

American Memorial Park

Museum Scope of Collection Statement

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American Memorial Park Museum Scope of Collection Statement

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Executive Summary

Director's Order #24: NPS Museum Collections Management, requires each park to possess an up-to-date Scope of Collection Statement to "...to identify the scope of collecting activities and define the purpose of the collection." This stand-alone museum planning document succinctly defines the scope of the park's museum collection holdings; at present and for the future. It is derived from the park's mission and geographical location, as well as applicable laws and regulations pertaining to museum collections. The Scope of Collection Statement is the critical basis for managing museum collections—detailing *what* the park should collect, *how many*, and *why*.

An up-to-date Scope of Collection Statement helps to ensure that the park's museum collection is relevant to, and supportive of the park's mission, resource management goals and objectives, and public service and stewardship responsibilities. It guides the park in the acquisition and management of those museum objects that contribute directly to the park's mission, as well as those additional collections that the Service is legally mandated to preserve.

American Memorial Park (AMME) has a small museum collection of 854 items, mostly historical objects. The collection is stored in the War in the Pacific National Historical Park (WAPA) curatorial facility on Guam. Items formerly on exhibit at AMME are also in storage at WAPA until poor environmental conditions at the AMME Visitor Center can be corrected. In 2009, an archival survey of the park's records resulted in the identification and separation of 60 linear feet of archives. This material has been moved to the WAPA facility but has yet to be accessioned, processed and arranged.

Potential collections generated by the park's fulfillment of the objectives and themes stated in the park's enabling legislation and planning documents may include but are not limited to historical artifacts, ethnographic objects, photographs, magnetic media, natural science specimens, resource management documents and other archival material. The park's long-term ability to care for objects and materials should be a primary consideration in deciding whether to acquire new collections.

Purpose of the Scope of Collection Statement

This Scope of Collection Statement defines the scope of present and future museum collection holdings of American Memorial Park (AMME) that contribute directly to the understanding and interpretation of the park's purpose, themes and resources, as well as those objects that the Service is legally mandated to preserve. It is designed to ensure that the museum collection is clearly relevant to the park and protect against the arbitrary growth of the collection.

The objectives of the Scope of Collection Statement are to:

- define the purpose of the park's museum collection
- set agreed upon limits that specify the subject matter, geographical location, and time period(s) to which the collection must relate
- evolve from legislation and planning documents specific to the park, and from laws, regulations, and NPS policies governing research and specimen collection conducted within park boundaries
- state what types of objects will be acquired to fulfill the park's mission
- consider collection use, restrictions, and the ability of the park to provide a level of care consistent with NPS and accepted museum standards

Although mandated by Director's Order #24, an up-to-date Scope of Collection Statement is not simply just another Servicewide requirement—it is also a critical management tool—possession of which by an institution is an accepted worldwide museum standard. NPS museum collections are distinguished in two ways from standard museum collections. They are notably site-specific, usually pertaining directly to the history and environment of the specific NPS unit. The NPS Museum Management Handbook notes that “the vast majority of holdings in NPS museums are derived either from within the park boundaries or from areas intimately associated with the parks.” The other unique characteristic of NPS museums is that they are part of the larger NPS museum system. Taken as a whole, the National Park Service's museum collection is a broad and diverse representation of the natural and cultural heritage of the American people. Museum holdings are accessioned with the intent to care for these items in perpetuity. Maintaining a relevant and appropriate Scope of Collection Statement is therefore a necessity for each park unit, both to direct collecting activities toward meeting the park's needs and to ensure that the park is able to meet its public trust obligations by adequately caring for its collection.

Park History, Purpose, and Significance

The Mariana Islands are a chain of fifteen islands in the Pacific Ocean, including Guam, Saipan, Tinian and Rota. These islands have been subject to a number of colonial administrations, with a particularly turbulent history during the first half of the 20th century. The islands are home to two traditionally associated peoples, the Chamorro and the Carolinians. The first occupants were the Chamorro people, who are estimated to have settled the islands approximately 4,000 years ago. The islands were colonized by Spain during the 17th century, a development which had drastically negative effects on the Chamorro population. During the 19th century, the Chamorro population remaining on the northern Marianas was forcibly removed to Guam, the largest and southernmost island in the chain. A number of Carolinians arrived in the early 1800s in the aftermath of a typhoon that devastated Lamotrek and Satawal in the Caroline Islands. The Marianas remained under control of the Spanish until 1898, when Spain ceded Guam to the United States as part of the Treaty of Paris. The remaining islands in the archipelago were sold to Germany in 1899. Germany lost its control of the northern Marianas in 1914, when Japan took control of the islands during its colonization of Micronesia. The United States retained control of Guam until 1941, when Japan invaded the island in the days following the Japanese attack on Pearl Harbor.

