

**Conservation of cultural property - Condition recording  
for movable cultural heritage**

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English Version

## Conservation of cultural property - Condition recording for movable cultural heritage

Conservation des biens culturels - Constaté l'état du  
patrimoine culturel mobilier

Erhaltung des kulturellen Erbes - Zustandsaufnahme an  
beweglichem Kulturerbe

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EUROPEAN COMMITTEE FOR STANDARDIZATION  
COMITÉ EUROPÉEN DE NORMALISATION  
EUROPÄISCHES KOMITEE FÜR NORMUNG

**Management Centre: Avenue Marnix 17, B-1000 Brussels**

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## Foreword

This document (EN 16095:2012) has been prepared by Technical Committee CEN/TC 346 "Conservation of cultural property", the secretariat of which is held by UNI.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by February 2013, and conflicting national standards shall be withdrawn at the latest by February 2013.

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## Introduction

Individuals and organizations responsible for the conservation of tangible cultural heritage are required to maintain a record of its condition. A condition record is an essential tool in the management of tangible cultural heritage; it may even contribute to a decision that something should be preserved. A condition record is of historical value and can provide evidence when defining conservation needs and priorities. The information it contains can be of interest to the public, enhancing their understanding and appreciation of cultural heritage.

A condition record is archival in principle. Condition records should be added to the archive of objects or collections.

There are different circumstances under which condition recording is carried out (see Clause 4). Condition recording usually culminates in a condition report, the depth and breadth of which may vary depending on its purpose, context or author. There is a diversity of formats of condition report currently in use, for example: free text, text with a glossary, free text within a pre-defined framework or pro-forma etc. This European Standard deals with the contents of a condition report and not the format in which it is produced, whether on paper or digital. It provides a guide to collecting essential and relevant information in a logical and well organized order for the purpose of making a condition report. This purpose is further illustrated in an annex which sets out examples of information and how they may be collected. It does not claim to impose the use of a universal model for a condition report, but it does set a standard for core information.

This European Standard provides guidance on producing individual reports (which may be about individual objects or whole collections) but does not cover the methodology for collection surveys. An understanding of the condition of a collection may be gained from survey data derived from individual condition reports, whether of all of the items in the collection or from a statistical sample.

## 1 Scope

This European Standard sets out the purpose and context of condition recording for movable cultural heritage and provides a framework for a condition report. It specifies the status of a condition report and its essential contents.

This European Standard applies to all kinds of movable cultural heritage, whether individual objects or whole collections. It can also be used for immovable features in buildings or monuments.

## 2 Normative references

The following documents, in whole or in part, are normatively referenced in this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 15946, *Conservation of cultural property — Packing principles for transport*

## 3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

### 3.1

#### **condition report**

record of condition for a specific purpose, dated and authored

Note 1 to entry: A condition report normally results from a condition survey.

[SOURCE: EN 15898:2011]

### 3.2

#### **condition survey**

inspection to assess condition

[SOURCE: EN 15898:2011]

### 3.3

#### **diagnosis**

process of identifying the present condition of an object and determining the nature and causes of any change, as well as the conclusions drawn

Note 1 to entry: Diagnosis is based on observation, investigation, historical analysis, etc.

[SOURCE: EN 15898:2011]

## 4 Purpose of a condition report

### 4.1 General

The purpose of making a condition report is to record the condition of cultural heritage following an inspection and assessment. The contents of a condition report can provide not only technical data but also knowledge and understanding about an object or collection, information produced by monitoring its change over time and information that will assist with future planning. Changes in the condition of cultural heritage may diminish its significance and reduce its potential benefits to present and future generations.