appears.
- Fill out the 'Investigator Name', Investigator Role Type', and 'Activity Type', and 'Activity Date' fields, following the instructions in **Tutorial 3: Assessment Summary**.
- Leave the 'Heritage Place/Site of Assessment' field blank.
- Leave the 'Built Component Assessed' field blank.
- You can leave the 'Comments on Relationship to Heritage Place/Built Component' field empty or you can use this text box to add any information or notes for the Assessment Summary you just made.
- Click '**Add**'.
- A unique CONDITION-number will be assigned to the record you just made and it will appear in the light blue table below this field.
   - Make sure to then complete the rest of the DCA record. Click on the 'edit' (pencil) icon to access the new DCA and follow the steps detailed in **Tutorial 14: Detailed Condition Assessment.**
   - You can also use this number to search for and edit the DCA later, but we recommend doing it as soon as possible after its creation.