

## 5.0 CRM PROCEDURES AND ADMINISTRATION

### 5.1 COMPLIANCE PROCEDURES – NHPA, EXECUTIVE ORDER 11593, 36 CFR PARTS 60, 63, 65, AND 800

Procedural requirements concerning cultural resources are placed on Federal agencies and Federally licensed or assisted activities by the NHPA; Executive Order 11593; 36 CFR Part 60 (National Register of Historic Places); 36 CFR Part 63 (Determinations of Eligibility for Inclusion in the National Register of Historic Places); 36 CFR Part 65 (National Historic Landmarks Program); and 36 CFR Part 800 (Protection of Historic and Cultural Properties). These authorities establish requirements pertaining to (1) undertakings, (2) National Register of Historic Places nominations, (3) National Historic Landmarks designation, and (4) future cultural resources survey.

#### 5.1.1 Initiation of Compliance Procedures for Undertakings

(Section 5.1.1. does not apply to the Cold War NRHP-eligible Tritium Facility historic properties.)

##### **Internal Communications:**

The procedures to initiate compliance for undertakings that may affect Cold War NRHP-eligible historic properties are shown in a diagram in Figure 8.

Project planners and managers for the Contractor responsible for Cold War Historic Preservation will first establish whether the proposed undertaking involves property which was inventoried using the Cold War historic criteria (see Table 2).

The next step is to establish whether the property was determined to be a Cold War NRHP-eligible property or not to be a Cold War NRHP-eligible historic property.

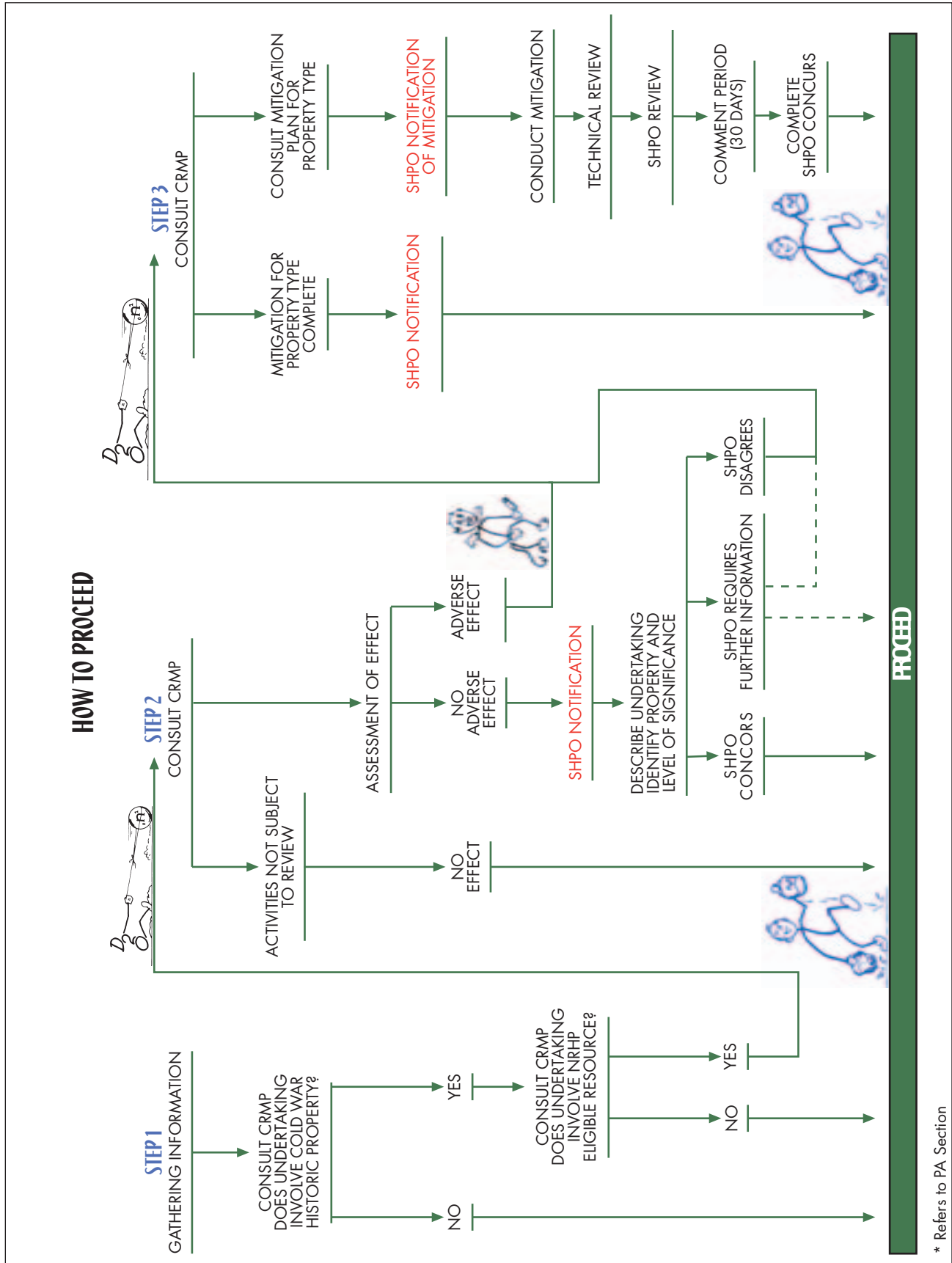
All Cold War NRHP-eligible historic properties are listed in Tables 2 and 3.

