**MUSEUM *of* RICHMOND**

**Care and Conservation Policy, 2012**

**Date for review: 2017**

Caring for collections is a fundamental duty for all museums. This policy for the care of the Museum of Richmond’s collection is based on a combination of preventative and remedial conservation, both designed to ensure preservation.

Preventative conservation covers the measures necessary to slow down or minimise deterioration of objects. Remedial conservation involves a treatment to an object to bring it to a more acceptable condition in order to stabilise it or enhance some aspect of its cultural value.

We will care for our collection and aim to provide the best conditions for the preservation of all objects by:

* Providing the best environmental conditions for objects, within the resources available, that achieves a satisfactory compromise between the long-term preservation of the objects and accessibility to public and staff
* Providing storage and display conditions to meet preservation and conservation standards in order to maintain objects in a state of protection and security at all times
* Regularly monitoring the environmental conditions in the Museum gallery and store (ie temperature, relative humidity and light levels for objects on display) and monitoring for pests and for dust and pollution
* Ensuring that curatorial staff have appropriate training and experience in order to promote best practice in the handling and care of objects
* Seeking regular advice from a conservator on the museum’s approach to collections care activities, within the resources available
* Ensuring that remedial work is only carried out by or under the supervision of a conservator
* Ensuring that any conservator that is contracted to provide advice or services should be included on the Conservation Register operated by the Institute of Conservation
* Documenting all conservation measures undertaken while the objects are in our care

Useful references:

* The Museum of Richmond’s Emergency Plan
* “Benchmark in Collection Care”, MLA, 2011.