



THE AUSTRALIAN ARCHAEOLOGICAL INSTITUTE AT ATHENS

ΑΥΣΤΡΑΛΙΑΝΟ ΑΡΧΑΙΟΛΟΓΙΚΟ ΙΝΣΤΙΤΟΥΤΟ ΑΘΗΝΩΝ

Fieldwork Permits and Publications Requirements

This document outlines the requirements of the Greek Ministry of Culture for new and continuing fieldwork permits, together with the AAIA's own requirements for projects conducted under its auspices. It draws upon relevant Greek legislation, Ministry guidelines and their application in practice, and is intended to assist researchers in developing their projects and preparing permit applications.

Individual researchers based outside Greece cannot apply directly to the Greek Ministry of Culture for a fieldwork permit; applications must be submitted on their behalf by one of the Foreign Archaeological Schools or Institutes in Greece. The AAIA facilitates research permits for Australian researchers, whether they are affiliated with an Australian institution or based at an institution elsewhere.

Applications for fieldwork to be undertaken in the following calendar year must be submitted in English to the AAIA no later **than 15 September**. Applications are reviewed by the AAIA, and applicants will subsequently be notified whether their project has been selected for submission to the Greek Ministry of Culture. Successful applicants will then be required to provide a Greek translation and may be asked to revise their application or supply additional information following consultation with the relevant authorities. The AAIA submits final applications to the Ministry of Culture **no later than the last working day of November**.

Under Article 36.4, the requirements for a permit holder/project director include:

- One excavation season is considered one year of experience.
- Minimum 5 years excavation experience acquired after obtaining a basic degree.
- Minimum 2 comprehensive scientific publications on excavations or finds of excavations.
- AAIA recognises 'scientific' as peer-review publications.

Application for Fieldwork (2018 Amendment)

New projects

Applications for conducting new research must include the following:

- The scheduled activities for a duration of up to 5 years, with an analytical description of works to be undertaken in the first year and an initial schedule for the activities of subsequent years.
- The justification for the research project.

- CV of the project director, which demonstrates, among other evidence, at least five years of excavation experience and the existence of at least two comprehensive scientific publications related to excavations or excavation finds.
- List of project members with their areas of expertise and the cv of senior staff of the scientific team. For surface surveys in particular, it is important that the study team includes the basic archaeological fields of interest (e.g. prehistorians, classicists, byzantinists) as far as possible, according to the expected research results.
- Data demonstrating the adequacy of technical and financial resources, with a report on the sources of financing.
- A schedule of dates and duration of the project during the year for which the permit is being requested, which, if fieldwork is involved, cannot exceed eight (8) consecutive weeks per project period. This time allotment includes the maximum of six weeks of active fieldwork and any time required to prepare the site before excavations or other exploration begins, as well as work tending to the site after the completion of activities. Projects should not be scheduled for the first three months of the year, unless there is a special reason for doing so.
- Definition of the boundaries of the site to be investigated on an orthophotomap (topographic map), onto which the area to be investigated during the first year is to be precisely indicated, and the areas to be studied during subsequent periods marked approximately. The precise determination of the locations to be investigated each year and by each particular study method shall be declared with the submission of the corresponding annual application. For surface surveys, the survey area for the entire project shall not exceed 30,000 *stremmata* (30 sq.km).
- Description of the research methodology.
- Data concerning the protection status of the area to be studied (archaeologically protected area, protection zones, etc.)
- Applicants must provide documentation concerning ownership of the area to be investigated and demonstrate that the necessary steps have been taken to secure access and landowner permission. Where permissions have not yet been obtained at the time of application, applicants should identify the relevant landowners and explain the steps being taken to secure the necessary written permissions. It is emphasized that the direct purchase or forced expropriation of properties, under the responsibility and expense of the organization conducting the research, shall be an essential prerequisite for the granting of a permit for any systematic excavation. Under certain circumstances, with the approval of the property owner, it may be, however, possible to conduct trial excavations of limited duration on non-expropriated land. In the case of a request for geophysical or surface survey, it is necessary to inform and obtain a signed written declaration (*yp euthyne delose*) from the property owners regarding access to property and the type of work to be undertaken by the scientific team.
- The AAIA is able to offer guidance on how to undertake a land ownership search, but the AAIA is unable to undertake this search on behalf of a project.
- The AAIA strongly recommends that the question of ownership is addressed prior to any official application for a permit. Projects that have already undertaken the necessary steps to establish land ownership permissions will have a greater chance of receiving a permit by

the Ministry of Culture. Where the AAIA must select between competing permit applications, priority may be given to projects that have already resolved questions of land ownership and access.

