

# DEPARTMENT OF THE INTERIOR MUSEUM PROPERTY MANAGEMENT SUMMARY REPORT



FISCAL YEAR  
**2012**

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This informational report is intended to advise leadership about the status of museum collection management across the Department of the Interior (DOI) on an annual basis. The report was prepared and authored by the museum curatorial professionals in the DOI's Office of Acquisition and Property Management in collaboration with museum curatorial professionals in the bureaus and offices.

## EXECUTIVE SUMMARY

The Department of the Interior (DOI) Museum Property Management Summary Report (DOI Summary Report) describes the resources, accomplishments, goals, issues, and challenges of the museum management programs within DOI bureaus and offices (“bureaus”) in Fiscal Year (FY) 2012. DOI museum collections include well over 186 million objects, specimens, and museum archives, and are an important part of the Nation’s natural and cultural heritage. They recount the story of America—its people, the land, and environment. These collections, second in size only to the Smithsonian, include: archeological materials, fossils, and other scientific specimens recovered from public lands; museum archives that document the historic and ongoing activities of the bureaus, including scientific projects; historic objects associated with the original thirteen colonies; artworks from both past and present; and furnishings from the homes of iconic Americans.

The Department recognizes its immense stewardship responsibilities regarding these collections—providing care, maintaining accountability, and ensuring access to the objects and associated documentation—for scientific research, education, and the general benefit of a diverse American public.

The Office of Inspector General (OIG) issued a report on the accountability and preservation of DOI museum collections in FY 2010, *Department of the Interior, Museum Collections: Accountability and Preservation* (C-IN-MOA-0010-2008). The report’s 13 recommendations (Appendix 1, Table 1) continued to influence a number of activities of the Office of Acquisition and Property Management (PAM) and the bureaus in FY 2012. Accordingly, PAM and the bureaus revised Part 411 of the Departmental Manual (411 DM), which was issued by the Assistant Secretary - Policy, Management and Budget; developed and issued three DOI Museum Property Directives; and closed two OIG recommendations.

The size of DOI museum collections has generally grown over the years, and FY 2012 continued this trend with an estimated increase of over 12 million objects (Figure 1). Almost all of the increase was National Park Service museum archives due, in part, to multi-year funding dedicated to reducing the museum archives backlog. Accordingly, the estimated increase of DOI museum archives is 32% (29 million objects) over the past two years and 53% since FY 2005. A DOI-wide dialogue is critical to better understand this growth and its short- and long-term implications.

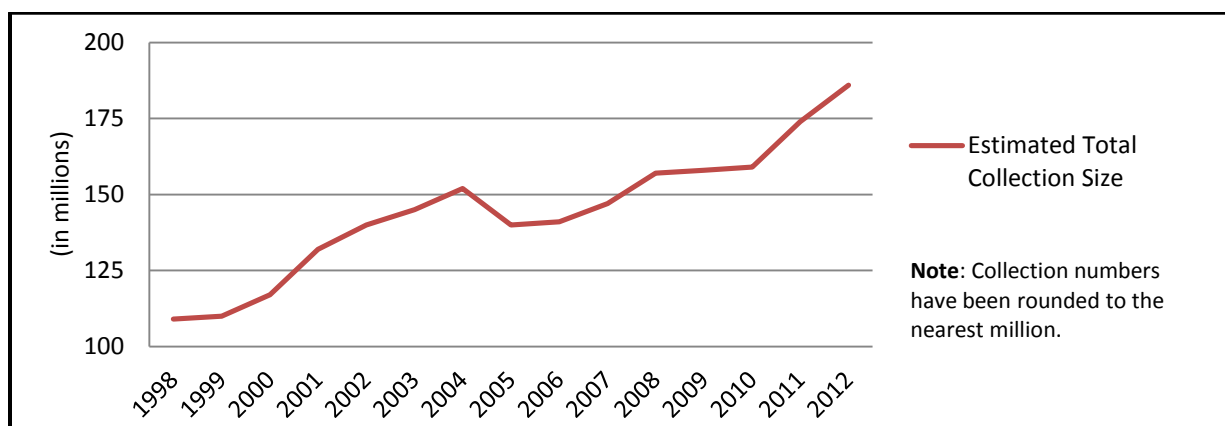


Figure 1: Growth of DOI Museum Collections (in millions), FY 1998 - FY 2012

Collections were housed in 564 bureau facilities and 858 unique non-bureau facilities. Over 166 million objects and 2,500 lin. ft. of museum archives were housed in bureau facilities, and more than 19 million objects, 11,200 ft<sup>3</sup> of objects, and 290 lin. ft. of museum archives were housed in non-bureau facilities, mostly non-Federal museums and university departments. The BLM, BOR, FWS, and IA housed the majority of their collections in non-bureau facilities.

DOI bureaus achieved significant accomplishments in FY 2012 by cataloging over 14 million museum objects, implementing new or revised Scope of Collection Statements, conducting required inventories, working with their non-bureau facility partners, and developing museum exhibits. However, they continued to face several challenges in managing their museum collections. These challenges included: (1) insufficient resources (professional staff and funding) in relation to the estimated size of a bureau's collection; (2) inadequate oversight over bureau collections housed in non-bureau facilities; (3) substantial deferred maintenance of facilities housing museum collections and deferred conservation of the museum objects themselves, which totals over \$581 million; and (4) accessioning backlogs of over 7 million objects and cataloging backlogs of approximately 70 million museum objects and archives.

Resources used for museum activities in FY 2012 totaled nearly \$28 million, a 35% reduction from FY 2011. Most of this decrease was due to completion of multi-year projects and special initiatives that received support in prior years. If funding levels continue to decrease in FY 2013 and beyond, the reported staffing and funding challenges in the bureaus' museum programs may worsen. Such reductions will require a scale down of operations in the museum programs across DOI.

There are many consequences of scaling down, deferring, or not doing the work to preserve and document DOI museum collections as mandated in 411 DM and Federal statutes. First, DOI will not be able to serve the public by providing access to and knowledge of the bureaus' museum collections. Significant scientific and historic research will be diminished, fewer museum exhibits will be available to the public (or existing exhibits will become dated and irrelevant), and educational programs for underserved populations and non-traditional visitors will not be available. Second, critical collections management activities will be hampered, including: gaining effective control over DOI collections housed in non-Federal facilities; ensuring inventories are completed in bureau and non-Federal facilities housing DOI collections; conducting condition assessments at all facilities housing DOI collections; and, performing essential accessioning and cataloging work. By not performing these basic documentation and conservation functions, DOI will not be fulfilling its stewardship mission to the American public. Finally, DOI will not be able to close the remaining nine OIG recommendations on proper accountability and preservation of DOI museum collections.

It is recommended that the DOI Museum Property Executive Program Committee, in consultation with the Interior Museum Property Committee, begin developing both interim and long-term strategies that address the practicalities of diminished capacity while maintaining a high standard of excellence in museum collections management. Strategic planning must address how to balance the Administration's objectives to open more public lands for energy exploration and development with the inevitable growth of DOI museum collections as a result of those objectives. Tactical issues that must be considered are: the utility of a DOI-wide museum management workload study in order to determine actual resource needs; how to improve inter-bureau cooperation in collection management activities and in museum collection consolidation; how to conduct inventories in more efficient ways; and how to balance the need to institute curation agreements with non-Federal facilities and the long-term funding that is often needed to support those agreements.

## INTRODUCTION

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The Department of the Interior (DOI), through ten bureaus and offices (bureaus), maintains one of the largest museum collections in the world—estimated at more than 186 million objects, specimens, and archives. DOI collections relate the story of America; its people, the land, and environment. They help narrate the nation’s history, from the tangible and intangible heritage of the ancestors of our vibrant Native communities to today’s multicultural 21st century Republic. They include objects associated with the original thirteen colonies, artworks from both past and present, furnishings from the homes of iconic Americans, and archival materials, such as papers related to the establishment of the American conservation movement, and reports, studies, and other documentation from DOI projects.

DOI museum collections also include scientific collections: natural history specimens collected for analysis and research; archeological collections recovered during energy and construction projects; and the projects’ associated records. These collections help us to better understand our planet, its anthropological, geological and paleontological history, ongoing processes of change, and rich natural diversity. They promote better stewardship of DOI lands, enhance understanding of the effects of climate change, and help to reestablish natural systems based on historic scientific data. They also promote recovery efforts of threatened and endangered species, advance basic research, and foster life-long learning opportunities for students of all ages and the general public.

DOI museum collections are located in all fifty states, the District of Columbia, and every territory, as well as in nine foreign countries. They are present at national wildlife refuges, Indian reservations, museums, national parks, and universities. They are used in educational exhibits at DOI facilities and partner institutions, historical research, family genealogy projects, scientific investigations, natural and cultural resources management, as evidence in court cases, and a myriad of other uses that benefit the American people. DOI museum objects are highlighted in publications (both scholarly and general interest), motion pictures, television, and new media.

Every DOI unit that maintains a museum collection has at least one designated staff member charged with museum management duties. Some of these individuals are curators, while many others provide oversight as a collateral duty. The field staff members of many bureaus receive support and assistance from their National or Chief Curator, while NPS field staff also benefit from having regional curators.

Within DOI, the Interior Museum Program—part of the Office of Acquisition and Property Management (PAM)—provides advocacy, training, and technical assistance to bureaus in managing museum collections. PAM also is responsible for policy regarding museum collections in Part 411 of the Departmental Manual (411 DM) and the DOI Museum Property Directives. As required in 411 DM, the annual bureau Museum Property Management Summary Report (Bureau Summary Report) provides bureaus with the opportunity to evaluate the state of their collections, facilities, partnerships, and resources, and to assess their annual accomplishments, strengths, issues, and challenges.

This DOI Museum Property Management Summary Report (DOI Summary Report) summarizes and analyzes the Bureau Summary Reports for Fiscal Year (FY) 2012. The report highlights accomplishments and best practices in collections management in light of bureau strategic goals and mandates and discusses the challenges of working within the constraints of shrinking budgets, limited staffing, and growing collections. Some bureaus manage collections largely in non-bureau facilities, whereas others

manage most of their collections in bureau facilities. The progress and challenges of these differences are also presented.

The DOI Summary Report for FY 2012 presents topical sections common to the bureaus that are also based on the reporting requirements issued by PAM. Each section includes a brief introduction, selected examples of bureau accomplishments, pertinent bureau goals, and bureau issues (challenges), followed by a departmental analysis.

The recommendations in the report issued by the DOI Office of Inspector General (OIG) in FY 2010, *Department of the Interior, Museum Collections: Accountability and Preservation*, C-IN-MOA-0010-2008, continued to influence activities by PAM and the bureaus. The many accomplishments highlighted in this FY 2012 report illustrate DOI’s commitment to excellence in museum collections management and the bureaus’ diligence in carrying out the OIG’s recommendations.

## OVERVIEW OF DOI MUSEUM COLLECTIONS

In FY 2012, DOI managed a museum collection estimated at 190 million objects, an increase of 26 million since 2010 (Table 2). Ten DOI bureaus managed museum collections: Bureau of Land Management (BLM), Bureau of Reclamation (BOR), Bureau of Safety and Environmental Enforcement (BSEE), Fish and Wildlife Service (FWS), Indian Affairs (IA), Indian Arts and Crafts Board (IACB), Interior Museum (DOIM), National Park Service (NPS), Office of Special Trustee for American Indians (OST), and United States Geological Survey (USGS) (Table 1<sup>1</sup>).

