

Basic object handling guidelines apply to all work with Kelsey Museum artifacts:

- Wear powder-free latex or nitrile gloves when working with artifacts.
- Do not wear rings, watches, long necklaces, i.d. tags or other accessories which can scratch or impact an object during handling.
- Always work with artifacts on or over a padded table.
- Objects should not be passed from student to student. Students should approach the objects on a stationary table or cart.
- Take notes using a pencil, not a pen.
- Do not use any type of implement to point out object features.
- Do not consume food or beverages while working with objects (note that food is prohibited in the conservation lab and other collections areas).
- Never lift an object by its handle, rim, knob, or other single protruding point.
- Be aware of the artifact's condition, including mended joints and other structural weaknesses, before lifting it.
- Always have a placement area prepared before you move an object.