- For collaborative projects (synergies), a Protocol of Collaboration (MOU) between the collaborating institutions must be agreed and signed by all parties and submitted as part of the permit process. Applicants are strongly encouraged to have the Protocol finalised before the AAIA submits the application to the Ministry, as it provides formal evidence that the collaborating Ephorate is in agreement with the proposed project and its programme of work.
- Approval by the relevant Forest Service is required when research is to be conducted in a forested area which needs clearing of undergrowth. The research team is responsible for obtaining Forest Service approval.
- In the case of coastal investigations, the local coastguard authorities should be notified and approval requested.
- For requests to conduct coring/sediment sampling, the sampling sites shall be designated on a map. If the application includes adequate data regarding the processing and analysis of the samples (method and laboratory responsible for the analysis), the coring permit suffices for all the stages of transporting and processing the samples taken, and no further approval is required by the Directorate of Conservation of Ancient and Modern Monuments.
- For requests of artefact analyses that involve the taking of samples from artefacts, including pottery and bone (such as petrographic or genetic studies), permission is required from the Directorate of Conservation of Ancient and Modern Monuments. This application must also come through the AAIA and not the project directly. The application must include the research questions and methodology; the number and type of samples requested; photographs of the artefacts to be sampled; details of whether the whole artefacts or only the samples will need to be transported/exported; and the laboratory and personnel responsible for sampling and analysis. All artefacts/samples will be returned to their permanent place of storage, accompanied by photographs before and after sampling.

Ongoing fieldwork and annual reporting requirements (Article 39)

- An excavation phase duration is 5 years maximum
- Annual report due to Service in *April of the following year* for publication in a scientific journal or for their electronic registration **(39.2)**
- First publication within two years from start of excavation, to include a list of finds and drawings **(39.3)**
- Progress publication every two years after that, for long-term projects, to include a list of finds and drawings **(39.3)**
- Final publication within five years of the completion of the excavation **(39.3)**
- Final publication within two years of the completion of the survey **(39.5)**
- Report of the activities and results of the previous season, accompanied by plans and photographs, which must provide a composite picture of the field research and its contribution to the enrichment of archaeological data in the wider region.
- The progress of the study and publication of the results from previous years and a relevant schedule for the next research period. Copies of the research publications must be

submitted to the appropriate Ephorates of Antiquities and to the Directorate of Prehistoric and Classical Antiquities and/or the Directorate of Byzantine and Post-Byzantine Antiquities where appropriate.

- Correlation on a digital orthophotomap (topographical map) of the area to be studied in relation to the area already excavated/studied.
- Submission of a study or technical report for the consolidation and conservation of the ancient remains already uncovered. A prerequisite for considering an application is the care demonstrated for antiquities that have been uncovered, which is the responsibility of the excavator or the excavating organization. Detailed studies which are concerned with conservation, consolidation and reconstruction (*anastilosis*) of antiquities shall be submitted by the Foreign Archaeological Schools/Institutes and the Greek Universities and other Research Institutions to the local Ephorates of Antiquities, to the Directorate of Prehistoric and Classical Antiquities and/or the Directorate of Byzantine and Post-Byzantine Antiquities, as well as, depending on the case, to the relevant Directorates of the Central Service (Directorate for the Restoration of Ancient Monuments, Directorate for the Restoration of Byzantine and Post-Byzantine Monuments, Directorate of Conservation of Ancient and Modern Monuments). Likewise, the organization conducting the research and the excavator him/herself must take appropriate action for the good state of preservation and in general the presentability of the site, according to its needs and particular characteristics (i.e. vegetation removal, fencing, drainage). Non-compliance with these obligations constitute grounds for terminating the project by the specific excavator.
- Financial report of the previous research period.
- Individual Ephorates of Antiquities may have specific requests and demands of projects that are normally spelled out in the permit.

AAIA Requirements for fieldwork permit facilitation and ensuing publication

The AAIA requires all fieldwork projects it facilitates to fall within one or more of its current research themes. Applicants must identify the relevant research theme(s) and explain how the proposed project contributes to them. A list of the AAIA's Research Themes is provided on the AAIA's website: <https://aaia.gr/research-themes/>

The AAIA requires each project to submit a 1,500-word report following each field season. This report should be suitable for publication in the AAIA's annual *Bulletin*, and is also used by the AAIA to fulfil the project's annual reporting requirement to the Ministry. The AAIA has an obligation to ensure the timely publication of projects it facilitates to minimise the risk of creating future legacy projects. Therefore, further to the Ministry's requirements pertaining to publication (above), the AAIA stipulates the following requirements with regard to fieldwork publication:

Publication Requirements

- The AAIA normally requires final publication of a completed fieldwork phase before it will support an application for a new phase or a new permit, whether at the same site (e.g. progression from survey to excavation) or elsewhere in Greece. 'Final publication' in this

regard means that the manuscript(s) have both *undergone peer review* and *been accepted for publication* by the publisher(s).

- AAIA expects that excavation final publications will be in monograph format, but cases can be made for other publication formats, or a mix of formats.
- The AAIA recognises that the final publication of survey projects may, where appropriate, take the form of one or more articles in peer-reviewed journals.
- The AAIA Archaeological Monographs series has first right of refusal on all monographs arising from projects facilitated by the AAIA. Application for exemption from this must be made at the time of initial application for the fieldwork phase.
- Final publications must contain the catalogue of finds and drawings of structures and sections (Ministry requirements), as well as analysis and discussion of the evidence compiled (AAIA requirements).

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