If the property is established to be not a Cold War NRHP-eligible historic property, the undertaking can proceed without further review.

The notification letter in Section 6, Appendix J, will be used for this internal communication.

- The notification letter for routine undertakings will be sent by the Contractor responsible for Cold War Historic Preservation to SR at least **14 days** (or earlier) in advance of when the formal notification needs to be sent to SHPO.
- The notification letter for individually eligible Cold War NRHP-eligible historic properties or undertakings involving properties of high significance and excellent or good integrity, will be sent by the Contractor responsible for Cold War Historic Preservation to SR at least **60 days** (or earlier) in advance of when the formal notification needs to be sent to SHPO.

Figure 8  
Section 106 Compliance diagram "How To Proceed"



\* Refers to PA Section

For proposed undertakings involving a Cold War NRHP-eligible historic property, the facility manager/project manager for the Contractor responsible for Cold War Historic Preservation will consult the CRMP to establish if the proposed undertaking will have an adverse effect on the property (see Section 4.4).

Undertakings that are considered to be exempt or that have no adverse effect (listed in Section 4.4), can proceed without further review.

For undertakings that have been determined to have an adverse effect on a Cold War NRHP-eligible historic property, SR, in consultation with SHPO, can choose to:

- (1) preserve the Cold War NRHP-eligible historic property, or
- (2) redesign the undertaking to avoid or minimize any impact to the Cold War NRHP-eligible historic property so that an adverse effect will not occur; or
- (3) if the adverse effect can not be avoided, prepare a mitigation plan based on the methods and Cold War NRHP-eligible historic property evaluations outlined in Section 4.5.

If preservation is ruled out, and an adverse effect cannot be avoided, the Contractor responsible for Cold War Historic Preservation will determine if mitigation for that Cold War NRHP-eligible historic property has already been satisfied or if mitigation must be completed.

The Contractor responsible for Cold War Historic Preservation will inform the facility manager/project manager of the appropriate mitigation for the adversely affected Cold War NRHP-eligible historic property, if the mitigation has not been completed. The notification letter from the Contractor responsible for Cold War Historic Preservation is submitted to SR. This letter will:

- (1) identify the undertaking and the determination of an adverse effect;
- (2) provide the appropriate mitigation plan; and
- (3) provide a schedule with a delivery date to SR, based upon the complexity of the undertaking.

The Contractor responsible for Cold War Historic Preservation will maintain a record copy of the notification letter and any further correspondence and will summarize the activities in the Annual Summary Report for that year for Cold War NRHP-eligible historic properties affected by undertakings that had no adverse effect or for NRHP-eligible non-inventoried properties.