Museum archives—records of archeological investigations, resources management, construction, compliance, or other projects, photographs, scientific studies and reports, and historic letters and papers — constituted the majority (65%) of the DOI’s museum holdings at 121 million items plus an additional 2,800 linear feet (lin. ft.). Over the past two years, the growth of museum archival collections has been considerable; an increase of 38%. The majority of identified DOI museum archives (95%) are managed by NPS. It is possible that other bureaus also possess substantial unidentified and uncataloged museum archives.

The second largest collection discipline was archeology at over 56 million objects (Appendix 2, Chart A). NPS held the bulk (64%), but the archeological collections of BLM (17%) and BOR (12%) were also extensive (Appendix 2, Chart C). Figure 2 illustrates the size of DOI collections by discipline.

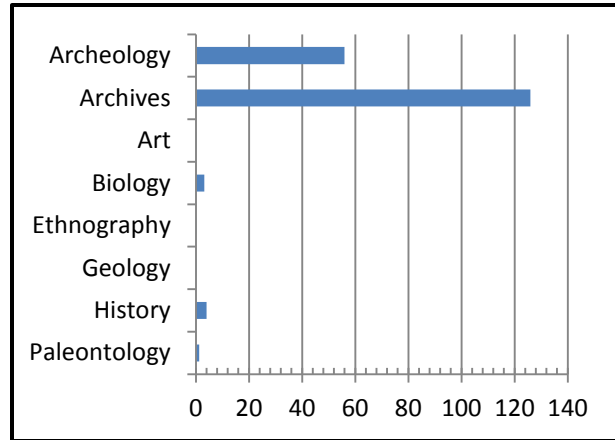
Bureau	FY 2010	FY 2011	FY 2012
BLM	14,042,572	10,081,337 4,497 ft <sup>3</sup> 2,528 lin. ft.	10,066,676 4,497 ft <sup>3</sup> 2,528 lin. ft.
BOR	8,036,411	8,212,374	8,540,015
BSEE	53	53	53
FWS	5,491,583	4,421,178	4,430,327
IA	5,734,658	4,094,864 5,242 ft <sup>3</sup> 208 lin. ft.	2,875,335 6,704 ft <sup>3</sup> 289 lin. ft.
IACB	11,085	11,085	11,085
DOIM	6,064	6,124	6,124
NPS	125,905,569	146,728,991	159,843,235
OST	115	117	117
USGS	47,776	48,991	52,558
<b>Totals</b>	<b>159,275,886</b>	<b>173,605,034</b> <b>9,739 ft<sup>3</sup></b> <b>2,736 lin. ft.</b>	<b>185,825,525</b> <b>11,201 ft<sup>3</sup></b> <b>2,817 lin. ft.</b>

**Table 1: Estimated Collection Size, FY 2009 - FY 2012** (includes cubic feet [ft<sup>3</sup>] of objects and linear feet [lin. feet] of archives)

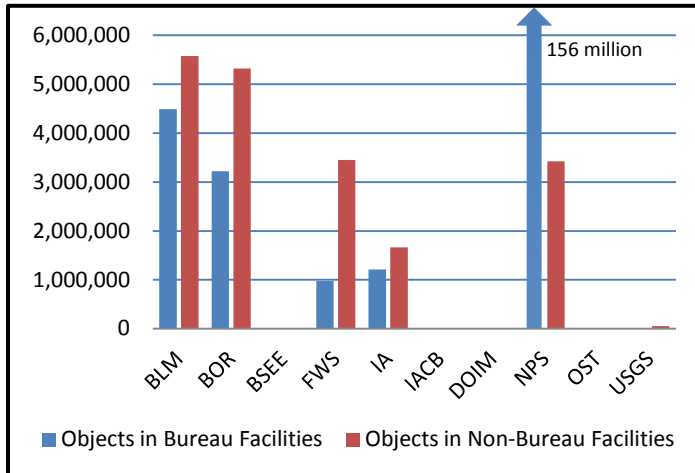
<sup>1</sup> IA also reported 45,429 lots of archeological objects (each lot may have more than one object) that are not included in Table 1.



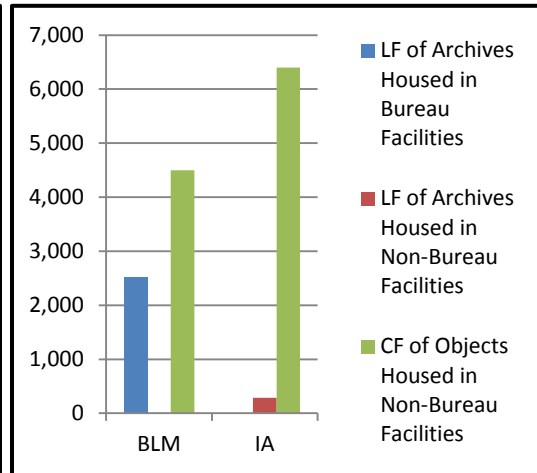
The majority of DOI collections were housed in NPS facilities. BLM, BOR, FWS, and IA continued to rely on non-bureau facilities, such as universities and non-Federal museums, to house over 19 million objects in 858 non-bureau facilities in FY 2012. Figures 3 and 4 show the numbers of objects curated in these facilities. For example, 78% of FWS collections are located in non-bureau facilities. For BOR, IA, and BLM, the figures are 62%, 58%, and 55%, respectively. Such circumstances presented additional challenges for the museum management programs of these bureaus, which are discussed in detail below.



**Figure 2: Estimated DOI Collections by Discipline (in millions), FY 2012**



**Figure 3: Estimated Number of Objects Located in Bureau and Non-Bureau Facilities by Bureau (in millions), FY 2012**



**Figure 4: Estimated Number of Cubic Feet (CF) and Linear Feet (LF) of Objects Located in Bureau and Non-Bureau Facilities by Bureau, FY 2012.**

Appropriate documentation and preservation of these collections requires oversight and current policies. The Assistant Secretary-Policy, Management and Budget issued the revised 411 DM, *Identifying and Managing Museum Property*, which identified management responsibilities for DOI museum collections. PAM's Director, working with the Museum Property Executive Program Committee (EPC), also approved and issued three DOI Museum Property Directives: *Required Standards for Documenting Museum Property*, *Required Standards for Managing and Preserving Museum Property*, and *Interior Collections Management System*. These policy documents were the products of a collaborative effort by the members of the Interior Museum Property Committee (IMPC) and significantly contributed to PAM's ability to close two OIG recommendations in the same year.

## RESOURCES FOR COLLECTIONS MANAGEMENT: STAFFING AND FUNDING

Museum collections management requires an adequate investment in professionally trained staff and the resources to support their work. DOI-wide, a slight increase in museum staff continued for a third straight year. In FY 2012, there were 674 full time equivalent (FTE) museum staff, up from 654 in FY 2010 (Table 2). Most of these positions (95%) were NPS. FWS temporarily increased its museum staff to eight FTE for a special project on the collections from the Civil War era steamship, *Bertrand*. Staffing levels at IA and IACB increased to provide both with critically needed additional capacity, although IACB still lacked a Chief Curator. The remaining bureaus' museum staffing levels remained fairly constant. An exception was DOIM with two staff vacancies.

All of the bureaus reported that current levels of staffing were inadequate. Position vacancies were left unfilled for longer periods. At BLM's Washington Office, the vacant National Curator position was temporarily filled by two individuals, which affected program capacity and continuity. The museum specialist, program analyst, and computer specialist (who also served as the Interior Collection Management Software [ICMS] Project Manager) left the NPS Museum Management Program in Washington, DC (WASO MMP); the positions remained vacant for the remainder of the year. All of these unfilled vacancies adversely affected their bureaus' museum programs, especially regarding support to the field, project and performance management, budget, reporting, analysis, and policy.

According to its FY 2011 cultural resources workload analysis study, FWS requires at least eight additional museum staff nationwide to meet its museum management needs. Workload analyses are useful tools to quantify a program's staffing requirements based on mission-critical needs, Federal statutes, and policy. Since it is likely that all bureaus would benefit, PAM and the EPC should consider conducting a museum management workload study DOI-wide and developing appropriate funding requests based on the study.

The bureaus spent nearly \$28 million in support of museum activities in FY 2012. This was a 35% reduction from the FY 2011 level of almost \$43 million (Table 3). Most of this decrease was due to the completion of one- or multi-year special projects. Examples include several BLM FY 2011 repository support, collections management, and conservation projects and the NPS Cold Storage Project.<sup>2</sup>

The reported funding reductions are of concern since they are expected to continue into the future. Several BOR regions' museum management programs budgets were reduced in FY 2012 and for out years. BLM noted that limited discretionary funding made it difficult to meet the requirements of 36 CFR 79 and 411 DM. Beginning in FY 2011, NPS was allocated funding for four years to accelerate backlog cataloging of its museum archival collections. The program was fully funded in FY 2011 and 2012, but will be reduced in FY 2013 and FY 2014. Without full funding, NPS reported that it will not be

Bureaus	FY10	FY11	FY12
BLM	5	5	5
BOR	5	6	6
BSEE	2	2	2
FWS	5	5	8
IA	3	2	3
IACB	4	3	5
DOIM	4	3	2
NPS	621	639	639
OST	2	2	1
USGS	3	2	2
<b>Total</b>	<b>654</b>	<b>669</b>	<b>673</b>

**Table 2: FY 2012 Museum Staffing by Bureau**

<sup>2</sup> Between FYs 2006-2012, NPS implemented a film preservation project to address the vast quantities of deteriorating acetate and color film in its collections.



able to meet the original goal to eliminate over 90% of its archives cataloging backlog by the end of FY 2015.

Funding and staffing levels at all of the bureaus are insufficient to meet the DOI’s museum collections management responsibilities. Bureaus have used non-recurring special project funds to address some of these challenges but additional funding is required to ensure the management and preservation of DOI collections. Not only does FWS require additional staff, but reported it needs to double its current museum program budget in order to provide acceptable collection care and meet DOI policy.

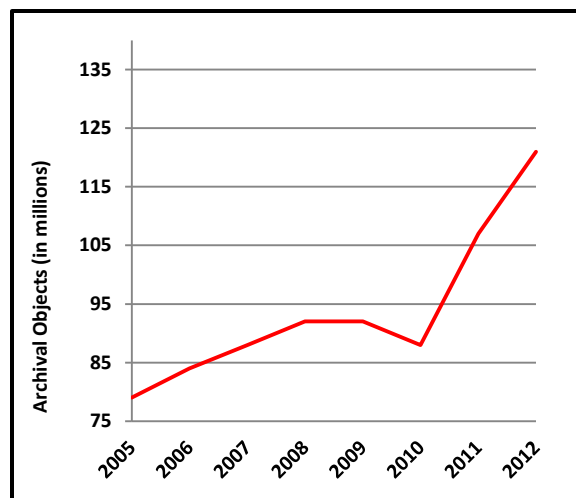
DOI museum archives have increased by 32% (29 million objects) since FY 2010. The growth is even more pronounced over the period FY 2005 to FY 2012—53% (42 million objects), and these figures do not include the additional lin. ft. reported in FY 2010-2012 (Figure 5). This situation calls for careful consideration by the EPC in light of inadequate staffing and funding levels, sustainability, fiscal stewardship, and space constraints.

Museum funding and staffing shortfalls may worsen in FY 2013 and beyond. Possible government-wide spending cuts (“sequestration”) were threatened to occur in January 2013, which could further impair DOI museum programs and handicap the bureaus’ already overstretched resources needed to preserve and protect their irreplaceable museum treasures.

