



CABRILLO NATIONAL MONUMENT

SCOPE OF COLLECTION STATEMENT



June 13, 2025

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DEPARTMENT OF THE INTERIOR

NATIONAL PARK SERVICE

Cabrillo National Monument

SCOPE OF COLLECTION STATEMENT

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June 13, 2025

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I. INTRODUCTION

Acquisition of museum objects is governed by the park's ability to manage and preserve materials according to National Park Service (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

Cabrillo National Monument (park or CABR) currently manages a museum collection of 137,591 items (FY24 Collections Management Report). For nearly fifty years, collections management at the park has primarily been a collateral duty. This has resulted in a dispersed collection which has not had adequate accessioning, cataloging, or record keeping, and has diminished the collection's ability to contribute to understanding and interpreting the park's purpose, themes, and resources. Though 91 percent of the collection has been cataloged, many items remain unaccessioned; catalog records have not been updated or are missing; loan agreements have not been implemented or updated; and over 100 items are missing or unaccounted for.

The primary backlog of cataloging is in archives: Out of 132,357 archival items, 11,430 are backlogged for cataloging. For natural history collections, there is a catalog backlog of 510 out of 895 specimens.

Approximately 300 museum items are exhibited in the Old Point Loma Lighthouse. The majority of these and other similar items in museum storage have no direct association to the site. They should be reclassified as reproductions, period pieces, living history items, or exhibit props and deaccessioned. The park needs to conduct a deaccession survey and utilize the Collections Advisory Committee (CAC) to assess these objects for suitability as museum property. Items that do not fall within the park Scope of Collections Statement (SOCS) or are redundant, damaged, inappropriate for the museum collections, or classified as missing, should be deaccessioned and handled in accordance with 54 USC 102501 and the NPS Museum Handbook II, Chapter 6.

The potential for collections growth is in the areas of natural history collections and in the park records and manuscripts collections. Approximately 400 specimens at the Santa Barbara Botanical Garden have not been adequately inventoried or accounted for. These and other research collections located in non-NPS repositories should be located and updated. Park office records should also be inventoried and appraised per the NPS Museum Handbook and Director's Order #11D (Records and Electronic Information Management, 2012).

The majority of park collections are stored in the park's on-site, purpose-built museum storage facility which meets federal museum storage standards, however, there are some restrictions on use due its location near a U.S. Navy base. Per the Pacific West Region (PWR) Storage Facility Plan (2022) and Value Analysis Study for the Mediterranean and Mojave Networks Museum Collection Storage Consolidated Location Siting (2023), the facility will have open space once a deaccessioning plan has been developed and implemented, however, the park has no curatorial staffing which limits the potential use of the facility as a multi-park storage hub, except in the case of emergency storage or deep storage. Immediate facility needs with completion dates and estimated costs include:

Assess facility for expansion/deep storage	FY23	\$7,000
Complete deaccessioning	FY23	\$28,000
Prepare PMIS statement for retrofit work & storage upgrades	FY23	\$1,000
Convert lab space to storage	FY24	\$22,000
Maximize/upgrade storage furniture	FY24	\$45,000
Planning and Design of retrofit work	FY24	\$25,000

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 CABR 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/changes 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 SOCS 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 SOCS. (4.3.6)
- Deaccession objects inconsistent with the SOCS. (4.3.18)

Refer to the Use and Restrictions Appendix for other legislation and NPS legal authorities to acquire and preserve museum collections.

This SOCS was updated and reviewed in close cooperation with park and regional museum staff. Pertinent park research and resource management reports, planning documents, and other data were reviewed and used to update a 2008 draft SOCS.

3. Context for CABR Museum Collection

A. Park Purpose and Significance

From the park's 2017 Foundation Document:

Cabrillo National Monument, on Point Loma at the ocean gateway to San Diego, commemorates Juan Rodriquez Cabrillo's 1542 voyage of exploration and discovery of Alta California and conserves maritime and military cultural resources and dynamic terrestrial and marine ecosystems.

The following significance statements have been identified for the park - note that the sequence of the statements does not reflect the level of significance:

1. In 1542, Juan Rodriguez Cabrillo became the first European to set foot on and chart the West Coast of what is now the United States, opening the doors for those who followed in

exploring the world during the Age of Discovery. This event also marked the advent of a dramatic transformation of indigenous communities and landscapes.

2. The Old Point Loma Lighthouse, illuminated in 1855, was among the first eight lighthouses built along the West Coast at that time by the U.S. Lighthouse Board. The lighthouse helped improve navigation and promoted maritime commerce and safe travel along the developing West Coast.
3. The extensive rocky intertidal area along the monument's western boundary and the southern tip of the Point Loma Peninsula contains one of the best-preserved and well-studied mainland Pacific tide pool ecosystems in Southern California.
4. Cabrillo National Monument preserves 21 military fortifications, including the only remaining pop-up searchlight, which protected San Diego Harbor and the West Coast during World War I and World War II.
5. An isolated yet viable remnant of the rare and sensitive coastal Southern California Mediterranean ecosystem, the Point Loma Peninsula is valued for its distinctive flora, refuge for wildlife, research, and educational opportunities.
6. Perched on a peninsula more than 400 feet above the shoreline, Cabrillo National Monument offers unparalleled panoramic views of the Pacific Ocean and the urban skyline and mountain ranges from San Diego to Mexico.

B. History of CABR and CABR Museum Collections

October 14, 1913	Cabrillo NM established by President Woodrow Wilson’s proclamation No. 1255, for the purpose of reserving a site for the construction of an heroic statue of Juan Rodríguez Cabrillo by the Order of Panama “to commemorate the discovery of California by Juan Rodríguez Cabrillo on the 28th day of September 1542.”; the Order of Panama did not exercise its authority to construct a statue or monument.
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May 12, 1926	Presidential Proclamation No. 1773, signed by President Calvin Coolidge, authorizes the Native Sons of the Golden West, a patriotic organization, to erect a “suitable monument” upon the site in commemoration of the discovery of California; the Native Sons of the Golden West did not exercise its authority to construct a statue or monument.
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The monument site consists of a half-acre of land encompassing the Old (1854) Point Loma Lighthouse. The site was within Fort Rosecrans, the U.S. Army headquarters for San Diego harbor defenses, and the army assumed initial responsibility for the monument. Early plans called for the demolition of the lighthouse and replacing it with a statue of Cabrillo.

1933	Monument site transferred from the War Department to the NPS; the lighthouse is in poor condition; Colonel John R. White, Superintendent of Sequoia National Park, is CABR's first administrator.
1935	NPS performs major restoration on the lighthouse interior – walls, doors, and flooring are replaced, and a copper roof is installed; a plaque to Cabrillo is dedicated in September.
1939-1949	A 14-foot-tall statue of Cabrillo (Cabrillo Statue #1, Accession # CABR-40, Catalog # CABR-136) is sculpted in Portugal and sent to California for the San Francisco Exposition. Statue is moved to various locations within California.
1946	Monument is reopened to civilian traffic following WWII.
1947	Donald M. Robinson is hired as park's first full time employee (designated as janitor / CPC-4), and immediately begins collecting natural and cultural resource items for a future exhibit at the lighthouse.
1949	Cabrillo Statue #1 is rededicated and placed on the north side of the lighthouse; deterioration of the statue would lead to its replacement in 1988 with a replica statue (Cabrillo Statue #2) fashioned from more durable stone.
1956	Donald Robinson is promoted from his position as Custodian to Superintendent of the park; park is now a separate NPS unit with its own staff and budget.
February 2, 1959	Presidential Proclamation No. 3273, signed by President Dwight Eisenhower, added 80.5 acres.
1966	NPS Mission 66 program brings many changes to park: A new visitor center with administrative offices is built; the Cabrillo Historical Association bookstore moves from the lighthouse to the new visitor center; and the lighthouse is furnished and functions as an exhibit rather than a bookstore and offices. Cabrillo Statue #1 is moved to the bluff just south of the visitor center and coated with preservatives. Museum objects collected by Donald Robinson are stored under the audiovisual booth and in various storage areas throughout the park from late 1960s to 1978.
July 14, 1972	Public Land Order 5234, land withdrawn from the Bureau of Land Management, added 6.88 acres
October 1, 1974	Presidential Proclamation No. 4319, signed by President Gerald Ford, added 56.6 acres.

