

Organização dos espaços de guarda e relação com bancos de dados

Conservação Preventiva de Acervos

módulo 2 - a gestão de acervo

Michelle Alencar



Aula 12

3ª parte

Práticas de reorganização de acervos

1. Collections in storage are at risk



95%

of **museum objects** are
kept in storage



Billions of objects are kept away from public sight



An international survey conducted by ICCROM and UNESCO
identified the following issues:



1 in 4 museums
have incomplete
documentation systems



1 in 4 museums
find it difficult to
circulate in storage



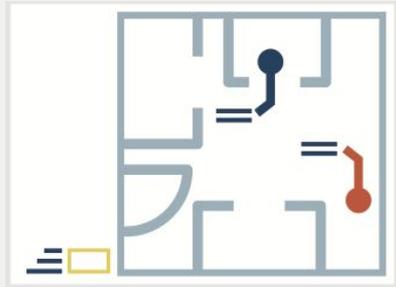
1 in 3 museums
are unclear about who
is responsible for storage



1 in 2 museums
have insufficient storage units

ICCROM-UNESCO International Storage Survey 2011 (www.iccrom.org/section/preventive-conservation/re-org)

Método RE-ORG



Prédio e
espaço



Mobiliário e
equipamentos



Gestão



Acervo



1

Um funcionário treinado é responsável pelo espaço



2

A sala de reserva técnica contém somente objetos da coleção



3

A sala de reserva técnica possui espaços de apoio dedicados para aquilo que não pertencem ao acervo



4

Nenhum objeto é colocado diretamente sobre o piso



5

Cada objeto tem uma localização específica dentro da reserva técnica e pode ser localizado em até 3 minutos



6

Todos os objetos podem ser removidos fisicamente sem mover mais de dois outros objetos



7

Os objetos estão organizados por categorias



8

Políticas e procedimentos essenciais pertinentes existem e são aplicados



9

O prédio e a sala de reserva técnica oferecem proteção adequada ao acervo



10

Nenhum objeto se encontra afetado por processo ativo de deterioração e todos eles estão prontos para serem usados nas atividades do museu a qualquer momento

Método RE-ORG

- Apostila
- Planilhas de trabalho
- Recursos adicionais
- Autoavaliação da reserva técnica

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Canadian
Conservation Institute

Institut canadien
de conservation

International Centre for the
Study of the Preservation and
Restoration of Cultural Property



RE-ORG

UM MÉTODO PARA REORGANIZAR A RESERVA TÉCNICA DE MUSEUS

I. Apostila

Traduzido por:

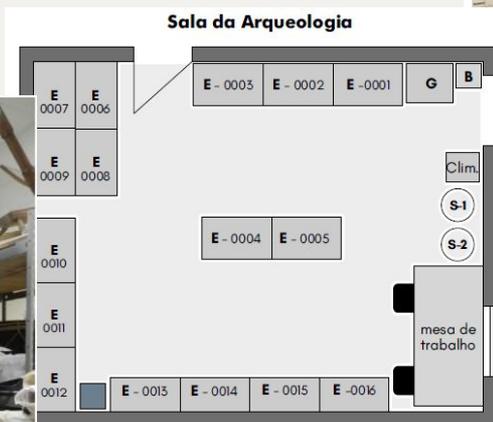


iber
museos
museus

Método RE-ORG

Fases:

Fase 1: Preparação



LEGENDA

E - 000X Estantes metálicas e número

Clim. Climatizador

B Balança de chão

Desumidificador

S-1 Suporte - 0001

S-2 Suporte - 0002

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- MUSEUS E ACERVOS /
REFORMA/AMPLIAÇÃO/
MODERNIZAÇÃO



Fase 1

Preparação

Método RE-ORG

Fases:

