

**Archaeological Cultural Resource Management (CRM) Excavations by
Institutions other than the Albany Museum and Collection Agreement
Between
The Albany Museum (the repository institute)
And**

Gavin Anderson
Umlando: Archaeological Surveys and Heritage Resources Management
**(the Cultural Resource Management (CRM) Practitioner and their
Institution)**

The aim of this agreement is to ensure that the material to be excavated and collected by the CRM practitioner (permit holder) and stored at the Albany Museum meet the minimum ethical and curational standards of the Department of Archaeology at the Albany Museum.

The Department of Archaeology, Albany Museum, require that materials accepted for curation meet certain conditions prior to acceptance for curation.

The following conditions apply:

1. The CRM practitioner (permit holder) must ensure that they have the necessary permits from the relevant natural and cultural heritage bodies, whether national or provincial, and other agencies, and should adhere to their conditions. Permits should be retained by the CRM practitioner in the field. The Department of Archaeology, Albany Museum must retain a record of all permits and permissions, which will be archived. The CRM practitioner must obtain permission from property owners to work on their land.
2. CRM practitioner/s must comply with the Code of Ethics of their Professional Institution, the South African Heritage Resources Agency (SAHRA), the Eastern Cape Heritage Resources Agency (ECPHRA), and the Association of Southern African Professional Archaeologists (ASAPA).
3. a) Consultation **must** be conducted with local indigenous communities who are registered as interested and affected parties, as part of the Public Participation Process as legally required in terms of any assessment process. Their concerns must be addressed in the public meetings and listed in the minutes and provided with the permit application.

- b) If phase 2 archaeological mitigation through either collection or excavation is planned for an area of the Eastern Cape that has functional local indigenous communities' consultation **must** be conducted with the appropriate community/ies and **proof** of such consultation must be provided with the permit application.
- c) The Department of Archaeology, Albany Museum, reserves the right not to act as a repository if conditions are not adhered to, and will not accept excavated and collected archaeological material from these specific areas.
4. Collect only what is required. CRM practitioner/s must be made aware of the constraints in processing and storing material so that it will retain its value. The number of specimens or objects collected will depend on conservation status, geographical distributions and on the research to be undertaken, but the numbers collected should be conservationally, statistically and/or geographically justifiable.
 5. Once material has been excavated, the material becomes the property of the Albany Museum and is on loan to the CRM practitioner for a maximum of two (2) years; thereafter the CRM practitioner must renew the loan.
 6. All material excavated and collected must be sent to the Albany Museum within two (2) years or a written request for an extended period must be submitted to the Albany Museum. The CRM practitioner must pay all transport and other related costs.
 7. If the collected material is requested by the CRM practitioner to be displayed on exhibition or further research undertaken, the CRM practitioner must request permission and make application to the Albany Museum, whereby the request will be taken to the Board of Trustees for approval/disapproval.
 8. The archaeological material collected from the excavation must be curated according to the acceptable minimum international standards.
 9. All bags/packets (zipper plastic packets/bags) must be clearly and coherently labeled with the date, layer, square, and description of the material within to be displayed on an individual label contained within the bag instead of or in addition to labeling on the bag/packet.

10. No bulk samples (i.e. sieved or unsieved unsorted material) will be accepted.
11. The Albany Museum reserves the right not to accept material that does not meet the acceptable minimum standards of curation of the material excavated and which is to be stored at the Albany Museum.
12. All documentation, illustrations and photographs of the excavation must be digitized and be sent to the Albany Museum for their recording purposes.
13. Copies of the reports to the South African Heritage Resource Agency (SAHRA) and articles must be sent to the Albany Museum in hard copy and digital form for their recording purposes.
14. If the CRM practitioner/s move from their present place of employment/research institution to another place of employment/research institution, the Albany Museum must be informed as to confer the curation of the collected material.
15. Once the collected material has been received by the Albany Museum, and the research has not yet been published by the CRM practitioner, it is on the onus of the Albany Museum to protect the material as the intellectual property of the CRM practitioner for a maximum of three (3) years or for an extended period on written application by the CRM practitioner.
16. The Albany Museum must be acknowledged in all academic and non-academic publications.

Note: The Albany Museum reserves the right to amend the above conditions.



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Ms C. Booth

Head of Department: Archaeology
Albany Museum

Date: 23.02.2023.....

Place: Makhanda (formerly Grahamstown).....



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Gavin Anderson
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The CRM practitioner

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Representative of the
Institution (if applicable)

Date: 21/02/2023.....

Date:.....

Place: Richards Bay.....

Place:.....