1974	Draft <i>General Master Plan</i> (GMP) expands the park’s purpose to include natural and cultural resource themes in addition to the Cabrillo theme.
1978	Museum objects are moved to “Lower Maintenance” area after a dedicated storage space was constructed in 1978; <i>Historic Furnishings Report</i> for the lighthouse is completed by Harpers Ferry Center (HFC).
March 1981	<i>Historic Structures Report</i> is completed for the lighthouse. As a result, the lighthouse is re-roofed, and a drainage system is installed around the exterior of the basement.
1983	Lighthouse tower is reconstructed, SOCS is revised, and some architectural elements are put in the museum collection.
March 1985	Per Interagency Agreement N6247485RP00A41 between the NPS and the U.S. Navy, NPS moves its maintenance facility from “Lower Maintenance” to a new facility on Navy land adjacent to the monument’s north boundary. This was to comply with Explosive Safety Quantity Distance (ESQD) arc requirements of the adjacent U.S. Navy submarine base torpedo repair facility and storage magazines.
February 1988	Cabrillo Statue #2 is erected to replace Cabrillo Statue #1 which was in poor condition. Cabrillo Statue #1 is temporarily moved and stored indoors.
September 1990	<i>Historic Structures Preservation Guide</i> for the lighthouse is written
1992	Museum storage is doubled in size and additional cabinets are acquired. A computer for the Automated National Catalogue System (ANCS) is used for cataloguing.
November 1993	Cultural Landscape Analysis and Recommendations for the <i>General Management Plan-Lighthouse</i> is written; SOCS is completed in 1993.
1995	Lighthouse is refurnished to reflect the way it may have appeared in the 1880s including wood graining, plastering, and wallpapering; approximately 200 museum objects are added to the exhibits based on the 1978 <i>Historic Furnishings Plan</i> . Per Interagency Agreement N6247485RP00A41 between the NPS and the U.S. Navy (1995, Modification #1), NPS notifies Navy that per the Draft GMP, NPS intends to “construct a cinder block building at the east end of the Old Maintenance Facility for the storage of museum objects and Cabrillo Historical Association sales items, primarily books, postcards etc. These items are currently being stored in the existing old maintenance building, which is within the ESQD arc, but we need a larger facility to store our artifacts. It is not expected that the type of work conducted in the proposed, larger museum storage area

would change, nor would the amount of time the curator currently spends working in the storage area increase.” Subsequent modifications to the Agreement (each for a period of ten years) identify the museum storage facility.

September 1996	UV sun-control film is installed on lighthouse windows.
1997	Wooden shelves in museum storage are replaced by steel cabinets and metal shelving.
1998	Storage cabinet for curatorial books and supplies is built and installed in the ranger storage area.
2000	An administrative boundary adjustment adds 25.6 acres and clarified some confusion about other parcels, bringing the total acreage within the monument to 160.e
2005-2006	In an effort to address long-standing collections management and storage deficiencies, a New Museum Storage (NMS) facility is constructed in the “Lower Maintenance” area; a GS-5 term Museum Tech is hired; and HFC staff prepare a <i>Museum Storage Plan</i> and a <i>Museum Storage Move Plan</i>. The <i>Plans</i> recommend an overall item-driven collection inventory to be conducted <i>prior</i> to the collection move but it was only partially completed. At the time, the collection consists of 1,662 artifacts and 74,517 archival items. A Curator-of-Record Agreement is drafted and signed, designating the Santa Monica National Recreation Area (SAMO) Curator as the "Curator of Record" for CABR and Channel Islands National Park (CHIS) collections. The SAMO Curator is to: liaison with the CABR and CHIS collection managers for all matters relating to the CABR and CHIS collections; provide technical assistance related to registration services for the CABR and CHIS collections; and assist the CABR and CHIS Collections Managers in the preparation of the annual Collections Management Report, the Annual Inventory of Museum Property, the Annual Submission to the National Catalog, and the Checklist of Museum Collections Protection and Preservation, as needed.
2012	Outgoing Loan initiated for Cabrillo Statue #1 to be shipped to and exhibited out-doors in the City of Ensenada, Government of Mexico; Loan is for 10 years (expires December 28, 2022)
2018-Present	PWR Regional Museum staff assume role as "Curator of Record" to assist CABR with annual museum reporting requirements, research requests, and research permit needs.

C. Collection Themes and Categories

1. Fundamental Resources and Values

From the park's 2017 Foundation Document:

The following fundamental resources and values have been identified for Cabrillo National Monument:

- Cabrillo Commemoration / Statue. Since its establishment in 1913, the primary purpose of Cabrillo National Monument has been the commemoration of Captain Juan Rodriguez Cabrillo's voyage of exploration and discovery that notably led to the expedition's discovery on September 28, 1542, of the harbor that Cabrillo named Puerto de San Miguel—today's San Diego Harbor. The expedition laid the foundation for subsequent Spanish explorations and claims to Alta California and supported the nation's trade with the Philippines and its other East Indian colonial possessions. An original statue of Cabrillo was created by the Portuguese sculptor Alvaro de Bree in 1939 and donated to the United States by the citizens of Portugal. The statue was placed near the lighthouse and was dedicated on September 28, 1949. In 1966, it was moved to a promontory overlooking the entrance to San Diego Bay. However, the porous limestone used for the statue deteriorated with exposure to the elements on Point Loma, and it was removed and placed in storage. Portuguese sculptor Joao Charters Almeida, using a harder limestone, subsequently created a new statue that reproduced the shape and color of the original. The statue was transported by the Portuguese Navy to San Diego and was dedicated on February 28, 1988. It retains strong cultural importance for the Portuguese community of San Diego and California.
- Tide Pools / Marine Ecosystem (Intertidal Zone). The extensive rocky intertidal area along the monument's western boundary and the southern tip of the Point Loma Peninsula contains one of the best-preserved, mainland Pacific tide pool ecosystems in Southern California. This area, protected by NPS staff and volunteers, provides unique opportunities for the public, academic groups, and researchers to observe and study a local marine community similar but also distinctly different communities south through Baja California and Baja California Sur, Mexico, and north to Point Conception, California. (The NPS manages an approximately 120-acre intertidal area (tide pools) that includes submerged lands extending 300 yards offshore)
- Old Point Loma Lighthouse. The Old Point Loma Lighthouse, constructed in 1854 at the highest point on Point Loma, was one of eight lighthouses authorized by Congress that were constructed between 1852 and 1854 along the West Coast of the United States. Upon installation of a Fresnel lens, the Old Point Loma Lighthouse was put into service in November 1855. The lighthouse operated for 36 years under the oversight of 11 keepers and 22 assistants. Robert D. Israel and his wife Maria lived at the lighthouse from 1871 to 1891, and the current restoration and furnishings of the lighthouse reflect their tenure at the site. Coastal fog and low clouds frequently limited the effectiveness of the lighthouse, and it was replaced by a new light station built in 1891 at the southern tip of Point Loma that is currently managed by the U.S. Coast Guard. The U.S. Navy occupied the Old Point Loma Lighthouse as a command post and signal station during World War II. The lighthouse is identified as nationally significant in the National Register of Historic Places.

- Military Harbor Defenses. Point Loma was designated a U.S. military reserve in 1852, strategically positioned to protect the entrance to San Diego Bay. The War Department dedicated the site as Fort Rosecrans in 1899 and over the years constructed a series of gun batteries and other military installations. Between World Wars I and II, the U.S. Army constructed searchlight bunkers, fire control stations, a radio station, and gun batteries on Point Loma as part of the coastal and harbor defense system. The largest guns were deployed at Battery Ashburn where two 16-inch guns were capable of firing 2,300-pound shells nearly 30 miles out to sea. Many of these former military features remained in active service until 1950. This military complex extends beyond the monument's northern boundary on the Pacific Ocean side, around the tip of Point Loma, and to the northern boundary of the federal reservation on the bayside. The monument's 19 surviving military structures and features are listed in the National Register of Historic Places, identified as regionally significant contributing historic structures.
- Scenic Views. The outstanding scenic opportunities provided from the crest of Point Loma have long drawn people to experience panoramic views of the ocean, offshore islands, and the city and harbor of San Diego, and distant mountain ranges. Apart from their purely recreational appeal, views from Point Loma were valuable for military observation and defense, as a place to watch for incoming ships, and as a vantage point for whalers to watch for migrating whales. The prominent exposed location also made it a highly visible spot, an important consideration for selection of the Old Point Loma Lighthouse site. Scenic views and vistas continue to be a primary objective for visitation to the monument, and viewing opportunities are provided at the lighthouse, visitor center, the Kelp Forest and Whale Watch Overlook, and other key vantage points. The area is also known for having some of the best dark night skies providing opportunities for the visitor to enjoy views of the night sky.
- Terrestrial Ecosystem. Point Loma's coastal Mediterranean ecotype supports some of the few remaining protected stands of native plant communities: coastal sage scrub, maritime succulent scrub, southern maritime chaparral, southern coastal bluff scrub, and southern foredune scrub. These communities are considered sensitive or extremely endangered because development has eliminated more than 70% of the coastal Mediterranean ecotype in Southern California. A prominent ridgeline that runs the length of the Point Loma Peninsula, although disturbed by development, plays a significant role in defining the distribution of plant communities. The peninsula's rare plant communities are home to a wide variety of native wildlife including mammals, birds, amphibians, and reptiles.
- Visitor Center Historic District. The Cabrillo National Monument Visitor Center Historic District (visitor center historic district) was constructed in 1963-1967 as part of the NPS Mission 66 program. The NPS-wide design and construction program of the 1950s and 1960s incorporated modern design and construction elements to meet the growing demands of the motoring public for updated monument facilities. The visitor center complex consists of three separate buildings connected by covered breezeways and terraces: (1) the view building (a glass-walled pavilion offering commanding views of the San Diego coast), (2) the exhibits/auditorium building, and (3) the administration building. In addition to the visitor center buildings and their associated overlook terraces, the other primary components of the historic district include the Cabrillo Memorial Statue Overlook, the Ballast View Overlook, an entry

drive and a large central parking lot, a series of pedestrian pathways, and plantings that provide a transition between the designed landscape and the natural landscape. Despite some alterations to the buildings and setting, the historic district retains a high degree of historic integrity reflecting the design and planning intent of the Mission 66 era.