Bureaus	FY 2011	FY 2012	Difference
BLM	\$957,320	\$493,698	-\$463,622
BOR	\$1,400,000	\$1,216,678	-\$183,322
BSEE	\$0	\$0	\$0
FWS	\$501,400	\$390,072	-\$111,328
IA	\$645,848	\$507,833	-\$138,015
IACB	\$559,056	\$382,375	-\$176,681
DOIM	\$502,410	\$580,500	+\$78,090
NPS	\$38,000,000	\$23,952,512	-\$14,047,488
OST	\$0	\$549	\$0*
USGS	\$196,556	\$211,426	+\$14,870
<b>Total</b>	<b>\$42,762,590</b>	<b>\$27,735,094</b>	<b>-\$15,027,496</b>

\*OST had the same expense in FY 11, but didn’t report it.

**Table 3: FY 2011 and FY 2012 Funding Levels, by Bureau**



**Figure 5: Estimated growth of DOI museum archives in millions of objects, FY 2007 - FY 2012** (Numbers of lin. ft. are not included for FY 2010-2012 but are significant.)

## SCOPE OF COLLECTION STATEMENTS

The Scope of Collection Statement (SOCS) is an essential museum planning document that flows from an organization’s legislative mandate, mission statement, Federal statutes, general management plan, and/or other foundational documents. A SOCS defines the purpose of the museum collection, identifies the parameters of collection activities, sets limits on collecting, and describes the uses and restrictions of the museum collection. 411 DM mandates that each unit responsible for managing museum property have a SOCS that is reviewed and approved every five years, at a minimum.

### Examples of Accomplishments Reported by Bureaus

- **BLM's** Anasazi Heritage Center SOCS was reviewed and signed by all parties.
- **BOR** updated its bureau-wide SOCS so that it was more detailed and comprehensive, especially concerning the acquisition and use of museum collections. The BOR's Upper Colorado Region updated its regional SOCS and included a new section on paleontological collections in response to the passage of the Paleontological Resources Preservation Act.
- Thirty-eight **NPS** units developed new SOCSs or revised existing ones.
- **USGS** developed a SOCS for its natural history collection at the Museum of Southwestern Biology.

### Pertinent Goals Reported by Bureaus

- **BOR** reported that seven units are scheduled to complete a SOCS in FY 2013.
- **IACB** plans to prepare and implement revised SOCS at all three of its museums in FY 2013 - 2014.
- **DOIM** plans to prepare and implement a revised SOCS in FY 2013.
- **USGS** plans to complete an updated SOCS for its cultural collection.

### Pertinent Issues Reported by Bureaus

None reported.

### Departmental Analysis

The bureaus worked conscientiously to ensure that all units managing museum collections possessed this critical, required museum management document. In FY 2012, 576 units managed museum property (Appendix 2, Chart A) and 477 units possessed an approved SOCS (Table 4).<sup>3</sup> Of the 477 units that reported a SOCS, 268 were current (reviewed and updated within the past five years)—an increase of 26% from one year ago—due largely to a major SOCS update initiative by NPS.

Eighty-three DOI units managing museum collections (15% of the total) still lacked an approved SOCS. BOR has set a timeline to complete the missing SOCSs.

Several of the NPS units without a SOCS are newly established and will presumably develop their SOCS in concert with other required museum planning and management documents. The status of SOCS at FWS units, particularly the 54 units lacking a SOCS, is a concern that is hindered by staffing capacity and training issues.

Bureaus should continue their efforts to finalize and implement approved SOCSs for all units, as well as revise each out-of-date SOCS. A current SOCS is essential because it provides direction and sets limits on the acquisition and management of museum collections that contribute directly to a unit's mission. Those units lacking a SOCS or a current SOCS are encouraged to contact their National or Chief Curator or PAM for assistance, since there are many experienced DOI curators who can help in this area. Another PAM-sponsored training course on writing and updating SOCS, last held in 2010, is warranted.

Bureau	Approved SOCS	No SOCS	Outdated SOCS	Current SOCS
BLM	3	0	0	3
BOR	16	8	9	7
BSEE	1	0	0	1
FWS	63	54	61	2
IA	18	0	0	18
IACB	3	0	3	0
DOIM	1	0	1	0
NPS	364	21*	126	236
OST	5	0	5	0
USGS	3	0	2	1
<b>Totals</b>	<b>477</b>	<b>83</b>	<b>207</b>	<b>268</b>

\*NPS "No SOCS" includes 8 units with a collection, 8 units without a collection, 3 new units, and 2 units managed by partners.

**Table 4: FY 2012 Status of Scope of Collection Statements, by Bureau**

<sup>3</sup> NPS reported on all its units, not solely those with museum collections, because NPS policy requires all units to have an approved SOCS.

## ACCESSIONING, CATALOGING, AND BACKLOGS

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Accessioning is the formal, documented process of legally adding an object or group of objects to a museum collection. A single accession transaction occurs when one or more objects are acquired in the same manner, from one source, and at one time. Cataloging is the process of assigning a unique identifying number to an object or group of objects and completing required documentation, including physical description, condition, and storage location to facilitate physical and intellectual access to the object(s). Object photography is encouraged during cataloging because photographs of objects are beneficial for museum educational programs, resolving legal and ownership issues, and assisting in cases when objects are stolen or missing.

There are two types of backlog for DOI museum collections. One type consists of items that fit within a SOCS and will become museum objects, but have not yet been accessioned. The other type of backlog involves accessioned museum objects that have not yet been cataloged. Backlog can result from: unclear ownership; a substantial number of new accessions, especially those with a large quantity of objects; and, the discovery of previously unidentified, unknown, and/or unreported collections.

Accessioning and cataloging are supported by the Interior Collection Management System (ICMS), the museum cataloging database system used by all bureaus. ICMS allows for greater consistency of and access to collections information, while also providing enhanced data management, analysis, and reporting DOI-wide.

### Examples of Accomplishments Reported by Bureaus

- **BLM** collections at the University of Alaska Museum (UAM)—over 30,000 artifacts and 6,600 fossils—were re-housed and cataloged.
- **BOR** accessioned 32 archeological collections housed at the New Melones Artifact Storage Facility, as well as an additional 48 museum collections managed by four area offices.
- **FWS** units and their partners cataloged over 800,000 items in FY 2012, which brought its cataloged collection size to 2.6 million.
- **IA** and its non-bureau facility partners worked to add 900,000 objects into ICMS for a total of 1.2 million. The work included collections at Haskell Indian Nations University (Frank Rinehart collection), the Nevada State Museum, the Museum of Indian Arts and Culture, Northern Arizona University, and the Museum of Northern Arizona.
- Two of **IACB's** museums, the Sioux Indian Museum and the Museum of the Plains Indian, continued their digital documentation projects in FY 2012. When completed, both museums' entire collection will be photographed with the images linked to each catalog record in ICMS.
- **DOIM** made more progress on the 2008 OIG Corrective Action Plan for Museum Documentation through an Interagency Agreement with the Smithsonian Institution (SI). SI contractors assisted DOIM staff in photographing and completing catalog records for 2,100 objects.
- **NPS** cataloged nearly 12 million items in FY 2012, mostly museum archives, so its cataloged collections numbered over 100 million, 63% of their total. Other NPS accomplishments included:
  - Tallgrass Prairie National Preserve processed and cataloged over 170 lin. ft. of historic ranch records.
  - Independence National Historical Park (NHP) processed and cataloged over 219 lin. ft. of park museum archives.
  - Pipe Spring National Monument (NM) worked with Northern Arizona University to develop an arthropod collection at the park of 5,000 specimens.

- **USGS** staff accessioned 12 new sets of specimens and cataloged over 650 amphibian, reptile, and mammal specimens at the University of New Mexico’s Museum of Southwestern Biology.

#### **Pertinent Goals Reported by Bureaus**

- **IA** will continue to catalog its collections in non-IA facilities and migrate the data into ICMS.
- **IACB** plans to complete a review of all catalog records to ensure more accurate object counts and consistent data standards, and to update catalog records in ICMS to reflect any changes.
- **DOIM** will research and cultivate sources for additions to the Office of the Secretary Art Collection, which DOIM manages.

#### **Pertinent Issues Reported by Bureaus**

- **BOR** noted that many museum property files lack proper documentation (e.g., accession, catalog, and donor records), resulting in an inability to prove ownership of the associated objects.
- **IA** continued to face a considerable backlog in accessioning and cataloging museum collections.

#### **Departmental Analysis**

DOI bureaus made considerable progress in their accessioning and cataloging efforts by cataloging over 14 million museum objects, which eliminated an additional 4% of the catalog backlog. These accessioning and cataloging efforts were a direct result of augmented FY 2012 funding, both internal and external, for several bureaus. Much of this increase (and the additional staffing that those monies allowed for) resulted from bureaus’ special projects, such as the NPS backlog museum archives project. External funding came from PAM’s pilot project, which focused on backlog cataloging projects that could be rapidly formulated and executed. Due to the availability of lapsed salary monies, PAM provided over \$35,000 to BLM and FWS to address backlogs in bureau facilities and \$50,000 to BLM and IA towards reducing backlogs in non-bureau facilities. BLM and FWS projects in bureau facilities were almost fully accomplished. BLM and IA project work began at the non-bureau facilities and will continue into FY 2013. It is likely that such funding initiatives will be significantly reduced in FY 2013 and beyond.

PAM closed OIG recommendation #6 concerning DOI-wide implementation of ICMS through the efforts of the bureaus (Appendix 1, Table 1). Bureaus submitted a Collections Management Report and/or a plan for full implementation of ICMS as evidence of active ICMS use at its facilities. PAM developed and issued DOI Museum Property Directive *Interior Collections Management System*, which that was drafted by IMPC members, approved by the EPC, and signed by the Director of PAM.

## **PRESERVATION AND CONSERVATION**

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The Department’s museum collections must be protected, managed, and housed in appropriate facilities to ensure their long-term preservation and availability for educational and research uses. Preventive conservation is the most proactive and practical method to provide for a collection’s preservation. It includes: proper handling, monitoring, and exhibit procedures; periodic inspections of objects and storage locations; properly trained staff; and secure and environmentally controlled facilities housing the collections (also see sections below).

Bureaus ensure proper preservation of museum collections by evaluating object condition during initial cataloging, annual inventories, and conservation surveys. Units are encouraged to develop cost estimates to address object conservation needs. Such estimates, included as “Deferred Maintenance Costs” (Appendix B, Chart D), provide bureaus with critical museum program management and short- and long-term planning data to develop prioritized work plans and project funding requests.

### **Examples of Accomplishments Reported by Bureaus**

- **BLM’s** accomplishments included:
  - The Nevada State Office provided financial support to the Nevada State Museum to enhance its collections storage facility. These funds provided for the purchase of new shelving and a small motorized lift to accommodate storage and facilitate safe movement of the BLM collection.
  - The BLM Idaho State Office funded a 100% inventory of the bureau’s paleontology collections at the Idaho Museum on Natural History, including an item-level condition assessment. This work will continue in FY 2013.
- **BOR’s** Management Services Office installed electronic card access to the bureau’s fine art collection storage facility at the Denver Federal Center to enhance security and protection of the collection.
- **BSEE** determined that all museum objects in its collection were in good condition.
- **IA** staff examined nearly 2,200 works of art and other museum objects to determine condition, assess conservation needs, and make recommendations to field staff to improve the care and preservation of those collections.
- **IACB’s** Museum of the Plains Indian staff transferred paintings from old storage bins to new painting storage racks, photographed the paintings, and updated the object records in ICMS.
- **NPS** accomplishments included:
  - a museum collections cold storage vault was installed at Boston NHP and the Museum Resource Center for the National Capital Region.
  - Midwest Region installed a new mobile compact mobile storage system at the Multi-Park Facility. Six NPS units used this space to better preserve and protect their collections.
  - WASO MMP developed five new *Conserve O Gram* series technical leaflets and one revised chapter in the NPS Museum Handbook.
- **OST** ascertained that 98% of the museum objects in its collection were in good condition. The OST Property Management Office, which oversees the OST museum program, continued its efforts to educate all office staff concerning the preservation and protection of OST collections.

