

**National Park Service
U.S. Department of the Interior**



Rosie the Riveter/WWII Home Front National Historical Park

Scope of Collection Statement

May 2025

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U.S. DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

SCOPE OF COLLECTION STATEMENT

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I. INTRODUCTION

Acquisition of museum objects is governed by the park's ability to manage and preserve materials according to NPS Management Policies, Chapter 5 (2006), the standards for managing museum objects in NPS-28: Cultural Resources Management Guideline (1998); Special Directive 80-1 Guidance for Meeting NPS Preservation and Protection Standards for Museum Collections (1990); and the NPS Museum Handbook I-III. See section IV Acquisitions for more information.

1. Executive Summary

Rosie the Riveter/WWII Home Front National Historical Park was established in 2000 by Public Law 106-352 to commemorate the efforts of countless Americans across the nation who made contributions and sacrifices in the push toward victory during World War II. The park preserves and/or interprets historic sites and structures across Richmond, California, including industrial landscapes, human service locales, and residential areas. Conceived as a partnership park, the park's physical sites are preserved through collaboration with Rosie the Riveter Trust, the City of Richmond, owners of historic resources, nonprofit organizations that support the mission of the park, academic institutions, and governmental entities.

Notable collection highlights

As of FY24, the park's museum collection contains 25,460 objects and archives primarily consisting of small collections of personal papers including stories, oral histories, ephemera, photographs, and artifacts relating the WWII home front experience or war effort. The park also has a robust oral history program in partnership with the UC Berkeley Oral History Center. Over 500 oral histories with home front workers have been collected and made available to the public.

In 2012, the park acquired from the City of Richmond original furnishings including a teacher's desk and chair, toys, and children's furniture from the Maritime Child Development Center. That same year, the City also donated over 1600 original plans dating between 1942 and 1950 for the Richmond Shipyard No. Three complex.

Finally, in 2014 the park acquired the Ed and Saryl Von der Porten collection. The collection consists of over 1,800 WWII home front items which demonstrate the influence of the war on American life. The following categories of materials are represented: war related publications; games and toys; civilian defense memorabilia; correspondence; household and decorative objects; patriotic accessories; model kits; rationing paraphernalia; and war bond materials.

Collection Storage

The collection is stored at the park headquarters at the Richmond Civic Center. Collection items are exhibited at the Maritime Child Development Center and the park's Visitor Education Center.

Collection growth mechanisms

The museum collection grows almost exclusively through donations. The park does not own any real property and so does not generate or collect any archeology or natural history materials. In

FY25, the park is completing the survey, accessioning, processing, and cataloging of over 100 linear feet of permanent park administrative and resource management records. This project will add a significant number of permanent resource files to the collection.

Collecting Philosophy

A significant number of objects in the collection have been acquired due to their connection with a home front worker, rather than the uniqueness of the item. Many items are mass produced or common materials with associated home front stories. They were preserved due to sentimental or personal value like family photographs, letters, mementos, and news clippings created during the war. As such, some Rosies and their families have been hesitant to donate original items, preferring to donate copies. Wanting to ensure that Rosie stories are preserved in some manner, the park considers the data or the story of the item as important than the physical item and will collect copies of materials on a case-by-case basis. This is a departure from traditional museum acquisitions which only acquire original and unique materials. The decision to accept copies of original materials includes considerations of copyright, duplication, and digital preservation resources. In the past the park has accepted photocopies, but now requires high-resolution digital proxies if the original is not being donated.

For additional information on the museum collection, please contact: Isabel Ziegler, Supervisory Museum Curator and Custodial Officer at isabel_ziegler@nps.gov or K. Lynn Berry, Superintendent and Accountable Officer at k_lynn_berry@nps.gov.

2. Purpose of the Scope of Collection Statement

This [Scope of Collection Statement \(SOCS\)](#) defines the composition of present and future museum collection holdings of Rosie the Riveter/WWII Home Front National Historical Park that contribute directly to the understanding and interpretation of the park's purpose, themes, and resources, as well as those objects that the National Park Service (NPS) is legally mandated to preserve. The SOCS is designed to ensure that the entirety of the museum collection is clearly relevant to the site and sets appropriate limits for acquisition. The SOCS is intended to be an evolving document which must be reviewed on a regular basis (minimum 5 years). Updates should be made through interdisciplinary efforts of park and regional subject matter experts. ([411.1 DM](#))

[Director's Order #24: NPS Museum Collection Management](#) states that NPS units with museum collections must:

- Approve and keep current a Scope of Collection Statement to identify the scope of collecting activities and define the purpose of the collection. (DO 24 4.3.6)
- Ensure that the statement is consistent with natural resource and archeological permit conditions. (4.3.6)
- Ensure acquisitions are consistent with the Scope of Collection Statement. (4.3.6)
- Deaccession objects inconsistent with the Scope of Collection Statement. (4.3.18)

Refer to Appendix D: Uses and Restrictions of Museum Collections for other legislation and NPS legal authorities to acquire and preserve museum collections.

3. Context for Rosie the Riveter/WWII Home Front National Historical Park Museum Collection

This section is compiled from NPS and non-NPS histories, reports, and plans, and provides context for museum collection acquisition. It is not intended to be comprehensive. For additional information about sources used, refer to Appendix G: Selected Bibliography.

A. Park Purpose and Significance

Legislative History

(Partially taken from RORI Foundation Document, 2017)

Congress authorized Rosie the Riveter/World War II Home Front National Historical Park on October 24, 2000 (P.L. 106-352). The Legislation was amended (P.L.108-352) in 2004 to correct and add park site name designations and strike the general term War Worker Housing to be replaced specifically by Atchison Housing.

The enabling legislation authorized the National Park Service to “...preserve for the benefit and inspiration of the people of the United States as a national historical Park certain sites, structures, and areas located in Richmond, California, that are associated with the industrial, governmental, and citizen efforts that led to victory in World War II...” and “The Secretary may interpret the story of Rosie the Riveter and the World War II home front, conduct and maintain oral histories that relate to the World War II home front theme, and provide technical assistance in the preservation of historic properties that support this story.” Further, in Section III, e., “(3) ARTIFACTS- The Secretary may acquire and provide for the curation of historic artifacts that relate to the Park.”

On February 26, 2021, the U.S. House passed H.R. 803 containing the “Rosie the Riveter National Historic Site Expansion Act”. The act expanded the park to include Nystrom Elementary School. Senators Alex Padilla (D-CA) and Dianne Feinstein (D-CA) introduced companion legislation in the U.S. Senate.

Park Vision Statement

The following statement was developed by the executive management team and staff of Rosie the Riveter/WWII Home Front National Historical Park in 2021:

The park is recognized locally and nationally as the clearinghouse for WWII home front stories and facilitates connections with other related sites. Partnerships – local, regional, and national – are robust and integral to telling the diverse stories of the park. Youth, volunteer, and community engagement programs are well-established and self-sustaining. Home front sites around the City of Richmond are protected, with programming and signage creating a park identity. The visitor center serves as the hub for park programs and activities. Expert technical assistance is provided for historic preservation and interpretation of home front resources. Long-term administrative office space is secured to further establish a sense of permanency in the community. The growing collection is preserved, properly stored, available for research, and is used in park programs and exhibits.

*Park Purpose Statement**(RORI Foundation Document, 2017)*

Rosie the Riveter/World War II Home Front National Historical Park, located in the wartime boomtown of Richmond, California, preserves and interprets the wide array of stories, places, and legacies of our nation's home front response to World War II.

*Park Significance**(RORI Foundation Document, 2017)*

The following significance statements have been identified for Rosie the Riveter / World War II Home Front National Historical Park. (Please note that the sequence of the statements does not reflect the level of significance.)

- Rosie the Riveter / World War II Home Front National Historical Park works in partnership to preserve an outstanding collection of World War II home front sites, structures, and landscapes.
- Rosie the Riveter / World War II Home Front National Historical Park is the primary place within the national park system dedicated to collecting, preserving, and making accessible to visitors the oral histories, stories, and artifacts of the nation's World War II home front.
- Rosie the Riveter / World War II Home Front National Historical Park is the hub within the national park system linking sites across the country through which people can explore the many social and cultural changes that began or were accelerated on the home front during World War II.

*Fundamental Resources and Values**(RORI Foundation Document, 2017)*

The following fundamental resources and values have been identified for Rosie the Riveter/WWII Home Front National Historical Park:

- *Richly Layered Stories.* Diverse, richly layered stories provide a lens for understanding the complexity of home front experiences during World War II and their lasting effects on American society and culture.
- *Partnerships.* Because Rosie the Riveter / World War II Home Front National Historical Park owns no property, it is conceived as a partnership park with many different entities necessary to both preserve World War II home front resources and provide support for visitor experiences. The City of Richmond and Rosie the Riveter Trust, as well as other partners – including nonprofit organizations, local communities, individuals, academic institutions, businesses, and government entities – own historic structures and/or provide visitor services to support the purpose of the park.

- *Museum Collections.* Rosie the Riveter / World War II Home Front National Historical Park has one of the most comprehensive collections of written narratives, oral histories, defense industry equipment, artifacts and ephemera, photographs, and personal belongings from the American World War II home front. Through their preservation, digitization, and use in exhibition and research, the museum and archives collections are critical in providing a tangible link to the diverse stories of the home front.
- *Setting.* Richmond and its environs provide a setting that enables visitors to understand and appreciate the World War II home front firsthand. Historic landscapes and structures that contribute to this setting include Shipyard No. 3 and its iconic Whirley Crame and the SS *Red Oak Vistory*, the Kaiser Field Hospital, the Maritime Child Development Center, the Ford Assembly Building and Oil House, Fire Station 67, and the Atchison Village residential community. The modern port and marina, site of former shipyards where the Rosie the Riveter Memorial, shoreline parks, and the Bay Trail are now located, contribute to the setting by imparting diverse home front stories through outdoor interpretive media.
- *National Home Front Experience.* The World War II home front in Richmond, California, is well documented, recognized as nationally significant, and representative of the American home front experience. The park links together a network of other home front sites across the United States to more completely interpret the breadth of the World War II home front experience.

B. History of Rosie the Riveter/WWII National Historical Park and the Museum Collections

Rosie the Riveter/WWII Home Front National Historical Park is within the traditional lands of the Ohlone and Me-Wuk peoples.

Prior to WWII, the city of Richmond had a population of 24,000. A Ford Assembly Plant had been constructed in the town in 1931, but few other manufacturing businesses existed. After war broke out in Europe, Henry J. Kaiser established his first shipyard in Richmond in 1940. Kaiser had built cargo ships for the U.S. Maritime Commission in the 1930s and understood that even if America did not enter the war, American manufacturing would be called on to aid allies. By 1943, there were four shipyards in Richmond, the Ford Assembly Plant had been converted to the largest tank depot on the West Coast, and Richmond's population had boomed 300% to 100,000 people. Many newcomers to Richmond were women and people of color who moved to Richmond to work in the shipyards and new healthcare, housing, and childcare facilities were built to support them. The Kaiser Richmond shipyards built 747 ships using prefabricated techniques which are now standard in manufacturing and were collectively the highest producing group of shipyards on the West Coast.

Following the war, buildings and infrastructure built to support the war manufacturing effort in Richmond were decommissioned or removed. However, some sites, such as Kaiser Richmond Shipyard No. 3 and the Maritime Child Development Center remained and still retain a high level of historic integrity.

