INSERT MUSEUM LETTERHEAD

Care-and trust agreement

Attachment A

**General housing and Care criteria for Housing human remains and funerary objects**

* The Museum utilizes museum quality cabinetry/shelving
* Plastic will not be used in association with human remains or funerary objects
* The Museum will not house repatriated items in a workroom or office space
* The Museum will house human remains and funerary objects, associated and unassociated, in a cabinet reserved solely for repatriated items
* Remains belonging to each individual will be placed in a single box. No two individuals will share a box unless they were found in the same grave
* Human remains belonging to individuals from the same site/culture/geographic area will be placed in proximity to each other
* Each individual’s remains will be stored with his/her associated funerary objects

**General Housing and Care Criteria for Sacred Objects and Objects of Cultural Patrimony**

* Will be housed in a cabinet reserved solely for sacred objects and objects of cultural patrimony
* Will be housed in the Museum’s collection storage in/on museum quality cabinetry/shelving
* Will not be housed in a workroom or office space
* Will be housed in proximity to similar items
* Plastic will not be used

**General Access and Handling criteria**

* Cabinets/shelving will be accessed by Museum personnel as infrequently as possible, and only to perform routine housekeeping and security checks, as well as to implement NAGPRA.
* Only essential Museum personnel (Curator of Collections, Collections Assistant, Director) will access the cabinets/shelving
* Official NAGPRA representatives of the Tribe(s) in control of the Collection will be afforded access upon request. Others authorized, in writing, by the official NAGPRA representative of the Tribe(s) in control will be permitted access. Advance notice is required to ensure appropriate Museum personnel are available.
* Handling and transporting will be done in accordance with best museum practices unless otherwise specified by the Tribe(s).

***The following applies to all human remains/cultural items described in the Notice published in***

***Federal Register Vol. , No. , Pages - or only the following:***

**Item Number(s):**

**Item Description(s):**

**additional housing and care criteria**

***Check all that apply***

* Shall be stored with a specific alignment/orientation
* Cardinal Direction:
* Other, please describe:
* Storage containers shall be
* Existing boxes/bags
* New housing
  + New acid free/lignin free lidded cardboard storage boxes
  + New Polyethylene zip lock bags
  + If other than above, describe new housing/custom containers:
  + How shall the existing boxes and bags be handled?
* Shall be wrapped in
* Unbleached muslin
* Red cloth
* Black cloth
* Blankets (Pendleton or Eighth Generation)
* Other, please describe:
* Shall be fed or given offerings

What should be provided?

Where shall it be placed?

Who should place, or maintain, the offering – Museum staff or a tribal representative? \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How long should the offering/food remain?\*

***\*Please note that consumables, such as cornmeal, pose a threat of pest infestation and therefore may have to be removed after 24 hours.***

**Additional Access And Handling Criteria**

***Check all that apply***

* Access to outside researchers (non-Museum staff) is
  + Not permitted
  + Permitted under these guidelines:
* Access for internal educational purposes (by Museum staff) is
  + Not permitted
  + Permitted under these guidelines:
* Only men should handle the individuals and funerary objects
* Only women should handle the individuals and funerary objects
* Only men should handle the sacred objects and objects of cultural patrimony
* Only women should handle the sacred objects and objects of cultural patrimony
* Additional handling restrictions (including prohibition on consuming alcohol, etc)
  + \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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**Associated Documentation**

Associated documentation includes photographs of human remains, in situ and in storage, site maps, site notes, catalog records, and records detailing any osteological analysis

Restricting access to information resources for cultural reasons is in keeping with current professional codes of ethics. These ethical codes (i.e. Society of American Archivists, American Library Association, American Association for State and Local History) instruct librarians and archivists to practice neutrality and strive toward open and equal access for all patrons, in accordance with the law, cultural sensitivities, and institutional policy. Restrictions may be placed on a collection for reasons of group and individual privacy, confidentiality, or security.

**General Access Criteria**

* The Museum will restrict access to photographs of human remains and associated funerary objects, in situ and in storage, and detailed descriptions of that material – including osteological analysis conducted on behalf of the Museum. Access will be granted with written approval from the official NAGPRA representatives of the Tribe(s) in control of the Collection.
* Due to the inter-connected nature of archaeological and historical archival material, it is impossible to restrict all descriptions, references, maps, etc., of all graves or cemetery sites. The Museum will limit access, as outlined above, to material as it is found.

**Additional Criteria**

***Check all that apply***

* Access to additional categories of associated documentation should be limited:
  + Site maps
  + Site notes
  + Catalog records
* Access for internal educational purposes is
  + Not permitted
  + Permitted under these guidelines:
* Other restrictions:
* Copies of the following documentation shall be provided at the time of Transfer of Custody

End of Criteria