



Australian Government

Department of Education, Employment and Workplace Relations

CULMS009B Implement preventive conservation activities

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit describes the performance outcomes, skills and knowledge required to provide general preventive care for cultural material. The unit focuses only on environmental monitoring, condition assessment and the overall implementation of disaster preparedness measures.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

Application of the unit This unit applies across a wide range of job roles in organisations responsible for the care of cultural material, including museums, libraries, galleries or other cultural centres. Supervisors, managers or individuals working autonomously under general guidance may undertake this preventive conservation role depending on the size and structure of the organisation.

The unit does not include treatments or 'hands-on' work with collection items. Those skills are covered in CULMS010B Contribute to the preservation of cultural material.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units Nil

Employability Skills Information

Employability Skills The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary for the qualification in which this unit of competency is packaged, will assist in identifying Employability Skills requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency. Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

1 Monitor the environment

- 1.1 Monitor ***environmental conditions*** at regular intervals in accordance with needs of the collection and identify agents of deterioration affecting the collection
- 1.2 Respond appropriately to changes in the environment to protect ***cultural material***
- 1.3 Adjust /control environmental conditions within scope of own responsibility or report to relevant colleagues

ELEMENT	PERFORMANCE CRITERIA
2 Assess condition of cultural material	2.1 Examine and assess the <i>condition of cultural material</i> in the <i>appropriate location</i> using techniques within the scope of own expertise that meet conservation guidelines 2.2 Create or review documentation and accurately record current condition of item, including evidence of change, damage or degradation 2.3 Apply a general knowledge of <i>deterioration patterns</i> to collection monitoring 2.4 Identify the need for and obtain appropriate expert advice where necessary 2.5 Discuss condition of cultural material and conservation needs with experts in a manner which reflects sound general knowledge of issues to be considered
3 Implement preventive conservation activities	3.1 Undertake <i>preventive conservation activities</i> in accordance with organisation's policies and procedures 3.2 Use best practice guidelines, <i>cultural protocols</i> and relevant specialist conservation advice to guide all activities 3.3 Follow <i>health, safety and environmental requirements</i> at all times 3.4 Identify the need for assistance and consult with a specialist conservator in relation to issues which arise in collection care 3.5 Accurately document details of preventive conservation activities undertaken in accordance with organisational procedures

Required Skills and Knowledge

Required Skills and knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- planning and organisational skills to monitor and implement an appropriate range of preventive conservation activities
- communication skills to liaise with experts on potentially complex preventive conservation issues
- literacy skills to interpret conservation guidelines and to document condition of collection and any preventive conservation actions taken.

Required knowledge

- roles and responsibilities for care of cultural material, including limitations on roles of unqualified personnel
- sources of expert assistance on collection care
- industry code of practice/ethics and terminology used
- role of preventive conservation and distinctions between preservation, conservation and restoration
- factors contributing to deterioration (relevant to the collection/industry sector)
- cultural considerations and protocols for the handling, storage and display of cultural material
- methods of protecting cultural material from damage and/or potential hazards (relevant to the collection/industry sector)
- current best practice guidelines for collection care in the relevant work context
- techniques for handling and examining cultural material
- basic principles and methods for using equipment, tools and materials for routine collection care
- requirements for safe work and manual handling.

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- general knowledge of the scope and nature of routine preventive conservation activities relevant to the collection/industry sector
- correct and safe implementation of activities for an actual collection
- knowledge of agents of deterioration and their impact on collections.

Context of and specific resources for assessment

Assessment must ensure:

- use of current industry methods and equipment
- access to relevant policies and procedures manuals
- access to cultural material in an appropriate environment so that both material and environment may be assessed by the candidate
- access to equipment, tools and materials for preventive conservation activities.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate
- direct observation of the candidate engaged in preventive conservation activities
- review of condition reports prepared or updated by the candidate
- inspection of an area or storage system which the candidate has adapted to improve environment
- oral or written questioning to assess knowledge of procedures, safety and environmental issues, agents of deterioration.

EVIDENCE GUIDE

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- CULMS003B Move/store cultural material
- CULMS011B Develop a disaster preparedness plan.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Environmental conditions
(and changes) may relate to:

- temperature
- relative humidity
- lighting
- pollution
- pests

RANGE STATEMENT

Cultural material is defined as 'objects, collections, artworks, specimens, structures or sites and includes:

- archaeological material
- books and manuscripts
- cultural sites/buildings
- ethnographic material
- flora and fauna
- film/audiovisual material
- furniture
- photographs
- technological/industry items
- textiles
- works on paper/canvas

Condition of cultural material may be assessed by:

- observation
- measurement and comparison of known areas of deterioration e.g. cracks, areas of loss
- instrumental examination e.g. microscope, magnifying glass, UV/IR light, raking light
- comparison with existing condition report, including photographic images

Appropriate location may be:

- in display area
- workshop
- laboratory
- studio
- darkroom
- in situ e.g. outdoors
- storage room
- during transport

Deterioration patterns may be linked to:

- light, temperature, relative humidity, climate, pollution
- materials used for storage and display
- pests
- nature and location of the building or site
- influence of human activities
- security considerations
- transport and packing
- inherent vice (items are made of incompatible materials)

RANGE STATEMENT

- deterioration of item prior to arrival, e.g. archaeological collections

Preventive conservation activities are those related to overall care of the collection and do not include any hands-on treatments. Activities may include:

- monitoring and documentation/recording
- relocation
- protective storage/boxing
- implementation of the disaster preparedness plan
- re-formatting (creation of surrogates to reduce use of original)
- integrated pest management
- framing and un-framing
- non-interventional actions to combat agents of deterioration

Cultural protocols may relate to:

- who can handle the cultural material
- where an item may be handled
- when an item may be handled
- consultation on potential treatments
- storage requirements
- appearance of the item
- relationship between item and other material in the collection
- methods and approaches to display

Health, safety and environmental requirements may relate to:

- use of chemicals or other toxic substances
- storage of chemicals
- provision and use of safety equipment
- safe manual handling
- safe use of tools and equipment
- reporting of occupational health and safety issues, including events and near misses
- impact on other parts of the collection
- toxic and hazardous materials in a collection
- condition/stability of item (dirt, mould, dust and pesticides)

Unit Sector(s)

Not applicable.

Competency field

Competency field Preventive Conservation