### **Pertinent Goals Reported by Bureaus**

- **BLM** plans to review and update conservation survey information in the next update of its bureau policies and planning documents.
- **IACB** plans to prepare and implement housekeeping and environmental monitoring plans at the Southern Plains Indian Museum and the Museum of the Plains Indian.

### **Pertinent Issues Reported by Bureaus**

- **IA** reported that a lack of trained field staff continues to hinder the bureau’s ability to ensure a proper level of day-to-day care for its museum collections at many facilities.

## Departmental Analysis

The bureaus continued their efforts to assess object condition in FY 2012. Five bureaus reported condition data for 100% (or slightly less) of the objects cataloged: BSEE, 100%; OST, 100%; NPS, 99%; DOIM, 98%; and IACB, 94%. USGS possessed object condition data for more than half (55%) of its cataloged collections. At the remaining four bureaus, object condition data existed for a smaller percentage of their cataloged collections: FWS (42%); BOR (41%); BLM (37%); and IA (26%). The lack of condition data is attributable to: past bureau cataloging efforts that did not note condition; specimen collectors and catalogers who did not record condition data; and the large number of DOI collections at non-bureau facilities that lack condition data.

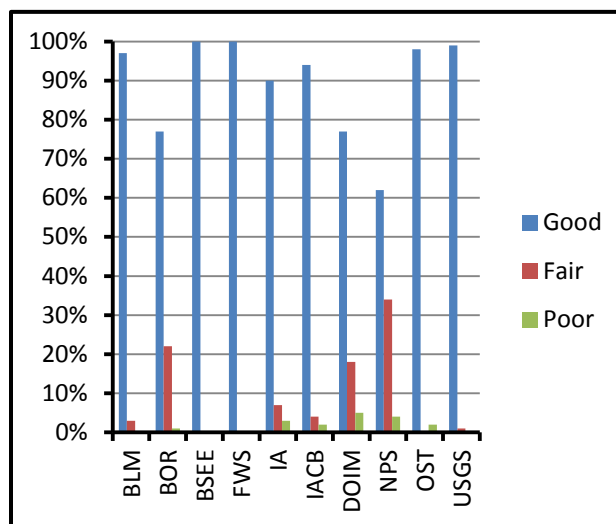


Figure 6: Condition of Cataloged Objects Assessed for Condition, by Bureau, FY 2012

Overall, the bureaus have assessed 91% of their cataloged objects for condition (Appendix 2, Chart B). The vast majority of these objects were in good condition (Figure 6). However, as the objects assessed for condition comprise only 57% of the estimated number of objects in DOI collections, much work remains in this area. To ensure that object condition data is assessed and documented, bureaus should stipulate that all cataloging projects, including backlog and recataloging efforts, include a requirement to assess object condition. Likewise, object condition should be assessed and documented in ICMS whenever an object is observed or handled for exhibit or research.

## ANNUAL INVENTORY

All DOI units that have a museum collection must implement an annual inventory of the collection. Conducting an annual inventory provides greater control of, security for, and preservation of a unit's museum collections. The inventory process involves verifying the physical location and condition of museum objects. As a result, missing items are identified, evidence of condition change or damage is documented, any needed mitigation can be prioritized, and catalog record discrepancies are resolved. All of these actions improve overall collections management.

The annual inventory of museum property includes three components: a 100% inventory of controlled property<sup>4</sup>; a random sample of cataloged objects; and an inventory of uncataloged accessions. Bureaus report the Accountable and Custodial Officer responsible for ensuring that all required inventories are conducted and approved according to DOI policy for each unit.

<sup>4</sup> Controlled museum property includes objects valued above a monetary amount determined by the bureau and property that is especially vulnerable to theft, loss, or damage, such as certain objects or specimens on exhibit.



### Examples of Accomplishments Reported by Bureaus

- **BLM's** Anasazi Heritage Center continued its 100% inventory, storage, and database upgrade project. Over 27,000 records representing 159,000+ objects were assessed and upgraded.
- **BOR's** Lower Colorado Region initiated a two-year interagency agreement with NPS to conduct a 100% inventory of its collections housed at Lake Mead National Recreation Area.
- **BOR's** Upper Colorado Region entered into an agreement with the University of Wyoming Archeological Repository to inventory the museum collections housed in the facility to determine which, if any, belong to that region.
- **IA** staff conducted inventories in 100 IA repositories. IA also redesigned the FY 2012 inventory to note object condition and collect missing catalog information.

### Pertinent Goals Reported by Bureaus

- **IACB** will complete a 100% inventory of Southern Plains Indian Museum and Sioux Indian Museum collections in FY 2013, once the Chief Curator is hired.
- **OST** plans to conduct a 100% inventory of its collection in FY 2013, to be completed in conjunction with its administrative reviews.
- **USGS** will conduct a 100 percent inventory of its cultural collection prior to the FY 2013 storage relocation project at its Reston, Virginia facility.

### Pertinent Issues Reported by Bureaus

- **BLM** continued to report that many non-bureau facilities housing BLM collections do not have the resources to conduct inventories to determine the presence, content, and condition of BLM collections. BLM also has limited funding to support these initiatives.
- **IA** stated that it has been hesitant to request its non-bureau facilities to conduct inventories, condition assessments, and cataloging work. IA is concerned that this may result in fees for curation and storage or a demand for removal of IA collections.

### Departmental Analysis

The bureaus continue to conduct their required annual inventories, although travel restrictions, limited funding, and lack of staff increasingly hinder their efforts. Bureaus identified 815 units required to conduct the annual inventory—more units (510) met this requirement than in FY 2011 (Table 5). This results in better accountability for the museum objects entrusted to the DOI.

Bureau	FY 2010	FY 2011	FY 2012
<b>BLM</b>	3/3	8/140	2/143
<b>BOR</b>	30/37	37/66	35/80*
<b>BSEE</b>	1/1	1/1	1/1
<b>FWS</b>	2/115	2/119	2/117
<b>IA</b>	17/108	101/119	100/100
<b>IACB</b>	3/3	0/3	0/3
<b>DOIM</b>	1/1	1/1	1/1
<b>NPS</b>	368/373	298/372	366/366
<b>OST</b>	?/6	5/5	1/5
<b>USGS</b>	2/2	2/2	2/3
<b>Total</b>	<b>427/649</b>	<b>455/829</b>	<b>510/815</b>
*BOR total (80) includes 14 non-bureau facilities that may house BOR collections. The collections are not accessioned or inventoried due to unresolved ownership.			

**Table 5: Annual Inventories Conducted out of Total Inventories Identified, by Bureau, FY 2010 – FY 2012**

BSEE, IA, DOIM, and NPS reported 100% compliance for inventory completion. BLM, BOR, and FWS units had lower rates of inventory completion, primarily because the majority of their collections are housed in non-bureau facilities. This situation requires that bureau staff travel to a non-bureau facility to conduct an inventory or request that the facility staff conduct the inventory for the bureau. At the same time, many non-bureau facilities are similarly plagued by staffing and funding challenges and request financial support from the bureaus for such work. Bureau funding or staffing increases are

unlikely to occur soon. Therefore, it is appropriate for the EPC to consider alternative procedures to complete annual inventories in non-bureau facilities.

Possible considerations are increasing the frequency of required inventories at non-bureau facilities from one to two or more years. Another is to encourage cooperation between bureaus when more than one bureau has collections in the same non-federal facility. The data collector(s) from one bureau could conduct the required inventory(ies) of the other bureaus' collections at the same time as their own. A third possible solution is greater centralization of collections management duties. For example, rather than identifying each non-bureau facility that manages, inventories, and reports on a bureau's collection, a bureau might manage its accession and catalog records at a higher hierarchical level, such as a state office. Then, the state office collections manager would conduct one controlled property inventory, one random sample inventory, and one accessions inventory for the entire collection. Collections management centralization at a level above a single, non-federal facility may offer a more sustainable way to achieve accountability instead of not conducting regular inventories at all.

## BUREAU FACILITIES AND FACILITY CONDITION

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DOI bureaus seek to house their collections in appropriate facilities to ensure a proper level of care and protection for the museum objects entrusted to them. Bureau facilities include museums, visitor centers, offices and headquarters buildings, and larger multi-unit museum repositories such as those managed by BLM and NPS.

Bureau museum staff assess each facility's suitability to house collections using the Facility Checklist for Spaces Housing DOI Museum Property (Checklist) at least every five years. The Checklist includes preservation and protection standards based on DOI policy and professional museum principles. Once completed, the percent of applicable standards met results in a rating of good, fair, or poor for the facility.<sup>5</sup> If a particular standard is not met, staff should develop a plan, including a cost estimate, to correct the deficiency. The costs to meet all deficiencies are the facility's deferred maintenance costs.

### Examples of Accomplishments Reported by Bureaus

- **BOR** assessed all of its bureau facilities. Seventy percent achieved a "good" condition rating.
- **BOR's** Mid-Pacific Region completed the design, specifications, and a value engineering study for a new curation facility to replace the deficient New Melones Artifact Storage Facility.
- **BSEE** reported that 100% of its facilities have been assessed and all were rated as "good."
- **FWS** assessed 102 of its 117 museum facilities, a 32% increase over FY 2011.
- **IA** completed 22 facility condition assessments, including 16 facilities that had not been assessed. Overall, 37 IA facilities were rated in "good" condition, an improvement over FY 2011.
- **NPS** reported that only 4% of its facilities were in poor condition—down from 8% in FY 2011.

### Pertinent Goals Reported by Bureaus

- **BOR's** Mid-Pacific Region plans to issue a contract for construction of the New Melones Artifact Storage Facility with a target date for completion of December 31, 2013.

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<sup>5</sup> A facility that meets 70% or more of the Checklist standards is in good condition, 50%-69% is in fair condition, and less than 50% is in poor condition.

- **IACB** plans to install a backup electrical generator at the Southern Plains Indian Museum and to arrange for comprehensive condition and needs assessments at all three of its museums.
- **NPS** plans to open its new Visitor and Research Center at Mesa Verde NP, which will house the park's collection, in December 2012.

### Departmental Analysis

There were 564 bureau facilities housing DOI museum collections in FY 2012, nine fewer than in FY 2011. This resulted from consolidation efforts at IA facilities and improved data (formerly identified facilities were determined not to hold museum collections). Only 24 DOI facilities were not assessed for overall condition, a decrease from 72 in FY 2011. Sixty-two percent of DOI's bureau facilities were rated as good, an increase from 55% in FY 2011. Although there was a moderate rise in the number of facilities rated as fair, the number of facilities rated poor continued to shrink. Overall, the data for the past three years illustrate marked improvement in the condition of DOI museum facilities (Table 6).

