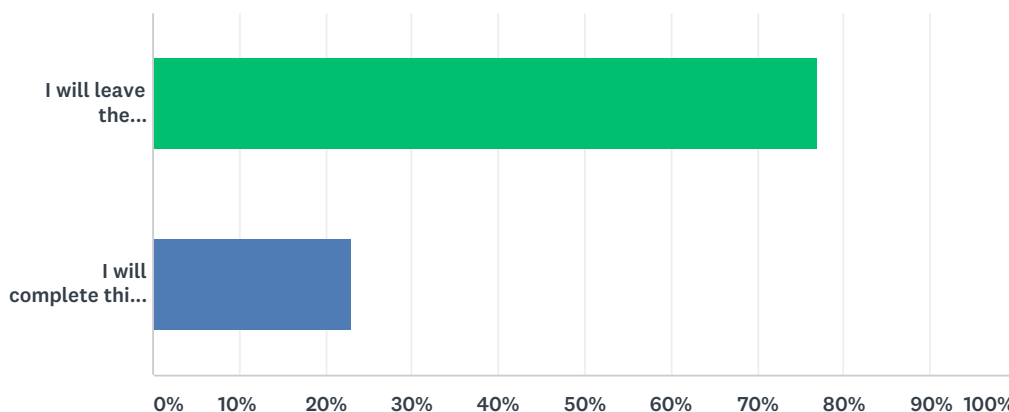


**Q1 The Australian Institute for the Conservation of Cultural Material, with the endorsement of the Council of Australian Art Museum Directors, is collecting the following environmental management information to help inform a major project that aims to develop new ENVIRONMENTAL GUIDELINES for the wide range of Australian cultural heritage organisations. AICCM and CAAMD encourages organisations to complete this survey and to leave contact details as this will provide the researchers with a clearer understanding of the profile of Australian cultural heritage organisations.**

Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES	
I will leave the organisation's contact details	76.92%	90
I will complete this survey anonymously	23.08%	27
TOTAL		117

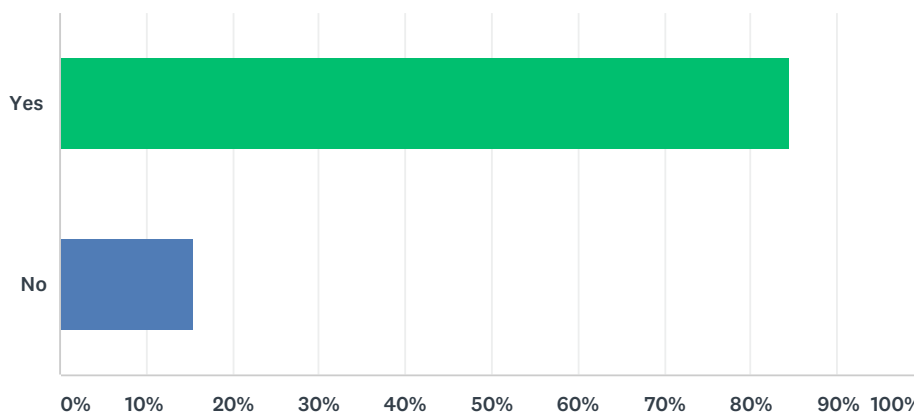
## Q2 Please enter the following contact information.

Answered: 89 Skipped: 28

ANSWER CHOICES	RESPONSES	
Contact person	100.00%	89
Company	100.00%	89
Address	97.75%	87
Address 2	0.00%	0
City/Town	97.75%	87
State/Province	98.88%	88
ZIP/Postal Code	98.88%	88
Country	0.00%	0
Email Address	100.00%	89
Phone Number	0.00%	0

**Q3 As part of the AICCM Environmental Guidelines Project we will be looking to collaborate with organisations in collection environment case studies. Would the Collecting Organisation be interested in participating in this aspect of the project?**

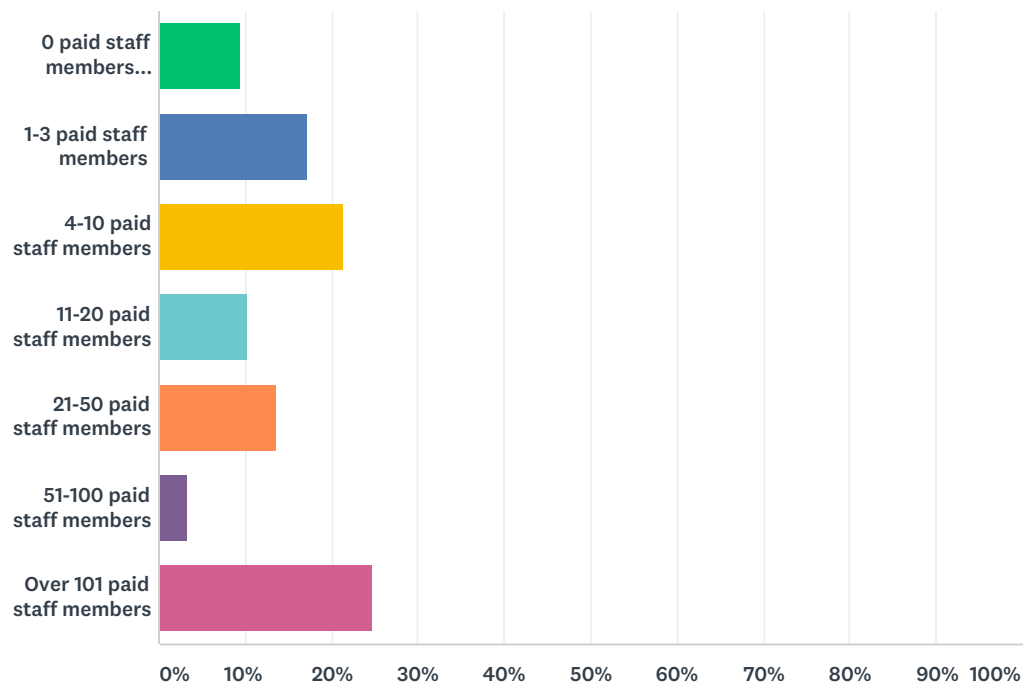
Answered: 90 Skipped: 27



ANSWER CHOICES	RESPONSES	
Yes	84.44%	76
No	15.56%	14
TOTAL		90

## Q4 What staffing profile best describes the cultural heritage organisation?

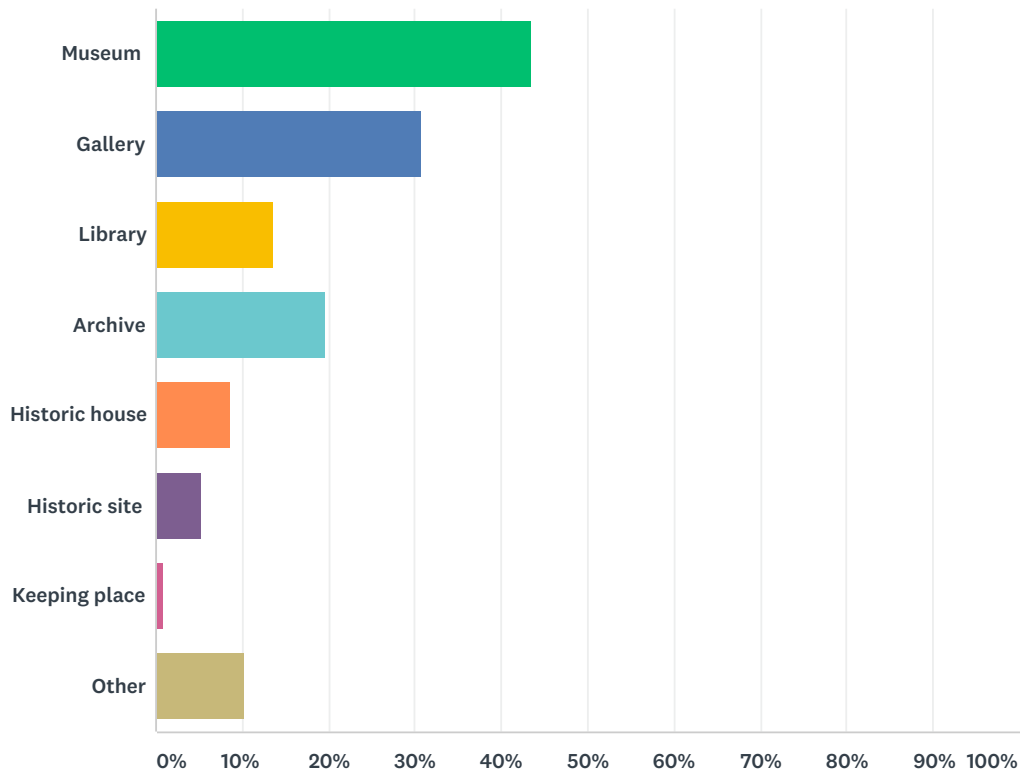
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES	
0 paid staff members (volunteer run)	9.40%	11
1-3 paid staff members	17.09%	20
4-10 paid staff members	21.37%	25
11-20 paid staff members	10.26%	12
21-50 paid staff members	13.68%	16
51-100 paid staff members	3.42%	4
Over 101 paid staff members	24.79%	29
<b>TOTAL</b>		<b>117</b>