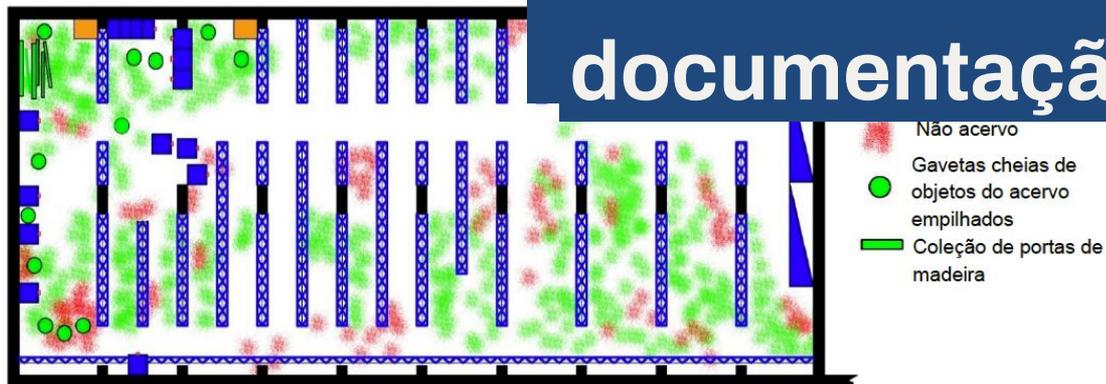
Fase 2: Relatório sobre a situação



Fase 2

Relatório sobre a situação da Reserva Técnica

E o sistema de documentação?

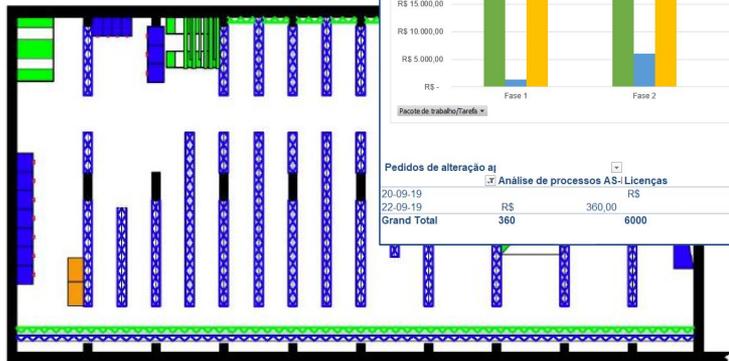


4) Planta de ocupação. Criado por Margaux Phillips

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Fases:

Fase 3: Plano de ação



-  Gaveteiros
-  Trainel simples
-  Trainel duplo

5) Planta do leiaute proposto para a reserva técnica (criada por Margaux Phillips).

Fase 3

Plano de Ação para a Reserva Técnica

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Fases:

Fase 4: Implementando a reorganização



Fase 4

Implementação



ICCROM RE-ORG

ENGLISH FRANÇAIS ESPAÑOL ITALIANO العربية

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ICCROM

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> Programmes

- First Aid and Resilience for Cultural Heritage in Times of Crisis (FAR)
- World Heritage Leadership (WHL)
- Architectural Archaeological Tangible Heritage in the Arab Region (ATHAR)
- Youth.Heritage.Africa (YHA)

What we do > Programmes > RE-ORG

RE-ORG - Collection Storage Reorganization Resources

OUR APPROACH PROJECTS NEWS COURSES PARTNERS **RESOURCES**

Method Kit [EN](#) | [FR](#) | [ES](#) | [PT](#) | [IT](#) | [AR](#) | [NL](#)

- The Self-evaluation tool, which gives a snapshot of the key issues affecting the functionality of the museum's storage room(s). [EN](#) | [FR](#) | [ES](#) | [PT](#) | [IT](#) | [AR](#) | [NL](#)
- The Workbook, which contains all essential step-by-step instructions that will apply to most RE-ORG projects. [EN](#) | [FR](#) | [ES](#) | [PT](#) | [IT](#) | [AR](#) | [NL](#)
- The Worksheets, which capture all essential information in preparation of a storage reorganization project. [EN](#) | [FR](#) | [ES](#) | [PT](#) | [IT](#) | [AR](#) | [NL](#)
- The Additional resources, which give more tools and guidance for specific cases. [EN](#) | [FR](#) | [ES](#) | [PT](#) | [IT](#) | [AR](#) | [NL](#)

<https://www.iccrom.org/programmes/re-org/resources>

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> Conservation tools and resources > Conservation and preservation publications

Canadian Conservation Institute (CCI) Notes

CCI Notes deal with topics of interest to those who care for cultural objects. Intended for a broad audience, the Notes offer practical advice about issues and questions related to the care, handling and storage of cultural objects. Many Notes are illustrated and provide bibliographies as well as suggestions for contacting suppliers. There are currently over 100 Notes in this ever-expanding series written by CCI staff members.