BOR and NPS were the only bureaus to report deferred maintenance costs for their bureau facilities (Appendix 2, Chart D). NPS also provided deferred costs for object conservation needs. In FY 2012, BOR estimated that nearly \$127,000 was needed to correct deficiencies at its facilities, while the NPS estimate was over \$581 million. Over the years, NPS has been quite successful in improving the condition at its many bureau facilities. An essential element in this success is reporting deferred maintenance costs each year and developing project requests based on those costs to submit to the bureau's annual special project funding calls.

Acquiring adequate funding for basic operations, much less deferred maintenance, can be a challenge.

However, every bureau is encouraged to compile its deferred maintenance costs for its facilities and deferred conservation costs for the objects. These data are critical for effective planning, prioritization, and program management. The approach taken by NPS provides a useful model. The Checklist is used to identify a unit's facility and object preservation deficiencies, and to develop priority funding requests based on Checklist cost estimates. Those projects that are well-designed and have justifiable cost estimates, appropriate planning documents, and implementation plans are more likely to be supported.

Bureaus are encouraged to utilize the Checklist to better understand their outstanding preservation needs in light of specific bureau conditions and policies. When bureaus report this information in their annual Bureau Summary Report, PAM and the EPC are more prepared to strategize on how to best address museum facility needs DOI-wide, particularly in relation to recommendations for more consolidation and co-location.

	FY 2010	FY 2011	FY 2012
<b>Total Number of Bureau Facilities:</b>	577	573	564
<b>Total Number Evaluated:</b>	571 (99%)	501 (87%)	540 (96%)
<b>Good</b>	272 (47%)	313 (55%)	336 (62%)
<b>Fair</b>	167 (29%)	117 (20%)	151 (28%)
<b>Poor</b>	132 (23%)	70 (12%)	53 (9%)
<b>Not Evaluated/</b>	6	72	24
<b>No Data:</b>	(1%)	(13%)	(4%)

**Table 6: Condition of Bureau Facilities, FY 2010 - FY 2012**

## NON-BUREAU FACILITIES AND FACILITY CONDITION

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The five land-managing bureaus have maintained collections in non-bureau facilities for many years. These partnerships were developed in response to a lack of bureau museum facilities and curatorial staff and to provide better access to DOI collections for potential users. Bureaus conduct condition assessments of these non-bureau facilities, most often using the Checklist, to evaluate compliance with the preservation and protection requirements in 411 DM. BLM, BOR, FWS, IA, DOIM, NPS, and USGS identified all known non-bureau facilities housing their collections. BSEE, IACB, and OST did not house collections at non-bureau facilities, and are excluded in the departmental analysis below.

### Examples of Accomplishments Reported by Bureaus

- **BLM** successfully found alternative facilities to house collections formerly located at the University of Nevada’s Harry Reid Center (HRC) when the HRC closed. FWS, IA, and NPS also maintained museum collections at the HRC. A short term solution for BLM involved leasing space in a private commercial facility and sending the more sensitive objects to a nearby museum for housing.
- **BOR** conducted eight new non-bureau facility assessments.

### Pertinent Goals Reported by Bureaus

- **BLM** and **IA** seek to identify all of their collections located in non-bureau facilities throughout the U.S. and develop current, accurate inventories for accountability and improved collections management.
- **IA** plans to develop additional partnerships with non-IA facilities housing its museum collections to address documentation and preservation needs, comply with 36 CFR Part 79, complete inventories required by the Native American Graves Protection and Repatriation Act (NAGPRA), and repatriate NAGPRA cultural items.

### Pertinent Issues Reported by Bureaus

- All the land-managing bureaus that rely on non-bureau facilities to house their collections are concerned about potential facility closures, their impact on the bureaus, and possible responses. This issue is more significant in light of the possibility that the Office of Management and Budget might freeze the amount of space that Federal agencies may have available for use.
- **BLM, BOR, and IA** are challenged by the limited documentation they have regarding the identity of non-bureau facilities housing their objects.

### Departmental Analysis

The total number of unique non-bureau facilities in FY 2012 was 858, although the total of non-bureau facilities reported by the bureaus was 1025 (Table 7). The reason for the difference is that a number of bureau units housed collections in the same facility.

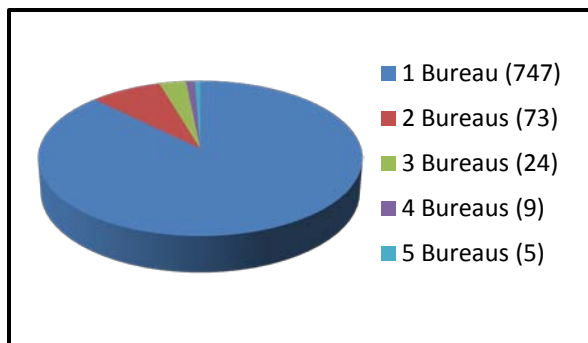
Most of the 858 unique non-bureau facilities are museums or research departments within colleges and universities. The decrease of 30 facilities from FY 2011 occurred for several reasons. First, several non-bureau facilities that held bureau museum objects on short-term loan were removed because they were not responsible for the long-term care of those collections. Second, some non-bureau facilities had been reported under outdated names, duplicate names,

Bureau	FY 2011	FY 2012
<b>BLM</b>	137	140
<b>BOR</b>	71	70
<b>FWS</b>	168	159
<b>IA</b>	69	66
<b>DOIM</b>	4	4
<b>NPS</b>	602	584
<b>USGS</b>	1	2
<b>Total</b>	<b>1052</b>	<b>1025</b>

**Table 7: Non-Bureau Facilities Reported by Bureaus, FY 2011 - FY 2012**

or without reference to a particular disciplinary department or division.<sup>6</sup> The data concerning those facilities were corrected and updated. Finally, a number of facilities were deleted from the FY 2012 non-bureau facility list because they no longer housed DOI museum collections.

Two or more bureaus partnered with 111 (13%) of the same non-bureau facilities in FY 2012 (Figure 7). The breakdown by percentage is similar to that in FY 2011 with a small increase in the percent of facilities housing collections from two DOI bureaus (9%).



**Figure 7: Shared Non-Bureau Facilities, FY 2012**

Collaboration to increase efficiencies in facility condition assessments, inventory, and other projects are possible and encouraged when bureaus have collections at the same non-bureau facility.

Periodically assessing the condition of non-bureau facilities is a bureau responsibility. FWS and IA used the Checklist to assess non-bureau facility condition. BLM assessments were conducted using the Checklist, repository self-certification, and American Alliance of Museums (AAM) accreditation status.<sup>7</sup> NPS used the Checklist and AAM accreditation. DOIM had not yet conducted Checklist evaluations— they anticipate that their collections will only be housed in non-bureau facilities that meet contemporary museum standards for a few years.

Table 8 compares the condition of assessed non-bureau facilities in FY 2011 and FY 2012. Fifty percent of non-bureau facilities were assessed in FY 2012 as compared to 44% in FY 2011. These figures show that the bureaus are making steady progress in this effort. The data also revealed that condition assessments were conducted by more than one bureau at many non-bureau facilities. Now, bureaus can better coordinate such efforts in the future—so that one bureau conducts the assessment and shares the findings with the other bureau(s).

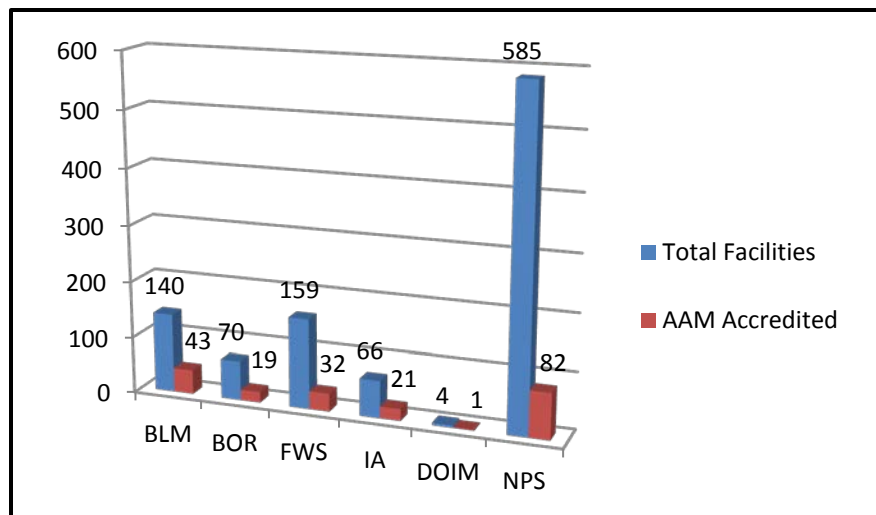
	FY 2011	FY 2012
<b>Good</b>	407	438
<b>Fair</b>	48	54
<b>Poor</b>	17	21
<b>Unassessed</b>	597 (56%)	509 (50%)
<b>Total</b>	1069	1025

**Table 8: Condition of Non-Bureau Facilities, FY 2011 – FY 2012**

Further analysis of the FY 2012 list of non-bureau facilities revealed that 14% of the 858 unique non-bureau facilities had been accredited by AAM. Figure 8 shows the comparative numbers of AAM accredited non-bureau facilities to total non-bureau facilities by bureau and reveals that 14% of NPS non-bureau facilities and 20-25% of the non-bureau facilities for BLM, BOR, DOIM, FWS, and IA are AAM accredited.

<sup>6</sup> Curatorial procedures, staffing, and storage location often vary by discipline in large institutions.

<sup>7</sup> PAM allowed bureaus to use AAM accreditation as a temporary proxy for the Checklist in the FY 2012 data call memo for the Bureau Summary Report and to report the museum in “good” condition after comparing the Checklist standards and the AAM Accreditation standards for facilities and collections management.



**Figure 8: Non-Bureau Facilities and AAM Accreditation, by Bureau, FY 2012**

AAM accreditation is a stringent process that results in national recognition of a museum’s commitment to excellence and the highest professional standards of museum operation and public service. Once accredited, institutions are reviewed every ten years to confirm that they still meet professional standards. PAM and the EPC should consider using AAM accreditation status as an alternative method of evaluating facility condition, particularly at non-bureau facilities.

## NON-BUREAU FACILITIES: AGREEMENTS AND FUNDING

Bureaus formalize agreements with non-bureau facilities to establish the respective responsibilities for the care and storage of their museum collections and to ensure the fitness, management, and use of the objects. Bureaus reported on the types of agreements (e.g., cooperative agreement, contract, assistance agreement) in place with non-bureau facilities since FY 2011 in response to OIG recommendation #9 (Appendix 1, Table 1). Bureaus also reported on the total amount of funding that they provided to non-bureau facilities for curation services, equipment, supplies, or personnel.

### Examples of Accomplishments Reported by Bureaus

- **BLM** had several important agreements with associated project funding:
  - Cooperative agreements with the University of Alaska Museum of the North Archeology (\$40,000) and Earth Sciences (\$40,000) departments for ongoing work to upgrade, catalog, and curate existing legacy collections of an estimated 600,000 artifacts and fossils.
  - An assistance agreement with the Nevada State Museum, including \$129,500 to enhance curation of BLM objects. Plans were also underway for a new system of cabinets to increase available space for the future storage of BLM reports and curation of museum objects.
- **IA** established four new contracts with repositories to complete NAGPRA work and to catalog archeological collections. IA maintained contact with its 66 known non-bureau facilities to ascertain whether they still housed IA collections, and had a 92% response rate.



### Pertinent Goals Reported by Bureaus

- **USGS** plans to replace the current memoranda of understanding (MOU) with repository agreements for long-term storage and day-to-day management of specimens at the University of New Mexico's Museum of Southwestern Biology and the University of Colorado Herbarium COLO in FY 2013.