## Q5 What category or categories best describes the collection profile?

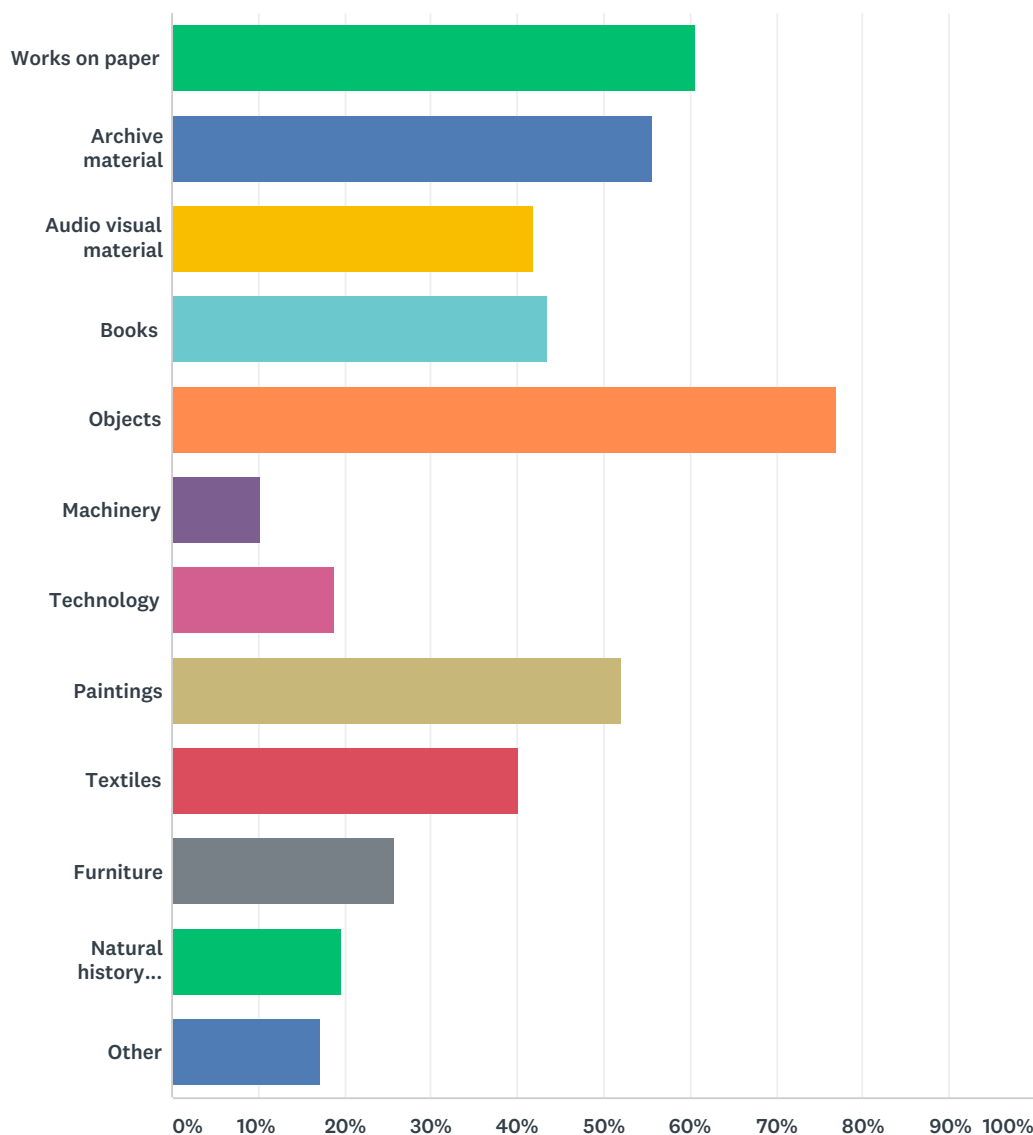
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES	
Museum	43.59%	51
Gallery	30.77%	36
Library	13.68%	16
Archive	19.66%	23
Historic house	8.55%	10
Historic site	5.13%	6
Keeping place	0.85%	1
Other	10.26%	12
Total Respondents: 117		

### Q6 What is the nature of the collection? (Please consider this in a broad context and select up to four options).

Answered: 117 Skipped: 0

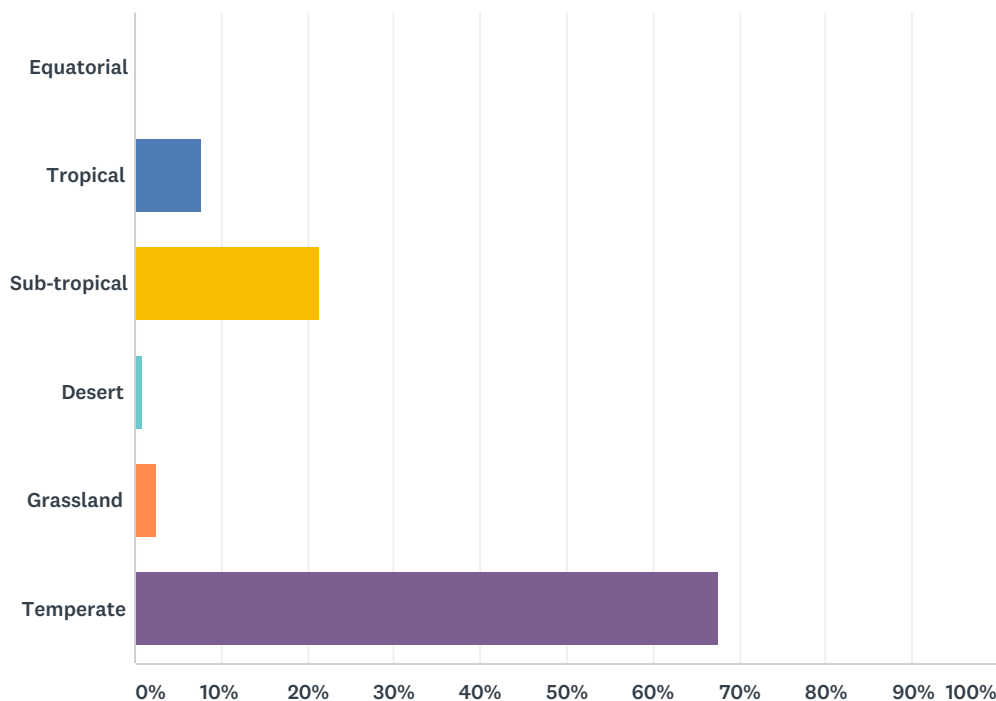


ANSWER CHOICES	RESPONSES
Works on paper	60.68% 71
Archive material	55.56% 65
Audio visual material	41.88% 49
Books	43.59% 51
Objects	76.92% 90
Machinery	10.26% 12
Technology	18.80% 22
Paintings	52.14% 61
Textiles	40.17% 47
Furniture	25.64% 30

Natural history specimens	19.66%	23
Other	17.09%	20
Total Respondents: 117		

### Q7 Based on the Bureau of Meteorology climate zone map what climate zone is the organisation located in? Click link to visit climate zone map.