In the decades leading up to World War II, the Marianas became an important part of Japan's agricultural supply and provided strategic naval defense support to the Japanese military. As the Pacific War progressed, the islands were identified by both Japan and the United States as the last line of defense against the American offensive before serious attacks on Japanese home islands could begin. Control of the islands was a strategic priority for the United States specifically because it would allow the U.S. to stage long-range bombing raids on the Japanese home islands. The Marianas Campaign became the third campaign to capture a specific island group in the Central Pacific naval offensive led by Admiral Chester Nimitz during the Pacific War.

While American military action on the islands began as early as February 1944 with the aerial bombardment of Guam, the start of the campaign is often pinpointed to June 15, 1944, when two divisions of U.S. Marines landed on Saipan. Four days later, the Japanese fleet engaged the American naval forces stationed to the west of Saipan in the Battle of the Phillipine Sea. The engagement was the largest naval battle of World War II, and resulted in devastation of Japanese naval aviation forces and the loss of three Japanese aircraft carriers. The American land offensive (known as Operation Forager) continued with American forces arriving on Guam's Agat Beach and Asan Beach on July 21st. Forces landed on Tinian three days later. Despite signs of an overwhelming American victory, Japanese efforts to defend the islands were fierce, particularly in the Battle for Saipan. Many Japanese soldiers and civilians on the island chose suicide over surrender, contributing to an estimated 24,000 Japanese lives lost in the battle for Saipan alone. The end of organized Japanese resistance during the Marianas Campaign was declared on August 10, 1944. American casualties for the land campaign are estimated at 5200 dead and 21,900 injured.

American Memorial Park was enabled through Public Law 94-241 (March 24, 1977) as part of a Congressional covenant establishing the Commonwealth of the Northern Mariana Islands. Section 803(e) of the covenant states:

“...the United States will make available to the Government of the Northern Mariana Islands 133 acres (54 hectares) at no cost. This property will be set aside for public use as an American memorial park to honor the American and Mariana dead in the World War II Mariana Campaign. The \$2 million received from the Government of the United States for the lease of this property will be placed in a trust fund, and used for the development and maintenance of the park in accordance with the Technical Agreement.”

On August 18, 1978 (P.L. 95-348), the United States Congress authorized and directed the United States National Park Service (NPS),

“to develop, maintain, and administer the existing American Memorial Park...for the primary purpose of honoring the dead in the World War II Mariana Islands Campaign.”

The park's 133 acres are located on the island of Saipan and contain three distinct ecosystems: coral beach, mangrove swamp and ironwood forest. There are two assemblies of monuments in the park: the Court of Honor and Flag Circle (dedicated 1994) and the Carillon Belltower (dedicated 1995), which is accompanied by a small granite monument (dedicated 1987).

General Management Plan (1989)

The General Management Plan (approved 1989) emphasizes the appropriateness of the park for recreational use, stating “there is the feeling that a philosophy of the American G.I. suggests a ‘living memorial’ consisting of those activities they had enjoyed is a most appropriate remembrance.” The objectives stated in the plan with direct relevance to the museum collection are:

- The park will be developed exclusively for World War II memorialization, recreation, environmental and cultural activities. Furthermore, such activities will be limited to those compatible with protection and preservation of the primary historic, natural, terrestrial and marine park resources.
- Coordination with the Commonwealth of the Northern Mariana Islands and with the Department of Defense will be initiated to assemble artifacts necessary for interpretation.

The GMP also notes that while the significant fighting during the U.S. invasion did not take place within the park's boundaries, there are significant historic structures, cultural sites, and natural environments that are important to the park. Nine structures built during the Japanese occupation are noted in the plan as historically significant. The shore of Micro Beach contains a site of significance for residents of Carolinian heritage that is sometimes used for religious ceremonies. The park also contains a 30-acre wetland and mangrove forest, which provides environment for native birds, some of which are endangered.