The Safe Shutdown Plan required at the close of Operations will contain reference to the facility's status as a historic property (NRHP-eligible or not eligible), and will document if and when compliance activities have been accomplished. A checklist will be developed for inclusion in the Safe Shutdown Plan that indicates what if any CRM actions are relevant to the facility and their status.

The Surveillance and Maintenance Plan will be developed by the contractor responsible for Cold War Historic Preservation to document significant aspects about the facility and describe the monitoring that the facility will receive in regards to the preservation of its historic equipment or interior.

Appropriate training will be given to personnel involved with this maintenance to increase awareness of the building's historic character and what is important to maintain.

Significant Cold War NRHP-eligible historic properties that are already deactivated and that are on the brink of demolition will be recorded.

SR will keep archival copies of all documentation on file at the Site in an appropriate repository and in the event or at the time that this information is no longer classified, the documentation may be made available to the public.

Because many of the historically significant facilities treated under the PA and CRMP no longer have electricity, the cost of the recordation and the completion time will increase. The lack of electricity makes the task more difficult for the preservation professional involved and can affect the quality of the documentation.

#### **External Communications:**

When there is the possibility of an adverse effect on a Cold War NRHP-eligible historic property, SHPO will be notified of the proposed undertaking using the notification letter shown in Section 6, Appendix J.

The notification letter will be sent out by SR, 30 days in advance of the proposed undertaking or earlier.

The notification letter must provide the significance level of the Cold War NRHP-eligible historic property and its level of integrity (see Table 4).

SR will initiate SHPO consultation, describing the undertaking and providing an assessment of effect using the notification letter.

If the assessment of effect determines that the effect is not adverse or if there is no concurrence response to the notification letter in 30 days, SHPO concurrence is assumed and the undertaking may proceed.

SHPO may request further information.

This request may result in concurrence with the assessment of no adverse effect, or may result in a **Finding of Adverse Effect**.

If concurrence with no adverse effect is the result, the undertaking can proceed without further review.

If SR has established in the notification letter that an undertaking will have an adverse effect on a Cold War NRHP-eligible historic property and SHPO concurs;

**or**

If SHPO does not concur with the finding of no adverse effect recommended by SR and determines that an adverse effect will occur and responds within the review period, this is a **Finding of Adverse Effect**.

SR, in consultation with SHPO, can choose to:

- (1) preserve the Cold War NRHP-eligible historic property, or

(2) redesign the undertaking to avoid or minimize any impact to the Cold War NRHP-eligible historic property so that an adverse effect will not occur, or

(3) if the adverse effect can not be avoided, prepare a mitigation plan based on the methods and Cold War NRHP-eligible historic property evaluations outlined in Section 4.5.

If an undertaking is redesigned to avoid an adverse effect, SR should seek to provide the parameters of the redesign in the notification letter; if not, a follow-up notification letter will be sent by SR to advise SHPO of the new parameters that will allow for avoidance of an adverse effect.

Mitigation plans for Cold War NRHP-eligible historic properties of high significance and that have excellent or good integrity will be developed in consultation with SHPO.

Documentation resulting from mitigation will be submitted to SHPO for review. See Section 5.1.2.2.

The timing of this coordination between SRS and SHPO for Cold War NRHP-eligible historic properties slated for D&D is critical to an undertaking's success (Figure 9).

While preservation planning and strategies to avoid an adverse effect can occur from the close of operations through decommissioning the facility, there is an optimal window for Section 106 compliance.

This occurs from the close of operations through Transition (Figure 9).

If an Cold War NRHP-eligible historic property is the subject of mitigation prior to deactivation, the planning and implementation of that mitigation strategy best occurs prior to the close of the operational life of the facility and the onset of Transition (Figure 9).

In most cases, the integrity of the facility's interior is greatest at that point unless a secondary use has sympathetically masked the facility's historic fabric.