Answered: 117 Skipped: 0

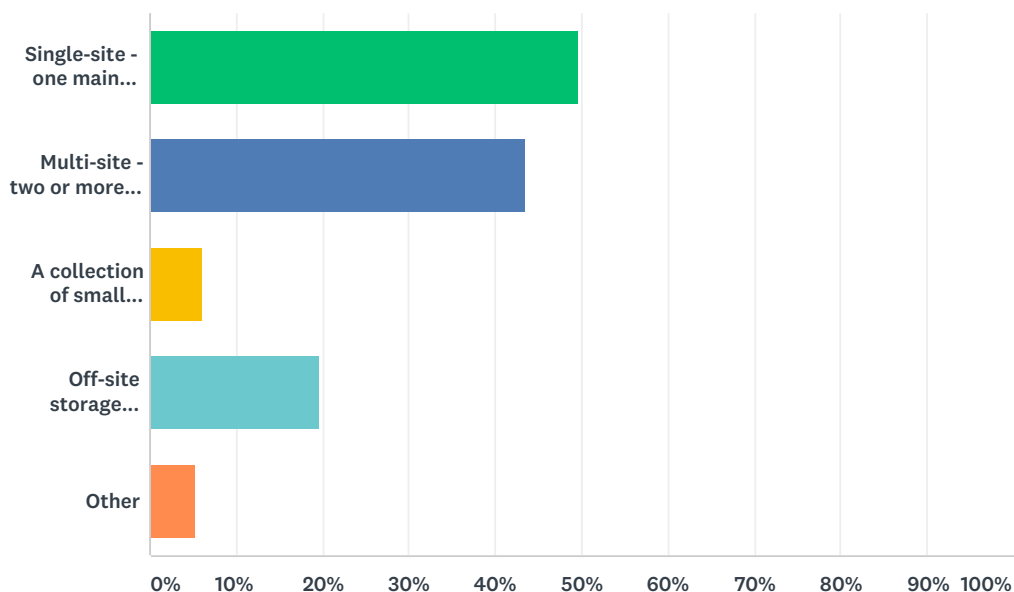


ANSWER CHOICES	RESPONSES
Equatorial	0.00% 0
Tropical	7.69% 9
Sub-tropical	21.37% 25
Desert	0.85% 1
Grassland	2.56% 3
Temperate	67.52% 79
<b>TOTAL</b>	<b>117</b>



## Q8 Which category or categories best describes the physical layout of the organisation?

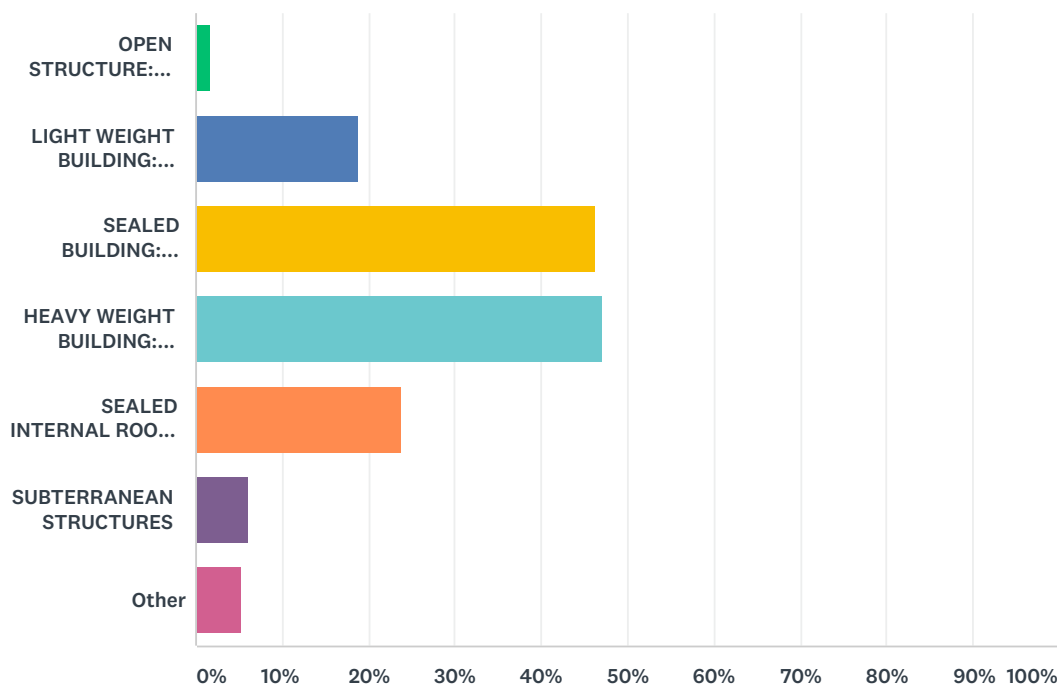
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES	
Single-site - one main building (incorporating collection display/storage and facilities for staff)	49.57%	58
Multi-site - two or more main buildings (for varied purposes including collection display/storage and facilities for staff)	43.59%	51
A collection of small buildings on one site (eg. local history museum incorporating multiple moved or replica buildings)	5.98%	7
Off-site storage facility or facilities	19.66%	23
Other	5.13%	6
Total Respondents: 117		

## Q9 Which category or categories best describe the building/s that house the collections?

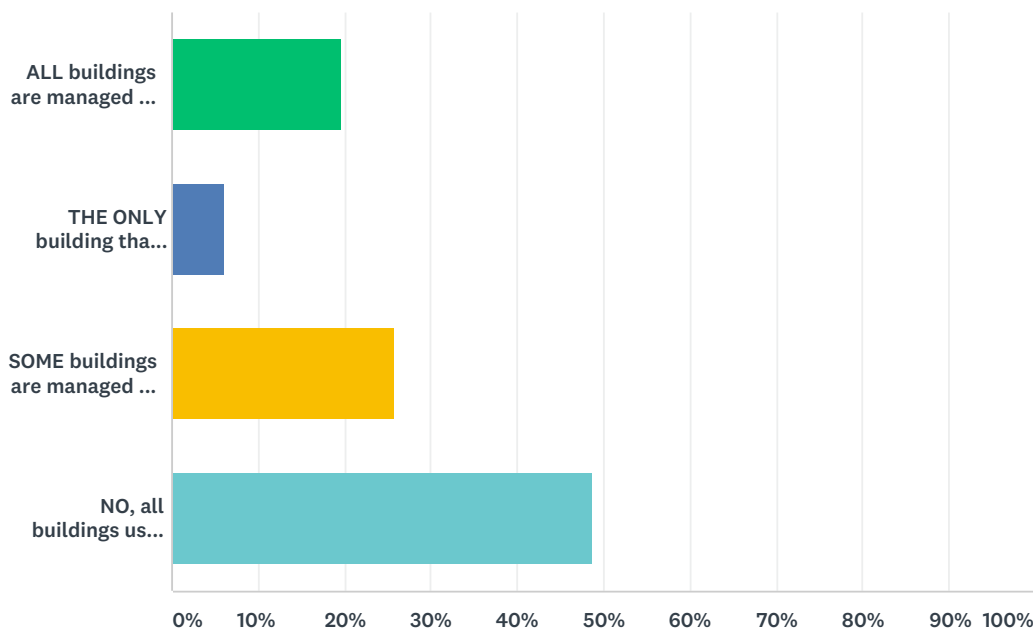
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES
OPEN STRUCTURE: roof, may have some walls, not a sealed structure (e.g. barn, lean-to, workyard, awning)	1.71% 2
LIGHT WEIGHT BUILDING: uninsulated framed building with light weight walls and glazed windows, weatherproof but not air-sealed (e.g. rough frame house, huts, sheds, adobe structures)	18.80% 22
SEALED BUILDING: Insulated structure with specialised glazing and double-doors (or other air-control features), weatherproof and climate controlled (e.g. purpose built museum/gallery, research library, archive, collection storage facility)	46.15% 54
HEAVY WEIGHT BUILDING: masonry or concrete building with glazed windows and tight construction, weatherproof but not necessarily air-sealed (e.g. heritage buildings, furnished houses, church)	47.01% 55
SEALED INTERNAL ROOM: insulated metal enclosure inside another building, interior room/s with sealed walls and controlled occupancy (e.g. vaults and storage rooms)	23.93% 28
SUBTERRANEAN STRUCTURES	5.98% 7
Other	5.13% 6
Total Respondents: 117	

**Q10 Are environmental conditions within any of the buildings that comprise the cultural heritage organisation managed entirely via low-tech strategies? That is, the building does not use energy to run an automated environmental management system (eg. HVAC). Please select the response that best describes the organisation.**