Interpretive Concept Plan

The Interpretive Concept Plan for the American Memorial Park Visitor Center (2000), identifies the park's significant features and resources as follows:

- In the early years of World War II, Japanese bunkers, pillboxes (3), antiaircraft gun emplacements, ammunition embrasures, a hospital, and other military quarters were developed within what is now the park boundary.
- The Court of Honor memorializes the Americans who died during the Marianas Campaign.
- The park contains the site of the landing of the first major Carolinian migration to Saipan.
- The park contains Micro Beach, one of the island's finest white sand beaches.
- A 25-acre wetland, one of a kind on Saipan, supports a mangrove swamp and has been designated as an "Area of Particular Concern" by Coastal Zone Management, Commonwealth of the Northern Mariana Islands (CNMI). The wetlands are a known habitat for the endangered nightingale reed warbler and the common moorhen.
- The park is a cultural site for Chamorro and Carolinian fiestas, formal ceremonies, fairs, and island-wide festivals.

The primary interpretive themes identified in the plan are:

- In World War II, the people of the Northern Mariana Islands were caught between two warring nations.
- American Memorial Park is a place to honor, recognize, and remember those who fought and died here during World War II, to reflect on the reasons for going to war, and to better understand how the outcome of the war affected those who fought it and the nature of the world we know today.

- In addition to memorializing the sacrifices in World War II, American Memorial Park serves as a living memorial to the past and present cultures of Saipan and the Northern Mariana Islands.
- The Northern Mariana Islands played a vital strategic and tactical role in the military objectives of both Japan and the United States.
- The Battle for Saipan completely changed the cultural and political character of the Northern Mariana Islands.
- The park's mangrove wetland preserves are an important and unique remnant of Saipan's natural environment and constitutes one of only three such wetlands left in the Northern Mariana Islands.

Collections that may result from the park's fulfillment of activities recommended in its planning documents may include but are not limited to historical artifacts, ethnographic material, photographs and other media, natural science specimens and resource management documents.

Museum Management Plan (2008)

A joint Museum Management Plan (MMP) for War in the Pacific National Historical Park and American Memorial Park was approved on February 3, 2009. Recommendations for AMME's collection focused on the need for completion of an archival survey to identify important resource management records in the park.

Significance and History of the Museum Collection

The park's museum collection is very small, with only nine accessions and 854 catalogued items to date. AMME is managed by the superintendent of War in the Pacific National Historical Park (WAPA) and the collection is stored at the WAPA curatorial facility. The park's holdings are comprised almost entirely of historical artifacts, with a small archeological collection. The bulk of the historical artifacts were donated by the Historical Society of the American Memorial Park, a non-profit organization which closed its doors in 1998. More details about the historical society and the earlier Saipan Museum are available in the Collections History section of the 2008 MMP. As a result of recommendations made by the MMP, the park has recently completed an archival inventory and relocation project, which identified and separated approximately 60 linear feet of materials appropriate for inclusion in the park's archival collection. While the records did receive some preliminary arrangement, they remain to be accessioned, fully arranged and processed (including cataloging). The survey also inventoried six crates of flat files (maps and other large resource management documents) and sent them to the Denver Technical Information Center for scanning. These materials will be included in the archival collection upon their return to the park.

Period of Significance

The park's primary period of significance is 1914-1945, from pre-World War I activities on the islands to the end of World War II.

Cooperation with Similarly Themed Park Units and non-NPS Repositories

American Memorial Park shares overlapping mandates with its sister park units, War in the Pacific National Historical Park and World War II Valor in the Pacific National Monument. Donors offering objects to AMME that are related to the Pacific War but are not specifically relevant to the Marianas Campaign should be redirected to WAPA or VALR. While some duplication may exist between collections, park staff should bear in mind that all objects are the property of the National Park Service and exist as part of a larger effort to document the national heritage. Each park's collecting activities should focus on documenting the resource and meeting specific park interpretive needs, with the intent to develop complementary collections containing minimal duplication.

Laws, Regulations, and Conventions Related to National Park Service Museum Collections

A number of Federal statutes, Departmental regulations, and Servicewide policies require and/or authorize parks to maintain and manage museum collections. For example, Federal law states that archeological collections and retained natural science specimens recovered from within park boundaries remain the property of the United States Government, to be managed by the National Park Service (43 CFR 7.13 and 36 CFR 2.5g). AMME is also subject to the CNMI Historic Preservation Act of 1982 (Public Law 3-39). Likewise, several international treaties, which have been signed and ratified by the United States Government and subsequently codified into Federal law, are applicable to NPS museum collections as well.