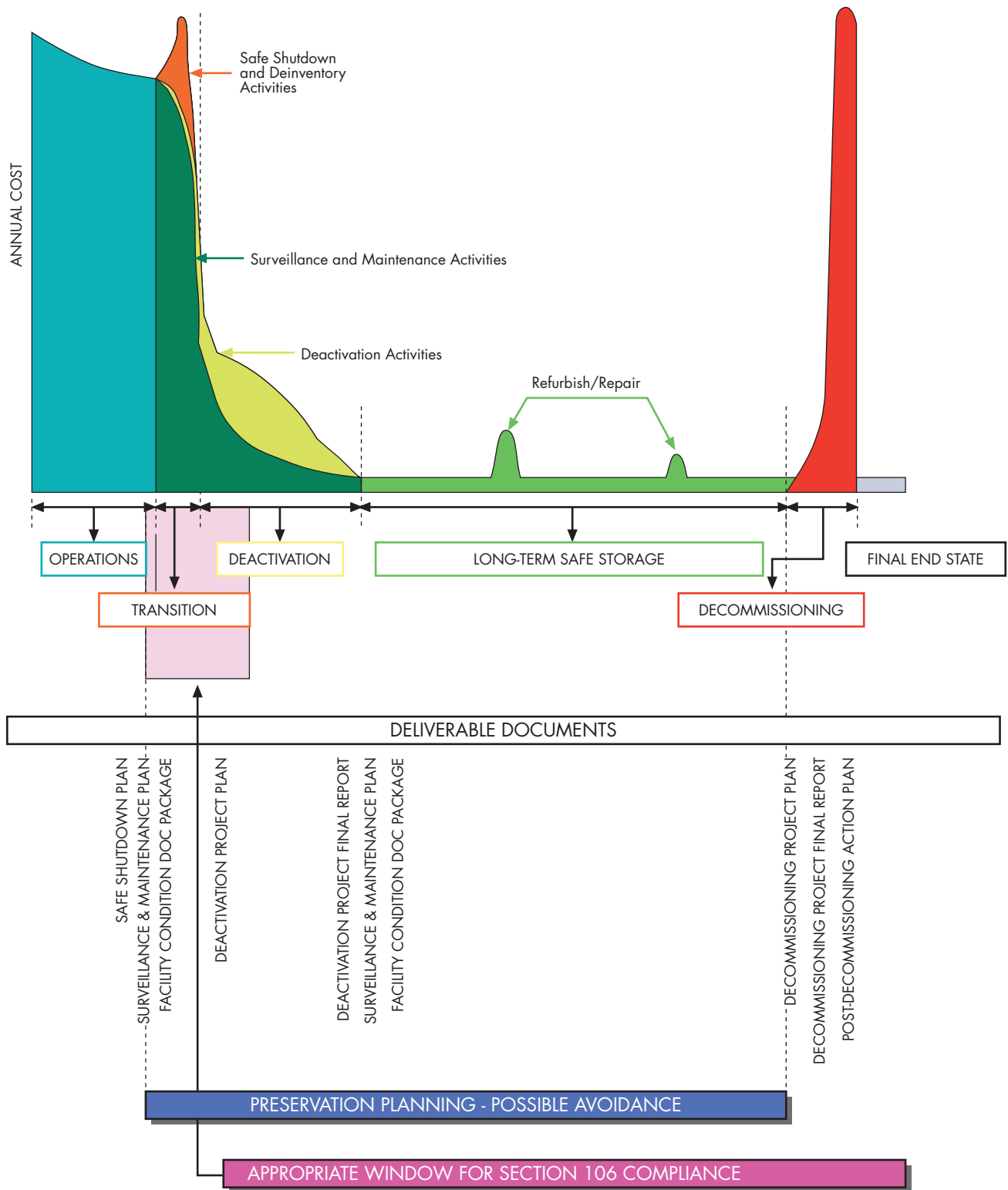
Also, as allowed Transition activities include the permanent disconnection of utilities including electricity, all photographic documentation will take place while the facility has sufficient lighting to record its interior.

Where SR has selected to proactively develop baseline documentation for a Cold War NRHP-eligible historic property that is highly sensitive and/or classified, this documentation may proceed without review as long as SR inform SHPO in their Annual Summary Report of the ongoing baseline documentation and the actions completed.

SRS will prepare an Annual Summary of Cold War activities for submission to SHPO, ACHP, and the other Signatories that details the accomplishments of the past year in preservation, public outreach, heritage tourism, and compliance for Cold War Cold War NRHP-eligible Historic properties.