In 1997, the City of Richmond, then-councilwoman Donna Powers, and project leader Donna Graves commissioned the first national memorial to American WWII home front female workers. A design was selected in 1998 following a competition and the memorial was dedicated on October 14, 2000, with the attendance of over 100 Rosies. Also in 1998, a park feasibility study was authorized. The final report published in June 2000 found that the remaining historic structures and sites within Richmond were nationally significant and recommended the creation of the park.

In October 2000, President William Jefferson Clinton signed Public Law 106-352 establishing Rosie the Riveter/WWII Home Front National Historical Park. Congress recognized that Richmond, California, retained the largest collection of intact historic sites and structures that could be preserved and used to tell the stories of the American World War II home front. The park's physical sites and structures include industrial landscapes such as the Ford Assembly Building and Oil House and Shipyard No. 3, with its iconic Whirley Crane and SS Red Oak Victory; human service locales such as the Kaiser Field Hospital, the Maritime Child Development Center, and Fire Station 67; and residential areas such as Atchison Village that were built to house the booming World War II work force.

Establishment of the national historical park in Richmond, California, brought national focus and attention to the World War II-era resources of Richmond and other similar communities and recognized the important role the communities like Richmond played in the war effort and the significant contributions and sacrifices of its citizens.

Betty Reid Soskin, who worked in a segregated Boilermaker's union hall during the war, was a participant in early scoping and visioning meetings for the park. She helped to develop the general management plan (GMP) and uncovered untold stories of African Americans on the home front through a grant from Pacific Gas & Electric. In 2007, she became a permanent NPS employee and the oldest serving park ranger at 84 years old, continuing as a ranger to age 100.

Rosie the Riveter/World War II Home Front National Historical Park was conceived as a partnership park, with many different entities involved in both preserving the Richmond World War II home front resources and providing a variety of visitor experiences and opportunities throughout the park. In addition to the City of Richmond, the National Park Service cooperates with owners of historic resources, nonprofit organizations, academic institutions, and governmental entities. The park's designated cooperating association and friends group, the Rosie the Riveter Trust, was founded in 1999 and was instrumental in lobbying for establishment of the park. The trust has been a primary partner in development of the Rosie the Riveter/World War II Home Front National Historical Park and helps support the preservation and interpretation of the historic resources that are now part of the park. In addition, the trust provides support for visitor services and youth programs.

In 2012, the park opened a Visitor Education Center in the Oil House of the old Ford Assembly Plant. The building is situated on the Bay trail and has a view of Marina Bay and Barbara & Jay Vincent Parks which are located around the historic Kaiser Richmond Shipyard No. 2 basin.

Temporary exhibits were displayed from 2012 to 2014 on a variety of topics including victory gardens, Richmond history, and childcare. In 2014, permanent exhibits with video, audio, and interactive displays were installed. Nine exhibit cases are interspersed in the permanent exhibits and are used to show rotating temporary exhibits of items in the museum collection.

On July 14, 2020, Congressman Mark DeSaulnier (CA-11) announced the introduction of the Rosie the Riveter National Historic Site Expansion Act (H.R. 7585) to add the Nystrom Elementary School in Richmond, California to the Rosie the Riveter/World War II Home Front National Historical Park. Senators Kamala Harris (D-CA) and Dianne Feinstein (D-CA) introduced companion legislation in the U.S. Senate. Although that bill did not pass, in the following year on February 26, 2021, the U.S. House passed H.R. 803 containing the “Rosie the Riveter National Historic Site Expansion Act”. The act expanded the park to include Nystrom Elementary School. Senators Alex Padilla (D-CA) and Dianne Feinstein (D-CA) introduced companion legislation in the U.S. Senate.

Administrative history of the collection

The museum collection has grown over the course of four distinct phases of collecting activities beginning in 1995 prior to the establishment of the site in 2000. The first phase of active collecting occurred between 1995 and 2002 as part of the grass root efforts by Richmond City Council committee chairperson, Donna Powers, historian Donna Graves, and the Rosie the Riveter Committee. Now part of the park’s archival records, these early oral history recordings focused on local “Rosie the Riveters,” those women who worked in the defense industry such as Richmond’s Kaiser shipyards.

The Rosie Stories Project comprised the second phase of collecting and was supported by the National Park Foundation and the Ford Motor Company. The public service announcements they funded on television and in national magazines and newspapers advertised the search for “Rosies,” women who worked in defense industries during the war. Many people responded by phone, letter, and email to enter their stories into an online database.

When it was established that more staffing and a better method of organization was needed to track the thousands of people who responded to the advertising campaign, the third phase of collecting began. An informational packet called the “Rosie Stories Packet” was created and sent to over 10,000 interested persons with a home front story to share. The packets included information for submissions of stories, photos, textual materials and memorabilia, a biography form to record home front worker’s information and current contact information. A registration database was also created to track the information collected through the “Rosie Stories Packet” biography form that was useful for interpretation, planning and outreach activities and tracking incoming materials until they could be appraised and accessioned. In this database, each “Rosie” was given a code, called a “Packet Number” (or P- #), that is applied to any donation. “Packet Numbers” are cross-referenced in the national catalog record. Population of this database continued and is used with current donations.

In 2004 the National Park Service, in collaboration with the City of Richmond, joined in a formal cooperative agreement with the Regional Oral History Office (now the Oral History Center) of

the University of California, Berkeley (ROHO) to recruit, conduct, transcribe and post oral history interviews related to the many WWII home front efforts and experiences of individuals not only currently living in the Bay Area, but across the country as well. Additional agreements were added with joint funding from the NPS and the Oral History Center over the subsequent years in recognition of the importance, and time sensitivity, of these oral histories.

The park is currently in a fourth phase of active collecting. Artifacts, archival documents, first-person accounts, and other related materials continue to come to the park, but at a slower pace than in the first three phases. Following recommendations of a Museum Management Plan completed for the four jointly managed Contra Costa County national parks, between 2008 and 2010 multiple positions were added to the Cultural Resource Branch, including Supervisory Museum Curator, Museum Curator, and Museum Technician. In 2013, the park headquarters, which contains the archives and museum collection, moved to its current location at the Richmond Civic Center Plaza. The partnership with the renamed University of California Berkeley Oral History Center continued in this phase with an additional component to create a state-of-the-art fully searchable on-line database of the now more than 250 completed oral history interview audio-visual recordings and transcripts.

Since 2008 there have been several significant additions to the collection. In 2008, WWII era home front related artifacts and archival materials were transferred from Eisenhower NHS. In 2014, the park's partner organization, the Rosie the Riveter Trust purchased and donated the 1,800 item Ed and Saryl Von der Porten collection of WWII memorabilia to the park which significantly increased the number of three-dimensional history objects in the collection. Also, in 2014 the park received funding from the Archives Flex funding project to catalog a portion of the archival backlog and over 40 archival collections were cataloged. Due to several museum staffing changes and project funding challenges since 2014, keeping up with accessioning and cataloging backlog remains a challenge.

From the park's establishment in 2000 until 2010, museum collection care and program duties were assigned to a variety of staff positions as collateral duty. The first permanent museum position, Supervisory Museum Curator, was established in 2010. The park now has four full-time museum staff positions (a GS-12 Supervisory Museum Curator, a GS-11 Museum Curator shared with Point Reyes NS, a GS-9 Museum Curator (career seasonal), and a GS-5/7 Museum Technician (career seasonal)) who collectively manage the museum collections at Rosie the Riveter/WWII Home Front National Historical Park and three other NPS units in Contra Costa County. As of May 2025, the GS-9 Curator and GS-5/7 Technician position are vacant.

A Collection Advisory Committee was formed in 2017 and a formal process for evaluation of incoming museum accessions and deaccessions was established. The Scope of Collections Statement was revised in 2015 and again in 2020 to reflect the focus on acquisition of items with direct connections to home front workers.

C. Collection Themes and Categories

Relevant Time Periods

Rosie the Riveter/WWII Home Front National Historical Park tells the story of the American WWII home front. Therefore, the primary period of significance is from 1941 to 1945. America's preparation for entering the war (1939-1941) and recovery after the war (1945-1950) are periods of secondary significance. Materials dating to these secondary time periods that speak to the themes of the park may be acquired on a case-by-case basis.

Interpretive Themes:

(RORI Foundation Document, 2017)

The following interpretive themes have been identified for Rosie the Riveter / World War II Home Front National Historical Park:

- As millions of soldiers left home to fight in World War II, millions of other Americans mobilized on the home front to support the war effort in ways that resulted in profound changes to American life.
- Although many Americans working and living on the home front were united in a common purpose to support the war effort, they often had quite disparate experiences due to prejudice and discrimination.
- Social upheavals and social role changes on the home front exposed America's unfulfilled promise of equality and "liberty and justice" for all.
- Many technological innovations, institutional changes, and social developments that took place on the World War II home front have had lasting influence and continue to be relevant today.

D. Special Designations

Park sites listed on the National Register of Historic Places:

- Rosie the Riveter/WWII Home Front NHP was listed in 2001 (01000287).
- SS Red Oak Victory Ship was listed in 2001 (00001674).
- The Ford Motor Company Assembly Plant was listed in 1988 (88000919).
- Richmond Shipyard Number Three was listed in 2000 (00000364).
- The Atchison Village Defense Housing Project was listed in 2003 (3000473).
- Nystrom Elementary School was listed in 2017 (100001662).

Draft nominations for the Kaiser Field Hospital, Maritime Child Development Center and the Pullman (Powers) Child Development Center were completed in 2004. The park is currently working on a Historic Structures Report for the Kaiser Field Hospital to develop additional historical information for its National Register nomination.

II. TYPES OF COLLECTIONS

This section describes the contents, present and future, of the park's cultural collection and natural history collection.

1. Cultural Collection

The purpose of this collection is 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 guarantee the protection of information about important objects and resources whose in-situ preservation cannot be assured.

The cultural collection is subdivided into five disciplines: archeology, ethnology, history, art, and archival and manuscript collections. History, art, and archival and manuscript disciplines are represented in the Rosie the Riveter/WWII Home Front National Historical Park museum collection, with the largest portion made up of the archival and manuscript collections, followed by the history collection. There are no archeology or ethnology collections. These collections include home front worker equipment and accoutrements, oral histories and home front stories, employment documents, historic photographs, domestic objects, children's toys, clothing, ration materials, books, and other objects which demonstrate the effects of the war on the American home front.

An object from the site or directly associated with person(s) or event(s) commemorated by the park is more desirable than a similar object without such association. Future growth of the collection should be restricted to items related to:

- Research needs identified in Rosie the Riveter/WWII Home Front National Historical Park approved planning documents and resource studies.
- Service-wide initiatives if applicable as determined by Collections Advisory Committee review.
- Enhancing the understanding and promoting increased stewardship of the park's cultural resources.
- Cultural resources baselines/inventory and monitoring activities.
- Regulatory and compliance activities such as those mandated by the National Historic Preservation Act of 1966, as amended and the Archeological Resources Protection Act of 1979 (ARPA).
- Refer to Appendix F: Hazards in Collections for more information.

A. Archeology Collection

Archeological resources are any material remains or physical evidence of past human life or activities which are of archeological interest, including the record of the effects of human activities on the environment. Material remains are “artifacts, objects, specimens, and other physical evidence that are excavated or removed in connection with efforts to locate, evaluate, document, study, preserve, or recover a prehistoric or historic resource” ([36 CFR 79.4\(a\)\(1\)](#)). Archeologists now more commonly use ‘precontact’ instead of ‘prehistoric’.