For additional information, refer to the NPS *Museum Handbook*, Part I, Appendix A, which includes a detailed listing of the various laws, regulations, and conventions related to NPS museum collections. For more information about the CNMI Historic Preservation Act, contact the CNMI Division of Historic Preservation.

Special Unit Designations

There are currently no listings for American Memorial Park in the National Register of Historical Places. Determinations of Eligibility were completed in 1997 for Structures No. 003, 005, 007, 008, 009, 010, 012, 15J and 15K.

Types of Collections

The historical collection forms the bulk of the park's holdings, with the remainder comprised of small representations of archeological material and a few works of art. Though a natural science collection currently does not exist, materials eligible for accession may be generated by natural resource management activities. The park currently has no items cataloged in its archival collection; however, these materials have been separated and are awaiting accession.

The enabling legislation, General Management Plan, interpretive themes, and resource management goals and objectives stated in the introduction serve as guidelines for acquiring objects for the museum collection. The following guidelines will prevent arbitrary and excessive growth of the park's museum collection, while ensuring that the collection remains relevant to the park's purposes. The development of the museum collection should proceed in close coordination with the Regional Curator, Regional Chief of Interpretation, and other appropriate Regional Office resource management specialists.

Cultural Collection

The purpose of these collections are to increase knowledge and inspiration among present and future generations through exhibits, research, and interpretive programs; support research, resource management and education; provide baseline data of park cultural resources; document changes these resources are undergoing because of internal park conditions and external effects; and to guarantee the protection of important objects whose in-situ preservation cannot be assured.

Objects and archival collections to be acquired for the museum collection must possess a direct association to the park. Items which lack such association will not be acquired; nonetheless, the park will attempt to assist the potential donor in locating a more suitable institution to receive his/her gift.

The cultural collection must support these goals. This will ensure that only relevant objects and archival materials are accessioned into the collection. Future growth of the collection should be restricted to items related to:

1. Interpretive and/or research needs identified in the park's General Management Plan, Long-Range Interpretive Plan, historic furnishings reports, exhibit plans, and other applicable park planning documents and resource studies.
2. Enhancing understanding of and promoting increased stewardship of the park's cultural resources.

3. Cultural resources baselines/inventorying and monitoring activities.
4. Regulatory and compliance activities such as those mandated by Federal law and NPS policies. (see *Museum Handbook*, Part I, Appendix A, for a listing of all laws, regulations, and policies relevant to NPS museum collections)

The cultural collection is subdivided into five disciplines: history, art, archeology, ethnology and archives. The following list identifies, by discipline, object types appropriate to the park's museum collection and, as needed, notes current representation.

History Collection

The history collection comprises almost the entire collection of the park. However, some of these materials may belong in the archival collection due to the past practice of cataloging photographic prints and news media as historical artifacts rather than archival materials. Many of the artifacts have poor provenance, as they were retrieved as surface finds by former members of the Historical Society of American Memorial Park. (See discussion of AMME-0004 in the 2008 MMP, pp. 16-18). The collection does have a strong showing of black and white photographic prints representing Saipan's land and people during and immediately following the Japanese occupation. There are also a small number of artifacts of Japanese origin, which are valuable for their illustration of the Japanese presence, occupation, and administration of Saipan. These items speak to the fact of a strong prewar Japanese presence on Saipan which was quite distinct from the political situation on Guam. These items show a history and involvement that preceded the war and explains the local civilian population's alignment with and loyalty to Japan as opposed to the United States.

Future Collections Activity

The park continues to actively collect items from the park's period of historic significance (1941-1945). Only historic material that has a direct association with the major themes of the park is included in the museum collection. When a large quantity of an object is available, priority should be given to acquiring the best preserved examples. Potential donors of historic objects that do not meet the park's collecting criteria should be referred to another repository. See Appendix A for a list of World War II repositories.

Archeology Collection

Archeological collections are generated in response to cultural resource management requirements related to legal mandates, development of park facilities, preservation-related activities, research requirements, and interpretive needs. Though the park is located on land leased from the territorial government of the CNMI, as a federal agency the park is still required to comply with Section 106 of the National Historic Preservation Act (1966). The park also falls under the jurisdiction of the CNMI Historic Preservation

Act (1982). Archeological surveys and inventories resulting from compliance with these laws as well as other archeological research projects may result in the collection of artifacts, ecofacts, and archival material.

