

PROTOCOL FOR AN ARTS VICTORIA RESPONSE TO DISASTERS IN VICTORIA'S METRO-REGIONAL COMMUNITY MUSEUMS AND PUBLIC ART GALLERIES

This protocol shall apply in special circumstances where a metro-regional community museum or metro-regional public art gallery holding significant cultural assets is affected by a disaster that:

- Has damaged or threatens to damage cultural assets
- Overwhelms local capacity to respond and demands external assistance

Such circumstances could result from earthquake, fire, flood or storm. Cultural assets covered by the protocol include:

- Cultural collections (artefacts, archives, images)
- Cultural exhibitions
- Collection records and databases

The protocol will *not* cover non-urgent conservation or other expenses unrelated to disaster circumstances.

The protocol acknowledges the potential involvement in disaster recovery of three cultural sector bodies:

- Museums Australia (Victorian Branch) (MA-V)
- Public Galleries Association of Victoria (PGAV)
- Royal Historical Society of Victoria (RHSV)

MA-V, PGAV and the RHSV shall establish and maintain a list of preferred suppliers of disaster recovery services, by seeking and evaluating expressions of interest from qualified providers. Copies of the initial list and any updates to it shall be provided to Arts Victoria. A list of potential preferred suppliers is attached below.

In the event of a disaster at a qualifying organisation, Arts Victoria agrees to urgently consider an application from MA-V, or PGAV or RHSV (whichever is deemed most appropriate in the circumstances) for reimbursement of disaster recovery expenses up to \$5,000, for purposes of :

- Engagement of a qualified contractor from the agreed list of preferred suppliers to provide the following services:
- Assessment of the situation, including insurance cover, health and safety issues, risks to cultural assets, identification of significant cultural assets, options and priorities for immediate and long-term action to protect cultural assets, and requirements for specialised expertise
- Negotiation of specialised services such as emergency cold storage
- Procurement of specialised equipment and materials required to protect cultural assets

- Assistance with disaster recovery activities relating to protection of cultural assets, including: sorting, drying, cleaning, rehousing, repairing, relabelling, documenting situation
- Restoration of computer services required to protect cultural assets
- Preparation of a report covering key issues emerging from the disaster (for the community museum and its stakeholder communities), for circulation to the affected community museum, MA-V, PGAV, RHSV and Arts Victoria

Upon consideration of the application, the Director, Arts Victoria, may communicate to the applicant by letter, fax or email, her approval, in accordance with powers delegated to her by the Minister for the Arts, for reimbursement to the applicant of up to \$5,000 for disaster related expenses.

Within 90 days of the disaster, the applicant shall seek reimbursement for the disaster related expenses, providing to Arts Victoria an itemised invoice for all relevant amounts, with evidence demonstrating that the applicant incurred each listed expense. The applicant shall also provide to Arts Victoria a copy of any reports produced as part of the disaster recovery activities.

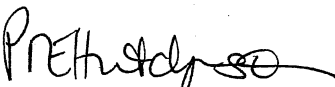
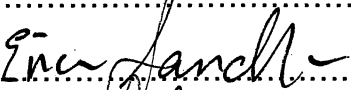
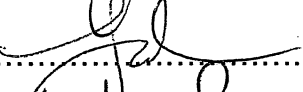
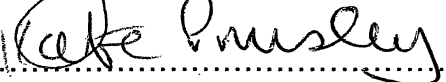
MA-V, PGAV and RHSV agree to acknowledge the financial support from Arts Victoria in any communication or publicity issued by them regarding disaster recovery activities.

The relevant Arts Victoria contact for this protocol is Mr Dennis Carmody, Deputy Director, Agencies & Infrastructure (Ph: 9952 5070 Mob: 0418 556 472 Email: dennis.carmody@dpc.vic.gov.au).

The relevance and effectiveness of this protocol will be reviewed every three years.

Recognition of this protocol shall be acknowledged when the parties to it sign below:

SIGNED BY:

Director, Arts Victoria		Date 11/5/07...
Executive Officer, MA-V		Date 07/06/07
Executive Officer, PGAV		Date 26/6/07
Executive Officer, RHSV		Date 15.6.07

ATTACHMENT

POTENTIAL PREFERRED SUPPLIERS

Artlab, 70 Kintore Avenue, Adelaide SA 5000, Phone: (08) 8207 7520

Experienced in responding to disasters affecting cultural assets.

Fischers Steamatic, (also known as BMS Catastrophe), PO Box 709, Braeside VIC 3195, Phone: (03) 9587 6945, 24-hour hotline: (03) 9587 6333, Fischers have a mobile freeze-drying chambers that can travel to metro-regional locations. The company has offices in Geelong, Ballarat, Yea and Shepparton.

Ian Potter Art Conservation Centre, The University of Melbourne VIC 3010, Phone: 8344 7989 Facility with broad expertise to deal with disasters affecting cultural assets.