### Pertinent Issues Reported by Bureau

- A major challenge for the land-managing bureaus is to develop agreements with non-bureau facilities without attached financial obligations. The non-bureau facilities often lack resources to fully support bureau collections and therefore request financial support.

### Departmental Analysis

The bureaus made important progress to ensure that agreements are in place with non-bureau facilities housing their collections. Currently, there are 939 agreements with 1025 non-bureau facilities. Eighty-eight new agreements were established in FY 2012. NPS also reported 101 pending loans and IA reported two pending contracts, which are not included in this analysis. Table 9 shows the predominant agreement types the bureaus employed. NPS used loan agreements to document the curation of most of their collections at non-bureau facilities. Such loans increased from 659 in FY 2011 to 720 in FY 2012.

AGREEMENT TYPE	BLM	BOR	DOIM	FWS	IA	NPS	USGS	TOTALS
Assistance	2							2
Contract			1	1	6			8
Cooperative Agreement	5	10		1		18	1	35
Curation/Facility Agreement	3	1				4		8
Grant		8						8
Interagency	1	3	1	1		2		8
Loans	4	4	1		8	720		737
MOA	4	4		2		6		16
MOU	12	3	1	12		14	2	44
Other	1	3		13		54		71
<b>Total Agreements</b>	<b>32</b>	<b>36</b>	<b>4</b>	<b>30</b>	<b>14</b>	<b>818</b>	<b>3</b>	<b>937</b>
<b>Total Facilities with no Agreements</b>	<b>108</b>	<b>36</b>	<b>0</b>	<b>129</b>	<b>52</b>	<b>82</b>	<b>0</b>	<b>407</b>
<b>Total Non-Bureau Facilities</b>	<b>140</b>	<b>70</b>	<b>4</b>	<b>159</b>	<b>66</b>	<b>584</b>	<b>2</b>	<b>1025</b>

**Table 9: Type of Agreement with Non-Bureau Facilities and Frequency by Bureau, FY 2012**

BLM, BOR, and FWSIA most frequently used cooperative agreements and MOU's. It is important to note that the numbers of total agreements (937) and total non-bureau facilities (1025) in Table 9 will never correspond precisely. This is because the total number of agreements includes instances where a bureau unit had multiple agreements with a single facility for different activities, such as USGS at the Museum of Southwestern Biology. Several NPS units maintained separate loan agreements for each collection housed at one non-bureau facility, which explains why NPS reported 818 total agreements with 502 non-bureau facilities where agreements were in place.

Table 9 also reveals that BLM, BOR, FWS, and IA have a serious challenge to develop agreements with all the non-bureau facilities that house their collections. It is noteworthy that BOR has agreements with 50% of its partners. BLM, FWS, and IA have agreements with 9-24% of their non-bureau facilities.

Table 10 provides an overview of expenditures by bureau related to the care and maintenance of DOI museum collections at non-bureau facilities in FY 2011 and FY 2012. As in FY 2011, BLM invested the most for collections management at non-bureau facilities in FY 2012, followed by IA, NPS, and BOR. Funding resources for BLM were primarily allocated to a few museums for large projects lasting several years. BOR, DOIM, FWS, and IA all reported funding decreases to non-bureau facilities in FY 2012, the most notable being BOR and IA. Such decreases are of concern and may be harbingers of more substantial ones in the future. On the other hand, NPS reported an increase in non-bureau facility funding, perhaps a result of improved reporting in FY 2012.

Bureau	FY 2011 Funding	FY 2012 Funding
BLM	\$571,000	\$581,820
BOR	\$290,394	\$105,461
DOIM	\$88,000	\$75,439
FWS	\$81,000	\$59,772
IA	\$390,000	\$191,553
NPS	\$50,000	\$115,757
<b>Total</b>	<b>\$1,470,394</b>	<b>\$1,129,802</b>

**Table 10: Funding for Non-Bureau Facilities by Bureau, FY 2011 and FY 2012**

The land-managing bureaus agree that curation agreements of various types are critical to the proper management and care of their collections. At the same time, the bureaus are concerned that an increasing number of non-bureau facilities expect reimbursement for housing these collections. Some of these concerns relate to rising curation fees for new collections and fees for managing existing collections, neither of which the bureaus have the resources to pay. For example, discussions between IA staff and several non-bureau facilities revealed that entering into a formal agreement for collections care will require funding that IA cannot support. Several bureaus noted a hesitancy to initiate efforts with non-bureau facilities to conduct inventories, Checklist assessments, and cataloging because such work needs may result in funding requests from the non-bureau facilities. It is a serious challenge for DOI to determine the appropriate balance between the requirement to institute agreements that formally establish the respective responsibilities of the parties involved in collections care while addressing the long-term funding that is often needed to support the terms of the agreements. This is an issue the EPC needs to consider.

## ADDITIONAL PARTNERSHIPS

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Partnerships with other entities—such as other Federal agencies, state and local governments, universities, schools, and non-profit organizations—can be an important asset to any museum program. The DOI as a whole values such partnerships to better leverage capacities, expertise, funding, and other resources to meet common needs. Currently, most museum-related partnerships maintained by the bureaus involve universities and non-Federal museums that house DOI collections (see the preceding two sections). Other DOI museum partnerships are devoted to collection management activities, including cataloging, exhibits, special events, grant writing, research, and training.

### Examples of Accomplishments Reported by Bureaus

- **DOIM** continued to improve its visibility by partnering with several local and national organizations to combine resources and attract new audiences. These partners included the National Geographic Society and the DC Environmental Film Festival.

- **BLM** accomplishments included:
  - The Anasazi Heritage Center, in partnership with McElmo Canyon Research Institute, received a grant of almost \$190,000 from the Colorado State Historical Fund to support collections inventory, rehousing, and database upgrade.
  - BLM's Idaho State Office worked with the Idaho State Historic Preservation Office and the Idaho Museum of Natural History to establish the BLM Idaho Museum Records Management Project. This project, which is part of the bureau's Cultural Resource Data Sharing Partnership Youth Internships program, will fund a student intern to be trained in digital cultural resources data management in order to assist BLM staff in developing enhanced research and management capabilities.
  - Interns in the American Indian Youth Cultural Resource Internship program constructed new exhibit cases for the Interagency Office and Visitor Center in St George, Utah.
- **IACB's** Museum of the Plains Indian partnered with the Friends of the Museum of the Plains Indian and Blackfeet Community College to host the American Indian Sign Language Conference.
- **IACB's** Sioux Indian Museum worked with its partner, The Journey, to host an Indian art show.
- **NPS** accomplishments included:
  - Wupatki NM and the Museum of Northern Arizona developed a web-based Parks as Classrooms program, "An Exploration of Wupatki Artifacts."
  - Harry S. Truman National Historic Site assisted the National Archives to develop the exhibit, "Tracing the Trumans, An American Story," at the Harry S. Truman Library and Museum. The exhibit featured 36 objects from the park's museum collection.
  - Florissant Fossil Beds National Monument assisted its "sister park" in Peru, Piedra Chamana Petrified Forest, in designing brochures, exhibits, and a website. The park also helped establish a museum in Sexi, Peru, to support collections management and joint research activities.
  - WASO MMP developed an agreement with George Washington University's Museum Studies and Museum Education programs to provide NPS museum guidance and educational materials.

#### **Pertinent Goals Reported by Bureaus**

- **BOR** plans to pursue partnerships with other entities to raise awareness of, improve access to, and aid in managing museum property.

#### **Pertinent Issues Reported by Bureaus**

None reported.

#### **Departmental Analysis**

BLM, IACB, DOIM, and NPS all provided numerous examples of their bureaus' partnership efforts. Each project proved advantageous to all parties, including the general public, as many were focused on exhibits and other educational programs. Exhibit development in cooperation with various partners, loans of museum objects for exhibits, online educational initiatives featuring DOI collections, and sponsorship of community events all raise public awareness and appreciation of the bureaus' diverse museum collections. These efforts also are an important element in DOI's ongoing outreach efforts to our neighbors, stakeholders, gateway communities, and traditionally underserved communities.

All of the bureaus are working toward the OIG report recommendation to increase such partnerships as they can (Appendix 1, Table 1). PAM and the bureaus need to develop a plan on how to expand existing partnerships and pursue new ones with various museum associations (national, regional, and state),

universities, non-profit organizations, and other agencies (Federal, State, and local). This plan should consider sharing of resources, staff time, in-kind assistance, and other common needs to accomplish or facilitate such activities as facility condition assessments, annual inventories, and training. Expanded partnerships, however, cannot make up for staffing and funding deficiencies in bureau museum programs. Many potential partners are interested in establishing a relationship with DOI to address their own organization's capacity limitations. Nonetheless, the bureaus are hopeful that additional partnerships can be developed, building upon the successful relationships currently in place.

## ACCESS AND USE

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The museum collections held in trust by DOI for the American people are, with some restrictions, freely available for historical and scientific research, exhibits, interpretive programs, and other educational initiatives. These collections have been, and will continue to be, open and accessible for a myriad of appropriate uses that are in the public interest and will not adversely impact collections preservation.

### Examples of Accomplishments Reported by Bureaus

- **BLM's** Anasazi Heritage Center installed new exhibits featuring archeological and historic collections from the Dolores Archeological Program.
- **IACB** museums developed the following public programs in FY12:
  - The Museum of the Plains Indian presented four special exhibits featuring Native American artists. The museum also sponsored three artist demonstrations.
  - The Sioux Indian Museum created a temporary exhibit on flint knapping; presented staff demonstrations of flint knapping, hide tanning, and traditional Sioux games; and developed four special exhibits of Native American artists and art, such as quilts.
- **NPS** accomplishments included:
  - Nez Perce NHP and the Lapwai School District developed an innovative program to connect young artists with museum collections. The park loaned items from its collection to local schools for art students to use as the subjects of still life paintings and drawings. The finished artworks were exhibited with the museum objects at the park.
  - Dinosaur NM's reconstructed Quarry Exhibit Hall was opened to the public, which highlights the "spectacular wall of bones" in its new facility for scientists and the public.
  - Rosie the Riveter/WWII Home Front NHP opened its new visitor center with a museum exhibit at the historic Ford Assembly Plant on the waterfront in Richmond, California.
  - Sitka NHP developed a new temporary exhibit, "Contemporary Sitka Native Art." Seven noted Sitka Native artists loaned pieces for the exhibit and wrote accompanying text.
  - WASO MMP continued to upgrade the NPS Web Catalog and added over 4,500 collection images to this public website where they are available for downloading at: <http://museum.nps.gov/ParkIndex.aspx>. WASO MMP also provided high-resolution images of NPS collections to publishers.

### Pertinent Goals Reported by Bureaus

None reported.

### Pertinent Issues Reported by Bureaus

None reported.

## Departmental Analysis

Bureaus continued to increase access to and knowledge of their museum collections, which serve to highlight the significant values of the objects for scientific and cultural research, education, community history, and other uses. Bureaus facilitated access to their collections for scientific and historical research, responded to research requests, and developed exhibits. They also used the Internet to provide object catalog information, online exhibits and tours, and collections-based lesson plans that meet state standards for primary and secondary school curriculum. These activities are a high priority for all the bureau museum programs, but require funding and staffing resources.