Legal and ethical [standards](#) provide protection for archeological sites and materials. NPS *Management Policies* (2006, section 5.3.5.1) mandates that archeological resources are managed in situ, unless the removal of artifacts or physical disturbance is justified by research, consultation, preservation, protection, or interpretive requirements determined within the scope of an approved research design. Violations under the [Archaeological Resources Protection Act \(ARPA\), 1979](#), should be promptly reported to park law enforcement officers and the Regional Archeologist.

Rosie the Riveter/WWII Home Front National Historical Park owns no real property and therefore does not manage any in situ archeological resources, conduct any archeological compliance or research work, or issue any permits for archeological research. Should the park acquire real estate, the archeological collections section of this document will be updated to include archeological materials and their associated records as mandated by the following authorities:

- [43 CFR 7.13](#), “Custody of Archeological Resources,” requires that archeological resources excavated or removed from public lands remain the property of the United States.
- [NPS Management Policies](#) (2006, section 5.3.5.1) mandate that artifacts and specimens recovered from archeological resources, associated records, and reports will be maintained together in the park museum collection.

Archeology Collection at Rosie the Riveter/WWII Home Front National Historical Park

There are no archeological materials in the museum collection. The park does not own any real estate and therefore does not conduct any archeological research or compliance work which generate archeological collections.

1. Mandated acquisitions: The park does not own any real property and therefore will not recover archeological materials from within park boundaries through systematic collection.
2. Should be acquired: The park does not own any real property and there are no types of archeological materials which should be acquired for the museum collection.
3. May be acquired: There are no archeological collections which may be acquired by the park.
4. Not to be acquired: Any archeological materials and their associated records including:

- a. artifacts with no direct provenience within the park
- b. objects excavated from non-NPS property
- c. potentially hazardous material (see Appendix F: Hazards in Collections)
- d. Native American human remains and inalienable and communal property subject to NAGPRA (see Section III regarding inadvertent discoveries related to NAGPRA)

B. Ethnology Collection

According to NPS-28, [Cultural Resource Management Guidelines \(Chapter 10\)](#), the ethnology classification is used for resources associated with the cultural systems or ways of life, and the related technology, sites, structures, and natural resources of peoples associated with the park from before the park's establishment. The decision to call resources "ethnographic" depends on whether associated peoples perceive them as traditionally meaningful to their identity as a group and the survival of their lifeways.

There are four ethnographic resource types that have been assigned cultural significance by traditional users which include sites (archeological or historic places), structures (built features), objects (portable materials), and landscapes (areas containing diverse natural and cultural resources). When natural resources acquire meaning according to the different cultural constructs of a particular group, they become ethnographic and thus cultural resources as well. A major goal of ethnographic object collections is to facilitate collaborative relationships between the NPS and the peoples whose customary ways of life affect, and are affected by, park resource management.

The composition of the park's ethnology collection is subject to change as traditionally associated peoples are identified. The park is within the traditional lands of the Ohlone and Me-Wuk peoples.

The park has never conducted any projects which require ethnographic compliance work. Should any be undertaken, the park will work with the Regional Anthropologist to conduct the appropriate consultation and compliance reviews. There are no ethnology projects planned within the next five years at the park. The park is working to strengthen relationships with traditionally associated peoples beyond legal and policy requirements.

Ethnology Collection at Rosie the Riveter/WWII Home Front National Historical Park

There are no ethnographic materials currently in the museum collection and the park does not anticipate acquiring any ethnology items in the next five years. Since the park does not currently have any ethnographic resources identified, collecting within this category is low priority for the park.

1. Mandated Acquisitions: There are no legal mandates for the Ethnology collection.

2. Should be acquired: There are no ethnology objects which should be acquired by the park. If the park conducts any ethnographic resource studies, the materials from those studies should be acquired as Resource Management Records.

3. May be acquired: Ethnology materials which may be acquired by the park should be relevant to least one of the park's interpretive themes or fundamental resources. They should also meet one or more of the following criteria:

- a. Ethnographic materials with a direct association with the park, such as from an eminent individual from an affiliated Native American tribe.
- b. Ethnographic objects owned or used by an individual or cultural group traditionally associated with, and significant to, the park mandate.
- c. Non-original ethnographic resources which may be related to the existing museum collection or attributed to traditionally associated people of the park may be acquired on a very limited basis.

4. Not to be acquired: Ethnographic materials from peoples who do not have direct traditional associations to the park.

C. History Collection

History collections reflect the spectrum of materials made and/or used during recorded times by humans residing in what today is the United States and its Territories. They include cultural collections that are neither archeological nor ethnological. These collections document individual or community life; social, cultural, political, economic, and technological trends; and events associated with a park's mission, themes, and history. They also may include art, such as paintings and sculpture, and rare books.

Some history collections reflect activities of well-known individuals, others evidence everyday life and actions of working-class people. Documenting and interpreting historical objects to the public in the context of their original settings enhances the public's understanding. For more in-depth discussion of history collections, see [Museum Handbook II, Appendix G](#).

History Collection at Rosie the Riveter/WWII Home Front National Historical Park

There are 4,444 history objects in the Rosie the Riveter/WWII Home Front National Historical Park museum collection as of 2024. Over 1,000 of these are part of the Ed and Saryl Von der Porten Collection which includes toys, domestic items, newspapers, photographs, civilian defense objects, and ephemera that demonstrate the effect of the war on American life. Historical objects in the collection are generally associated with a specific home front worker, though the park does acquire objects that are not connected to a specific person if they are highly demonstrative of the park's interpretive themes.

Future acquisitions of history collections will concentrate on the acquisition of outstanding examples of objects which meet the criteria referenced in the 'Should be acquired' and 'May be

acquired' criteria and clearly address a resource management, interpretive, or research deficiency noted in park documents. Across all collecting categories, the park values stories and objects from a broad range of backgrounds and locations throughout the United States.

1. Mandated Acquisitions: There are no legal mandates for the History Collection.

2. Should be acquired: Only historic material with a direct association to the park's fundamental resources and/or interpretive themes should be included in the museum collection. Higher priority will be given to items which fall within the following collecting categories and/or which are associated with a home front worker:

- a. *Workers Accoutrements:* Items which tell the story of the workers such as clothing, safety gear, medals, buttons, awards, and smaller tools, such as welding or riveting equipment should be acquired.
- b. *Rationing and Related Materials:* To illustrate the effects of rationing and shortages, the park may collect ration booklets, stamps, tokens, victory garden paraphernalia, and other objects related to the rationing and conservation of goods. Due to the number of ration booklets and tokens, any ration booklets or tokens not related to a personal story or single archival collection will no longer be acquired.
- c. *Japanese Incarceration:* Beginning in 1942, Japanese immigrants and Japanese-Americans living on the West Coast experienced forced evacuation and incarceration. Richmond was home to a thriving Japanese-owned business community in the 1940s. Objects or archives associated with Japanese-owned businesses and the Japanese community as it relates to their home front experiences anywhere in the United States or territories may be collected. Any possible donations which also overlap with the mission of another National Park System unit or other heritage organizations should be reviewed to determine which site would be the best representative repository.
- d. *Interaction between Soldiers and the Home Front:* Civilians on the home front received letters, photographs, souvenirs, and other memorabilia from their loved ones in the military. Although these items came from the battle front, they were a significant part of life for those on the home front. Likewise, memorabilia from military bases in the U.S. kept by civilians serves to document the effect of the war on life on the home front.
- e. *Advances in Day Care and Education:* With the rise of women in the workforce, innovations in day care and the education of young children were made. Overcrowded schools in cities with population booms related to war industry also led to changes in the educational system. Items in this category may include educational materials, toys, books, or other items found or made in the classroom setting of the period.

- f. *Recreation and Entertainment*: War-era movies, vinyl records, newspapers, sheet music, and memorabilia related to social clubs and general entertainment provide a look at how people spent their leisure time on the home front. Copyright restrictions should be considered when accepting such items.
- g. *Housing*: In cities where war industries were concentrated, population booms made obtaining adequate housing difficult. Evidence of the response by the federal government and major corporations should be collected in the form of advertisements, photographs, first-person accounts, and related objects.
- h. *Civilian Defense*: Hardhats, equipment, badges, insignia pins, and other objects and documents which relate to civilian defense work organized by the Office of Civilian Defense (OCD), such as blackouts, fire watching, plane spotting, and first aid training.
- i. *Volunteerism*: Millions of Americans volunteered to aid the war effort through organizations such as the Red Cross, United Service Organizations (USO), and American Women's Voluntary Service (AWVS). Badges, uniforms, souvenirs, and other objects and documents related to volunteer efforts should be acquired.

3. May be acquired: Items which meet the following collecting criteria may be acquired:

- a. *Industrial Equipment*: Provided that storage space and maintenance for equipment is feasible, World War II equipment that was used or made by workers should be acquired.
- b. *WAAC and WAVES*: Although women who served in the Women's Auxiliary Army Corps (WAAC) (formed in 1942 and later renamed the Women's Army Corps (WAC) in 1943) and the Women Accepted for Volunteer Emergency Service (WAVES) (part of the U.S. Naval Reserve) were enlisted in the Armed Forces, many did work similar to other home front workers. These jobs included radio operation, riveting, welding, and training home front workers. Objects should focus on home front work and experiences rather than military service.
- c. *Cultural items related to family life and day-to-day living*: The park may collect representative clothes, furnishings, and other personal items to illustrate daily life and cultural trends as they were affected by the war.
- d. *Building Materials/Architectural Elements*: Field collections of materials removed from the fabric of park WWII historic structures, such as the Oil House, during repairs and restoration or which are separated from the structure through nature, accidental, or violent action should be collected. A copy of documentation from related project review under Section 106 of the National Historic Preservation Act should be included in the accession files. Materials from buildings not owned by the NPS would be donations to the park, not field collections.

- e. *Non-historic uses of the iconic Rosie the Riveter image:* To trace the influence that Rosie the Riveter continues to have on pop culture and society at large, the park may collect modern interpretations and uses of the iconic Rosie the Riveter image and the classic Norman Rockwell image. Collected items should be new or like new and illustrate a unique facet of the Rosie the Riveter symbol not already represented in the collection. The park will collect only one example of each item.
 - f. *Unassociated rationing materials:* Ration materials without an associated home front story are generally not to be acquired. However, the park may acquire rationing materials that are not associated to a home front story if they are unique examples not already represented in the park's museum collection.
 - g. *Unassociated History materials:* History items with no associated home front story may be acquired if they strongly demonstrate one of the park's interpretive themes or fundamental values and are not already represented in the park's museum collection.
 - h. *Rare books:* Rare books retained for their physical properties or associative value may be acquired into the park's museum collection. Books should never be added to the museum collection simply because they are perceived as old, rare, or valuable.
4. Not to be acquired: Objects without a direct association to the park's resources or in poor condition are not to be acquired. Objects that are inherently unstable or contain potentially hazardous materials are not to be acquired. See Appendix F: Hazards in Collections for more information. Additionally, items within the following categories will not be acquired:
- a. *Military Objects:* The park does not collect objects or archival materials of a strictly military nature, although the park may collect items that document the close interaction between the military and civilians on the home front. Items of a military nature that did not have a clear and documented significance to a civilian on the home front will not be collected. This includes ammunition and munitions.
 - b. *Interpretive Objects:* Objects used as interpretive props will not be incorporated into the museum collection. This includes historic furnishings, period pieces acquired solely for exhibition, and replicas used during interpretive demonstrations intended to enhance the visitor experience.
 - c. *Library Materials:* Library materials are not managed as part of the park's museum collection. Policy and procedures for library materials are outlined in NPS *Management Policies* (Dec 2000), Chapter 5; DO-28, *Cultural Resource Management Guideline*.
 - d. *General Reference Materials or Duplicates:* Donations of non-unique copies or original materials considered more useful for general reference or already well

represented in the collection may be transferred to the library reference files or to the Interpretation staff and not accessioned into the collection.