Artifacts and Other Specimens

The park's current archeological collection consists of artifacts related to World War II. Examples include weaponry, artillery and machinery cartridges, soldiers' military or personal items, and objects appearing/existing in the environment, such as farm wire. Future accessions to this collection are expected to be generated primarily from park-authorized archeological projects. A large portion of the collection has been deaccessioned due to poor provenience. While nearby activities on the land managed by the Navy uncover artifacts nearly everyday, the collection should be limited to items found on the land managed by the NPS.

Park staff and visitors are discouraged from picking up surface artifacts. AMME maintenance staff was informed of this policy during the Fall 2007 staff meeting. It is preferred that surface artifacts be left in situ and their location documented. The park will establish one accession annually for such surface finds. The accession will contain, at a minimum, an inventory of the accession, a map showing the location of where the artifact was recovered, why it was recovered, the artifacts current location and any other pertinent data regarding the material. The artifact will be placed in suitable storage with any other surface find artifacts. The container(s) in which these artifacts are stored shall be clearly marked with the accession number.

Because such artifacts are not scientifically excavated, their immediate value does not warrant cataloguing. At such time as a professional archeologist, in relation to a park resource study or excavation, determines that any of the surface find artifacts has archeological value, then the artifact will be catalogued. The museum catalogue record will include all available data recorded about the artifact in the accession file.

Confiscated Archeological Objects

These are objects recovered from unauthorized and illegal activities, primarily violations of the *Archaeological Resources Protection Act of 1979* (ARPA). Such items may include unearthed artifacts, ecofacts, and human remains illegally excavated or uncontrolled surface collecting by unauthorized individuals within the park boundaries. When such collections are encountered, the museum curator should be consulted as soon as possible to ensure proper handling and transportation of the materials. Such objects might be held temporarily as evidence if legal action is to be taken, but should be formally turned over to the museum curator as soon as possible. Once all legal questions are resolved, the objects and all associated documentation will be eligible for accession into the museum collection. However, the park will not accession any such objects into the museum collection without determination by a professional archeologist that the materials have unique research value.

Associated Field Records

All original records associated with archeological collections are retained as part of the museum collection. These records include field notes and catalogs, daily journals, drawings and maps, photographs and negatives, slides, sound recordings, raw data sheets, instrument charts, remote sensing materials, collection inventories, analytical study data, conservation treatment records, computer documentation and data, as well as any other documents generated through archeological activity.

Ethnology Collection

The park does not currently have an ethnology collection. However, the 2008 MMP recommends establishment of a small ethnographic collection of Chamorro and Carolinian materials dating from both pre-WWII and the wartime period. Evidence of traditionally associated cultures would assist with the park's interpretation of this theme expressed in the Interpretive Concept Plan: "The Battle for Saipan completely changed the cultural and political character of the Northern Mariana Islands." The park currently has an incoming loan of several artifacts from the Commonwealth of the Northern Marianas Museum to assist with the interpretation of this theme in the Visitor Center exhibits. The loan is cataloged under AMME-0009 and a loan agreement is in place until March 30, 2011.

Archival Collection

The park has recently completed a partial archival appraisal, which identified and separated approximately 60 linear feet of materials appropriate for inclusion in the park's archival collection. The materials are currently stored at the WAPA curatorial facility with the exception of six crates of flat files that were sent them to the Technical Information Center for scanning. The project archivist recommended arrangement of the materials into four collections: the AMME Resource Management Collection, AMME NPS Scrapbook Collection, AMME 60th Anniversary Commemoration Collection, and the Campbell Collection. Additional archival materials (largely photographs and news clippings) have been cataloged as part of the park's historical collection.

Future Collections Activity

While some initial arrangement occurred during the separation of materials for inclusion in the collection, the archival collection remains to be fully processed, arranged, and cataloged. The park has scheduled a records management training for 2010, which should result in the regular migration of permanent records into the archival collection. All paper-based, digital and photographic media accessioned into the collection should be cataloged as part of the archives collection using the archives module of the ICMS database.

