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International museum statistics

Statistiques internationales des musées



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ISO copyright office
Ch. de Blandonnet 8 • CP 401
CH-1214 Vernier, Geneva, Switzerland
Tel. +41 22 749 01 11
Fax +41 22 749 09 47
copyright@iso.org
www.iso.org

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the WTO principles in the Technical Barriers to Trade (TBT) see the following URL: [Foreword - Supplementary information](#).

The committee responsible for this document is ISO/TC 46, *Information and documentation*, Subcommittee SC 8, *Quality — Statistics and performance evaluation*.

Introduction

This International Standard provides guidance to the museum community on the collection and reporting of statistics

- for the purpose of strategic planning and internal management of museums,
- for reporting to stakeholders such as funding institutions, politicians, or the public,
- to promote the museums' role and value for learning and research, education and culture, social and economic life, and
- for comparing and aggregating results at a regional, national or international level.

[Clause 2](#) and [Clause 6](#) form the core of this International Standard. [Clause 2](#) provides definitions for most of the elements which constitute a museum or museum service; these are for statistical purposes only. [Clause 6](#) recommends how each of these elements should be counted. Users will need to consult both clauses for the complete information.

In order to show the setting in which the defined museum services appear, [Clause 3](#) describes the current structure and tasks of museums. [Annex A](#) gives a structure for differentiated collection counts.

Describing and publicizing museum activities consistently can only be realized if data collection in museums follows the lines of this International Standard. As far as possible, museums should collect all data named in this International Standard that concern their activities.

This International Standard will be maintained by a Working Group that will monitor developments and incorporate additional statistical measures as needed.

This International Standard has been developed in close cooperation with International Council on Museums (ICOM) and takes advantage of, particularly, the work of European Group on Museum Statistics (EGMUS) and of the Institute of Museum and Library Services (US).

International museum statistics

1 Scope

This International Standard specifies rules for the museum community on the collection and reporting of statistics. It provides definitions and counting procedures for all types of resources and services that museums offer to their users.

It is recognized that not all measures specified in this International Standard can be collected by museums of different type and size. The aim is to ensure that, where a particular statistic is collected, the same definitions and methods are used.

This International Standard is not intended to exclude the use of methods not specified in it. There are many different types of museums, with different tasks and audiences, having a range of unique characteristics (structure, funding, governance, etc.), and affected by a number of situational factors. Since there is such a wide variation around the world, it is important to understand that not all methods described in this International Standard may be required by or useful to all museums.

2 Terms and definitions

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

2.1 General

2.1.1

archival records

record (2.8.11) of the same provenance accumulated by an organization or person in the course of the conduct of affairs, and preserved because of their enduring value

2.1.2

archives

organization or part of an organization responsible for selection, *acquisition* (2.5.2), *preservation* (2.8.9) and availability of one or more sets of archival documents

[SOURCE: ISO 5127:—, 4.2.3.01 — modified]

2.1.3

cultural heritage

legacy of physical objects and intangible attributes of a group or a society that are inherited from past generations, maintained and protected in the present and preserved for future generations

2.1.4

library

organization, or part of an organization, the main aim of which is to facilitate the use of such information resources, services and facilities as are required to meet the informational, research, educational, cultural or recreational needs of its users

Note 1 to entry: The supply of the required information resources can be accomplished by building and maintaining a *collection* (2.5.9) and/or by organizing access to information resources.

Note 2 to entry: These are the basic requirements for a library and do not exclude any additional resources and services incidental to its main purpose.

[SOURCE: ISO 2789:2013, 2.1.6]