D. Art Collection

Art collections generally consist of paintings, drawings, prints, and sculptures admired and appreciated primarily or solely for aesthetic or intellectual content. Although created primarily for utilitarian or decorative purposes rather than aesthetics, the artistry and skill of many folk artists is now recognized, and folk art is sometimes considered within art collections. Although most artists in parks work independently, the NPS may commission artists to create works of art inspired by a specific park or resource.

Art Collection at Rosie the Riveter/WWII Home Front National Historical Park

There are 34 items classified as art in the museum collection as of 2024. The majority of the art in the collection dates from the WWII era and was created by home front workers. This includes sculptures, welded nameplates, an oil painting depicting shipyard blacksmiths, and framed reproductions of famous artworks which were hung in the Maritime Child Development Center. The park also has two significant artwork collections by Antonio Sotomayor and Werner Phillip which are high-resolution digital proxies of the original works. Due to the nature of the media, these digital collections are cataloged within the Archives discipline.

1. Mandated acquisitions: There are no legal mandates for the art collection.
2. Should be acquired: Art that is directly associated with the park, significant people, and/or events related to the park's enabling legislation should be acquired. Specifically, the art should meet the following criteria:
 - a. *Historic Art Pieces*: Art pieces created by adults or children in the period of significance which demonstrate the WWII home front experience.
3. May be acquired: Artworks which meet at least one of the following collecting criteria may be acquired on a limited basis:
 - a. *Post-war Art Pieces*: Art pieces made by civilians following the war with subjects surrounding their experience or memories of the WWII Home Front may be accepted into the collection on a highly limited basis.
 - b. *Non-historic Art Pieces*: Artworks made by contemporary artists with no firsthand knowledge of or connection to the WWII home front experience may be acquired on a highly limited basis if they illustrate a unique and meaningful facet of the Rosie the Riveter symbol.
 - c. *Commissioned Art Pieces*: Works commissioned by the NPS for specific park purposes, such as exhibitions, illustrations, education, or interpretation may be

acquired. Note that contracts commissioning works of art should include language transferring copyright to the NPS.

4. Not to be acquired: Art pieces which are in poor condition or contain inherently unstable or hazardous materials will not be acquired. Additionally, artwork within the following categories are not to be acquired:

- a. Art pieces with undocumented provenance or which lack clear title
- b. “Office art” and reproductions including posters and mass-printed materials
- c. Artwork with no direct association of past ownership, subject, or artist, to the park

E. Archives Collections

For the NPS, the term “archives” or “archival collections” refers to permanently valuable documents or records providing information about a place, institution, or group of people.

From the [Museum Handbook I, CH 1, pg 11](#):

Other than resource management records, Federal records should not be included in the museum collection without specific authorization from the National Archives and Records Administration (NARA). These records are the original or “record copy” documents created or received in the course of performing the daily work of the NPS. Examples of records that do not belong in the museum collection include audit records, budget materials, central files, contracting files, financial records, law enforcement records, legal records, museum and project administrative records, permits, personnel records, and superintendent’s correspondence files.

Archives are the largest discipline within the Rosie the Riveter/WWII Home Front National Historical Park museum collection with 16,243 documents cataloged and a backlog of 4,739 documents in FY24. The park’s oral history program is substantial and was authorized and directed in the park’s enabling legislation. In addition to hundreds of formal oral history recordings and transcriptions, the park also collects written narratives called ‘home front stories’. Most of the archival collections currently stewarded by the museum are small home front worker archival collections which generally contain a home front story and possibly other associated documents.

Although no park records are accessioned into the museum collection as of FY24, the park is conducting the first records and archival survey in the park’s history in FY25. Over 100 linear feet of physical records are being processed and will be added to the collection in 2025, substantially increasing the size of the Archives discipline at the park.

a. Manuscript Collections at Rosie the Riveter/WWII Home Front National Historical Park

The term “manuscripts” commonly refers to single documents or collections of documents created by organizations (“organizational records”), businesses (“corporate archives”), and individuals or families (“personal papers”). In NPS museum collections, manuscript collections are primarily donated by individuals, organizations, or families and may include letters between family members, ledgers from family businesses, and photographs documenting the family’s history.

Manuscript collections, or donated collections, are not “park Federal records” and should always be maintained and cataloged separately from resource management record collections. They are not subject to the Federal Records Act (FRA), Freedom of Information Act (FOIA), or other laws governing federal records access. Donated collections may be protected by copyright or other restrictions, and the NPS may hold copyrights for donated materials.

Manuscript collections form the largest bulk of the Rosie the Riveter/WWII Home Front National Historical Park museum collection. The park preserves the oral histories and home front stories of over 3,000 home front workers. The majority of workers have their own manuscript collection which contains at minimum a home front story and may also contain employment documents, photographs, clippings, and other materials documenting their life during the war.

1. Mandated Acquisitions: There are no legal mandates for manuscript collections.

2. Should be acquired: Manuscript materials and collections which fall into the following collecting categories should be acquired:

- a. *Oral Histories:* The collection of oral histories that tell the personal stories of participants in the home front is specifically authorized in the park’s enabling legislation. The park preserves a diverse selection of in-depth interviews through the Oral History Center of the Bancroft Library at the University of California at Berkeley. Recordings or stories in any format may also be collected at special events, in conjunction with outreach projects and partnerships, and by individual donors. Oral histories with a corresponding participant release form are preferred, but those without a release form may be considered on a case-by-case basis.

In order to collect as many different experiences as possible, individuals are encouraged to participate in the park’s Home Front Stories Project by filling out a basic questionnaire, writing down their memories, and donating the written accounts to the collection. These accounts, generally referred to as “home front stories,” are not formal oral histories but capture, in their own words, specific memories of home front participants. They may be submitted by the participant or also by relatives and acquaintances of participants.

- b. *War Propaganda and Ephemera:* The collection of posters, handbills, pamphlets, and advertising materials generated by government agencies, labor unions, companies, nonprofit and volunteer organizations, communities, or other groups should be collected. The materials will be examples of general morale-boosting and patriotic

messages to citizens, worker production, encouraging the purchase of war bonds, conservation of resources, and military recruitment. Collecting duplicate copies of mass-produced printed material should be avoided unless additional copy is part of an incoming manuscript collection associated with a home front worker.

- c. *Manuscripts and Personal Papers*: Manuscripts, handwritten or typed, personal papers, correspondence, scrapbooks, diaries, notes, scripts, forms, cards, certificates, blueprints, plans, employment document and other similar items from the war years illustrating home front themes should be collected.
- d. *Historic Photographic Materials*: The museum should collect original photographs, negatives, and albums which meet the following criteria:
 - i. Historic images related to a specific home front worker or home front story
 - ii. Historic images of sites and structures in Richmond within the park

Although originals are preferred, the park may accept donations of high-resolution digital scans in place of the originals. (See Collecting Philosophy in Introduction section).

3. May be acquired: Manuscript collections may be acquired if they fall within the following collecting categories:

- a. *Historic Photographic Materials*: The museum may collect original historic photographs, negatives, and albums which are not related to a specific home front worker or park sites in Richmond if they illustrate the interpretive themes as outlined in this document pertaining to the WWII years.

Although originals are preferred, the park may accept donations of high-resolution digital scans in place of the originals.

- b. *Contemporary photographs and updates from donors*: The park may only acquire current photographs and written updates from donors if they are part of the original donation and accompanied by a home front story or historic material. The photographs and updates should demonstrate the enduring effects of the war on their lives.
- c. *Staff Oral Histories*: Oral histories of park partners, scholars, and former/current NPS staff may be acquired.
- d. *Film and Audio Media*: Personal home movies directly related to the home front and shot during the park's period of significance may be acquired. Audio recordings by home front workers sent to loved ones overseas may also be acquired. When films or

- recordings are not available in their original format, physical or digital copies may be collected.
- e. *Published materials*: Rare books, books that are not rare, and other library materials retained for their physical properties or associative value may be managed as part of the park's museum collection if they have a direct connection to a specific home front worker.
 - f. *Newspaper clippings*: Newspaper clippings from local, national, or international papers may only be acquired if they meet one of the following criteria:
 - i. Historic newspapers about a specific home front worker and accompanied by a home front story or other historic material
 - ii. Historic newspaper articles which specifically discuss home front living
 - iii. Newspaper articles about Betty Reid Soskin *and* directly referencing her work for the National Park Service
 - g. *Scholarly collections*: Primary and secondary source materials and papers collected through research and/or book writing by scholars and researchers may be acquired. Collections must relate to the park significance and/or themes.
4. Not to be acquired: Manuscript materials within the following categories are not to be acquired:
- a. *Contemporary Photographs*
 - i. General “family vacation” images from members of the public
 - ii. Employee personal photos unrelated to major park events or projects
 - iii. Digital copies of analog photos or documents already in the collection created for access and use will not be added to the museum archives
 - iv. Contemporary photographs and updates from donors sent after initial donation. These items should be added to the relevant accession folder(s).
 - b. *Film and Audio Media*: Motion pictures, original newsreels, commercial and industrial films, and government propaganda films related to the home front are not to be acquired. Sound recordings of WWII period radio news and entertainment programs, music, and interviews are also not to be acquired. In addition to copyright issues, there are other repositories better suited for this material.
 - c. *Newspaper Clippings*: All newspaper clippings which don't meet the criteria listed in Section II.E.a.3.f (Manuscript collections which may be acquired) are not to be acquired. This includes historic newspaper articles generally about the war and contemporary articles about the park.

b. Resource Management Records in the Archival Collections at Rosie the Riveter/WWII Home Front National Historical Park

Resource Management Records (RMR) document the management of natural and cultural resources, and park lands which must be [preserved in perpetuity](#). Associated records are Resource Management Records that document and provide context for museum objects, specimens, and samples. Associated records of archeological, biological, and paleontological collections are specifically mandated by laws.

For archeology: [Archaeological Resources Protection Act](#) (ARPA), specific reference to retention of associated records found here: [US Code Title 16, 470cc](#). And [36 CFR 79](#) which are regulations associated with undertakings associated with the Antiquities Act, Reservoir Salvage Act, the National Historic Preservation Act, and ARPA.

For biology: [Management Policies 2006 \(nps.gov\)](#) and [36 CFR 2.5](#)

For paleontology: [16 USC 470aaa-1: Management \(house.gov\)](#)

Resource Management Records (RMR) are federal records subject to the Federal Records Act (FRA), Freedom of Information Act (FOIA), or other laws governing federal records access. Although records created by government employees are in the public domain, records within the park archives created by others may be subject to copyright or other legal restrictions. A compelling reason would be needed to accept copyrighted formats.