- Geologic Resources. Point Loma's primary geological formations were created by the uplift of deep water ocean "submarine fans" composed of sedimentary deposits that formed during the late Cretaceous period (about 76 million years ago). These fossil-bearing formations consist of the Cabrillo Formation (sandstone and conglomerate) overlying the Point Loma Formation (sandstone and mudstone). Among the geologic features at the park are paralic ("by the sea") deposits formed by beach, estuarine, and colluvial deposition; uplifted marine terraces; Rose Canyon Fault Zone that has caused the uplift of the Point Loma Peninsula and the drop of San Diego Bay; and coastal erosion features such as sea cliffs and sea caves. Storm waves further contribute to the erosion and slumping of cliff faces. Wind-related (aeolian) processes of erosion and deposition have also shaped the landscape of the Point Loma Peninsula. Plant and animal habitats have evolved along with aeolian features and processes, which continue to influence soil formation and distribution of particular species. The Cretaceous bedrock serves as the substrate for the monument's tidal pools, kelp forests, and reefs.

2. Interpretive Themes

From the park's 2017 Foundation Document:

- In 1542, Juan Rodriguez Cabrillo became the first European to explore and chart the West Coast of what is now the United States, extending the domain of New Spain and opening the doors for explorers that followed and changing the world of the indigenous people of the region.
- As one of the first eight lighthouses built by the U.S. Lighthouse Establishment on the West Coast, the Old Point Loma Lighthouse helped improve navigation and promoted maritime commerce and safe travel in the developing West.
- The regionally significant rocky intertidal habitat at Cabrillo National Monument is protected and valued for its public access, research potential, and educational opportunities.
- The U.S. Army coastal defense systems that protected San Diego are part of our national heritage and represent the universal human desire to protect values, families, and ways of life.
- An isolated but viable remnant of the sensitive coastal Southern California Mediterranean ecosystem is being preserved on the Point Loma Peninsula and is valued for its public access, research potential, and educational opportunities.
- The terrestrial and marine resources in and adjacent to Cabrillo National Monument are inextricably connected to and affected by human influence; their condition requires protection, preservation, interpretation, and restoration to enhance them.

3. Structures, Landmarks, and Other Park Resources on National or International Lists

- Old Point Loma Lighthouse, constructed in 1854 and its cistern constructed in 1881-83. Restored in 1935, subsequent preservation projects and ongoing preservation maintenance have enabled the lighthouse to retain a high degree of historic integrity reflecting its late-19th-century appearance. Approximately 75% of the restored Cape Cod-style lighthouse consists of original materials. A historic Fresnel lens is displayed in the reconstructed assistant keeper's quarters. Although the lighthouse is in the National Register of Historic Places, the surrounding grounds have lost integrity and historical association with the lighthouse because of the removal of outbuildings and subsequent landscape modifications. The lighthouse is individually listed and was placed on the National Register in 1974 (NR# 74000350).
- Statue of Juan Rodriguez Cabrillo and associated features, constructed in 1988. The original (1949) statue of Cabrillo that was removed because of deterioration is now in Ensenada, Baja California, Mexico.
- World War I and World War II eras (1918–1942) coastal defense structures. There are nineteen structures; one bunker has been completely restored, and a military history exhibit is housed in a former radio station building.
- Cabrillo National Monument Visitor Center Historic District, constructed in 1963-1967. The buildings, landscape design, overlooks, and parking design incorporate the design and design and construction principles of the NPS Mission 66 program of the 1950s and 1960s.
- Cabrillo National Monument was designated as California Historical Landmark #56 in 1932 and was placed on the National Register (NR# 66000224) in 1966 by virtue of being a national monument, then updated in 1998 when the Keeper approved additional documentation. Historic resources listed in the update include: Army Radio Station; Battery Commander & Base End Station, Battery Ashburn; Electrical Connection Box; Searchlight Shelter 09HS5; Generator Station for Searchlights 18 & 19; Searchlight Shelter 09HS7; Base End Station, Batteries Calef and Wilkeson; Base End Station, Battery McGrath; Battery Bluff, South Gun Emplacement; Battery Bluff, North Gun Emplacement; Battery Commander Station, Battery Humphreys; Base End Stations; Batteries Woodward and Grant; Battery Point Loma Bunker Complex, Guns 1 & 2; Battery Point Loma Bunker Complex; Guns 3 & 4; Battery Point Loma Panama Gun Mount; Searchlight #15 Shelter; Battery Point Loma Boundary Fence; Bayside Trail; Lower Base End Station at Billy Goat Point; Generator Station for Searchlight 15; Cistern; Comfort Station; Rock Curbing and Steps; and, Rock Wall along Road.
- Two cultural landscapes have been determined eligible for listing on the National Register: Cabrillo National Monument Visitor Center Historic District, and Cabrillo Coastal Defense System.
- The Rocky Intertidal Zone is Marine Protected Area Cabrillo State Marine Reserve.

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. All disciplines are represented in the CABR museum collection, with the largest portion made up of archives, followed by the history collection. These collections include

- Archaeological materials obtained by both systematic excavation and random collections from within the monument's boundaries.
- Fourteen (14) ethnographic items used for interpretation in exhibits.
- Historic, archival, and artistic objects associated with
 - The 16th century Spanish exploration of Juan Rodríguez Cabrillo along the southern California coast; including his ships and crews. The primary significance of Cabrillo's expedition was the discovery of the south trending California current and the winter northerly winds, which completed the great circle of the north Pacific rim. This clockwise current and winds established a pattern of trade between the Western Hemisphere and Asia we still live with. The CABR collection holds no actual 16th Century items.
 - The development of navigational aids along the west coast of the U.S. beginning in the 1850s. This interpretation uses the old Point Loma Lighthouse (1854-91) as a focal point for interpretation. The Lighthouse keepers, assistant keepers, and their families serve as an archetype of the United States Lighthouse Establishment, operations, buildings, equipment, and personnel. CABR does not extend its thematic treatment beyond the year 1891. The rapid development of Aids to Navigation on the Pacific coast represents a major era of transition through the 1890s culminating in the reorganization of the United States Lighthouse Establishment as the United States Lighthouse Service in 1910. A large percentage of the CABR lighthouse collections present no conceivable use for the Monument for interpretation, exhibit, or research.
 - Point Loma is a highly appropriate site to interpret the topic of coast defense as a military concept from 1898 through 1949. Fort Rosecrans and the people who served there provide the context to study the effort to provide a "defense of area with fixed positions" which are obsolete by the time they are completed. The park has 27 Army-related structures on CABR property including:
 - Battery Point Loma, constitutes a direct involvement with actual artillery; the site is now largely archaeological and not interpreted.
 - Battery Ashburn South Command Bunker and Base End Station have been fully restored and equipped as they were in 1944 and admirably demonstrate the complexity of artillery fire control. All equipment in Battery Ashburn

Command Bunker & Base End Station is “original”, and purchased by CABR. This material has not been accessioned as it is in active use for interpretation.

- Two searchlight emplacements require restoration before they can be interpreted.
- Archives, manuscript collections, photographs, and oral histories related to the above topics and the history and operation of CABR.

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:

- Interpretive (preferably by loan only) and/or research needs identified in CABR approved planning documents and resource studies.
- Service-wide initiatives if applicable
- Enhancing the understanding of, 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 the Potentially Hazardous Material Appendix 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. They can reveal scientific or humanistic information through archeological research ([NPS-28: Cultural Resource Management Guideline](#)). 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/precontact or historic resource” ([36 CFR 79.4\(a\)\(1\)](#)).

Legal and ethical [standards](#) provide protection for archeological sites and materials. Artifacts found on the surface by NPS staff and visitors outside of an archeological investigation should be left in place; collecting them removes them from their archeological provenience, degrades sites, and can reduce our understanding of the artifacts and their contexts. If archeological materials are collected outside the parameters of an authorized archeological study and brought to park staff, appropriate measures must be taken to ensure that the visitor or staff member collects no more material, that precise provenience information is recorded, when possible, that park cultural resource staff are notified, and that the objects/data are promptly given to the curatorial staff upon receipt by staff members. Parks should develop appropriate standard operating procedure (SOPS), interpretive messages and staff training to prevent this unauthorized collection of materials. Violations under the [Archeological Resources Protection Act \(ARPA\), 1979](#), should be promptly reported to park law enforcement officers and the Regional Archeologist. [Archeological Resource Damage Assessment](#)

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. “Data recovery actions will be taken only in the context of planning, consultation, and appropriate decision-making . . .

conducted within the scope of an approved research design.” Refer to [Archeological Documentation Guidelines \(U.S. National Park Service\)](#) for a more in-depth discussion of research design development within the context of the permitting process.