BLM, IACB, and NPS reported on a number of exciting and innovative examples of connecting museum objects with the public through the use of novel interpretive programming, collaborative exhibits, expanded youth initiatives, working with artists and elders, web-based exhibits, publications, and new or expanded facilities. DOI collections continued to be used in traditional ceremonies by American Indians and Native Alaskans. PAM and the bureaus are encouraged to broaden these efforts, whenever practicable, to ensure that all Americans have expanded access to DOI collections, especially underserved populations and non-traditional visitors. These successes also provide ideas for articles in PAM's *Interior Shelves* newsletter, which highlights how the public experience and use DOI museum collections and was published three times in FY 2012.

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## PROFESSIONAL TRAINING

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Appropriate preservation for, care of, and access to DOI museum collections requires a properly trained workforce. To be most effective, training must be an on-going process—starting when a staff member is initially hired and continuing throughout his/her career. Continuing education ensures that all curatorial staff are not merely knowledgeable but also are conversant with the latest principles, innovations, and techniques used in museum collections management.

### Examples of Accomplishments Reported by Bureaus

- **IA** curatorial staff conducted training in managing museum collections to field staff in various IA offices and schools. IA staff attended training in NAGPRA, tribal consultation, and the care and identification of Southwestern textiles, and benefitted from training at the 2012 AAM meeting.
- **NPS** held training in the use of the ICMS archives module, and provided instructors for the FY 2012 DOI *Managing Museum Property* training.
- **PAM** implemented several training initiatives:
  - The *Managing Museum Property* course was held at NPS's Western Archeological and Conservation Center in Tucson, Arizona for 19 BOR and NPS participants.
  - Contracted with Re:discovery Software to develop three introductory training videos on ICMS, which covered basic navigation, basic data entry, and queries and searching the database. The videos were launched on DOI Learn so they can be viewed at any time.

### Pertinent Goals Reported by Bureaus

- **IA** plans to continue to provide on-site training for field staff and to institute long-distance training initiatives for the identification, care, and housing of IA's unique museum collections.
- **BLM** will support training opportunities for both field staff and repository partners' staffs to improve stewardship of the bureau's museum collections.

- **BOR's** accountability goals include ensuring that all staff with museum property responsibilities receive training in proper collection care and records management.

#### **Pertinent Issues Reported by Bureaus**

- **IA** reported that since the bureau is unable to fund full-time professional museum staff at the regional level, collateral duty museum staff need additional training.
- **BLM** reported a large number of field staff with museum management responsibilities, especially collateral duty staff, lack appropriate collections management training. Attempts to provide such training in FY 2012 were severely hampered by travel restrictions.
- **FWS** reported that none of its Regional Museum Property Coordinators (all of whom serve on a collateral duty basis) have extensive training or experience in managing museum collections.
- The *Curating Natural History Collections* course, sponsored by **PAM** and scheduled to be held at the Florida Museum of the Natural History, was cancelled due to a lack of participants. Travel restrictions and budget limitations were cited as the reasons for the attendance shortfall.

#### **Departmental Analysis**

Effective, relevant training is an investment—in people, resources, capability, and capacity. Proper attention to, support for, and funding of on-going training programs are crucial for a successful, sustainable, and long-term museum management program. Training helps to ensure that staff are aware of and experienced with the most up-to-date techniques, procedures, materials, and equipment for proper collections preservation, care, access, and use. The importance of training is heightened at DOI, where many of the bureaus' museum management responsibilities are carried out as a collateral duty by individuals with another primary charge such as an archaeologist, biologist, historian, or ranger. In these instances, collections management competes with other equally important tasks for these staff members' time. Museum training is important for all bureau museum personnel but it is paramount for collateral-duty staff members who usually have limited collections management experience.

Many bureaus reported that both inadequate program funding levels and travel restrictions are having an adverse effect on training attendance. Historically, bureau staff attended classroom-based DOI and bureau-led training, as well as training offered by other agencies, professional associations such as the AAM, and various preservation organizations. Classroom training, such as the DOI *Managing Museum Property* course, provides: instructor-led presentations with opportunities for student engagement; "hands-on" exercises and field work; group activities; and, museum site visits to provide practical application of the coursework.

The bureaus and PAM are doing their best to respond to these challenges but the consequence of inadequate training is that the collections are placed at greater risk. With DOI-wide travel restrictions and budget constraints, online and other forms of long-distance training must be explored and developed. This is why PAM began sponsoring the development of training videos on ICMS in FY 2012 and continues to disseminate both DOI and other organizations' training opportunities to bureau staff, including links on the DOI Museum Program website. PAM, however, should maintain some classroom-based museum training to maximize learning effectiveness for bureau curators and collateral duty staff alike.



## CONCLUSION

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DOI bureau museum collection management programs achieved significant accomplishments in FY 2012, particularly in their documentation, accountability, and preservation efforts. Over the year, the bureaus: cataloged over 14 million museum objects; provided enhanced accountability for collections through additional inventories; implemented new or revised Scope of Collection Statements; assessed the condition of additional collection facilities; attained better control of collections housed in non-bureau facilities; took advantage of external partnerships for collections management; and developed numerous new exhibits, interpretive programs, and Internet-based approaches to connect the public to their collections. These successes are even more noteworthy considering the funding, staffing, training, and travel limitations that continued to impact DOI.

FY 2012 was the second year that the bureaus provided data regarding agreements with and funding to non-bureau facilities. These efforts produced enhanced DOI-wide information concerning bureau relationships with non-bureau facilities and the issues faced by both parties. The data also demonstrate potential opportunities for increased inter-bureau resource sharing, since many non-bureau facilities house collections for more than one bureau.

Several OIG recommendations influenced the work of PAM and the bureaus in FY 2012 as they persisted in their joint efforts to improve documentation, accountability, and the preservation of museum collections (Appendix 1, Table 1). The bureaus continued to address recommendations related to cataloging backlogs, SOCS, implementing ICMS, and inventories, which resulted in some marked improvements over FY 2011. Also, a revised 411 DM was issued, three DOI Museum Property Directives were written and issued, and two OIG recommendations were closed due to strong collaboration between IMPC members and approval by the EPC and PAM Director.

The bureaus continued to face a number of challenges in managing their museum collections, particularly (1) the estimated sizes of the land-managing bureaus' collections and the trajectory of continued growth, (2) inadequate oversight of many bureau collections housed in non-bureau facilities, (3) substantial deferred maintenance of facilities housing museum collections and deferred conservation of the museum objects, (4) accessioning backlogs of over 8 million objects and cataloging backlogs of over 70 million objects, and (5) fulfilling museum collection inventory requirements.

These issues are compounded when the resources used for museum activities in FY12 totaled less than \$28 million, a 35% reduction from FY 2011. Most of this decrease was due to completion of multi-year projects and special initiatives that received support in prior years. If funding levels continue to decrease in FY 2013 and beyond, all the reported challenges in the bureaus' museum programs will likely worsen and require a scale down of museum collection management operations.

There are many consequences of scaling down, deferring, or not doing the work to preserve and document DOI museum collections as mandated in 411 DM and Federal statutes. Therefore, it is recommended that the DOI Museum Property EPC, in consultation with the IMPC, begin developing both interim and long-term strategies that address the practicalities of diminished capacity while maintaining a high standard of excellence in museum collections management. Strategic planning must address how to balance the Administration's objectives to open more public lands for energy exploration and development with the inevitable growth of DOI museum collections as a result of those objectives and other factors. Tactical issues that must be considered are: whether to conduct a DOI-

wide museum management workload study in order to determine actual resource needs; how to improve inter-bureau cooperation in various collection management activities, space allocation, and collection consolidation; how to conduct inventories in more efficient ways; how to balance the need to institute curation agreements with non-bureau facilities and the long-term funding that is often needed to support the agreements; and, how external partnerships may benefit the management of DOI museum collections.

Based on the bureaus' key goals and issues, as well as pertinent OIG recommendations, it is further recommended that the following objectives continue to be the focus of PAM and bureau activities, as feasible, over the next five years:

- Promote the values of museum collections for scientific and historic research through educational programs and exhibits for the public, DOI employees, and senior managers.
- Encourage increased access to and use of DOI collections by expanded outreach to scientists, scholars, educators, students, and the public (especially underserved populations).
- Hire or contract with professionally trained staff so bureaus and PAM may better manage bureau museum collections and work with non-Federal partners to address collection ownership, documentation, storage space, and inventory issues.
- Identify bureau and potential external funding sources that correspond to a bureau's scope of museum collection responsibilities.
- Collaborate with other program areas to ensure funding for collections management is included during the project planning and programming phases of infrastructure and energy development and facility planning, design, and construction.
- Promote partnerships among DOI bureaus and other Federal agencies to evaluate and implement collections consolidation, centralization and sharing of staff, streamlined reporting, and other proposals that promote efficiencies, respond appropriately to resource reductions, and eliminate duplication of efforts, facilities, and resources to the extent practicable.
- Partner with specialists in archeology, paleontology, and other disciplines to develop standardized methods and decision-making criteria for responsible field recovery of collections.
- Update DOI policy with emphasis on documentation, accountability, and preservation of DOI museum collections utilizing green, sustainable, and cost-effective approaches.

## APPENDIX 1: STANDARDS AND REFERENCES

**Table 1: Office of Inspector General Recommendations, FY 2010**

1. Develop and implement a policy that provides for greater Department-level oversight of bureau museum programs to ensure that they comply with Departmental Manual requirements.
2. Revise 411 DM to require that bureaus comply with procedures established in the Museum Property Handbook, Volume II.
3. Develop and implement a comprehensive plan to be used by all bureaus to eliminate accessioning and cataloging backlogs so that all museum collections can be properly identified, tracked, and accounted for. The plan should identify the necessary resources, should consider some type of prioritization for more valuable objects, and address missing items.
4. Ensure that the Scope of Collection Statement of every site is reviewed and updated at least every 5 years, as required by Departmental Manual 411.
5. Ensure that the required annual physical inventories are conducted at all DOI facilities that have museum collections and that appropriate steps are taken to address missing items.
6. Complete Department-wide implementation of ICMS to ensure uniform recordkeeping.
7. Reduce the number of facilities managing collections by consolidating collections at larger curation centers.
8. Pursue additional partnerships with interested organizations, such as universities, foundations, and other special interest groups, to aid in managing museum collections.
9. Increase effectiveness of control over museum collections held at non-DOI facilities by: (a) identifying all organizations that hold DOI collections; (b) identifying all objects held by those organizations; and (c) ensuring that annual physical inventories are conducted.
10. Issue a policy that clarifies the roles and responsibilities of the Division of Environmental and Cultural Resource Management and the Division of Property in the management of museum collections. (This recommendation was directed to the Assistant Secretary – Indian Affairs and was promptly closed.)
11. Revise Departmental Manual Part 411 to require bureaus comply with the preservation and protection procedures established in Volume I of the Museum Property Handbook.
12. Increase effectiveness of protection of collections held at DOI and non-DOI facilities by ensuring that annual physical inventories, which clearly identify the condition of museum property held, are conducted as required.
13. Direct all sites that have DOI property complete the comprehensive checklist included in DM Part 411.