As of FY24, there are no administrative or resource management records in the museum collection of Rosie the Riveter/WWII Home Front National Historical Park. In FY24, the park received funding for an archival survey, appraisal, and processing project. In FY25, a thorough survey and appraisal was conducted and a processing plan created. The park is currently working through the processing plan and it is anticipated that approximately 100 linear feet of permanent records, including resource management, planning, and park establishment records will be added to the museum collection at the end of FY25. A Finding Aid will also be produced. This project coincides with the park's 25th anniversary.

1. Mandated Collections: Records associated with collections made through permitted activities associated with ARPA, and Paleontology Resources Preservation Act of 2009 (PRPA) are mandated by these laws to be retained. The park does not manage any archeological or paleontological collections and does not anticipate acquiring any such materials in the next five years.

2. Should be Acquired: Resource management and lands records should be acquired regardless of format including, but not limited to inactive records in park cultural resources program offices, records related to park land ownership and easements, and data from specific park resource management projects that may not require permits. Additionally, photographs which meet the following criteria should be acquired:

- a. *Photographic materials documenting the administrative history of Rosie the Riveter/WWII Home Front National Historical Park:* Photographs which trace the development of the site through its subsequent private ownership and restoration by the National Park Service should be acquired. The park will continue to document the restoration and evolution of the site through digital files.

3. May be Acquired: The NPS Service-wide Record Schedule (SRS) and the NPS Records and Electronic Information Management (REIM Guide) identify additional records that have enduring value to both the NPS and NARA. These records are not RMR or archives, but a very small set of park records related to protection and safety, wildfire management, park facilities management.

The park will work with PWR Records Management to identify federal records which have not yet been surveyed. The park's CAC will review these records and determine if any of the record types have enduring value to the park, but are not currently listed in the "May be Acquired" section. The records identified by the CAC and those that fall within the current categories listed in the "May be Acquired" section will be retained in the park's museum collection. Records that do not fall within the "Should be Acquired" or "May be Acquired" sections will be sent to NARA/Federal Records Center under the pending 2024 NPS-NARA exception request. Following the survey and CAC review, the SOCS will be updated to reflect these records assessments.

4. Not to be Acquired: Materials within the following categories are not to be acquired:

- a. Museum records including but not limited to accession book and files, catalog records and folders, annual inventories, loan documentation, images of objects and specimens, and object conservation condition and treatment reports.

2. Natural History Collection

Rosie the Riveter/WWII Home Front National Historical Park does not own any real property and therefore does not own or manage any natural resources. A natural history collection is not applicable to the park's enabling legislation, interpretive themes, or resource management goals and objectives. There are no natural history specimens currently in the collection and the park does not intend to acquire a natural history collection. Given that the park does not own any land, there are no mandated collections anticipated.

Should the park acquire real property, this section will be updated to include parameters for acquiring natural history specimens in the biology, geology and/or paleontology disciplines. Those parameters will be in compliance with [36 CFR 2.5](#), [the Research Permitting and Reporting System \(RPRS\)](#), NPS Management Policies (2006, section 4.2.3), *Director's Order #77: Natural Resource Protection* (under development), and *NPS Natural Resources Management Guideline* (1991). 'Appendix G: Research Collections Permits' in the 2023 MMPC SOCS template will also be added to this document and amended with park-specific protocols.

A. Biology Collection

Biological resources are plants and animals which live within, migrate through, or otherwise make use of a park. These include all species belonging to all five of the commonly recognized kingdoms of living things and can be either native or exotic. Biological collections include specimens (or parts thereof) from plants and animals and their associated records. Copies of records created during biological research are retained, at the discretion of the park, as part of the museum collection, regardless of specimen collection.

Examples of biological collections may include:

- Wet-preserved or taxidermied specimens
- Animal skins, skeletal material, and shell material
- DNA samples including blood and tissue
- Pinned specimens, including invertebrates
- Pressed plants and tree cores
- Casts of animal tracks, raptor pellets, and other bi-products
- Specimens or other collected material that results in derivatives that may be patentable or otherwise protected under the intellectual property (IP) laws.

Biological Resources at Rosie the Riveter/WWII Home Front National Historical Park

Rosie the Riveter/WWII Home Front National Historical Park does not own any real property and therefore does not manage any biological resources. There are no biological specimens or associated data in the park's museum collection as of FY24 and the park does not anticipate acquiring a biological collection in the next five years.

1.Mandated acquisitions: Rosie the Riveter/WWII Home Front National Historical Park does not conduct any or issue permits for any inventory, monitoring, research, and study projects and therefore does not generate any mandated collections.

2.Should be acquired: There are no biological collections which should be acquired by the park. There are no Inventory and Monitoring Program projects or protocols at the park.

3.May be acquired: There are no biological collections which may be acquired by the park.

4.Not to be acquired: Any biological specimens and/or associated records including:

- a. Biological specimens collected outside the park's boundaries.
- b. Scientific specimens lacking provenience documentation, lacking scientific value, in poor condition, or which were not prepared to professional standards.
- c. Specimens specifically collected as a type or reference collection, e.g., for fire management programs that are used in the field, heavily used, etc., are not to be collected.

- d. Living specimens are not to be acquired for the museum collection. Nor is ICMS or its successor to be used to inventory or document living collections.

B. Geology Collections

NPS *Management Policies* (2006, section 4.8) describes geologic resources as both geologic features and processes. “Geologic processes” are the natural physical and chemical forces acting with natural systems and human developments across a broad spectrum of space and time. “Geologic features” are the products and physical components of geologic processes. NPS *Management Policies* (2006, section 4.8) requires the NPS to preserve and protect geologic resources and geologic features as integral components of park natural systems.

Geological Resources at Rosie the Riveter/WWII Home Front National Historical Park

Rosie the Riveter/WWII Home Front National Historical Park does not own any real property and therefore does not manage any geological resources. There are no geological specimens or associated data in the park’s museum collection as of FY24 and the park does not anticipate acquiring a geological collection in the next five years.

1. Mandated acquisitions: Rosie the Riveter/WWII Home Front National Historical Park does not conduct any or issue permits for any inventory, monitoring, research, and study projects and therefore does not generate any mandated collections.
2. Should be acquired: There are no geological collections which should be acquired by the park. There are no Inventory and Monitoring Program projects or protocols at the park.
3. May be acquired: There are no geological collections which may be acquired by the park.
4. Not to be acquired: Any geological specimens and associated records including:
 - a. Specimens and samples from outside the park’s boundaries.
 - b. Specimens and samples lacking provenience documentation or generated through rock hounding (amateur collecting of specimens) which is prohibited in most national parks by 36 CFR 2.1(a)

C. Paleontology Collections

The [Paleontological Resources Preservation Act \(Public Law 111-011\) \(PRPA\)](#) defines a paleontological resource as “any fossilized remains, traces, or imprints of organisms, preserved in or on the earth’s crust, that are of paleontological interest and that provide information about the history of life on earth, except that the term does not include— (A) any materials associated with an archaeological resource (as defined in section 3(1) of the Archaeological Resources Protection Act of 1979 (16 U.S.C. 470bb(1)); or (B) any cultural item (as defined in section 2 of the Native American Graves Protection and Repatriation Act (25 U.S.C. 3001)).” (NAGPRA)

PRPA requires that paleontological resources collected on federal land remain the property of the United States and that the paleontological resource and copies of associated records will be preserved for the public and made available for scientific research and public education. The law

requires curation of these resources, stating “Any paleontological resource, and any data and records associated with the resource, collected under a permit, shall be deposited in an approved repository.”

Paleontology Resources at Rosie the Riveter/WWII Home Front National Historical Park

Rosie the Riveter/WWII Home Front National Historical Park does not own any real property and therefore does not manage any paleontological resources. There are no paleontological specimens or associated data in the park’s museum collection as of FY24 and the park does not anticipate acquiring a paleontological collection in the next five years.

- 1.Mandated acquisitions: Rosie the Riveter/WWII Home Front National Historical Park does not conduct any or issue permits for systematic surveys or excavations and therefore does not generate fossil plant, vertebrate, invertebrate or trace specimens. The park does not manage any in situ or scientifically significant paleontological resources. Consequently, the park does not generate any mandated collections.
- 2.Should be acquired: There are no paleontological collections which should be acquired by the park.
- 3.May be acquired: There are no paleontological collections which may be acquired by the park.
- 4.Not to be acquired: Any paleontological specimens or associated records including:
 - a. Fossils from outside the park’s boundaries
 - b. Fossils lacking provenience documentation

III. PARK MUSEUM COLLECTIONS SUBJECT TO THE NATIVE AMERICAN GRAVES PROTECTION AND REPATRIATION ACT OF 1990 (NAGPRA)

The Native American Graves Protection and Repatriation Act of 1990 (25 USC 3001-13) and implementing regulations (43 CFR Part 10), requires Federal agencies and institutions that receive Federal funding (including museums, universities, state agencies, and local governments) to protect and repatriate Native American human remains and cultural items to lineal descendants, Indian Tribes, and Native Hawaiian organizations. Items in the possession or control of the NPS identified as subject to NAGPRA must be addressed in accordance with 43 CFR 10. The regulations require:

- Consultation with deference given to the Native American traditional knowledge of lineal descendants, Indian Tribes, and Native Hawaiian organizations;
- Address disposition of any newly discovered Native American human remains or cultural items removed from federal lands and any Native American human remains and cultural

items in NPS possession or control removed from federal lands after the enactment of NAGPRA on November 16, 1990 in accordance with 43 CFR 10.7;

- Identification of all Native American human remains and cultural items in NPS possession or control removed from federal lands prior to the enactment of NAGPRA;
- Development of NAGPRA inventories or summaries in compliance with 43 CFR 10.9 and 10.10 to facilitate consultation and eventual repatriation of Native American human remains and cultural items removed from federal lands prior to the enactment of NAGPRA.

NPS policy and guidance for NAGPRA compliance can be found on the [NPS NAGPRA Guidance](#) SharePoint where more detailed information is available to address the following:

- Duty of Care (43 CFR 10.1(d)) which requires the NPS to care for, safeguard, and preserve human remains and cultural items in its custody, possession, or control;
- Steps to complete disposition of human remains and cultural items removed from federal lands after the enactment of NAGPRA (43 CFR 10.4 through 10.7);
- Steps to complete summaries and repatriation of unassociated funerary objects, sacred objects, and objects of cultural patrimony removed from federal lands prior to the enactment of NAGPRA (43 CFR 10.9);
- Steps to complete inventories and repatriation of Native American human remains and associated funerary objects removed from federal lands prior to the enactment of NAGPRA (43 CFR 10.10);
- Consultation with lineal descendants, Indian Tribes, and Native Hawaiian organizations;
- Determining cultural affiliation (43 CFR 10.3);
- Developing and publishing a Notice of Intended Disposition (NID) - 43 CFR 10.7(c)(2), a Notice of Intended Repatriation (NIR) - 43 CFR 10.9(f), and a Notice of Inventory Completion (NIC) - 43 CFR 10.10(e);
- Evaluating requests for repatriation (43 CFR 10.9(d) and 10.10(f)) or claims for disposition (43 CFR 10.7(c)(3)) of human remains and cultural item; and Developing and maintaining a record of consultation.

Rosie the Riveter/WWII Home Front National Historical Park does not have any NAGPRA materials in the museum collection. Since the park does not own any real property, it is doubtful that any materials subject to NAGPRA will be discovered by the park.