CABR term Cultural Resources Specialist currently manages compliance work and collaborates with park and regional staff as needed. There are no current or upcoming archeology fieldwork or cataloging projects.

Archeology Collection at CABR

Per the 2024 CMR, there are 48 archeological objects in the CABR collection – all are cataloged. A 2022 archeological survey conducted by a park contractor generated collections that have yet to be accessioned or cataloged. The majority collections consists of material from the Euro-American lighthouse and military occupations that occurred within the park boundary over the past 150 years. It is unknown if there are any archeological collections housed in non-bureau repositories or other locations.

Mandated acquisitions: Archeological collections, except cultural items (see 43 CFR 10.2) as defined by the Native American Graves Protection and Repatriation Act (NAGPRA), recovered from within park boundaries through systematic collection must be retained in the park’s museum collection. [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. Archeological material must be of archeological value and interest, including scientific integrity and replicability.

[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.

Collections (artifacts and/or associated records) may result from research or compliance projects, including because of historical research, surveys (phase I), test excavations (phase II), and research or mitigative excavations (phase III). Every archeology project will result in materials for the museum collection; even if artifacts are not collected, project records (both physical and digital) must be accessioned and cataloged into the collection. These records may include field notes and catalogs; daily journals; drawings and maps; spatial data; photographic prints, negatives, and slides; photographic logs; sound recordings; raw data sheets; instrument charts; remote sensing data; collection inventories; analytical study data; conservation treatment records. The museum curator (or collateral duty museum staff) will work cooperatively with the Project Investigator (archeologist responsible for the project) to make certain that these records are complete and preserved. Always retain original documents rather than copies whenever possible.

Should be acquired: None.

May be acquired: Confiscated materials recovered from unauthorized and illegal activities within CABR in violation of ARPA should be evaluated using the process at [43 CFR 7.33](#) to determine whether material has archeological interest. These materials commonly include archeological materials illegally excavated or obtained through uncontrolled surface collecting or excavation by unauthorized individuals within a NPS unit’s boundaries. Such objects might be held temporarily by law enforcement following legal chain of custody protocols as evidence if legal action is to be

taken but should be formally turned over to museum staff as soon as possible. Museum staff should also be consulted to ensure proper handling and transportation of these materials. Objects resulting from unauthorized and illegal activities in the park may be considered for acquisition, with all associated documentation once all legal questions are resolved. If an archeologist or related subject matter expert is not on the park CAC, museum staff should request an assessment of the significance of the materials and potential research value.

Surface or diagnostic finds not recovered from systematic excavations, but which have provenience data and are uncommon in the collection and/or suitable for exhibit may be acquired. Collections recovered from within the park before it was created should be considered on a case-by-case basis depending on legal title, provenience data, condition, objects present, size of collection, associated records, etc.

Not to be acquired: The Park should discourage visitors from collecting cultural resource materials from park property. Artifacts with no direct provenience within the park, artifacts which lack data, and artifacts with questionable provenance should not be accessioned into the museum collection. Objects excavated from non-NPS property, potentially hazardous material (see the Potentially Hazardous Material Appendix). 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. See Section III for information about 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 monument consults with associated American Indian tribes and Latino groups, but baseline documentation identifying anthropological priority resources have not been conducted. CABR honors the Kumeyaay request to not interpret their people beyond the period of initial interaction with the Spanish explorers in 1542 and their material culture that existed at that time.

Ethnographic studies of the park and its resources will generate records including oral histories, journals, photographs, field notes, reports, and other documents associated with ethnographic

fieldwork. Because of their documentary nature, these materials shall be included in the museum collection as archives and are described in section II.1.E this SOCS.

Ethnology Collection at CABR

Fourteen (14) objects in the collection have been ethnographically identified as Native American. All were acquired for interpretation in park exhibits and all but one are currently exhibited. The collection should be reevaluated to determine the appropriate cataloging category and if any items are candidates for deaccessioning. CABR does intend to acquire ethnographic objects; staff should direct all donation inquiries to San Diego institutions such as the Museum of Man in Balboa Park and the Barona Cultural Center and Museum.

Catalog #	Object	Category	Location	Controlled Property? Acquisition Type
CABR 575	“SW Indian” Basket	Ethnography	Lighthouse Parlor	Yes, Donation
CABR 149	OLLA NEST	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 150	JAR	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 151	BASKET	Archeology	VC Exhibit Room	Yes, Exchange from SD Museum of Man
CABR 152	THROWING STICK	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 153	WEIGHT	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 154	GROUNDSTONE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 155	FISH HOOK	Archeology	NMSB4 - 5	No, Exchange from SD Museum of Man
CABR 156	BIFACE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 157	BIFACE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 158	BIFACE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 159	BIFACE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 160	BIFACE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man
CABR 162	GROUNDSTONE	Archeology	VC Exhibit Room	No, Exchange from SD Museum of Man

Mandated Acquisitions: There are no legal mandates for the Ethnology collection. Please refer to the Archives Resource Management Records section for guidance on records related to ethnographic studies.

Should be acquired: None.

May be acquired: Only ethnographic materials with a direct association with the park, such as from an eminent individual from an affiliated Native American tribe; should be considered on a case-by-case basis. A park's ethnology collection may include archives and media associated with a study.

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 CABR

Per the 2024 CMR, there are 4,211 historic objects in the CABR collection: 3,959 items are cataloged, 252 are uncatalogued.

An unknown quantity have been previously deaccessioned and over 100 items are missing or unaccounted for. Approximately 300 history items are exhibited in the Old Point Loma Lighthouse. The majority of these and other similar items in museum storage have no direct association to the site. The majority of the history collection should be reclassified and deaccessioned as being outside this SOCS; missing; redundant; reproductions, period pieces, living history items, or exhibit props.

Mandated Acquisitions: None. There are no legal mandates for the History Collection.

Should be acquired: None

May be acquired: Following an extensive evaluation of collections and collection records including deaccession and acquisition priorities, and based on the park's established interpretive or research themes (see Section V: Management Actions), only historic material with a direct association to the park may be included in the museum collection. When a large quantity of an object type is available, priority should be given to acquiring the best-preserved examples.

Future collections activity in this area will concentrate on the acquisition of outstanding examples of objects currently not represented in the collection, which meet the criteria referenced above and clearly address a resource management, interpretive, or research deficiency noted in park documents, thus ensuring that the history collection is relevant to the needs of the park.

Objects reflecting the following historic contexts, themes, or types may be acquired:

- Euro-American Exploration
- Area Development 1769-1949
- 16th Century Spanish Exploration activities
- 19th Century Aids-to-Navigation
- 20th Century Coast Defenses
- NPS/CABR Monument Development 1913-present
- Commemorative Events
- Samples of historic fabric. The Park should consult with the park CR Specialist and/or Facility Management staff to determine criteria for historic fabric samples.
- Rare books retained for their physical properties or associative value. Books should never be added to the museum collection simply because they are perceived as old, rare, or valuable. The Park should consult with a librarian/rare book specialist to determine criteria for acquiring rare books.

Not to be acquired:

- Objects without a direct association to the park's resources.
- Objects that duplicate current holdings or objects in such poor condition that they are beyond conservation.
- Objects that are inherently unstable which causes the item to deteriorate or destroy itself.
- Potentially hazardous materials, except on a case-by-case basis. See the Hazards in the Collection Appendix for more information.
- Collections outside the SOCS including
 - Objects used for interpretive exhibits including reproductions, period pieces, living history items, and/or props. These items should be managed by Interpretive Division.
 - Objects used for outdoor exhibits, landscaping, and/or wayfinding. These items should be managed by the Facility Management Division and/or the Resource Management Division as monument, memorial or cultural landscape assets.

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 CABR

Per the 2024 CMR, there are currently seventy-nine (79) items classified as art; there is one backlog catalog item. The collection should be evaluated for appropriate classification and management as museum property.

Mandated acquisitions: None. There are no legal mandates for the art collection.

Should be acquired: None.

May be acquired: Art that is directly associated with the park and/or significant people/events related to the park's enabling legislation. Proposed acquisitions must be evaluated by the CAC on a case-by-case basis against existing collections and the park's mission and resources.

Works commissioned by the NPS for specific park purposes, such as exhibitions, illustrations, education, or interpretation may be acquired.