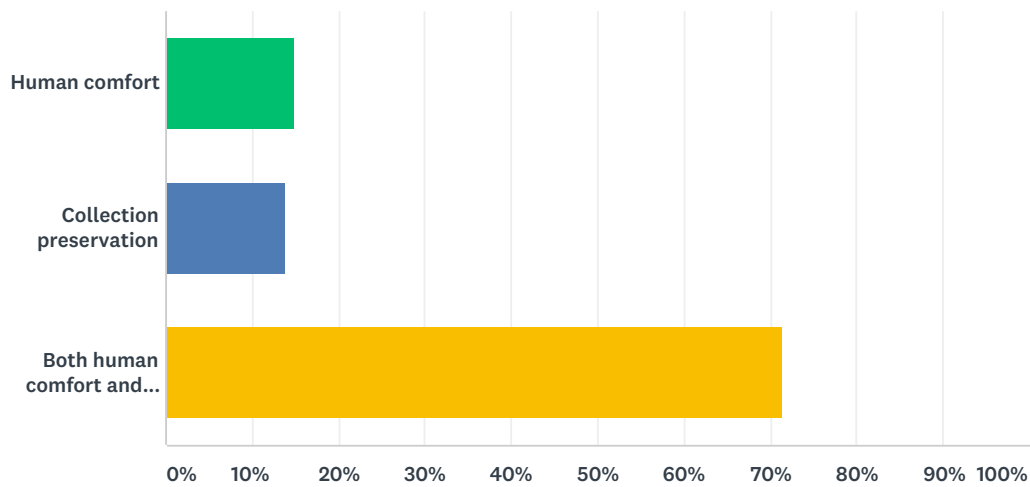
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES
ALL buildings are managed via low-tech solutions	19.66% 23
THE ONLY building that is managed via low-tech solutions is off-site collection storage	5.98% 7
SOME buildings are managed via low-tech solutions and SOME buildings use automated mechanical systems to maintain the internal environment eg. air-conditioning	25.64% 30
NO, all buildings use automated mechanical systems to maintain the internal environment eg. air-conditioning	48.72% 57
TOTAL	117

### Q11 What is the main purpose for using mechanical air-conditioning systems in your building/s?

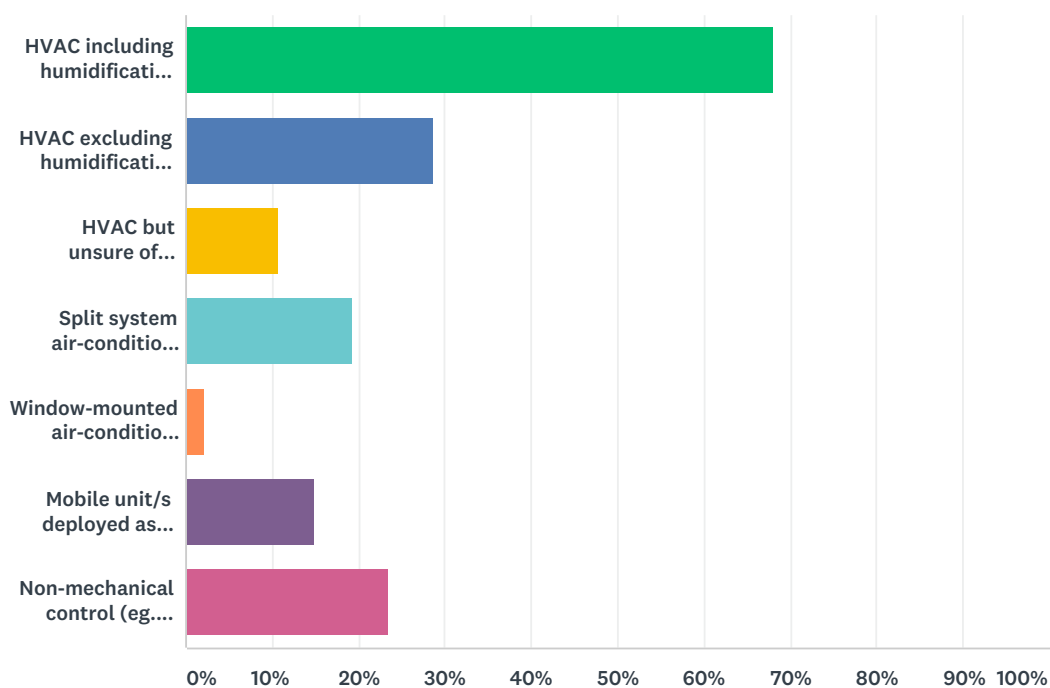
Answered: 94 Skipped: 23



ANSWER CHOICES	RESPONSES	
Human comfort	14.89%	14
Collection preservation	13.83%	13
Both human comfort and collection preservation	71.28%	67
TOTAL		94

## Q12 Please indicate all methods that are used to manage the environment where collections are displayed and stored.

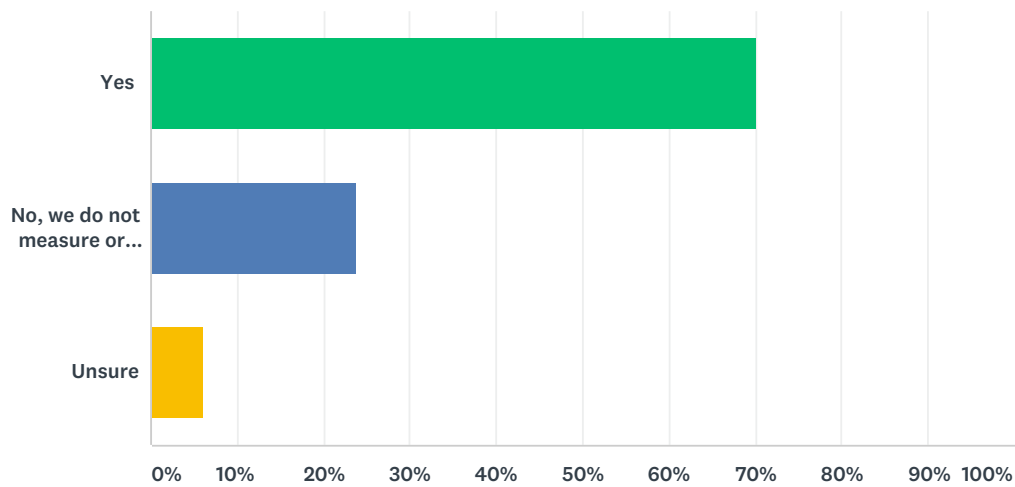
Answered: 94 Skipped: 23



ANSWER CHOICES	RESPONSES	
HVAC including humidification and dehumidification control	68.09%	64
HVAC excluding humidification and dehumidification control	28.72%	27
HVAC but unsure of humidification and dehumidification control	10.64%	10
Split system air-conditioning unit/s	19.15%	18
Window-mounted air-conditioning unit/s	2.13%	2
Mobile unit/s deployed as required (e.g. heaters, evaporative coolers, dehumidifiers)	14.89%	14
Non-mechanical control (eg. building performance, ventilation, air-flow)	23.40%	22
Total Respondents: 94		

### Q13 Is a monitoring system in use to record environmental data (eg. sensors or data loggers)?

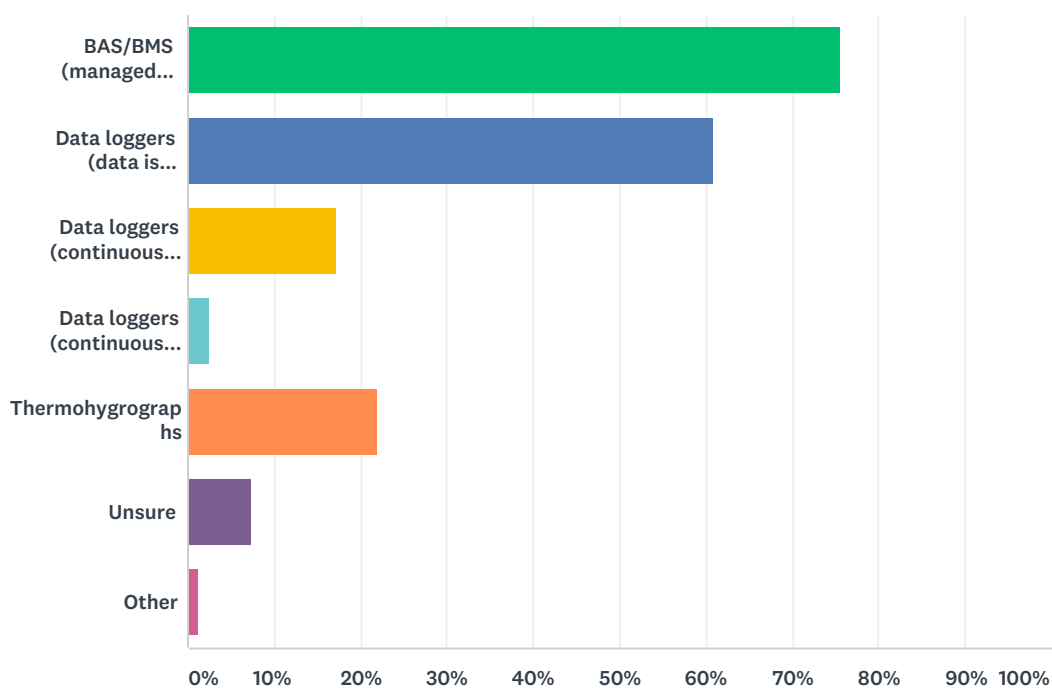
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	70.09%	82
No, we do not measure or record environmental data	23.93%	28
Unsure	5.98%	7
TOTAL		117

### Q14 Please indicate all systems currently used to monitor and record the environment? (Please select as many as are relevant).