Any newly discovered human remains and/or NAGPRA cultural items removed from park lands **should not be accessioned** into the museum collection. Rather, disposition should be addressed through compliance with sections 10.4 through 10.7 of 43 CFR 10 in accordance with the mandated timelines found in 43 CFR 10.

IV. ACQUISITIONS

1. Acquisition Criteria

Acquisition of museum objects is governed by the park's ability to manage and preserve materials according to *NPS Management Policies, Chapter 5* (2006), the standards for managing museum objects in *NPS-28: Cultural Resources Management Guideline* (1998); *the NPS Checklist for Preservation and Protection of Museum Collections (Checklist)*; and the *NPS Museum Handbook I-III*.

Rosie the Riveter/WWII Home Front National Historical Park continues to acquire objects that relate to the site through donation, purchase, exchange, transfer, field collection, and loan.

In accordance with NPS policy and general museum practice, only unrestricted gifts should be accepted. Only the regional director can allow an exception to this rule. Gifts or bequests must be free of restrictions as to their use and future disposition. However, museum collections are subject to legal restrictions, such as privacy laws and classified data. Refer to the MH-III, Chapter 2: Legal Issues, for information on use and access restrictions.

Museum objects must be acquired, accessioned, and cataloged in accordance with the *NPS Museum Handbook, Part II* (2000).

Firearms and ammunition, acquired for museum exhibits and research purposes, are not intended for use as operational firearms. The NPS standards for managing, use, and disposal of museum objects are outlined in the *NPS Museum Handbook Parts I and II*, and *NPS-28, Cultural Resources Management Guideline*, as well as the *Draft Appendix X: Museum Firearms, Small Arms Ammunition, Artillery, And Munitions (still under review)*.

2. Roles and Responsibilities for Accessioning and Deaccessioning

Accountable Officer

The park's Superintendent, by delegation, represents the Director of the National Park Service and the Secretary of the Interior in accepting title to and responsibility for all museum objects. The Superintendent bears the ultimate responsibility for the acquisition, proper care, and management of the unit's museum collection. The Superintendent has delegated the day-to-day care of the collection to the custodial officer for museum collections. This designation must be made in writing.

All permanent acquisitions must receive formal approval from the park's Superintendent before they can be accepted into the museum collection. Before physical receipt of the acquisition, all paperwork, including the Deed of Gift, must be signed by both the park and the donor. Upon receipt, all newly acquired objects and related documentation must be turned over to the Receiving Officer. The Curator, or Custodial Officer, 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 sources of acquisition.

The Superintendent, as the accountable officer, also must approve all incoming loans, which are considered temporary acquisitions, and is the final signatory for all loan documentation.

Custodial Officer

The custodial officer is directly accountable and responsible for the physical care and documentation of the museum collection. The custodial officer, usually the curator or other museum staff (including collateral duty), provides oversight of the museum collection, as delegated by the Accountable Officer. In the absence of those positions, it may be assigned as a collateral duty to an employee in a different job series.

Designated Receiving Officer

The Superintendent appoints, in writing, the Receiving Officer for the museum collection.

The Receiving Officer is responsible for documenting the receipt of museum collections. The Receiving Officer can be one of the museum staff or a staff member from another program/division.

The Receiving Officer signs the Accession Receiving Report (Form 10-95), the Receipt for Property (DI-105), and any other receipts for museum property. The Custodial Officer cannot serve as the Receiving Officer, nor can the Superintendent.

Collections Advisory Committee

The Collections Advisory Committee (CAC) reviews the appropriateness of the proposed accession or deaccession and its disposition.

Since 2017, all parks are required to establish a CAC. A CAC is required to review all proposed new accessions other than scientifically generated archeological and natural history field collections and their associated records from NPS-administered land. The CAC should also review any miscellaneous items “found in collection.” See *Museum Handbook*, Part II, Chapter 2 for types of accessions and their definitions.

Park-specific CACs shall be established based on the guidelines for deaccessioning committees in the [Museum Handbook, Part II, Chapter 6](#) and [Appendix B](#). The CAC must include at least one member at the GS-1015-11 grade or higher, must include at least three members, and must make recommendations in writing.

V. MANAGEMENT ACTIONS

Acquisition and deaccession decisions are guided by NPS *Museum Handbook* mandates, strategic collecting directions outlined in this SOCS, and the following management actions:

- As stated in the [Museum Handbook I, chapter 2, section J: Writing the Management Actions section](#), SOCS will be reviewed and updated at least every five-years but can be updated more often whenever changed conditions clearly alter the mission of the park or when priorities in a specific collecting category have been met. Changes must be approved by the superintendent.
- The CAC will be reviewed and updated to fill vacancies as needed.
- Rosie the Riveter/WWII Home Front National Historical Park will seek to establish procedures to work collaboratively with local indigenous community groups to advise and guide the park in collecting practices and principles. Procedures will determine whether historical and/or cultural material remains within the community, define what terms collaborative stewardship of donated materials would operate, and/or rectify situations that caused past harm to a particular community.
- Rosie the Riveter/WWII Home Front National Historical Park will establish a process/procedure to identify, process, and potentially acquire archives in conjunction with park records management practices and procedures.

Appendix A: Enabling Legislation

Public Law 106-352, October 24, 2000, 114 Stat. 1370

An Act To establish the Rosie the Riveter/World War II Home Front National Historical Park in the State of California, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,

SECTION 1. SHORT TITLE.

This Act may be cited as the "Rosie the Riveter/World War II Home Front National Historical Park Establishment Act of 2000".

SEC. 2. ROSIE THE RIVETER/WORLD WAR II HOME FRONT NATIONAL HISTORICAL PARK.

(a) ESTABLISHMENT,—In order to preserve for the benefit and inspiration of the people of the United States as a national historical park certain sites, structures, and areas located in Richmond, California, that are associated with the industrial, governmental, and citizen efforts that led to victory in World War II, there is established the Rosie the Riveter/World War II Home Front National Historical Park (in this Act referred to as the "park"),

(b) AREAS INCLUDED,—The boundaries of the park shall be those generally depicted on the map entitled "Proposed Boundary Map, Rosie the Riveter/World War II Home Front National Historical Park" numbered 963/80000 and dated May 2000. The map shall be on file and available for public inspection in the appropriate offices of the National Park Service.

SEC. 3. ADMINISTRATION OF THE NATIONAL HISTORICAL PARK

(a) IN GENERAL.—

(1) GENERAL ADMINISTRATION.—The Secretary of the Interior (in this Act referred to as the "Secretary") shall administer the park in accordance with this Act and the provisions of law generally applicable to units of the National Park System, including the Act entitled "An Act to establish a National Park Service, and for other purposes", approved August 35, 1916 (39 Stat. 535; 16 U.S.C. 1 through 4), and the Act of August 21, 1935 (49 Stat. 666; 16 U.S.C. 461 - 467).

(2) SPECIFIC AUTHORITIES.—The Secretary may interpret the story of Rosie the Riveter and the World War II home front, conduct and maintain oral histories that relate to the World War II home front theme, and provide technical assistance in the preservation of historic properties that support this story,

(b) COOPERATIVE AGREEMENTS.—

(1) GENERAL AGREEMENTS.—The Secretary may enter into cooperative agreements with the owners of the World War II Child Development Centers, the World War II worker housing, the Kaiser-Permanente Field Hospital, and Fire Station 67A, pursuant to which the Secretary may mark, interpret, improve, restore, and provide technical assistance with respect to the preservation and interpretation of such properties. Such agreements shall contain, but need not be limited to, provisions under which the

Secretary shall have the right of access at reasonable times to public portions of the property for interpretive and other purposes, and that no changes or alterations shall be made in the property except by mutual agreement.

(2) LIMITED AGREEMENTS.—The Secretary may consult and enter into cooperative agreements with interested persons for interpretation and technical assistance with the preservation of—

- (A) the Ford Assembly Building;
- (B) the intact dry docks/basin docks and five historic structures at Richmond Shipyard #3;
- (C) the Shimada Peace Memorial Park;
- (D) Westshore Park;
- (E) the Rosie the Riveter Memorial;
- (F) Sheridan Observation Point Park;
- (G) the Bay Trail/Esplanade;
- (H) Vincent Park; and
- (I) the vessel S.S. RED OAK VICTORY, and Whirley Cranes associated with shipbuilding in Richmond.

(c) EDUCATION CENTER.—The Secretary may establish a World War II Home Front Education Center in the Ford Assembly Building. Such center shall include a program that allows for distance learning and linkages to other representative sites across the country, for the purpose of educating the public as to the significance of the site and the World War II Home Front.

(d) USE OF FEDERAL FUNDS.—

(1) NON-FEDERAL MATCHING.—(A) As a condition of expending any funds appropriated to the Secretary for the purposes of the cooperative agreements under subsection (b)(2), the Secretary shall require that such expenditure must be matched by expenditure of an equal amount of funds, goods, services, or in-kind contributions provided by non-Federal sources.

(B) With the approval of the Secretary, any donation of property, services, or goods from a non-Federal source may be considered as a contribution of funds from a non-Federal source for purposes of this paragraph.

(2) COOPERATIVE AGREEMENT.—Any payment made by the Secretary pursuant to a cooperative agreement under this section shall be subject to an agreement that conversion, use, or disposal of the project so assisted for purposes contrary to the purposes of this Act, as determined by the Secretary, shall entitle the United States to reimbursement of the greater of—

- (A) all funds paid by the Secretary to such project; or
- (B) the proportion of the increased value of the project attributable to such payments, determined at the time of such conversion, use, or disposal.

(e) ACQUISITION.—

(1) FORD ASSEMBLY BUILDING.—The Secretary may acquire a leasehold interest in the Ford Assembly Building for the purposes of operating a World War II Home Front Education Center.

(2) OTHER FACILITIES.—The Secretary may acquire, from willing sellers, lands or interests in the World War II day care centers, the World War II worker housing, the Kaiser Permanente Field Hospital, and Fire Station 67, through donation, purchase with donated or appropriated funds, transfer from any other Federal agency, or exchange.

(3) ARTIFACTS.—The Secretary may acquire and provide for the curation of historic artifacts that relate to the park.

(f) DONATIONS.—The Secretary may accept and use donations of funds, property, and services to carry out this Act.

(g) GENERAL MANAGEMENT PLAN.—

(1) IN GENERAL.—Not later than 3 complete fiscal years after the date funds are made available, the Secretary shall prepare, in consultation with the City of Richmond, California, and transmit to the Committee on Resources of the House of Representatives and the Committee on Energy and Natural Resources of the Senate a general management plan for the park in accordance with the provisions of section 12(b) of the Act of August 18, 1970 (16 U.S.C. 1a-7(b)), popularly known as the National Park System General Authorities Act, and other applicable law.

(2) PRESERVATION OF SETTING.—The general management plan shall include a plan to preserve the historic setting of the Rosie the Riveter/World War II Home Front National Historical Park, which shall be jointly developed and approved by the City of Richmond.

(3) ADDITIONAL SITES.—The general management plan shall include a determination of whether there are additional representative sites in Richmond that should be added to the park or sites in the rest of the United States that relate to the industrial, governmental, and citizen efforts during World War II that should be linked to and interpreted at the park. Such determination shall consider any information or findings developed in the National Park Service study of the World War II Home Front under section 4.

SEC. 4. WORLD WAR II HOME FRONT STUDY

The Secretary shall conduct a theme study of the World War II home front to determine whether other sites in the United States meet the criteria for potential inclusion in the National Park System in accordance with section 8 of Public Law 91-383 (16 U.S.C. 1a-5).