Resource Management Records

In accordance with Director's Order #19: Records Management and the NPS *Records Disposition Schedule*, the park's Chief of Resources examines all current park files before disposal or transfer to the National Archives and Records Administration in order to ensure the retention of copies of important official records in the park. Other materials to be retained include materials related to scientific studies and resource management activities; oral histories, historic resource studies, and similar reports; photographs, blueprints, specifications and other items documenting facility development. Retained materials are managed as part of the museum collection.

Other Archival Materials

The park may engage in collection of archival material generated by sources outside of the park, particularly those materials that are site-related and may benefit research or interpretive activities that further the park's mission. Before inclusion in the collection, material should be appraised for its archival value. An NPS field archivist should be consulted if there is any uncertainty as to its worth. Photographs or digital images of uncertain copyright should not be accessioned into the museum collection.

Art Collection

The park currently has five works of art in its collection. Art may be added to the collection on a case-by-case basis dependent on its relevance to the park's mission and the ability of the park to care for such objects.

Natural Science Collection

The purpose of park-held natural science collections is to support scientific research and resource management; ensure quality environmental education opportunities for park visitors (especially schoolchildren), researchers, and the general public; provide baseline data of park natural resources; document changes these resources are undergoing because of internal park conditions and external effects; provide a database for researchers concerned with resources use by the park's prehistoric occupants; preserve important or locally significant species collected in response to specific research or interpretive needs; guarantee the protection of important paleontological specimens whose in-situ preservation cannot be assured.

The park currently has no natural science collection. However, suitable natural science collections may be generated by future resource management activity. The Pacific Island Network Inventory and Monitoring Program has recommended a comprehensive inventory of marine plants and animals as well as an inventory of terrestrial invertebrates. However, these efforts are more likely to result in archival documents than physical specimens.

Future growth of the natural science collection will be restricted to specimens and associated records generated through:

- Authorized scholarly research and selective acquisition based on:
 - Needs identified in the park's General Management Plan, Resource Management Plan, and other applicable park planning documents and resource studies
 - Servicewide initiatives such as the Natural Resource Challenge
 - Enhancing understanding of and promoting increased stewardship of the park's ecosystem
 - Scientific research conducted within park boundaries, as authorized through the use of the NPS Research Permit and Reporting System
- Inventorying and Monitoring Activities
- Regulatory and compliance activities such as those mandated by the *National Environmental Policy Act of 1969* (NEPA), as amended

Scholarly research may be conducted by park or non-park scientists. All collecting activities must be in compliance with 36 CFR 2.5, the Research Permit and Reporting System, Director's Order #77: Natural Resource Protection (under development), and NPS *Natural Resources Management Guideline* (1991). All researchers must comply with applicable Territorial and Federal laws regulating collecting, documenting collections, and other associated activities. No collector (including park staff) can work in the park without first obtaining a signed permit. The collections section of the permit application must be completed, documenting where collections of specimens and associated records will be housed. Questions related to collecting within the park should be addressed to the park's Research Coordinator. Natural science specimens will only be included in the collection if the specimens are required to illustrate interpretive exhibits, to augment specific park-related research projects, or to demonstrate effects on park resources. Written permission from landowners or appropriate officials must be obtained whenever collecting occurs on such private lands. Written permission from the CNMI government must be obtained whenever collecting occurs within the park. This documentation or copies must become part of the museum collection's accession file.

Note: *Director's Order #24: NPS Museum Collections Management* requires that all project budgets include funding for the basic management of collections that are project-generated. Collections management includes cataloging; labeling; conservation examination and treatment (including specimen preparation); initial storage of objects and specimens; and organization and storage of project

documentation, including appraisal, arrangement, description, finding aid production, and appropriate archival housing.

Taxidermy “mounts” and freeze-dried specimens will be obtained only when a specific need (such as for an exhibit) is identified. Specialty collections such as frozen or other types of tissue samples are beyond the capability of the park to preserve. If they are collected and held by other repositories, they will be accessioned and cataloged in the park’s collection. Soils and other environmental monitoring samples will only be added to the museum collection if retained (not totally consumed in analysis). Such samples must result from an authorized park research project.