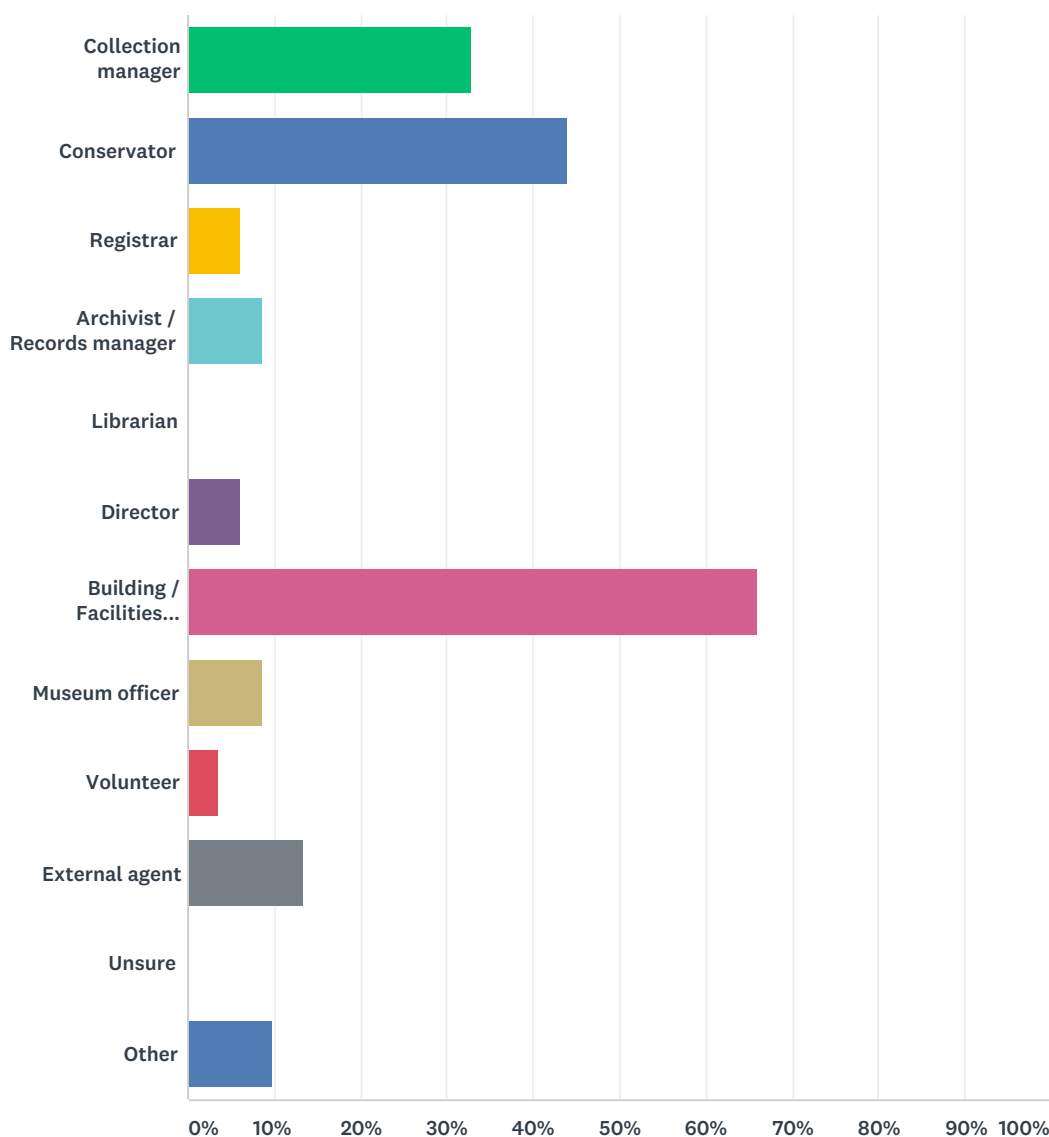
Answered: 82 Skipped: 35



ANSWER CHOICES	RESPONSES	
BAS/BMS (managed in-house or sometimes by an agent eg. Siemens, Honeywell)	75.61%	62
Data loggers (data is manually downloaded)	60.98%	50
Data loggers (continuous data collection, linked via wifi)	17.07%	14
Data loggers (continuous data collection, linked via a radio or telemetry system)	2.44%	2
Thermohygrographs	21.95%	18
Unsure	7.32%	6
Other	1.22%	1
Total Respondents: 82		

### Q15 Who is responsible for monitoring the environment? (Please select as many as relevant).

Answered: 82 Skipped: 35



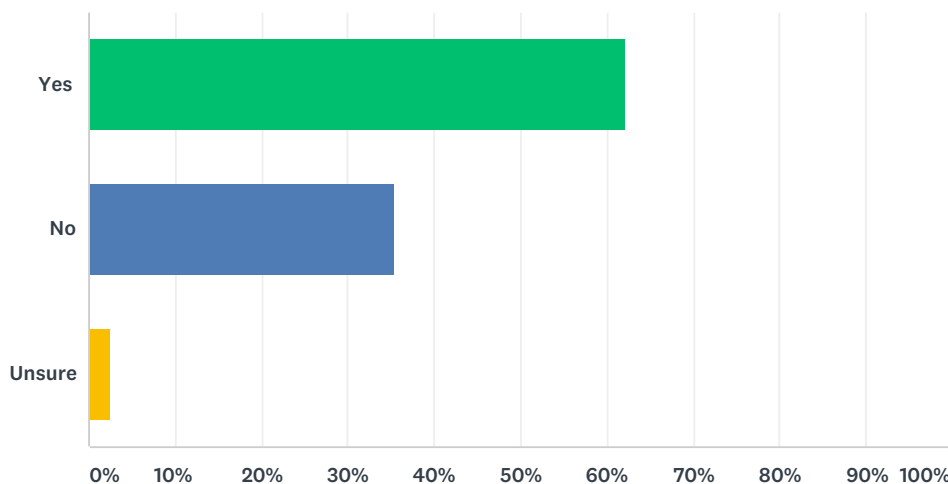
ANSWER CHOICES	RESPONSES
Collection manager	32.93% 27
Conservator	43.90% 36
Registrar	6.10% 5
Archivist / Records manager	8.54% 7
Librarian	0.00% 0
Director	6.10% 5
Building / Facilities manager	65.85% 54
Museum officer	8.54% 7
Volunteer	3.66% 3
External agent	13.41% 11



Unsure	0.00%	0
Other	9.76%	8
Total Respondents: 82		

### Q16 Please indicate if the conventional collection environmental guideline of 50% $\pm$ 5 Relative Humidity and 21° $\pm$ 2 Celsius is used to control collection DISPLAY environments.

Answered: 82 Skipped: 35



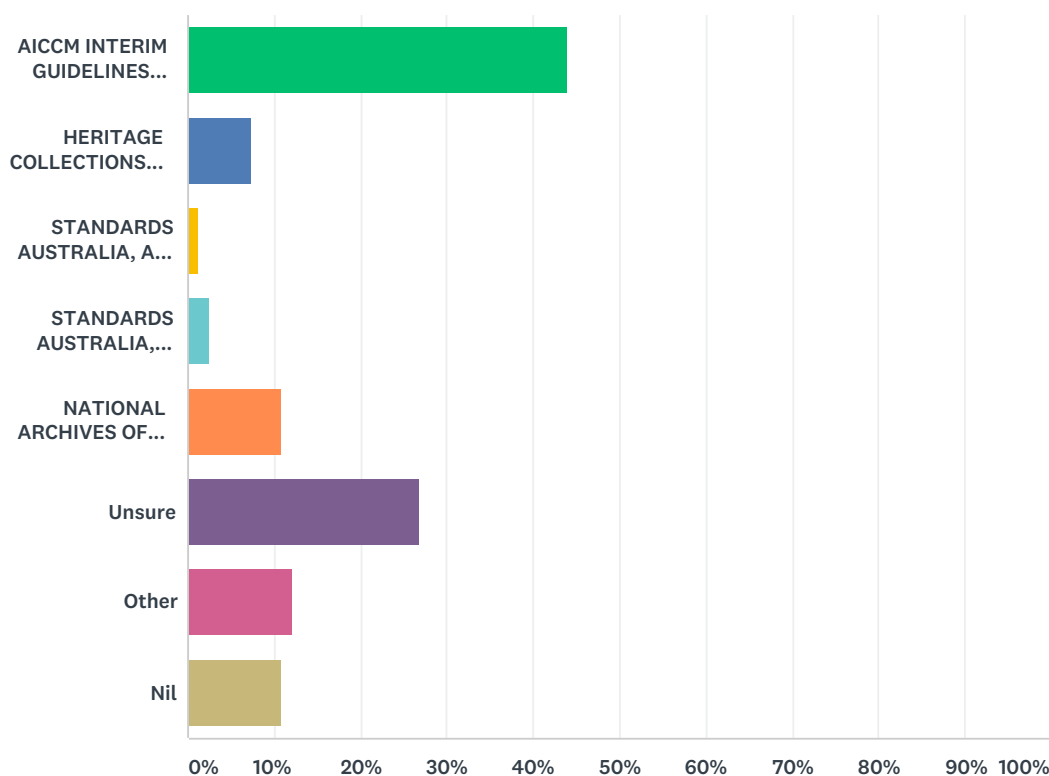
ANSWER CHOICES	RESPONSES	
Yes	62.20%	51
No	35.37%	29
Unsure	2.44%	2
TOTAL		82

