



SAVING YOUR Treasures

A Website about what you can do to protect and preserve the things of importance in your life



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THE CONSERVATION ASSESSMENT¹ PROGRAM

The Conservation Assessment is a tool designed to help institutions learn about their current ability to offer collection care and conservation standards that meet current professional standards established within the profession. The conservation assessment offers prioritized recommendations for both short and long term collections care, and forms the baseline information for the development of a long term preservation plan.

The conservation assessment is conducted through a pre-visit questionnaire, an on-site visit, and the completion of a written report describing, summarizing, and prioritizing the findings of the visit. The goal of the conservation assessment is to assist and inform the on-site staff, board, and volunteers and to recommend priority actions to improve collection care and conservation for the collection.

The conservation assessment report is an overall view of the policies, practices, and conditions within an institution that impact the preservation of the collections. It covers the following areas:

1. General Information about the institution and collection
2. Staffing for collection care
3. Sites and Structures
4. Climate Control and Environment
 - Temperature/Relative Humidity
 - Pollutants and Particulates
 - Illumination
 - Pest Control
 - Housekeeping
5. Collections and Collections Policies
6. Exhibition of Collections
7. Storage of Collections
8. Emergency Preparedness for the Site and Collections

¹ The Conservation Assessment, A Tool for Planning, Implementing, and Fund-raising. Sara Wolf, ed., The Getty Conservation Institute and Heritage Preservation (Formerly National Institute for the Conservation of Cultural Property), 1991, pp: 2.

9. Security and Safety Issues

The Conservation Assessment Program, also called CAP, is managed by Heritage Preservation, Inc. (www.heritagepreservation.org) and funded by the Institute of Museum and Library Services (www.imls.gov).

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