



National Galleries of Scotland Acquisition Policy

Version/Date

Senior Management Team: Collections approved this policy: 12th February 2014

Principles

NGS is committed to maintaining, developing and enriching our collection for exhibition, interpretation, education, and research, to the widest possible public.

The NGS Collecting Criteria informs the strategy and process of acquisition, as part of the NGS mission and objectives. We identify and acquire the best objects available, taking into consideration how they will complement and enhance the existing collections, their potential use and access, and all associated costs, and in collaboration with other museums and galleries collecting in the same field.

Definitions

Acquisition: The process of obtaining legal title to an object, with the intention of using it for museum/gallery purposes; documenting and managing the addition of objects and associated information to the NGS collections and their possible accession to the permanent collections.

Acquisition Candidate: An object that is being negotiated as a potential acquisition, and/or an object that has already arrived at NGS but has not yet been formally accessioned and has not formally become part of NGS collections.

Acquisition Pending: An object that will almost certainly be accessioned but is awaiting completion of formalities before it can become an accession.

Accession: The act of formally including an object in the NGS permanent collection and recording it as such.

Legislation and ethics

Our acquisition process meets our obligations for audit and accountability, for accessibility, and for due diligence, including the requirement to obtain due title for any acquisition. We do not acquire any biological or geological material, or any illicitly exported objects, and we do not hold or intend to acquire any human remains.

Relevant statutory requirements and codes of ethics include:

- National Heritage Act 1980 Section 16 (as amended by the Museums and Galleries Act 1992)
- National Heritage (Scotland) Act 1985
- Endangered Species (Import & Export) Act 1976
- Return of Cultural Objects Regulations 1994
- Copyright, Designs and Patents Act, 1988
- Dealing in Cultural Objects (Offences) Act 2003



- Charities Act 2006
- Immunity from Seizure Tribunals, Court and Enforcement Bill 2008
- Holocaust (Stolen Art) Restitution Act 2009
- Human Rights Act, 1998
- EU Directive 2001/84EC on Artists' Resale Rights
- UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, ratified in the UK 2002
- Museums Association Code of Ethics for Museums 2008
- ICOM Code of Ethics for Museums 2013
- Code of Practice on Archives for Museums and Galleries in the United Kingdom, Third Edition, 2002

Standards

This policy is part of the Collections Management set of policies that form a requirement of PAS197 and Spectrum as part of the UK Museum Accreditation Scheme.

Control measures

Before we consider an object for acquisition we take into consideration all implications, for example that it represents best value for financial, educational, accessibility and/or scientific/research reasons, its future requirements for conservation and care, its impact on other objects in our collections, and the context of the object.

NGS applies due diligence to all acquisitions, including the requirement to obtain due title for any acquisition. We are actively involved in collaborative projects that recommend, establish and refine the standards of best practice and codes of ethics for acquisition in international art movements.

As part of our duty of care for all our collections we review and refine the management of local environments taking into account the needs of potential future acquisitions.

All acquisitions must be approved by Senior Management.

Related policies

The following are related NGS policies:

- Object Entry and Pre-Entry Policy
- Inventory Control Policy
- Cataloguing Policy
- Location and Movement Control Policy
- Conservation and Care Policy
- Rights and Reproduction Management Policy
- Insurance and Indemnity Management Policy
- Valuation Control Policy
- Physical Audit Policy



- Record Audit Policy
- Storage Management Policy
- Retrospective Documentation Policy
- Due Diligence Policy
- Policy on Accepting Gifts