

SUMMARY OF PRINCIPLES AND STANDARDS

PART A: MANAGING THE MUSEUM

Principle A1: The museum has a sound legal and management framework that follows recognised museum ethics and protocols.

Supporting Standards

- The museum is properly constituted.
- The museum has a governing or managing body that takes overall responsibility for the museum.
- The museum maintains contact with relevant peak bodies and networks.
- The museum operates in accordance with a recognised code of museum ethics.
- The museum abides by international, national and state/territory protocols relating to museum practice, moveable heritage, and heritage places and fabric.
- The museum complies with Australian federal, state/territory and local laws, by-laws and regulations.

Principle A2: The museum is effectively managed, sustainable and publicly accountable.

Supporting Standards

- The museum has a written Statement of Purpose.
- The museum works to formal, written policies and procedures that cover its management, responsibilities, programs and services, and reflect its Statement of Purpose.
- The museum has a viable, current forward plan that covers all aspects of museum operations.
- The museum uses an effective information and records management system.
- The museum uses sound financial management and reporting practices and procedures, and is financially viable.
- The museum identifies and assesses risks and has strategies in place to manage them.

Principle A3: The museum manages its workers to make the best use of their skills and knowledge, and to achieve the museum's purpose.

Supporting Standards

- The museum defines its key roles and tasks, and recruits and appoints suitable people for specific roles.
- The museum defines and communicates the duties, rights and responsibilities of the museum and its workers.
- The museum acknowledges that museum work involves special skills, and gives workers opportunities to acquire or enhance these skills.

Principle A4: The museum is a secure, well-managed facility that presents a positive public image.

Supporting Standards

- The museum has security of tenure for its premises.
- The museum dedicates appropriate spaces to all activities.
- The museum conserves, maintains, protects and documents its assets.

PART B: INVOLVING PEOPLE

Principle B1: The museum is used, supported and valued by diverse communities as a worthwhile place where people can express, share and discover significant stories, ideas and objects.

Supporting Standards

- The museum includes a range of people in its operations and programs.
- The museum carries out its activities as part of a broader community and contributes to community events.

Principle B2: The museum presents its most significant collection items, stories and themes through engaging exhibitions and programs.

Supporting Standards

- The museum selects significant collection areas, stories or themes to highlight, based on what is most relevant to its purpose and audiences.
- The museum's exhibitions, activities and events are based on sound research and current museological practices.
- The museum's exhibitions, activities and events actively encourage lifelong learning.

Principle B3: The museum is committed to its current and potential audiences, and caters for their needs and interests through its communications, programs and services.

Supporting Standards

- The museum knows who its current and potential audiences are and has strategies to attract and retain them.
- The museum promotes its collection, key attractions, programs and services.
- The museum provides information to help visitors locate the museum and find their way around while they are there.
- The museum has regular opening hours.
- The museum offers visitors a welcoming experience, and its workers respond appropriately to visitor enquiries and feedback.
- The museum's public programs are as accessible as possible to people of all ages and abilities.

PART C: DEVELOPING A SIGNIFICANT COLLECTION

Principle C1: The museum's collection represents the significant stories and interests of its diverse and changing communities.

Supporting Standards

- The museum develops its collection to reflect its unique purpose and the significant stories and interests of its diverse and changing communities.
- The museum knows the significance of its collection.
- The museum aims to have unconditional legal ownership of its collection.
- The museum has an effective system to record and retrieve information about its collection.
- The museum makes its collection accessible in digital formats and in online environments, as resources permit.

Principle C2: The museum preserves its significant collections for future generations.

Supporting Standards

- The museum makes decisions on preventive conservation based on current conservation advice and practices.
- The museum actively strives to create and maintain an appropriate and stable environment for its collection.
- The museum's display, storage and handling methods minimise risks to its collection.
- The museum makes decisions about conservation treatments based on current conservation advice and practices.
- The museum has identified, and is able to respond to, all potential threats to its collection.