Works created by Art in the Park and Artists-in-Residence programs may be acquired. National parks provide a rich source of inspiration for a wide variety of artists. Although most artists in parks work independently, the NPS may commission artists to create works of art inspired by a specific park or resource. In addition, NPS artist-in-residence, writer-in-residence, youth arts in parks, junior ranger, or summer arts programs may generate visual, literary, or sonic arts. Artwork created during an artist residency or similar program may be acquired into the museum collection (or a representative sample from individual artists), or may be managed as a separate non-museum collection. Note that contracts commissioning works of art should include language transferring copyright to the NPS.

Art acquisitions should be guided by the following:

- Art history knowledge and trends
- Collecting goals
- Knowledge derived from in-person or on-line visits to art galleries, museums, and art fairs
- Information and advice from art advisors or experienced collectors
- Balance between different mediums, styles, or periods
- Story or narrative told by the art
- Available physical space for storing and/or displaying artwork
- Conservation and preservation needs of the artwork
- Potential for future growth and evolution of collection
- How new acquisitions will fit with existing pieces
- Research that
 - Helps make informed decisions about acquisitions
 - Provides context for understanding and appreciating artworks
 - Assists in identifying emerging trends and artists
 - Helps in authenticating artworks and verifying provenance
 - Allows for gauging the fair market value of artworks
 - Enhances ability to engage with art professionals and other collectors
 - Helps in planning the long-term direction of the collection.

Not to be acquired: Art with undocumented provenance and no clear title; “office art” or reproductions (posters, prints, and similar mass-produced copies); artwork with no direct association of past ownership, subject, or artist, to the park. NOTE: the NPS Commissioned Art Collection is not managed as a museum collection, but as Federal Property.

Objects in such poor condition that they are beyond conservation. Objects that are inherently unstable which causes them to deteriorate or destroy themselves.

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.

Per the 2024 CMR, there are 132,357 archival items: 120,927 are cataloged and 11,430 are uncatalogued. The collection should be evaluated by qualified archivists and records managers for appropriate management and access. It is unknown when the park last conducted a survey of park records and resource management records.

CABR’ archive collection includes a diversity of manuscripts and records including field notes from various past research projects, project development records, microfilmed records, photographic prints, slides, negatives, oral histories, blueprints and specifications documenting facility development, and materials related to resource management. The following archival collections have been processed with finding aids:

Catalog #	Accession #	Object
CABR 979	CABR-00232	ORAL HISTORY PROJECT 1986, 1992
CABR 1534	CABR-00305	CABRILLO NATIONAL MONUMENT ADMINISTRATIVE COLLECTION
CABR 1535	CABR-00306	HOWARD OVERTON COLLECTION
CABR 1537	CABR-00319	HELEN LONG COLLECTION
CABR 1543	CABR-00322	HISTORIC FURNISHINGS REPORT, POINT LOMA LIGHTHOUSE, CABR
CABR 1544	CABR-00323	HISTORICAL PERSPECTIVE OVER DEVELOPMENT OF THE PARK, 1963-1966
CABR 1545	CABR-00324	THE GUNS OF SAN DIEGO: SAN DIEGO HARBOR DEFENSES, 1796-1947
CABR 1546	CABR-00325	OLD POINT LOMA LIGHTHOUSE - HISTORIC STRUCTURES REPORTS AND RESTORATION
CABR 1547	CABR-00326	BATTERY POINT LOMA 155MM GUN PLACEMENT PRESERVATION
CABR 1548	CABR-00327	ADDITION TO MAINTENANCE BUILDING
CABR 1549	CABR-00328	PARKING AREA #4 CONSTRUCTION
CABR 1550	CABR-00329	CONSTRUCTION OF CABRILLO NATIONAL MONUMENT VISITORS CENTER AND OVERLOOK
CABR 1551	CABR-00330	REPLACEMENT AND REHABILITATION OF WINDOW AT LIGHTHOUSE
CABR 1552	CABR-00331	REMOVAL OF HAZARDOUS WASTE TANKS
CABR 1553	CABR-00332	ADDITION TO ADMINISTRATION BUILDING
CABR 1554	CABR-00333	19TH COAST ARTILLERY ORAL HISTORY INTERVIEWS
CABR 1555	CABR-00334	HISTORIC MANUSCRIPT COLLECTION
CABR 1601	CABR-00344	ORAL HISTORY INTERVIEWS OF THE ISRAEL FAMILY

Catalog #	Accession #	Object
CABR 1604	CABR-00347	SOILS INVESTIGATION AT VISITORS CENTER AT CABRILLO NATIONAL MONUMENT
CABR 2648	CABR-00403	Cabrillo National Monument Administrative Records

a. Manuscript Collections at CABR

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.

Mandated Acquisitions: None. There are no legal mandates for manuscript collections.

Should be acquired: Manuscript collections should be acquired, but proposed acquisitions must be evaluated by the CAC on a case-by-case basis against existing collections, the park’s mission and resources, and ability to professionally process collections.

May be acquired: Manuscript collections should be acquired, but proposed acquisitions must be evaluated by the CAC on a case-by-case basis against existing collections, the park’s mission and resources, and ability to professionally process collections.

Not to be acquired: Photocopies or scans of diaries, letters, historic photos, etc. from personal collections or other repositories are more appropriately library “vertical files” or interpretive use collections and will not be acquired for the museum collection. General “family vacation” images from members of the public and employee personal photos unrelated to the park will not be acquired. Digital copies of analog photos or documents already in the collection created for access and use will not be added to the museum archives.

b. Resource Management Files in the Archival Collections at CABR

Resource Management Files document the management of natural and cultural resources, and park lands which must be [preserved in perpetuity](#). Using professional discretion, knowledge of park resource management, and working with an NPS archivist (park, regional office, WASO), determine how these documents support the management of the resources, and if they are active records.

Associated field documents are Resource Management Files that document and provide context for museum objects, specimens, samples, as well as work performed on historic structures and cultural landscapes. Some associated records are specifically mandated by laws and regulations that govern how we manage archeological, biological, and paleontological collections.

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 Files 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.

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.

Should be Acquired: Resource management and lands records should be acquired regardless of format. Examples include research permit deliverables, inactive records in park natural or cultural resources program offices, records related to park land ownership, easements, or minerals management, and data and other project records from specific park resource management projects that may not be issued permits.

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.

During development or updates of the SOCS, the CAC should review these permanent records in the SRS and REIM Guide and determine if any will be acquired for the museum collection or if all materials will be sent to federal records centers (FRC). Document the CAC's recommendation and identify those permanent records which fall within the SOCS here as "May be Acquired" archives. Describe those permanent records that the CAC determines should be sent to FRC in the "Not to be Acquired" section below. If all are to be sent to the FRC, remove this section from the template.

Not to be Acquired: Museum records including but not limited to accession book, accession files, catalog records and databases, catalog folders, annual inventories, images/scans documenting objects/specimens, and object conservation condition and treatment reports must be permanently retained but are not accessioned into the collection. Do not acquire Interpretive records.

At one time CABR's library included a large quantity of ephemera such as out of print or hard to find histories and technical references. This material, while valuable, should not be acquired in the museum collection. The majority of this material was disposed of, except for some rare books and manuscripts.

2. Natural History Collection

Except for specimens that the NPS is mandated to preserve, natural history collections are generally not applicable to CABR's enabling legislation, interpretive themes, and resource management goals and objectives. CABR does not currently possess or intend to acquire geology or paleontology collections other than mandated collections resulting from resource management activities.

The purpose of CABR's natural history collection is to support scientific research, resource management and education; provide baseline data of the park's natural resources; document changes these resources are undergoing because of internal park conditions and external effects; preserve important or locally significant species collected in response to specific research or interpretive needs; and guarantee the protection of important paleontological specimens.

Future growth of the collection is restricted to biological specimens and associated records generated through authorized, systematic scholarly research and selective acquisition based on:

- Needs identified in CABR's enabling legislation or presidential declaration, approved planning documents and resource studies.
- Service-wide initiatives.
- Interpretive needs identified in planning documents.
- Enhancing the understanding of, and promoting increased stewardship of, the park's natural resources.
- Natural resource baselines, inventorying, and monitoring activities.
- Regulatory and compliance activities such as those mandated by the National Environmental Policy Act of 1970.

All collecting activities must 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). Please see Appendix G: Permits for more information.

Uncontrolled surface collecting by visitors or park staff is illegal according to the *Code of Federal Regulations, Title 36, Volume I* (36 CFR 2.1). Specimens found on the surface should not be removed from their original location by the finder; they should be reported to park staff delegated with museum collection responsibilities. If materials are turned in to the park, standard NPS policies and procedures must be followed to ensure that the finder collects no more material, the precise provenience information is recorded, if possible, and the subject specimens and data are delivered promptly to the park. Unless the items are determined to be significant by a subject-matter expert in the respective discipline (biology, geology, or paleontology), they should not be cataloged into the park's museum collection.

There are no mandates to collect or manage natural resource specimens outside park boundaries,

CABR may acquire natural history collections through internal NPS projects and outside permitted research projects conducted by researchers within park boundaries. Collections associated with research permits are accessioned and cataloged. NPS projects conducted without a research permit are subject to the same laws and policies as those with a permit.