**Q17 If no, what temperature and relative humidity parameters are used to control the environment for cultural material on general DISPLAY?**

Answered: 35 Skipped: 82

## Q18 Please indicate which (if any) of the following AUSTRALIAN guidelines or standards are used to set temperature and relative humidity parameters for the management of the collection environment for DISPLAY and STORAGE.

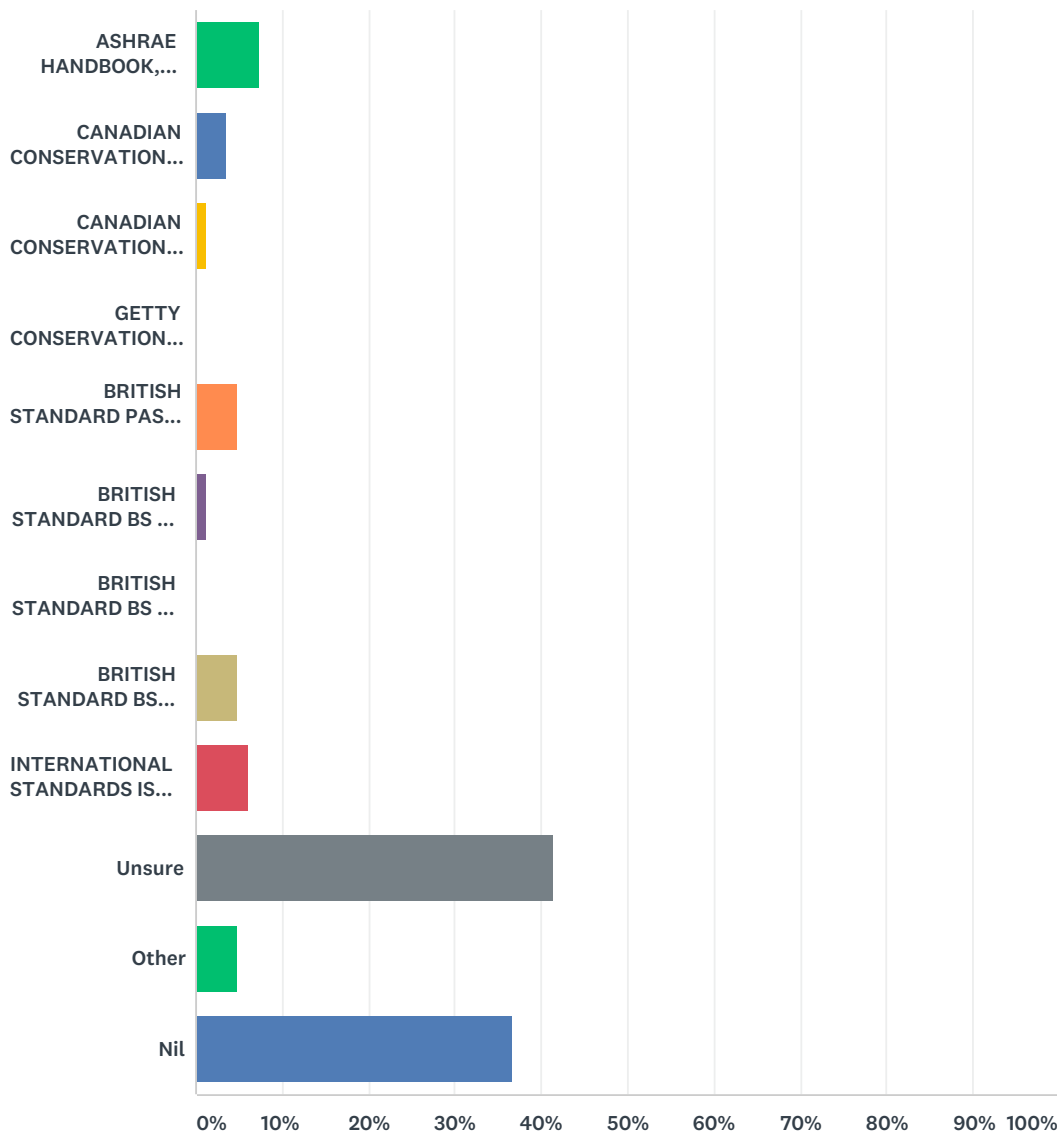
Answered: 82 Skipped: 35



ANSWER CHOICES	RESPONSES
AICCM INTERIM GUIDELINES (2014): 45—55%RH ±5 within 24 hours (total range of 40—60%RH, allowing for seasonal drift) and 15—25°C with fluctuations of no more than ±4 within 24 hours.	43.90% 36
HERITAGE COLLECTIONS COUNCIL GUIDELINES (2001): 55—70% RH and 22—28°C for the hot-humid climate zone; 40—60% RH and 22—28°C for the hot-dry climate zone; 45—65% RH and 18—24°C for the temperate climate zone.	7.32% 6
STANDARDS AUSTRALIA, AS ISO 15489 (2002): Records Management	1.22% 1
STANDARDS AUSTRALIA, AS/NZS ISO 13008 (2014): Digital Records Conversion and Migration Process.	2.44% 2
NATIONAL ARCHIVES OF AUSTRALIA (2002): Standard for the Physical Storage of Commonwealth Records.	10.98% 9
Unsure	26.83% 22
Other	12.20% 10
Nil	10.98% 9
Total Respondents: 82	

## Q19 Please indicate which (if any) of the following INTERNATIONAL guidelines or standards are used to set temperature and relative humidity parameters for the management of the collection environment for DISPLAY and STORAGE.

Answered: 82 Skipped: 35

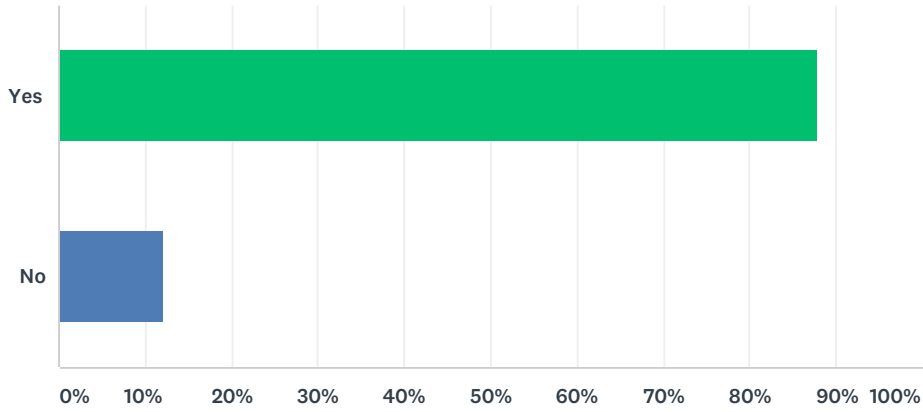


ANSWER CHOICES	RESPONSES
ASHRAE HANDBOOK, Chapter 23 (2011): Guidelines for Museums, Galleries, Archives and Libraries.	7.32% 6
CANADIAN CONSERVATION INSTITUTE (2015): Environmental Guidelines for Museums	3.66% 3
CANADIAN CONSERVATION INSTITUTE (2000): Technical note 23 - Guidelines for Humidity and Temperature in Canadian Archives.	1.22% 1
GETTY CONSERVATION INSTITUTE (2015): Hot and Humid Protocol.	0.00% 0
BRITISH STANDARD PAS 198 (2012): Specification for Managing Environmental Conditions for Cultural Collections.	4.88% 4
BRITISH STANDARD BS EN 15757 (2010): Specification for Temperature and Relative Humidity to Limit Climate-Induced Mechanical Damage in Organic Hygroscopic Materials.	1.22% 1

BRITISH STANDARD BS EN 16141 (2012): Guidelines for the Management of Environmental Conditions: Open Storage Facilities.	0.00%	0
BRITISH STANDARD BS 5454 (2000): Recommendations for Storage and Exhibition of Archival Documents.	4.88%	4
INTERNATIONAL STANDARDS ISO 11799 (2015): Document Storage Requirements for Archive and Library Materials.	6.10%	5
Unsure	41.46%	34
Other	4.88%	4
Nil	36.59%	30
Total Respondents: 82		

### Q20 Does the organisation engage in the activity of lending works from the permanent collection to other organisations for the purpose of public display, managed via an outgoing LOANS program?