Natural Science Collections Associated Records

All original records (or archival copies thereof) associated with retained natural science specimens will be accessioned into the museum collection. Archival collections of this nature supplement future researchers’ understanding of these specimens. Such records include field notes; daily journals; maps and drawings; photographic negatives, prints, and slides; videotapes; sound recordings; raw data sheets; remote sensing data; copies of contracts; correspondence; repository agreements; specialists’ reports and analyses; reports and manuscripts; specimens inventories and field catalogs; analytical study data; computer documentation and data; tabulations and lists; reports on all scientific samples lost through destructive analysis. Appendix A of the 2008 Museum Management Plan contains a recommended Standard Operating Procedure for archiving resource management field records.

Other Types of Collections Not Represented in the Museum Collection

Library Materials

The park’s library material, though valuable, will not be included in the museum collection.

Teaching Collection

The park currently has a small teaching collection. This collection is managed for consumptive use by the Divisions of Interpretation and Resources Management and will not be considered part of the museum collection.

Museum Collections Subject to the Native American Graves Protection and Repatriation Act of 1990

A section discussing the status of the museum collection in regard to the Native American Graves Protection and Repatriation Act of 1990 (NAGPRA) is required in each park's Scope of Collection Statement by the NPS Museum Management Program. AMME's status in regard to the *Native American Graves Protection and Repatriation Act of 1990* (NAGPRA) is legally complicated but physically simple. While the park exists within a complex cultural and legal matrix, the park collection does not contain human remains of any origin and has no ethnological collections at all. NAGPRA applies only to "human remains, funerary objects, sacred objects or objects of cultural patrimony which are indigenous to Alaska, Hawaii, and the continental United States, but not to territories of the United States." [43 CFR 10.1(b)(2).] The traditionally associated peoples of the island (Chamorro and Carolinian) are not recognized as sovereign entities by the United States federal government or the territorial government of the Commonwealth of the Northern Mariana Islands (CNMI). However, the park is still legally bound by NAGPRA as a federal agency and will not accession any objects under NAGPRA jurisdiction into its collections. The park will also refrain from collecting any human remains, funerary objects, sacred objects or objects of cultural patrimony of Chamorro or Carolinian origin without consultation with the CNMI Division of Historic Preservation and the appropriate organization of traditionally affiliated peoples (e.g., the Carolinian Affairs Office). The park is subject to the burial protection policies established by the CNMI Division of Historic Preservation. If human remains or funerary objects are inadvertently found by park staff, all items should be left in situ and the CNMI Division of Historic Preservation should be contacted immediately.

Acquisition of Collections

The park acquires objects for its museum collections by gift, purchase, exchange, transfer, field collection, and loan. Museum objects must be acquired, accessioned, and cataloged in accordance with *NPS Museum Handbook*, Part II, Museum Records. Acquisition of museum objects is governed by the park's ability to manage, preserve, and provide access to them according to *NPS Management Policies* (2006); as well as the various standards for managing museum objects in *Director's Order #28: Cultural Resource Management*, *Director's Order #24: NPS Museum Collections Management*, and the *NPS Museum Handbook*.

In accordance with NPS policy, the park will prohibit the acquisition of gifts with restrictions or limiting conditions. Such restrictions include copyrights; the park will acquire copyrights to all incoming accessions. Incoming loans will be acquired only for a particular purpose such as research or exhibition, and for a specified period of time.

The park will not be a partner to, or encourage in any way, the trafficking in illicitly collected materials. All acquisitions must be collected, exported, imported, transported, or otherwise obtained and possessed in full compliance with the laws and regulations of the country of origin, the United States Federal government (including NAGPRA), and the individual states of the United States of America.

The acquisition of firearms included on the Bureau of Alcohol, Tobacco, and Firearms (ATF) list of prohibited/restricted weapons requires concurrent review by the Regional Curator and the Regional Chief Ranger.

The Superintendent, by delegation, represents the Director of the National Park Service and the Secretary of the Interior in accepting title to and responsibility for museum objects. The Superintendent will ensure that all collections acquired are in keeping with this Scope of Collection Statement before accepting the items as part of the permanent collection. The Superintendent bears the ultimate responsibility for the acquisition and proper care and management of the museum collection. The Superintendent has delegated the day to day care of the collection to the Museum Curator.

All acquisitions must receive formal approval from the Superintendent before they can be accepted into the museum collection. Upon receipt, all newly acquired objects and related documentation must be turned over to the Museum Curator. The Museum Curator prepares, for the Superintendent's signature, all instruments of conveyance, and letters of thanks, acceptance, or rejection, and transmits them as appropriate, to the donor, lender, vendor, or other source of acquisition.