Acquisitions and future growth of CABR's natural history collection are initiated by park staff or outside researchers and will be restricted to specimens and associated records divided into three disciplines: biology, geology, and paleontology.

The natural history collection includes biological specimens of both terrestrial and marine flora and fauna from the Point Loma peninsula. The park has determined biological specimens should preferably be processed and housed at appropriate partner scientific and research storage facilities.

A. Biology Collection

Museum collections serve as the verifiable and reproducible evidence of a scientific study. Therefore, their collection and long-term preservation is a crucial aspect of ensuring scientific integrity.

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, such as flowering plants, ferns, mosses, lichens, algae, bacteria, mammals, birds, reptiles, amphibians, fishes, insects, worms, crustaceans, and microscopic plants and animals. These biological resources 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. These collections document the non-human biology of the park at a given time and place. When researchers make observations about the park environment, they often collect voucher specimens to testify to their observations. If these specimens are not destroyed or consumed in analysis, they may become part of the park's museum collection as determined during the permitting process. The NPS has an ongoing program to inventory and monitor living resources in the park that generates many specimens for the museum collections. Over time, NPS biological collections can help document changes in the park environment and changes in species, thus helping to inform park planning, natural resource management, cultural landscape management, and interpretive programs.

Examples of biological collections may include:

- Animal skins
- Skeletal material
- DNA samples and other viable samples (blood)
- Tissue samples
- Marine and freshwater shells
- Pinned insects
- Pressed plants
- Tree cores
- Casts of animal tracks
- 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 CABR

CABR has diverse biological resources and much remains to be learned about lesser studied taxa, habitats, the occurrence of threatened and endangered (T&E) species within the park, as well as impacts of anthropogenic and natural processes.

Per the 2024 CMR, there are 895 biological specimens in the CABR collection – 385 are cataloged and 510 are uncatalogued. The majority are herbarium specimens, housed at the Santa Barbara Botanic Garden.

Mandated acquisitions: Specimens and samples obtained for preservation during inventory, monitoring, research, and study projects, together with associated records, must be acquired. Collecting of animal specimens will be associated with needs identified in the Resource Management Plan/Resource Stewardship Strategy or approved Inventory & Monitoring (I&M) plans, or as needed to voucher research projects. All approved study plans will limit collected specimens to what has been determined as a sufficient number of examples. T&E specimens should not be added unless (1) accidental death occurs or (2) if researchers comply with all legal restrictions regarding protected species, including all Federal, State, and other permitting requirements for all proposed collections.

Should be acquired: None.

May be acquired: Park will identify gaps in the collection that are significant for baseline inventories and future research. These needs are identified in RPRS under the park research needs. Remainder samples and specimens not wholly destroyed during analyses that retain scientific value and potential for further testing remain Federal property and must be returned to the park.

Taxidermy specimens with strong provenance to the park (particularly extirpated species) may be acquired. Although taxidermy specimens are traditionally considered more for exhibit or public education purposes, new technologies are proving that these specimens can have scientific value. Therefore, such specimens should be evaluated on a case-by-case basis considering provenance, condition, rarity, and other relevant factors. Specimens prepared prior to the 1990s may be contaminated with arsenic or heavy metals. Never use taxidermy mounts or study skins in hands-on demonstrations, particularly with children. For future potential gifts of taxidermy specimens, the donor should bear the responsibility to test the specimen for harmful materials prior to NPS consideration. For more information on health hazards in collections, see Potential Hazards in Collections Appendix below.

Reproductions, such as casts or molds of a specimen, may be acquired if they are the only remaining evidence of the original specimen. See [NPS Museum Handbook, Appendix N](#) for more information about evaluating the accession of reproductions.

Not to be acquired: Biological specimens collected outside the park's boundaries will not be accessioned into the museum collection. Scientific specimens lacking provenience documentation, lacking scientific value, in poor condition or which were not prepared to professional standards, and species for which the CABR museum collection already has a representative sample are not to be acquired. 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. Living specimens are not to be acquired for the museum collection (See Management Policies, 4.2.3.). 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. Examples include: exfoliation, erosion, sedimentation, glaciation, karst processes, shoreline processes, and seismic and volcanic activity. “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.

As described in the NPS [Museum Handbook, Part II \(2012\)](#), geological collections inform park planning and development, natural and cultural resources management, and interpretation.

Geological Resources at CABR

CABR does not currently possess or intend to acquire geology specimens.

Mandated acquisitions: None. There are no legal mandates for the Geology Collection.

Should be acquired: None.

May be acquired: Specimens evaluated on a case-by-case basis considering factors such as legal title, importance or rarity of the specimen, presence of existing specimens in the museum collection, condition, available provenience, and associated geologic data.

Not to be acquired: Specimens and samples from outside the park’s boundaries. Specimens and samples lacking provenience documentation are not to be acquired. Rock hounding (amateur collecting of specimens) is prohibited in most national parks by 36 CFR 2.1(a); specimens collected without research permits after the park was established should be referred to appropriate law enforcement officials.

C. Paleontology Collection

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 items (see 43 CFR 10.2) as defined by the Native American Graves Protection and Repatriation Act (NAGPRA). The law requires that both the paleontological resource and copies of associated records be preserved for the public in an approved repository, to be made available for scientific research and public education.

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.”

Uncontrolled surface collecting by visitors and park staff is prohibited. Fossils found on the surface by visitors should not be removed from their original location by the finder, but rather promptly reported to park staff. If visitors or staff collect a fossil illegally, the object and location data should be promptly given to the museum curator upon receipt by staff members.

Identify if molds, casts, and other reproductions such as 3D scans or prints, exist. See NPS Museum Handbook, Appendix N for more information about evaluating the accession of reproductions. These are made from fossils to share information with other researchers, preserve a specimen in situ before disarticulation, or make surface details clearer for black and white photography. Reproductions, such as casts or molds of a previously collected specimen, may be acquired if they are the only remaining evidence of the original specimen, a portion of a fossil that is now missing due to consumption by destructive analysis, or serve as a record of steps in the preparation process wherein they act to preserve taphonomic information or other important data which has been destroyed by the preparation process. 3D digital files should be preserved as you would digital photographs within an archive or other appropriate digital repository.

Paleontology Resources at CABR

CABR does not currently possess or intend to acquire paleontology specimens other than mandated collections resulting from resource management activities.

Mandated acquisitions: Fossil plant, vertebrate, invertebrate, or trace specimens and associated records generated through systematic surveys or excavations undertaken within the park boundaries; *high fidelity casts* made from the molds of trace or body fossils left in situ; and scientifically significant paleontological resources, together with their associated records. Remainder samples and specimens not wholly destroyed during analyses that retain scientific value and potential for further testing must be acquired into the museum collection.

Should be acquired: All NPS construction projects in areas with potential paleontological resources must be preceded by a preconstruction surface assessment prior to disturbance. For any occurrences noted, or when the site may yield paleontological resources, the site will be avoided or the resources will, if necessary, be collected and properly cared for before construction begins. NPS 2006 MP 4.8.2.1

May be acquired: Confiscated paleontological materials recovered from unauthorized and illegal activities in CABR in violation of PRPA may be acquired. These materials commonly include paleontological materials illegally excavated or obtained through uncontrolled surface collecting by unauthorized individuals within an NPS unit's boundaries. When such collections are encountered, law enforcement and museum staff should be consulted as soon as possible to ensure proper accountability, handling, and transportation of these materials. Such objects might be held temporarily by law enforcement following legal chain of custody protocols as evidence if legal action is to be taken but should be formally turned over to the museum staff person as soon as possible. Once all legal questions are resolved, the objects and all associated documentation should be added to the park's collection after review by CAC and Superintendent Approval.

Parks should generally avoid purchasing fossils, or at least referencing this criterion may be found in the management policies:

A park may purchase fossil specimens for the park museum collection only after making a written determination that the specimens are scientifically significant and accompanied by detailed

locality data and pertinent contextual data; the specimens were legally removed from their site of origin, and all transfers of ownership have been legal; the preparation of the specimens meets professional standards; the alternatives for making these specimens available to science and the public are unlikely; and acquisition is consistent with the park's enabling legislation and scope of collection statement, and acquisition will ensure the specimens' availability in perpetuity for public education and scientific research. NPS 2006 MP 4.8.2.1

Specimens collected before the park was established and specimens collected in the park illegally that are returned to the park should be evaluated on a case-by-case basis, considering factors such as legal title, association with historical figures, importance, or rarity of the specimen, condition, available provenience and associated geologic data.

Presence of existing paleontology specimens of the same species in the museum collection should not disqualify a specimen from being added to the collection because of the probability of species variation between multiple fossils of the same species.

Reproductions, such as casts or molds of a previously collected specimen, may be acquired if they are the only remaining evidence of the original specimen. See [NPS Museum Handbook, Appendix N](#) for more information about evaluating the accession of reproductions.