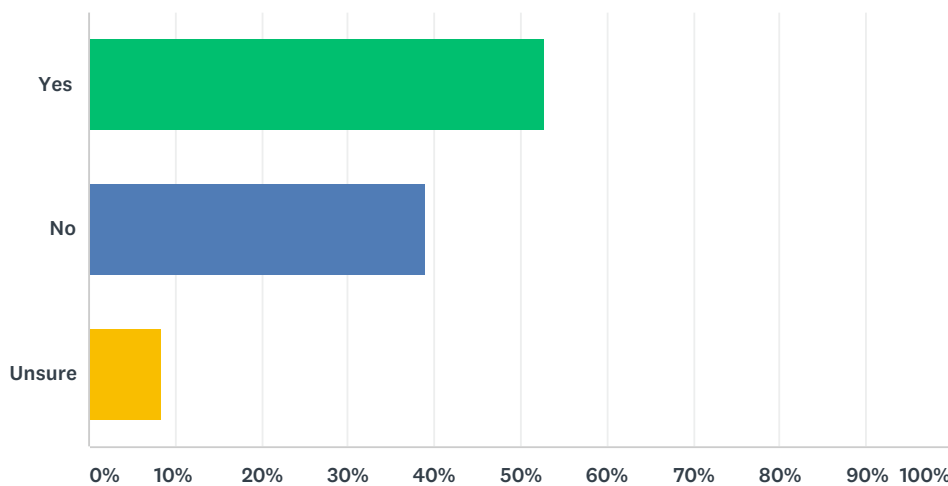
Answered: 82 Skipped: 35



ANSWER CHOICES	RESPONSES	
Yes	87.80%	72
No	12.20%	10
TOTAL		82

**Q21 Please indicate if the conventional collection environmental guideline of 50% ±5 Relative Humidity and 21° ±2 Celsius is specified for the control of environments in which LOANS are displayed.**

Answered: 72 Skipped: 45

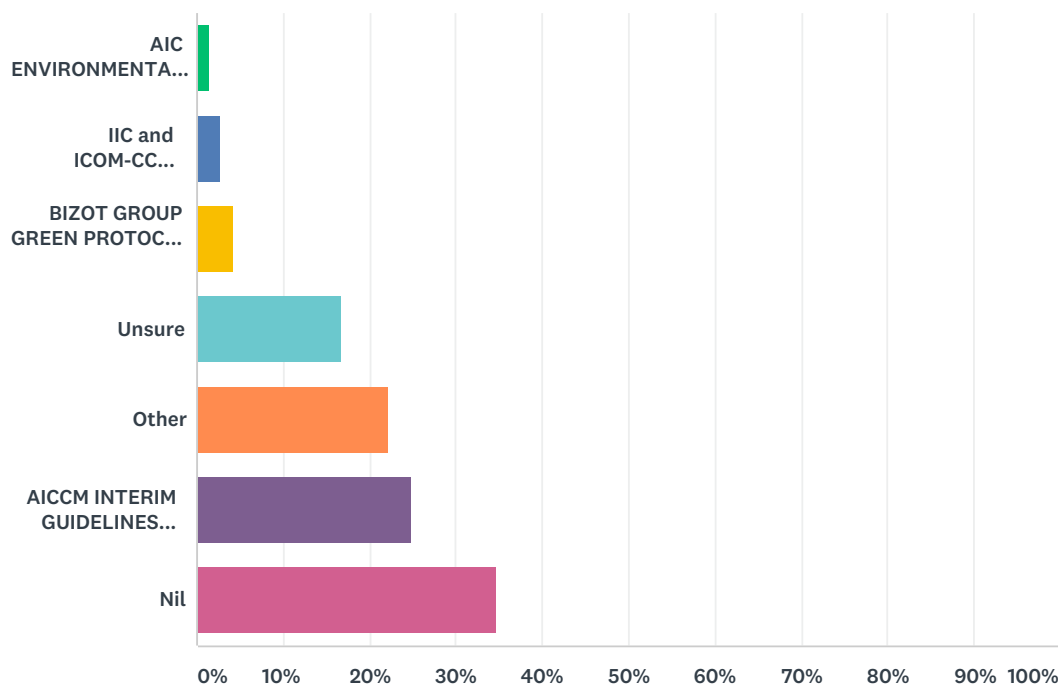


ANSWER CHOICES	RESPONSES	
Yes	52.78%	38
No	38.89%	28
Unsure	8.33%	6
<b>TOTAL</b>		<b>72</b>



### Q22 If no, please indicate which (if any) of the following guidelines or standards are used to inform temperature and relative humidity parameters for the management of LOANS from the permanent collection.

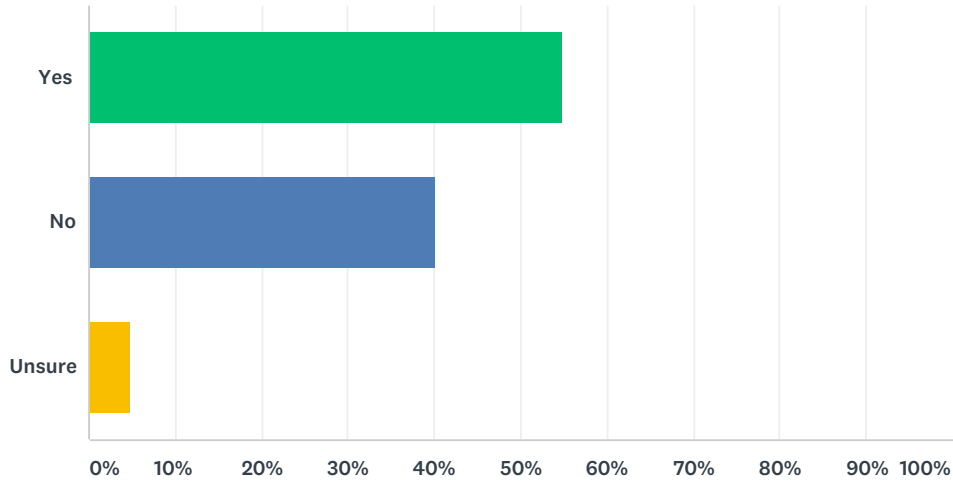
Answered: 72 Skipped: 45



ANSWER CHOICES	RESPONSES	
AIC ENVIRONMENTAL GUIDELINES (2013): 45—55%RH ±5% in 24 hours (total range of 40—60%RH) and 15—25°C.	1.39%	1
IIC and ICOM-CC DECLARATION (2014): Environmental Guidelines	2.78%	2
BIZOT GROUP GREEN PROTOCOL (2015): 40—60%RH and 16—25°C with fluctuations of no more than ±10%RH in 24 hours.	4.17%	3
Unsure	16.67%	12
Other	22.22%	16
AICCM INTERIM GUIDELINES (2014): 45—55%RH ±5 within 24 hours (total range of 40—60%RH, allowing for seasonal drift) and 15—25°C with fluctuations of no more than ±4 within 24 hours.	25.00%	18
Nil	34.72%	25
Total Respondents: 72		

### Q23 Please indicate if the conventional collection environmental guideline of 50% $\pm$ 5 Relative Humidity and 21° $\pm$ 2 Celsius is used to control collection STORAGE environments.