Care of collections – general guidelines

- N1/1 General precautions for storage areas (2002) (PDF Version, 1.41 MB)
- N1/2 Cleaning Glass and Acrylic Display Cases (1996) (PDF Version, 464 KB)
- N1/3 Closing a Museum for the Winter (1988)
- N1/4 Making Trowal Containers (1997) (PDF Version, 1.02 MB). Consult also series 20.
- N1/6 Time Capsules (1995) (PDF Version, 2.31 MB)
- N1/7 Mercury in Museum Collections (2002) (PDF Version, 1.26 MB)
- N1/8 Lead in Museum Collections and Heritage Buildings (2010) (PDF Version, 289 KB)
- N1/9 Low-Cost Plastic/Aluminum Barrier Foil (2010) (PDF Version, 3.24 MB)

Preventive conservation

- N2/1 Ultraviolet Filters (2015) (PDF Version, 300 KB)
- N2/2 Measurement of Ultraviolet Radiation (2015) (PDF Version, 466 KB)
- N2/3 Track Lighting (1992) (PDF Version, 630 KB)
- N2/4 Environmental Monitoring Kit (retired). Updated information about CCI's Environmental Monitoring Equipment Loan Program can now be found in the services section of the website where clients can also request this service to borrow environmental monitoring equipment.
- N2/6 Fire Protection Issues for Historic Buildings (1998) (PDF Version, 1.44 MB)
- N2/7 Museum Fires and Losses (1998) (PDF Version, 1.16 MB)

Canadian Conservation Institute

WESTERN AUSTRALIAN MUSEUM

Home About Book Videos

Collections Care Manual

Welcome to the Western Australian Museum's Collections Care Manual, an online resource developed for smaller organisations and private collectors.

A series of 12 instructional videos and an updated version of the bestselling book *Conservation and Care of Collections* provides information on general conservation techniques.

This resource acts as a practical guideline. Remember to always contact a professional conservator when dealing with objects of particular concern.

Digitised Book Videos

Videos

Box Making

Learn how to make a simple box to appropriately store a collection item.

Included in this video module is a detailed list of required equipment, and a box and lid template available for download.

View this topic

Topic Links

- Watch Video
- Transcript
- Download PDF

Western Australian Museum's Collections Care Manual

STASH Storage Techniques for Art, Science and History

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Print

Sharing Storage Solutions

This website provides information and tools so that institutions of all types, sizes and resource levels can learn how to create safe and appropriate storage solutions. These solutions were written by and for collection care professionals in all fields. In some cases there are multiple examples to demonstrate that there is no single best solution for storage. It is about meeting the needs for your collection, in your space with your resources. Together we can build a resource where varied solutions are presented for adaptation and use across our fields.



Why Improve Storage?

The 2005 Heritage Health Index Survey found that 89% of all collection holding institutions had inadequate storage facilities, citing problems ranging from lack of space to inappropriate environments. 69% of all institutions reported damage due to improper storage. Improving the physical conditions in storage is a highly effective and easily achievable way to substantially boost overall preservation.

- Rooms/Structures
- Storage Furniture
- Containers
- Supports
- Covers
- Labels

How To Use This Site

Articles on this site are organized by storage configurations rather than discipline-specific techniques. This is designed to stimulate the user to transfer and adapt the methods developed for one type of collection to another. The Resources section of the site provides helpful tools for sourcing and constructing storage solutions. Click on the magnifying glass icon on the top menu bar to search using keywords.

NEW on STASHc

- Egg Storage: Easy Putty Cases and Bespoke Boxes
- Mobile Storage for Books with Separated Spines
- Microfossil Slide Boxes

Translate

Admin Login

Citing STASHc or its articles in a publication?

See our [How To Cite STASHc](#) page for formatting tips.

f t v y c

STASHc (Storage Techniques for Art, Science & History Collections)

Fim

3^a parte – aula 12