Not to be acquired: Fossils from outside the park's boundaries; fossils lacking provenience documentation; and purchased specimens, unless they are originally from the park but acquired before it was a park, are not to be acquired.

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.

As of this writing, the CABR collections do not hold human remains, nor any other objects or records that fall under NAGPRA. The park does not anticipate the acquisition of such items

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*.

CABR 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*.

The NPS is committed to building its collections through professional, transparent, and ethically sound practices. Strategic acquisition decisions at CABR are guided by the following guiding principles:

- Sustainable Collecting and Stewardship
CABR is committed to sustainable collecting. Sustainability within museum collections requires assessing the current and future environmental and fiscal impacts of acquiring, preserving, and providing research access to rare, unique, and fragile material in all physical formats. The energy consumption levels of digital preservation and storage also requires thoughtful care and planning. Climate change is a critical issue, and the Park seeks to be responsible in reducing its carbon footprint. The Park will incorporate sustainability metrics to thoughtfully assess acquisitions to not duplicate collecting efforts of other repositories. Sustainable stewardship extends to physical and digital management of collections, considering space needs, environmental controls, and mitigating processing backlogs. Timely accessions and strategic reappraisal of existing collections will also be key parts in moving toward a healthy and sustainable collecting ecosystem. Work should be guided by periodic reappraisals, deaccessioning, and loans. Sustainable stewardship also requires attention to the changing weather and natural disaster patterns so that Park disaster plans are effective in safeguarding collections to the extent possible.
- Community-Engaged Collecting
Community-engaged collecting is the process of working collaboratively with community partners, groups and institutions in San Diego, California, as well as nationally and globally. Success requires building and sustaining mutually beneficial relationships. As part of the relationship, community members may advise and guide collecting policies, practices, and access principles to determine whether their historical material remains within their community or under what terms collaborative stewardship of donated materials would operate. Community relationships may also require the Park to rectify situations that caused past harm to a particular community, and this collecting model will serve as a catalyst for the Park to reinvest in its community relationships.
- Local Contexts
The Park seeks to be an active member of the local and regional research community and to build collections that complement — but do not compete — with peer repositories.
- Institutional Collaboration
The Park recognizes the value of partnership with academic centers and partners. These partnerships can provide intellectual guidance for collection development as well as theoretical, cultural, and other valuable insights that will improve the reputation and relevance of the Park and its collections.

- Native American and Indigenous Collections

CABR is located on lands that are within the ancestral homelands of associated American Indian tribes and recognizes the impact of settler colonialism and the ways collection materials may have been acquired or extracted through historically asymmetric power relationships. The park recognizes the importance of Tribal knowledge, protocols, and cultural traditions; is committed to working with Tribal nations to appropriately steward collections; and is committed to initiating new modes of reparative and reciprocal relationship building with Tribal nations.

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. At CABR, the Curator-of-Record is the Custodial Officer.

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. At CABR, the CABR Cultural Resource Specialist is the Receiving Officer.

Collections Advisory Committee

The Collections Advisory Committee (CAC) reviews the appropriateness of proposed accessions or deaccessions and dispositions.

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. CABR’s CAC consists of:

Chair:	Curator-of-Record (PWR Regional Staff Curator)
Members:	CABR Chief of Interpretation
	CABR Chief of Natural Resource Management & Science Division

V. MANAGEMENT ACTIONS

Acquisition and deaccession decisions are guided by the NPS *Museum Handbook*, 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.
- CAC will be reviewed and updated to fill vacancies as needed
- Conduct an extensive evaluation of collections and collection records ASAP and prioritize the following collection types / emphasis areas for deaccessioning:
 - Missing or unaccounted objects and specimens including items not found during annual inventories and subsequent follow-ups.
 - Collections outside the SOCS including
 - Objects that were purchased or donated as exhibit reproductions, period pieces, living history items, and/or props for interpretive purposes. These items should be deaccessioned and transferred to the Interpretive Division.
 - Objects that were acquired as outdoor exhibit, landscape, and/or wayfinding items. These items should be deaccessioned and transferred to the Facility Management Division and/or the Resource Management Division as monument, memorial or cultural landscape assets.
 - Cabrillo Fest Inc. records
 - Objects damaged to the point of no repair.
 - Records that were inadvertently added to the archival collections in the past rather than following the retention schedule for their disposition / transfer to the Federal Records Center and the National Archives.

- Assemblages that have a significant number of redundant items and where sampling would reduce volume.
- Conduct an extensive self-study of its collections ASAP and define areas of thematic emphasis that will be used as strategic foci for future collecting.
- Establish procedures to work collaboratively with park partners and local community groups (e.g. U.S. Navy, Cabrillo Fest Inc., San Diego Maritime Museum) to advise and guide the park in collecting and collection use practices and principles. Procedures will determine whether historical material is transferred to the local community or partner.
- Establish procedures to work with park resource management staff, researchers, and research institutions to establish collecting practices and principles of natural collections and associated records.

Appendix A: Enabling Legislation

PROCLAMATIONS, 1913.

1965

BY THE PRESIDENT OF THE UNITED STATES OF AMERICA

October 14, 1913.

A PROCLAMATION.

WHEREAS, by section 2 of an Act of Congress approved June 8, 1906 (34 Stat. 225), the President was authorized "in his discretion, to declare by public proclamation historic landmarks, historic and prehistoric structures, and other objects of historic or scientific interest that are situated upon the lands owned or controlled by the Government of the United States to be national monuments, and may reserve as a part thereof parcels of land, the limits of which in all cases shall be confined to the smallest area compatible with the proper care and management of the objects to be protected";

Cabrillo National Monument, Cal.
Preamble.

AND WHEREAS, when Cabrillo sailed into San Diego Bay on the 28th day of September, 1542, Point Loma was the first land sighted; and The Order of Panama, an organization composed of representative citizens of Southern California, has applied for permission to construct a heroic statue of Juan Rodriguez Cabrillo, the discoverer of California, on Point Loma which lies within the military reservation of Fort Rosecrans, California, and has requested that a suitable site be set apart for such monument;

NOW THEREFORE, I, Woodrow Wilson, President of the United States of America, under authority of the said Act of Congress do hereby reserve as a site for the said monument, the following described parcel of land situated on Point Loma within the limits of the military reservation of Fort Rosecrans, California, and do hereby declare and proclaim the same to be a national monument to commemorate the discovery of California by Juan Rodriguez Cabrillo, on the 28th day of September, 1542, viz:

National Monument, California.
Vol. 34, p. 225.

Beginning at a monument 53 ft. from Southeast corner of the Old Lighthouse, Point Loma (true az. $6^{\circ} 26'$): thence, true az. $292^{\circ} 50'$, 25 feet; thence, true az. $234^{\circ} 09'$, 36 feet; thence, true az. $210^{\circ} 47'$, 35 feet; thence, true az. $191^{\circ} 14'$, 53 feet; thence, true az. $175^{\circ} 56'$, 57 feet; thence, true az. $159^{\circ} 26'$, 33 feet; thence, true az. $138^{\circ} 29'$, 115 feet; thence true az. $7^{\circ} 39'$, 170 feet; thence, true az. $349^{\circ} 56'$, 43 feet; thence, true az. $337^{\circ} 58'$, 25 feet; thence, true az. $332^{\circ} 14'$, 35 feet, to the point of beginning; containing 21,910 square feet, more or less.

Description.

The area above comprises all the parcel of ground within the loop of the Point Loma Boulevard where it encircles the Old Lighthouse, but does not include any of the roadway.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the United States to be affixed.

Done at the City of Washington this fourteenth day of October, in the year of our Lord one thousand nine hundred and thirteen, and the Independence of the United States the one hundred and thirty-eighth.

WOODROW WILSON

By the President:
W. J. BRYAN
Secretary of State.

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. [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)
 - 321010-320106: 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)
- 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)
- [Price v. Garland, 45 F.4th 1059 \(D.C. Cir. 2022\)](#) Rescission of Price v. Barr, 514 F.Supp. 3d 171 (D.D.C. 2021)
- 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 (2006) that are specifically relevant to museum objects are as follows:

- Chapter 4 - Natural Resource Management
 - Natural Resource Collections (4.2.3)
 - Integrated Pest Management Program (4.4.5.2)

- Paleontological Resources and Their Contexts (4.8.2.1)
- Chapter 5 - Cultural Resource Management
 - Inventories (5.1.3.1)
- Preservation of Data and Collections and Protection of Research Potential (Page 5:3)
- Treatment of Museum Objects (Pages 5:9-10)
 - Fire Detection, Suppression, and Post-fire Rehabilitation and Protection (5.3.1.2)
 - Pest Management (5.3.1.5)
 - Museum Collections (5.3.5.5)
 - Preservation (5.3.5.5.1)
 - Acquisition, Management, Disposition and Use (5.3.5.5.4)
 - Historic Furnishings (5.3.5.5.5)
 - Archives and Manuscripts (5.3.5.5.6)
- Chapter 7 - Interpretation and Education
- Requirements for All Interpretive and Educational Services (7.5)
- Chapter 8 - Use of the Parks
- Natural and Cultural Studies, Research, and Collection Activities (8.10, 8:15-16)
- Chapter 9 - Park Facilities
- Museum Collections Management Facilities (9.4.2)
- Chapter 10 – Commercial Visitor Services
- Artifacts and Specimens (10.2.4.6)
- 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 CABR 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.