SEC. 5. AUTHORIZATION OF APPROPRIATIONS.

(a) IN GENERAL.—

(1) ORAL HISTORIES, PRESERVATION, AND VISITOR SERVICES.—There are authorized to be appropriated such sums as may be necessary to conduct oral histories and to carry out the preservation, interpretation, education, and other essential visitor services provided for by this Act.

(2) ARTIFACTS.—There are authorized to be appropriated \$1,000,000 for the acquisition and curation of historical artifacts related to the park.

(b) PROPERTY ACQUISITION.—There are authorized to be appropriated such sums as are necessary to acquire the properties listed in section 3(e)(2).

(c) LIMITATION ON USE OF FUNDS FOR S.S. RED OAK VICTORY.—None of the funds authorized to be appropriated by this section may be used for the operation, maintenance, or preservation of the vessel S.S. RED OAK VICTORY.

Approved October 24, 2000.

Public Law 108-352, October 21, 2004, 118 Stat. 1396

SEC. 6. ROSIE THE RIVETER/WORLD WAR II HOME FRONT NATIONAL HISTORICAL PARK.

The Rosie the Riveter/World War II Home Front National Historical Park Establishment Act of 2000 (16 U.S.C. 410ggg et seq.) is amended—

(1) in section 2(b), by striking “numbered 963/80000” and inserting “numbered 963/80,000”; and

(2) in section 3—

(A) in subsection (a)(1), by striking “August 35” and inserting “August 25”;

(B) in subsection (b)(1), by striking “the World War II Child Development Centers, the World War II worker housing, the Kaiser-Permanente Field Hospital, and Fire Station 67A” and inserting “the Child Development Field Centers (Ruth C. Powers) (Maritime), Atchison Housing, the Kaiser-Permanente Field Hospital, and Richmond Fire Station 67A”;

(C) in subsection (e)(2), by striking “the World War II day care centers, the World War II worker housing, the Kaiser-Permanente Field Hospital, and Fire Station 67,” and inserting “the Child Development Field Centers (Ruth C. Powers) (Maritime), Atchison Housing, the Kaiser Permanente Field Hospital, and Richmond Fire Station 67A,”.

Appendix B: NPS Museum Collections

The Department of Interior defines a museum collection as a subset of personal property that is retained for long-term preservation, study, and interpretation consistent with statutory requirements and its relationship to the mission of the respective bureau and park. The NPS affirmed its mandate to actively acquire and preserve objects, specimens, and archives in *NPS Management Policies* (2006, section 5.3.5.5), stating that “The Service will collect, protect, preserve, provide access to, and use objects, specimens, and archival and manuscript collections . . . in the disciplines of archeology, ethnography, history, biology, geology, and paleontology to aid understanding among park visitors, and to advance knowledge in the humanities and sciences.”

Parks acquire and manage museum collections because they are:

important park resources in their own right as well as being valuable for the information they provide about processes, events, and interactions among people and the environment. Natural and cultural objects and their associated records provide baseline data, serving as scientific and historical documentation of the park’s resources and purpose. All resource management records that are directly associated with museum objects are managed as museum property. These and other resource management records are preserved as part of the archival and manuscript collection because they document and provide an information base for the continuing management of the park’s resources (NPS-28 *Cultural Resource Management Guideline*, 1998: 137).

Because of their significance, *NPS Management Policies* (2006, section 1.4.6) includes museum collections among the park resources and values which are subject to the no-impairment standard. Impairment (pg. 11)

[NPS Management Policies \(2006, section 1.4.6, pg 11\)](#)

1.4.6 What Constitutes Park Resources and Values

- The “park resources and values” that are subject to the no-impairment standard include the park’s scenery, natural and historic objects, and wildlife, and the processes and conditions that sustain them, including, to the extent present in the park: the ecological, biological, and physical processes that created the park and continue to act upon it; scenic features; natural visibility, both in daytime and at night; natural landscapes; natural soundscapes and smells; water and air resources; soils; geological resources; paleontological resources; archeological resources; cultural landscapes; ethnographic resources; historic and prehistoric sites, structures, and objects; museum collections; and native plants and animals;
- appropriate opportunities to experience enjoyment of the above resources, to the extent that can be done without impairing them;
- the park’s role in contributing to the national dignity, the high public value and integrity, and the superlative environmental quality of the national park system, and

the benefit and inspiration provided to the American people by the national park system; and

- any additional attributes encompassed by the specific values and purposes for which the park was established. (See introduction to chapter 4)

Appendix C: Legislation Related to NPS Museum Collection and Other Related Conventions, Laws, and Regulations

These laws provide the legal mandates for NPS management of museum collections:

- 16 USC
 - 469-469c: Reservoir Salvage Act of 1960, as amended
 - 470aa-mm: Archeological Resources Protection Act of 1979
 - 470aaa: Paleontology Resources Preservation Act of 2009
 - 668a Bald Eagle Protection Act of 1940, as amended
 - 703-711 Migratory Bird Treaty Act of 1918
 - 1361-1407 Marine Mammal Protection Act of 1972
 - 1531-1543 Endangered Species Act of 1973, as amended
- 18 USC 43-44 Lacey Act of 1900 [The Black Bass Act of 1930 (16 USC 851) added fish to the list of wildlife under the Lacey Act]
- 25 USC 3001-3013 Native American Graves Protection and Repatriation Act of 1990
- 41 USC 102-41 Subpart C Voluntarily Abandoned Property
- 42 USC 1996 American Indian Religious Freedom Act of 1978
- 54 USC
 - 100101: Promotion and Regulation
 - 100301-100302: Establishment (Organic Act of 1916)
 - 100701 et seq.: System Resource Inventory and Management (National Parks Omnibus Management Act of 1988)
 - 102501-102504: Museums (Museum Properties Management Act of 1955)
 - 300101 et seq: Historic Preservation (National Historic Preservation Act of 1966)
 - 312501-312507: Preservation of Historical and Archeological Data (Archeological and Historic Preservation Act of 1974)
 - 320301-320303: Monuments, Ruins, Site, and Objects of Antiquity (The Antiquities Act)
 - 321010-321016: American Antiquities [Policy and Administrative Provisions], (Historic Sites Act of 1935)

The following regulations include major requirements for NPS museum collections management.

- Copyright Act of 1976 (17 USC 101 et seq. [1988 & Supp. V 1993])
- Curation of Federally Owned and Administered Archeological Collections” (36 CFR Part 79) and in something about the update for deaccessioning
- Disposition of Federal Records (36 CFR 1228)
- Disposal of Records (44 USC 33)
- Endangered and Threatened Wildlife and Plants (50 CFR, Sections 17.11 and 17.12)
- Federal Property and Administrative Services Act of 1949, as amended (40 USC 483[b])
- Federal Records Act of 1950, as amended (44 USC 3101 et seq.)
- Freedom of Information Act of 1966, as amended (5 USC 552)
- Native American Graves Protection and Repatriation Regulations (43 CFR 10)
- Preservation, Arrangement, Duplication, Exhibition of Records (44 USC 2109)
- Preservation of American Antiquities (43 CFR Part 3)

- Privacy Act of 1974 (5 USC 552a)
- Protection of Archeological Resources (43 CFR Part 7)
- Research Specimens (36 CFR, Section 2.5)
- Abandoned Shipwreck Act of 1987 (43 USC 2101 through 2106)
- Animal Welfare Act of 1966 (7 USC 2131 through 2159)
- Copies of records, documents, etc.: charges, disposition of receipts (43 USC 1460)
- Commercial filming activities on federal land (Public Law 106-206)
- Department of the Interior Fish and Wildlife Policy: State-Federal Relationships (43 CFR 24)
- Guidelines for Ensuring and Maximizing the Quality, Objectivity, Utility, and Integrity of Information Disseminated by Federal Agencies were published in the Federal Register as 67 FR 5365
- Federal Cave Resources Protection Act of 1988 (16 USC 63)
- Federal Land Policy and Management Act of 1976 (43 USC 35)
- Federal Technology Transfer Act of 2012 (15 USC 3710)
- Information Quality Act (passed in section 515 of the Treasury and General Government Appropriations Act for Fiscal Year 2001 (Public Law 106-554; H.R. 5658)
- National Archives and Records Administration Act of 1984 (44 USC 21)
- Omnibus Consolidated Appropriations Act of 1997 (Public Law 104-208)
- Permits (36 CFR 1.6)
- Preservation of Natural, Cultural, and Archeological Resources (36 CFR 2.1)
- Presidential and Federal Records Act Amendments of 2014 (Public Law 113-187; H.R. 1233)

Presidential memoranda pertinent to museum and archival collections include:

- Memorandum on Preserving Scientific Integrity in Government Decision-Making (2009) and the Presidential Memorandum on Managing Government Records (2011)
- “Technical Edits” for 36 CFR were published in the Federal Register as 80 FR 36474, effective as of on June 25, 2015

The following international conventions apply to NPS cultural collections:

- 1970 UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export, and Transfer of Ownership of Cultural Property (implemented in the United States by P.L. 97-446 in 1983, 19 USC 2601)
- 1983 Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)

The following governmentwide and departmental policies and standards apply to NPS museum collections:

- 41 CFR 101 Federal Property Management Regulations (FPMR)

- Departmental Manual Part 11, Museum Property Management, Chapters 1-3
- Departmental Manual Part 517, Chapter 1, Pesticide Use Policy
- Interior Property Management Regulations, Departmental Manual Part 410, Personal Property Management (Subpart 114-60)

Excerpts from NPS Management Policies (1988) that are specifically relevant to museum objects are as follows:

- Chapter 4 - Natural Resource Management
 - Natural Resource Collections (Page 4:4)
 - Integrated Pest Management Procedures (Page 4:13)
 - Paleontologic Resource Management (Page 4:19)
- Chapter 5 - Cultural Resource Management
 - Inventories (Page 5:1)
 - Preservation of Data and Collections and Protection of Research Potential (Page 5:3)
 - Treatment of Museum Objects (Pages 5:9-10)
 - Acquisition, Management, and Disposition of Museum Objects (Page 5:10)
 - Historic Furnishings (Page 5:10)
 - Archives and Manuscripts (Pages 5:10-11)
 - Fire Detection and Suppression (Page 5:14)
 - Pest Management (Page 5:14)
- Chapter 7 - Interpretation and Education: Interpretation and Native Americans (Page 7:5)
- Chapter 8 - Use of the Parks: Research and Collection Activities (Pages 8:15-16)
- Chapter 9 - Park Facilities: Curatorial Facilities (Page 9:15)
- Chapter 10 - Concessions Management: Merchandise and Handcrafts (Pages 10:8-9)

Director's Orders (DO) supplement the NPS Management Policies. The following DO include guidance for museum collections

- Director's Order #11D: Records Management
- Director's Order #24: NPS Museum Collections Management
- Director's Order #28: Cultural Resource Management
- Director's Order #44: Personal Property Management
- Director's Order #77: Natural Resource Protection
- Director's Order #77-10: NPS Benefits Sharing
- Director's Order #79: Integrity of Scientific and Scholarly Activities

For a more detailed description of legislation and regulations as related to NPS museum collections, please see [Museum Handbook, Part I, Appendix A: Mandates and Standards for NPS Museum Collections.](#)

Appendix D: Uses and Restrictions of Museum Collections

A. General Use

The site's museum collections may be used for exhibits, interpretive programs, research, and other interpretive media such as publications. The governing consideration on the use of museum objects is the conservation of each object in question and of the park's collection:

- All exhibits or displays containing museum objects must have proper security and appropriate environmental controls to ensure their long-term preservation.
- Social Media posts must follow the guidelines outlined in *Director's Order #70*.
- Objects and records will be available for research purposes consistent with the preservation of the collection, subject to the guidelines outlined in *Director's Order #28* (1998) and *Director's Order #24* (2008).
- No use of the museum collection will be permitted without a curatorial staff member present. Prior arrangements must be made to examine museum collection materials. Non-NPS researchers who wish to use the collection must complete an application form, which will be reviewed by Rosie the Riveter/WWII Home Front National Historical Park curatorial staff.
- Museum objects are prohibited from being used in living history demonstrations. For more information regarding museum collection use in demonstrations, see [Museum Handbook, Part III, Chapter 6](#). Exhibits may be incorporated into programs through organized tours or other non-consumptive techniques.
- Requests for consumptive analysis or testing of museum materials will comply with restrictions and procedures outlined in *Director's Order #28* (1998) and the [Museum Handbook, Part II, Chapter 4](#).
- Requests for monetary and/or non-monetary benefits sharing stemming from research results derived from NPS-permitted research including progeny and unmodified derivatives of collected specimens, museum specimens, living collections, and multiple generations thereof, i.e. *Material*, will comply with [Director's Order #77-10](#) (2013) and [NPS Benefits-Sharing Handbook](#) (2018).