**Table 2: Commonly Used Acronyms**

<b>Acronym</b>	<b>Meaning</b>
<b>36 CFR 79</b>	The Code of Federal Regulations, Title 36, Part 79 - "Curation of Federally-Owned and Administered Archeological Collections"
<b>411 DM</b>	Departmental Manual, Part 411
<b>EPC</b>	Museum Property Executive Program Committee
<b>FTE</b>	Full Time Equivalent (Federal employee)
<b>FY</b>	Fiscal Year
<b>ICMS</b>	Interior Collection Management System
<b>IMPC</b>	Interior Museum Property Committee
<b>MOA</b>	Memorandum of Agreement
<b>MOU</b>	Memorandum of Understanding
<b>NAGPRA</b>	Native American Graves Protection and Repatriation Act
<b>NHP</b>	National Historical Park
<b>NM</b>	National Monument
<b>OIG</b>	Office of Inspector General
<b>PAM</b>	Office of Acquisition and Property Management
<b>SOCS</b>	Scope of Collection Statement
<b>WASO MMP</b>	Washington, D.C. Museum Management Program of the NPS

## APPENDIX 2: CHARTS AND STATISTICS

<b>Chart A - FY 2012 U.S. Department of the Interior Museum Data</b>									
Resources - Total funds expended by Bureau to manage museum property in FY 2012 = <b>\$27,483,810</b>									
Resources - Total FTE used by Bureaus to manage museum property in FY 2012 = <b>673</b>									
Number of Bureau/Office Units Managing Museum Property: <b>576</b>									
Number of Other Facilities Holding Museum Property for Bureau/Offices: <b>1025</b>									
Discipline	Number of Objects in Bureau Facilities			Number of Objects in Non-Bureau Facilities			Total Number of Bureau/Office Objects		
	# Objects	# Cubic ft. <sup>1</sup>	# Linear ft. <sup>2</sup>	# Objects	# Cubic ft. <sup>1</sup>	# Linear ft. <sup>2</sup>	# Objects	# Cubic ft. <sup>1</sup>	# Linear ft. <sup>2</sup>
Archeology	42,026,065	0	0	14,403,702	10,841	0	<b>56,429,767</b>	<b>10,841</b>	<b>0</b>
Archives	117,773,242	0	2,522	2,917,788	0	294	<b>120,691,030</b>	<b>0</b>	<b>2,817</b>
Art	108,579	0	0	1,688	0	0	<b>110,267</b>	<b>0</b>	<b>0</b>
Biology	2,018,560	0	0	1,148,499	0	0	<b>3,167,059</b>	<b>0</b>	<b>0</b>
Ethnography	33,237	0	0	483	0	0	<b>33,720</b>	<b>0</b>	<b>0</b>
Geology	78,998	0	0	6,241	0	0	<b>85,239</b>	<b>0</b>	<b>0</b>
History	3,967,221	0	0	14,455	360	0	<b>3,981,676</b>	<b>360</b>	<b>0</b>
Paleontology	336,184	0	0	990,583	0	0	<b>1,326,767</b>	<b>0</b>	<b>0</b>
<b>TOTAL NUMBER OF OBJECTS</b>	<b>166,342,086</b>	<b>0</b>	<b>2,522</b>	<b>19,483,439</b>	<b>11,201</b>	<b>294</b>	<b>185,825,525</b>	<b>11,201</b>	<b>2,817</b>

<sup>1</sup> Objects are reported using cubic feet.

<sup>2</sup> Museum archives are reported using linear feet.

**Chart B - FY 2012 Status of Cataloging and Condition of Cataloged Interior Museum Collections**

Bureaus and Offices	Est. Total Collection Size - Objects FY 2011	Est. Total Collect. Size - Cubic Feet (ft <sup>3</sup> ) FY 2011	Est. Total Collect. Size - Linear Feet (Lin. Ft.) FY 2011	Additions Since FY 2011			Withdrawals Since FY 2011			Estimated Total Collection Size in FY 2012			Total Number of Bureau Items Cataloged FY 2012	Number of Cataloged Items with Item-level Condition Data FY 2012	Percent of Cataloged Items in Good, Fair, and Poor Condition FY 2012		
				# Objects	# ft <sup>3</sup>	# Lin. Ft.	# Objects	# ft <sup>3</sup>	# Lin. Ft.	# Objects	# ft <sup>3</sup>	# Lin. Ft.			Good	Fair	Poor
BLM	10,081,337	4,497	2,528	35,365	0	0	50,026	0	0	10,066,676	4,497	2,528	5,717,294	2,106,222	97%	3%	0%
BOR	8,212,374	0	0	327,695	0	0	54	0	0	8,540,015	0	0	5,788,090	2,376,909	77%	22%	1%
BSEE	53	0	0	0	0	0	0	0	0	53	0	0	53	53	100%	0%	0%
FWS	4,421,178	0	0	9,149	0	0	0	0	0	4,430,327	0	0	2,620,977	1,105,391	99.6%	.4%	0%
IA <sup>1</sup>	4,094,864	5,242	208	0	0	0	0	0	0	2,875,335	6,704	289	1,237,379	326,816	90%	7%	3%
NPS	146,728,911	0	0	13,134,389	0	0	20,065	0	0	159,843,235	0	0	100,485,598	100,103,952	62%	34%	4%
USGS	48,991	0	0	3,490	0	0	0	0	0	52,481	0	0	52,558	29,000	99%	1%	0%
<i>Departmental Offices</i>																	
DOIM	6,124	0	0	0	0	0	0	0	0	6,124	0	0	6,124	6,010	77%	18%	5%
IACB	11,085	0	0	0	0	0	0	0	0	11,085	0	0	11,085	8,050	100%	0%	0%
OST	117	0	0	0	0	0	0	0	0	117	0	0	117	117	98%	0%	2%
<b>DOI Totals</b>	<b>173,605,034</b>	<b>9,739</b>	<b>2,736</b>	<b>13,510,088</b>	<b>0</b>	<b>0</b>	<b>70,145</b>	<b>0</b>	<b>0</b>	<b>185,825,525</b>	<b>11,201</b>	<b>2,817</b>	<b>115,919,275</b>	<b>106,062,520</b>	<b>90%</b>	<b>9%</b>	<b>2%</b>

<sup>1</sup> IA Notes: 1) "Estimated Total Collection Size in FY 2012" does not include 45,429 lots; 2) "Percent of Cataloged Items in Good, Fair, and Poor Condition" numbers reported did not equal 100% so were rounded to equal 100%; 3) DOI Totals do not include IA additions and withdrawals, since it is impossible to determine how many objects have been added and withdrawn because the baseline data continues to change as non-bureau repositories conduct inventories, process and catalog collections, and provide updated information to IA.



**Chart C: FY 2012 Additions and Withdrawals to Museum Collections, by Discipline**

	Archeology		Archives		Art	Biology	Ethnology	Geology	History		Paleontology	Totals
	# Objects	# Cubic Ft.	# Objects	# Linear Ft.	# Objects	# Objects	# Objects	# Objects	# Objects	# Cubic Ft.	# Objects	
<b>2011 TOTALS</b>	58,295,005	9,364	106,812,499	2,736	111,035	3,034,067	45,429	81,681	3,911,240	375	1,314,078	<b>173,605,034</b>
2012 Additions <sup>1</sup>	440,395	0	13,894,435	0	233	135,400	541	3,573	71,830	0	13,273	<b>14,559,680</b>
2012 Withdrawals <sup>1</sup>	2,305,633	0	15,904	0	1,001	2,408	12,250	15	1,394	15	584	<b>2,339,189</b>
<i>Bureaus</i>												
BLM	9,359,133	4,497	0	2,528	0	0	99	0	35,543	0	671,901	<b>10,066,676</b>
BOR	6,997,873	0	1,513,797	0	325	0	5	14	3,566	0	24,435	<b>8,540,015</b>
BSEE	0	0	10	0	9	0	1	31	2	0	0	<b>53</b>
FWS	2,288,040	0	1,414,373	0	650	16,558	46	0	695,009	0	15,651	<b>4,430,327</b>
IA	1,431,674	6,344	1,436,426	289	3,577	0	1,996	0	1,663	360	0	<b>2,875,335</b>
NPS	36,353,012	0	116,326,424	0	101,632	3,099,582	20,924	84,710	3,242,182	0	614,769	<b>159,843,235</b>
USGS	0	0	0	0	76	50,805	1	0	1,676	0	0	<b>52,558</b>
<i>Offices</i>												
DOIM	35	0	0	0	996	114	2,449	484	2,035	0	11	<b>6,124</b>
OST	0	0	0	0	117	0	0	0	0	0	0	<b>117</b>
IACB	0	0	0	0	2,885	0	8,200	0	0	0	0	<b>11,085</b>
<b>2012 TOTALS<sup>1,2</sup></b>	<b>56,429,767</b>	<b>10,841</b>	<b>120,691,030</b>	<b>2,817</b>	<b>110,267</b>	<b>3,167,059</b>	<b>33,721</b>	<b>85,239</b>	<b>3,981,676</b>	<b>360</b>	<b>1,326,767</b>	<b>185,825,525</b>

<sup>1</sup>These rows do not include IA additions and withdrawals, since it is impossible to determine how many objects have been added and withdrawn because the baseline data continues to change as non-bureau repositories conduct inventories, process and catalog collections, and provide updated information to IA.

<sup>2</sup>“2012 Totals” do not include 45,429 lots managed by IA.

**Chart D - FY 2012 Condition at Facilities Housing Bureau Collections**

Bureaus and Offices	Facilities housing bureau museum collections	Total Number of Facilities	Total Number of Facilities Evaluated	Condition of Collections Based on the % of DOI Standards Met			# of Facilities Evaluated >5 years ago	# of Facilities Not Evaluated	Deferred Maintenance of:	
				# Good (Meet > 70%)	# Fair (Meet 50 - 69%)	# Poor (Meet < 50%)			Facilities Housing Collections	Collections
BLM	<b>BLM facilities</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	Non-bureau facilities	140	127	115	5	7	65	13		
BOR	<b>BOR facilities</b>	<b>10</b>	<b>10</b>	<b>7</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>\$126,640</b>	
	Non-bureau facilities	70	60	53	3	4	9	10		
BSEE	<b>BSEE facilities</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	Non-bureau facilities	0	0	0	0	0	0	0		
FWS	<b>FWS facilities</b>	<b>117</b>	<b>102</b>	<b>30</b>	<b>47</b>	<b>25</b>	<b>0</b>	<b>15</b>		
	Non-bureau facilities	159	131	99	31	1	0	28		
IA	<b>IA facilities</b>	<b>95</b>	<b>87</b>	<b>37</b>	<b>39</b>	<b>11</b>	<b>44</b>	<b>8</b>		
	Non-bureau facilities	66	58	53	4	1	0	8		
NPS	<b>NPS facilities</b>	<b>325</b>	<b>325</b>	<b>247</b>	<b>63</b>	<b>15</b>	<b>68</b>	<b>0</b>	<b>\$581,515,749</b>	<b>\$1,359,295</b>
	Non-bureau facilities	584	135	116	11	8	14	445	\$1,411,955	\$55,000
USGS	<b>USGS facilities</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>		
	Non-bureau facilities	2	0	0	0	0	0	2		
<i>Departmental Offices</i>										
DOI Museum	<b>DOIM facilities</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	Non-bureau facilities	4	2	2	0	0	0	3		
IACB	<b>IACB facilities</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	Non-bureau facilities	0	0	0	0	0	0	0		
OST	<b>OST facilities</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>		
	Non-bureau facilities	0	0	0	0	0	0	0		
<b>Departmental Totals</b>	<b>Bureau facilities</b>	<b>564</b>	<b>540</b>	<b>336</b>	<b>151</b>	<b>53</b>	<b>118</b>	<b>24</b>	<b>\$581,642,389</b>	<b>\$1,359,295</b>
	Non-bureau facilities	<b>1,025</b>	<b>513</b>	<b>438</b>	<b>54</b>	<b>21</b>	<b>88</b>	<b>522</b>	<b>\$1,411,955</b>	<b>\$55,000</b>