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 CABR 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 will be consulted to determine whether filming or photography would have an adverse impact on them before permitting use of museum collections.

The January 22, 2021, United States District Court for the District of Columbia *Price v. Barr* order issue declaring that the provisions applying to commercial filming under 54 U.S.C. 100905, 43 C.F.R. Part 5, and 36 CFR 5 were unconstitutional under the First Amendment has been rescinded.

The U.S. Department of Justice appealed the District Court's decision, and, on August 23, 2022, the United States Court of Appeals for the District of Columbia issued a [decision reversing the order](#) of the District Court. *Price v. Garland*, 45 F.4th 1059 (D.C. Cir. 2022). This decision became effective October 28, 2022, with the issuance of the Court of Appeals mandate.

If you have questions about filming activities in your park that could potentially impact park resources or the visitor experience, please reach out to the NPS Special Park Uses WASO program manager for further assistance at 202-513-7092. [Filming & Still Photography Permits \(U.S. National Park Service\) \(nps.gov\)](#)

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.

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 ordnance).
- 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.

Appendix G: Research Collections and Permits

Per NPS Management Policies (2006), the Service encourages appropriately reviewed natural and cultural resource studies and research whenever such studies and research are consistent with applicable laws and policies. All studies and research in parks will employ nondestructive methods to the maximum extent feasible with respect to resource protection, research methodology, and the scientific and management value of the information and collections to be obtained. Although studies and research involving physical impacts to park resources or the removal of objects or specimens may be permitted, studies and collecting activities that will lead to the impairment of park resources and values are prohibited.

In implementing NPS policies and procedures to ensure scientific integrity and resource stewardship, NPS managers should consider that:

- The science is not complete until the specimens and associated data which voucher the study are appropriately documented and preserved.
- Field work and analysis are the most expensive components of scientific projects.
- The cost of field work means that each collected specimen has high financial value. Requiring that researchers deposit voucher specimens in permanent collections protects that financial investment.
- Failure to retain appropriate scientific collections to document the scientific validity of the research is not economical or ethical.
- Identifications of species in faunistic and ecological studies (versus taxonomic studies) are more often made by non-specialists using only published keys. This increases the likelihood that misidentifications may occur, resulting in lower levels of confidence in identifications which will need to be verified by specialists in the future to validate the research.
- Using scientific collections to answer research questions can reduce some costs for new field work.
- As scientific advances are made and new techniques are developed, existing well-documented scientific collections will become even more important to NPS resource management and science.
- A specimen available today may not be available in the future, just as many specimens collected decades ago can no longer be recollected due to habitat loss, population decline, and other issues. Environmental specimens collected in a time series can never be replicated.
- Each biological specimen is a “snapshot in time” which reflects the biology and ecology of the living animal and its environment. Collecting another specimen decades later does replicate the earlier specimen of the same species.
- The passage of time, technological challenges, and prohibitive costs make it impossible to replace specimens collected but not retained when they are needed later.
- Periodic (and in some cases, routine) collection of scientific specimens for permanent retention is vital to understanding the processes, rates, and impacts of climate change.

As noted above, museum collections serve as the verifiable and reproducible evidence of a scientific study. Therefore, their collection and long-term preservation is a crucial aspect of ensuring scientific integrity.

Per Directors Order #24, and the standard permit requirements, all resource projects in parks must include funding for curation of specimens collected to prevent an increase in the backlog of uncatalogued materials. The standard permit conditions require that associated project records including data, field notes, photographs, maps, etc. are submitted as part of the project’s deliverables and that they are cataloged according to NPS standards. A project is not considered completed until everything, including specimens, is cataloged and the data entered into the NPS official museum cataloging system.

Natural Resource Research Collections and Permits

Natural resource collections include non-living and living specimens. Research that includes taking plants, fish, wildlife, rocks, or minerals is governed by 36 CFR 2.5; additional guidance for research, collecting, and managing specimens and associated field records is found in the NPS Research Permit and Reporting System (RPRS), Director’s Order #77, Director’s Order #77-10, and the NPS Museum Handbook. Non-living specimens and their associated field records are managed as museum collections. Living collections will be managed in accordance with the provisions of a park’s general

management plan, the Animal Welfare Act, and other appropriate requirements. Living collections are not museum items. See Management Policies, 4.2.3.

RPRS is the online system used by the NPS to manage the research application and reporting process. Park museum staff with collection custodial duties can effectively use RPRS to collaborate with park research coordinators, resource management staff, research permittees, and repositories to help manage permanently retained collections including completion of specimen labels, submission of catalog data, and submission of copies of field notes.

RPRS is also used to help track agreements with non-NPS repositories. When a researcher applies for a permit and proposes that collected specimens be retained in a non-NPS repository, the applicant must obtain the signature of a repository official (on Appendix A of the application) agreeing to the proposal and the terms of the NPS loan agreement that would be required upon deposit of the collections. Park museum staff coordinate completion of catalog records and issue loans to document collections deposited at repositories.

Currently, NPS policy allows superintendents discretion to issue permits to park staff and other NPS staff (i.e., network Inventory and Monitoring staff), especially when specimens will be collected for retention in park collections.

Cultural Resource Research Collections and Permits

All archeological research must comply with ARPA, the Antiquities Act, and NAGPRA, as applicable. Guidance for collecting and managing field data, objects, specimens, and features of sites and structures retrieved during cultural resource research and treatment projects, together with associated records and reports, can be found in 36 CFR 79.4, Director's Order #28, and the NPS Museum Handbook. Archeological collections and their associated records are managed within the park museum collection, stored in NPS or non-NPS repositories, as appropriate, including repositories maintained by partners.

Permits that allow cultural resources to be physically disturbed or allow objects or specimens to be collected must require provisions for the long-term preservation and management of any recovered objects and specimens and for their cataloging, together with any associated records, in the NPS museum cataloging system. Independent researchers will be authorized to conduct archeological research on park lands only through the issuance of an ARPA or Antiquities Act permit by the appropriate regional director. This permitting authority cannot be further delegated. As appropriate, parks will also issue other necessary permits, such as a special use permit.

While RPRS is most used for natural resource-related research, all external research on NPS-managed lands must be documented in RPRS and may include archeological or other cultural resource research.

Reviewing Research Permits

Current guidance does not require park museum staff or the CAC to work collaboratively with park resource management staff or the research coordinator to control collecting through permit conditions or specific requirements for collections. It is recommended, however, that park museum staff work with park research and/or resource management staff to advise the superintendent on what objects and specimens should be (or must be, according to statute) collected and managed as museum property. In some parks, curatorial and natural resource staff work together to review collection

permit requests and advise the superintendent to reject certain collecting requests that are duplicative of existing collections and re-direct the researcher to conduct research on existing collections at the park or in other repositories. This process is particularly valuable to support park goals in protecting rare species, limiting/preventing duplicative or repetitive collecting, and ensuring there is no impairment of park resources or values.

Current guidelines include:

- Up-to-date contact information for park curator listed in RPRS
- Clear and complete instructions for collections and data submission under “Park-specific Research Conditions” on Park Information page in RPRS; provide instructions for permittees to coordinate with park curator and prepare and submit labels, cataloging data, and specimens for collections to be retained, as well as resource management records and copies of field notes.
- Monitoring annual submission of IARs and remind delinquent investigators of their responsibilities
- Coordinating the authorization to permanently retain collections in a non-NPS repository ONLY after documenting in RPRS receipt of Appendix A is signed by the proposed non-NPS repository.

Helpful links:

[National Park Service Organic Act](#)

[National Park Service Omnibus Management Act of 1998](#)

National Park Service Management Policies 2001

Natural Resource Management Reference Manual #77

[Director's Order #77 \(Natural Resources Inventory and Monitoring\)](#)

Director's Order #77-10: NPS Benefits Sharing

[Director's Order #24 \(National Park Service Museum Collection Management\)](#)

[Natural Resource Management Reference Manual 41 \(Wilderness Preservation and Management\)](#)

[Section 106 of the National Historic Preservation Act \(16 USC 470f\)](#)

[Endangered Species Act of 1973](#)

[Wilderness Act of 1964](#)

[Archeological Resources Protection Act](#)

[43 CFR 7](#)

[36 CFR 2.5](#)

[Research Permits - Everglades National Park \(U.S. National Park Service\) \(nps.gov\)](#)

[NPS Archeology Program: Federal Archeological Permits](#)

[Research Permits - Yellowstone National Park \(U.S. National Park Service\) \(nps.gov\)](#)

[Obtain a Research Permit - Bering Land Bridge National Preserve \(U.S. National Park Service\) \(nps.gov\)](#)

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