Uses of Museum Collections

The park's museum collection may be used for exhibits, interpretive programs, research, publications, or other interpretive media. The primary considerations for the use of museum objects are the preservation of each object in question and of the collection as a whole.

Researchers and other specialists may examine objects and archival materials under the conditions and procedures outlined in *Director's Order #24: NPS Museum Collections Management*, *Director's Order #28: Cultural Resource Management*, *Cultural Resource Management Guideline* (1997), and in the park's written "Museum Collections Access Procedures." Outside researchers must submit a research proposal to the Superintendent for review by the park's Research Coordinator and other staff as appropriate.

Any interpretive use defined as consumptive must be authorized in advance, as outlined in *Director's Order #24* and *Director's Order #28*. The use of reproductions is preferred to the consumptive use of original objects.

Destructive analysis is a legitimate use of museum collections for approved research purposes when the impact is minor or when the object is common, in which case approval by the Superintendent is required. If an object is rare or significant, a request for destructive analysis should be reviewed by the Regional Curator and must be approved by the Regional Director.

Objects may be loaned out to qualified institutions for approved purposes in accordance with *NPS Museum Handbook*, Part II, Chapter 5: Outgoing Loans. Institutions must meet accepted museum standards for security, handling, and exhibition of NPS museum objects. Sensitive materials may require additional conditions prior to a loan commitment. Expenses related to loans of museum objects, including shipping and insurance, will normally be assumed by the borrower.

Photographs of museum objects are made available to the public to provide an indirect use of the museum collection through publications and exhibits (including exhibits on the park website).

All exhibits containing museum objects must have proper security, appropriate environmental controls, and proper mounts to ensure the long-term preservation and protection of the objects.

Restrictions

Restrictions related to the museum collection (in addition to those noted above under “Use of Museum Collections”) are as follows:

Curatorial staff should consult with the Territorial government (Commonwealth of the Northern Mariana Islands (CNMI)), the Historic Preservation Office, representatives of Chamorro and Carolinian cultural groups and traditional religious leaders about the terms and conditions for management of collections from Federal lands that have significance for these groups; and should consult with other indigenous and immigrant ethnic, social, and religious groups that have aboriginal or historic ties with the museum collection. (See NPS *Management Policies* (2006) and Director’s Order #24.) Archeological objects in the museum collection shall be made available to persons for use in religious rituals or spiritual activities in accordance with 36 CFR 79, Section 79.10(c), “Curation of Federally-owned and Administered Archeological Collections.” Requests to borrow non-archeological material for religious ritual or spiritual activities will be addressed on a case-by-case basis.

In accordance with applicable Federal law and Servicewide policy, the park may withhold from the public sensitive information concerning: rare, threatened, or endangered species; commercially valuable resources; minerals; paleontological resources; archeological and other cultural resources; objects of cultural patrimony and sensitive ethnographic information; information provided by individuals who wish the information to remain confidential; the identities of individuals who wish to remain anonymous. Inquiries of this nature will be referred to the Regional Freedom of Information Act (FOIA) and Privacy Act Officer for consultation and possible review.

Restrictions may be placed on the publication of images or manuscripts in the museum collection if these materials are subject to copyright, and the National Park Service does not hold the copyright.

All endangered, threatened, or rare plants and vertebrate and invertebrate animals will be collected only when accidentally killed or when dead from natural causes. The collection of threatened, endangered, or rare plant and animal species will comply with NPS policies, the *Endangered Species Act of 1973*, and will be strictly limited according to the applicable rules of the U.S. Fish and Wildlife Service.

Final disposition of type specimens will be determined at the Servicewide level and will adhere to recognized conventions established for specific disciplines.

The park will not knowingly be a partner to or encourage in any way the trafficking in illicitly collected materials.

Management Actions

This Scope of Collection Statement must be reviewed every two years, and be revised when necessary, to remain supportive of and consistent with any changes in the park's mission. Any revision to this document requires the approval of the Superintendent.

The park's Museum Management Plan was approved on February 3, 2009.

The park will seek funding to complete the accession, processing, arrangement and cataloging of the archival collection.

The park currently has an incoming loan of artifacts from the Commonwealth of the Northern Marianas Museum; these items must be returned or the loan agreement renewed by March 30, 2011.

Select Bibliography

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