

OBJECT HANDLING GUIDELINES FOR RESEARCH USE OF THE OSTEOLOGICAL COLLECTIONS

The Peabody Museum is dedicated to the care, preservation and study of one of the largest and oldest collections of anthropological materials in the United States.

Please help us by following these guidelines.

- Respect the integrity of the human remains you are handling.
- Be aware of hanging jewelry, clothing, glasses, keys, etc. that might damage the osteological collections.
- Food and beverages are not allowed in storage areas.
- Use a pencil when working with or near objects. No pens please.
- **Limit moving and handling skeletal elements; always use both hands.** Check condition before removing skeletal elements from boxes. Look for weak points and stress areas, as well as surface condition. Provide overall support from underneath. **Place each specimen on its most stable surface.**
- **Always keep all skeletal elements over a protective foam surface.** Additional supports (donuts) for crania are available. When measuring elements make sure that they are in a stable position.
- **Examine only one catalog number or individual at a time.** As labeling is usually limited to a few elements from each individual it is very important to keep each individual physically separate from others.
- **Follow protocol for placing human remains in their boxes.** Please check with museum personnel if you are unsure of it and/or this is your first visit to the collections.
- **Any materials or tools must have prior staff approval. The use of metal of calipers is not permitted.** The osteology department has plastic calipers and carbon tip dental calipers available for your use.
- Notify a staff member if you discover recent insect, mold or fungal activity or find small loose elements such as ear ossicles or any other especially fragile material.
- **Do not remove or separate any written or documentary information** housed with the osteological collections.
- **Never remove any tape, glue, etc.** as doing so may cause damage.
- **If any damage occurs, leave as is and notify the staff member present.**

PLEASE NOTE

Some objects may have been treated with pesticides or insecticides that may be harmful if inhaled or touched. Warning labels are on some of these objects, but objects without labels may also have been treated.

Gloves and protective clothing must be used at all times. Masks are available.

This helps us to both preserve the integrity of every object in our collection as well as keep you safe.

Researcher Signature

Date