Answered: 82 Skipped: 35



ANSWER CHOICES	RESPONSES	
Yes	54.88%	45
No	40.24%	33
Unsure	4.88%	4
TOTAL		82

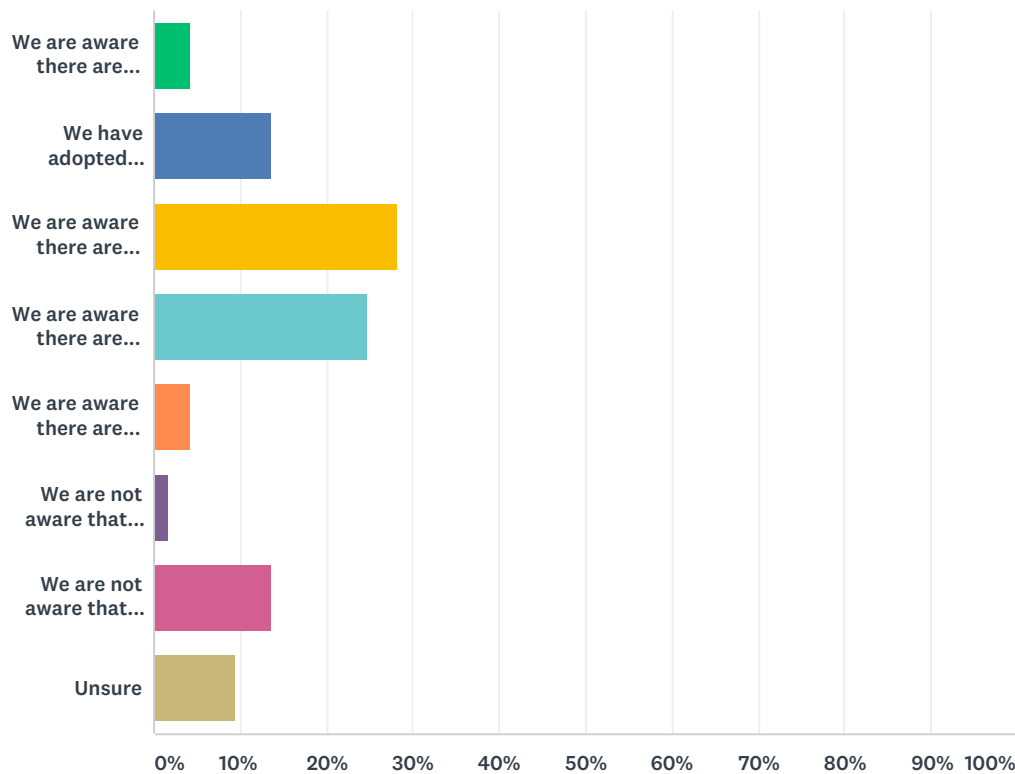
**Q24 If no, or if a variety of storage environments are used, please describe the temperature and relative humidity ranges that are used or achieved in the management of the environment in collection STORAGE areas? Please fill in as many fields as are relevant.**

Answered: 44 Skipped: 73

ANSWER CHOICES	RESPONSES	
Main storage area for mixed collections	86.36%	38
Non-mechanically controlled storage area	27.27%	12
General cold storage	36.36%	16
Magnetic tape	20.45%	9
Film	36.36%	16
Disc	15.91%	7
Other	22.73%	10
Other	2.27%	1
Other	2.27%	1

## Q25 Which one of the following statements best describes the organisation's position on the management of internal environmental conditions?

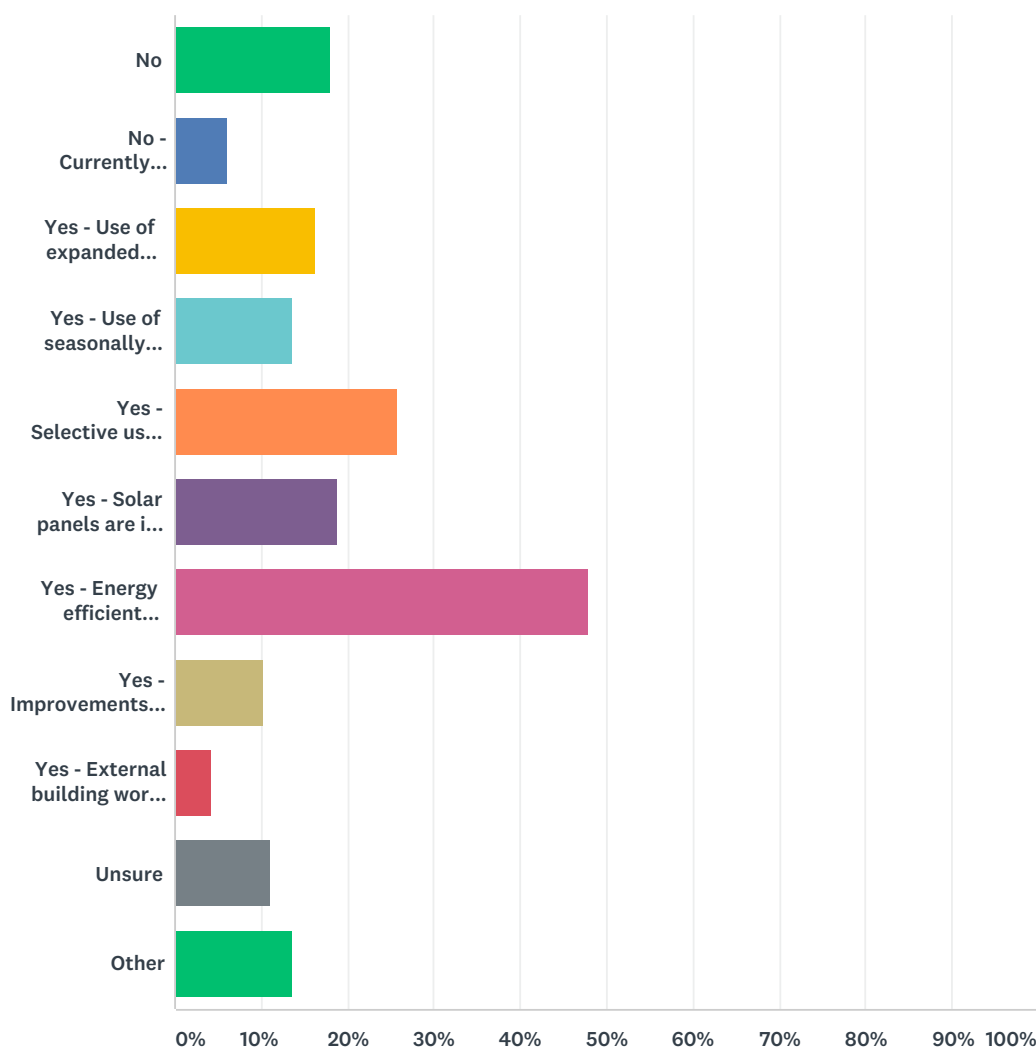
Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES
We are aware there are guidelines for expanded temperature and relative humidity parameters but we are not interested in adopting new guidelines at this time.	4.27% 5
We have adopted guidelines for expanded temperature and relative humidity parameters.	13.68% 16
We are aware there are guidelines for expanded temperature and relative humidity parameters and we are investigating options to adopt new guidelines.	28.21% 33
We are aware there are guidelines for expanded temperature and relative humidity parameters but we don't have in-house expertise to evaluate and adopt new guidelines.	24.79% 29
We are aware there are guidelines for expanded temperature and relative humidity parameters but feel that alternate guidelines would not be suitable for our collections.	4.27% 5
We are not aware that there are alternate, expanded temperature and relative humidity parameters for collection environments.	1.71% 2
We are not aware that there are alternate, expanded temperature and relative humidity parameters for collection environments but would be interested in understanding how changes can be implemented with regard to collection care and sustainable museum practice.	13.68% 16
Unsure	9.40% 11
<b>TOTAL</b>	<b>117</b>

## Q26 Has the organisation implemented energy efficiency programs? (Please select as many as relevant).

Answered: 117 Skipped: 0



ANSWER CHOICES	RESPONSES	
No	17.95%	21
No - Currently considering options to be implemented soon	5.98%	7
Yes - Use of expanded temperature and relative humidity environmental set-points	16.24%	19
Yes - Use of seasonally adjusted temperature and relative humidity environmental set-points	13.68%	16
Yes - Selective use of HVAC or air-conditioning service (e.g. zoned out-of-hours shutdown, use of stand-by mode)	25.64%	30
Yes - Solar panels are in use	18.80%	22
Yes - Energy efficient lighting systems are in use (eg. LED)	47.86%	56
Yes - Improvements made to the building envelope (eg. renewal or increase in the use of insulation)	10.26%	12
Yes - External building work and/or landscaping (eg. garden scaping or installation of shade sails to improve solar performance)	4.27%	5
Unsure	11.11%	13
Other	13.68%	16

Total Respondents: 117