With appropriate authorization, documentation, and tracking, collected specimens may be used in the laboratory to create *Material*. The Collected Specimen Transfer Agreement (CSTA) authorizes the movement of collected specimens when a determination has not been made regarding final disposition. The Material Transfer Agreement (MTA) authorizes the movement of material that a researcher has created in a laboratory, and the

loan agreement authorizes the movement of permanently retained museum specimens or living collection items.

Parks must use research permits, CSTAs, cataloging records, loan agreements, and MTAs, as applicable, to track collected specimens, museum specimens, and material. Tracking collected specimens, museum specimens, and material is critical to monitoring commercial use of research results and eventual benefits sharing.

- Objects may be loaned to qualified institutions for exhibition or research use in keeping with the conditions cited in “Conditions for Outgoing Loans (Form 10-137A)”. No loans are made to individuals. Institutions must be able to adequately care for the loan and the borrowing institution must complete a facility report to determine the risk of lending an object. A standard facility report can be purchased from the American Alliance of Museums. A condition report (Form 10-637) along with photographs of the loan shall be completed by collections staff before it leaves NPS custody. Sensitive materials may require additional conditions prior to a loan commitment. Expenses related to the loan of museum collection objects, including shipping and insurance, will be assumed by the borrower.

No exemption will be granted for use of museum objects where such use may lead to loss or destruction of human remains, associated or unassociated funerary objects, sacred objects, or objects of cultural patrimony as defined by NAGPRA, unless such use is approved by the culturally affiliated group(s) in addition to the regional director or director as described in NPS-28, Cultural Resource Management Guidelines. Exhibition of Native American skeletal or mummified human remains or photos or replicas of them are specifically prohibited.

An exhibit plan and design (EPD) serve as a guide for the development of exhibits that support the interpretive themes of a park. The final production-ready exhibit plan identifies the museum objects and graphics to be exhibited and provides label text. Detailed design drawings provide specifications on environmental and security needs for objects, special mounts needed to support objects, and techniques in exhibit case construction that facilitate access to museum objects. Park curatorial staff, conservators, and regional curators must be included in the development and review of EDPs. Indigenous groups associated with archeological and ethnographic objects will be consulted about their use in exhibits. (The NPS *Museum Handbook*, Part III provides guidance on the exhibit plan and design.)

Any and all uses of materials from the Rosie the Riveter/WWII Home Front National Historical Park museum collection will be consistent with the preservation standards set out in *Director's Order #28: Guideline for Cultural Resources Management* (1998). Any consumptive or destructive use of museum objects must be approved by the Regional Director.

B. Commercial Uses

1. Filming & Photography

Filming and photography that will subject collections to unacceptable light levels, heat buildup, deterioration or possible breakage or theft shall not be permitted. Items subject to copyright and

privacy shall have all appropriate releases obtained before filming or photography is permitted. Traditionally affiliated groups shall be consulted to determine whether filming or photography would have an adverse impact on them before permitting use of museum collections.

On January 22, 2021, the United States District Court for the District of Columbia issued an order in *Price v. Barr*. The decision declared the provisions applying to commercial filming under 54 U.S.C. 100905, 43 C.F.R. Part 5, and 36 CFR 5. are unconstitutional under the First Amendment. The National Park Service is working with Department of Interior solicitors and the Department of Justice attorneys to determine the ramifications of the decision and how this decision will be implemented.

Until further instructions are provided, the implementation and enforcement of the commercial filming portions of 43 CFR part 5 including: 1) accepting applications and issuing permits for commercial filming; 2) enforcing the terms and conditions of permits or issuing citations and 3) collecting cost recovery and location fees for commercial filming activities will cease.

If filming activities in your park that would have previously been managed under a commercial filming permit could potentially impact park resources or the visitor experience, please reach out to the NPS Special Park Uses WASO program manager for further assistance. We anticipate issuing additional guidance about how parks can manage filming activities in a manner that complies with the court order. If you have questions, please contact the NPS Special Park Uses WASO program manager at 202-513-7092.

2. Reproduction of Museum Objects for Profit

Only the Superintendent can authorize reproduction of a museum object, archive, or specimens. A park can enter into agreements with a cooperating association to reproduce museum collections as sales items. Parks can also enter into a reproduction agreement with contractors or other organizations to reproduce a museum object for sale or distribution. All reproductions of NPS museum objects must carry a reproduction mark, NPS credit, and interpretive label.

For detailed information regarding factors to evaluate when considering a reproduction request, legal issues, information about reproduction agreements, and other issues, see the NPS [Museum Handbook, Part III: Museum Collections Use](#). Additional information is provided in DO-21: Donations and Fundraising, DO-32: Cooperating Associations, and DO-53: Special Park Uses.

Appendix E: Sensitive and Confidential Information Statement

In accordance with 54 USC 300101 et seq.: Historic Preservation, commonly called the National Historic Preservation Act; ARPA, NHPA, as amended (16 USC 470aa-mm); 54 USC 100701-100707: System Resource Inventory and Management, and NPS Management Policies (2006, sections 4.1.2. and 5.2.3), the park may withhold from the public sensitive and confidential information, including the specific location, character, nature, ownership, or acquisition of cultural resources, and the nature and specific locations of rare, threatened, or endangered species, commercially valuable resources, caves, minerals, and paleontological resources.

Under some circumstances, the NPS may be required by law to disclose confidential information acquired during consultations, public meetings, and other research, planning, and stewardship activities, or in association with the acquisition of resources, including museum collections. Therefore, the park cannot guarantee confidentiality of all information received. To the extent permitted by law, the park will withhold from public disclosure information provided by individuals who wish the information to remain confidential and the identities of individuals who wish to remain anonymous and who are protected from release by exemption under FOIA. The park should refer inquiries to the regional FOIA and Privacy Act officer for consultation and possible review.

The Rosie the Riveter/WWII Home Front National Historical Park museum collection includes identification badges and cards which were issued to home front workers during WWII. Some of these badges and cards contain Personally Identifiable Information (PII) such as social security numbers and fingerprints. These items may only be displayed with the side not containing PII facing the public. PII must be redacted from all digital proxies of these items shared with the public.

Appendix F: Hazards in Collections

Potential health and safety concerns may exist in NPS collections due to the nature of the object or specimen or to past management strategies. Some examples of inherent risks for natural science collections include: rocks and minerals may be radioactive or contain asbestos, mercury, or arsenic; fossils from some formations may be radioactive and may emit high levels of radon; fluid-preserved specimens are sometimes fixed or stored in formalin; and taxidermy collections may contain arsenic.

Samples of materials from historic structures may contain asbestos, lead, arsenic, or other potential hazards. History, ethnology, and archeology collections may include objects with radioactive compounds; mercuric or arsenic compounds; chromium, cadmium, zinc, and lead; and pyrotechnic compound fillings, chemicals, or gas. Deteriorating cellulose nitrate film emits nitrogen oxide gases. Deteriorating cellulose acetate film emits acetic acid. Ammunition for historic firearms and unexploded ordnance (UXO) such as bombs, cannonballs, grenades, rockets, & other projectiles and explosives may be live. Spears, swords, and arrows have sharp edges and may be coated with poisons. Medical, dental, and veterinary equipment may contain viable pathogens, or toxic or controlled substances. Industrial equipment, machines, and vehicles may also contain many types of hazards such as broken glass, rust, and other contamination.

Suspected unexploded ordnance (UXO), live ammunition, and other explosives and energetic materials may be discovered in storage and on exhibit, during archeological excavation, construction, or other approved ground disturbing activities, and by park visitors. UXO is extremely dangerous and constitutes a major safety risk. Treat all ordnance with extreme caution and never assume it is disarmed upon discovery, secure the space where the UXO resides. Do not attempt to touch, handle, or move any suspected UXO. Contact your regional curator and park Law Enforcement Ranger or Safety Officer and provide them with the following information:

- The circumstances that the items were found, a detailed description of events, current storage conditions, and the information on instructions/labeling already completed.
- Provide a catalog number list of the UXO and any other ammunition (small arms and ordinance).
- Provide any photos that can be found and scan/include those in the correspondence. Do not go back and photograph.
- Include the number of cabinets in which these items are stored or if there are any on open shelving, in boxes, etc.

The service-wide policy outlined in NPS DO-50B, Occupational Safety and Health, along with the Museum Handbook, outlines a framework for establishing and implementing a Risk Management process when managing hazardous collections including:

- Recognize and identify the hazards
- Evaluate the hazards
- Reduce or eliminate the hazards to the extent possible

NPS DO-24 (section 4.3.11) requires that curatorial staff notify users that collections may have been treated with potentially toxic substances. All individuals seeking direct access to NPS museum collections must be provided with DI-3320 “Notice of Potential Hazards in Museum Collections.” The form must be completed before providing access to collections, including repatriations, traditional use, and loans of materials from the collection for management or research. Completed DI-3320s with original signatures must be retained by the park that is accountable for the collection being accessed for 120 years from the date the form is signed. If the recipient of the form declines to sign the form, document this in the notes section at the bottom of the form.

Known hazardous collections may be acquired or deaccessioned on a case-by-case basis and only when the hazards have been identified and can be appropriately and safely mitigated.

There are no known hazardous materials within the Rosie the Riveter/WWII Home Front National Historical Park museum collection at this time. The park employs an active IPM protocol and materials which are suspected to contain mold or pests are frozen prior to being introduced to storage. The park does not acquire materials such as WWII era tools, equipment, and beauty products which may contain heavy metals or degrading oils, solvents, and chemicals. Staff health and safety regarding the collection is focused on safely lifting heavy materials, maintaining respirator certification to be prepared to handle mold or rodent feces which may occur in collection spaces or on incoming acquisitions, and wearing PPE such as nitrile gloves to prevent injury and contamination from historic objects which are sharp or made of heavy metals. The park’s Scope of Collection Statement identifies hazardous materials as items “not to be acquired”.

Appendix G: Selected Bibliography

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