The Annual Summary will clearly identify annual goals and their status.

Figure 9  
Scheduling Preservation Planning and Section 106 Activities within the Excess Facility Life Cycle



### 5.1.1.1 Roles and Responsibilities

This section refers to roles and responsibilities associated with NHPA, EXECUTIVE ORDER 11593, 36 CFR Parts 60, 63, 65, 79, and 800. See Section 5.2.1 for specific roles and responsibilities related to CFR PART 79 compliance procedures.

**SR** is responsible for:

- Establishing an Artifact Team to offer guidance on the identification, retrieval and preservation of Cold War artifacts;
- Identifying Cold War preservation issues associated with the Cold War NRHP-eligible historic properties they steward;
- Serving as the day-to-day interface with SHPO and ACHP for Cold War NRHP-eligible historic properties;
- Leading meetings discussing Environmental Management (EM) owned Cold War NRHP-eligible historic properties;
- Monitoring, reviewing, and assessing Cold War NRHP-eligible historic property activities and compiling annual review of Cold War activities for distribution to SHPO and CAB;
- Maintaining a permanent record of Cold War NRHP-eligible historic property-related CRM activities;
- Establishing and maintaining communication with interested parties in the preservation of SRS Cold War NRHP-eligible historic properties and acting as lead for the Heritage Tourism Team; and
- Ensuring public distribution of submittals of the Department's CRM Cold War documentation when warranted.

**The Contractor responsible for Cold War Historic Preservation** is responsible for:

- As SR's designated contractor, all Section 106 compliance for Cold War NRHP-eligible historic properties;
- Providing commitments to SHPO on time and apprising DOE of the progress within Cold War Historic Preservation;
- Developing a quality assurance procedure consistent with administrative procedures similar to established programs on site;
- Coordinating with Artifact Team on curation and other Cold War history management issues;
- Providing for the curation of all Cold War artifacts including providing a suitable facility for curation that meets 36-CFR 79 standards;
- Designating a curator that meets the Secretary of Interior's standards and providing curatorial services for Cold War artifacts, developing curation scopes of work,

recommending facility needs, developing cost estimates for future curation, developing procedures, and making arrangements for artifact loans or donations to applicable institutions;

- Ensuring all documentation submittals are reviewed for public release;
- Creating annual review of compliance-related activities for submission to SRS;
- Maintaining a permanent record of prepared deliverables within the Site Archives record system; and
- Ensuring that the Secretary of Interior's guidelines for professional standards are used in all Cold War NRHP-eligible historic property activities and that any staff or contractors involved meet the Secretary of the Interior's professional requirements, and that technical staff receive updates in training.

**SRARP** is responsible for:

- Providing guidance and technical assistance to SR and SRSO as requested;
- Providing a team member on assessments and verification reviews.
- Serving on the SRS Artifact Team;
- Providing review and comment on applicable documents; and
- Working with the contractor responsible for Cold War Historic Preservation on CRM/curation/outreach efforts of mutual interest.

#### **5.1.1.2 Identification of Projects That May Affect Cold War NRHP-eligible Historic Properties**

The following list includes proposed projects, activities or elements of a project that constitute an undertaking that may adversely affect Cold War NRHP-eligible historic properties. This is not a complete listing.

*Exterior:*

Demolition

Additions out of scale with historic structure

Removing exterior cladding and replacing with different materials

Replacement windows unlike original windows

Sealing up existing fenestration

Changing roofline

Removing entries

Adding docks or feed facilities to building historically used administratively

Moving a Cold War NRHP-eligible historic property (exceptions are guard stations, Butler Buildings)

*Interior:*

Removing equipment considered historically significant

Upgrading equipment considered historically significant

Changing the interior plan

Grouting disassembly basins

Training that impairs historic fabric

### **5.1.1.3 Onsite Notification of Preservation Concerns/Compliance**

Facility managers within affected Cold War NRHP-eligible historic properties that are operational and are owned by SR will notify the contractor responsible for Cold War Historic Preservation for assistance with SRS Cold War NRHP-eligible historic property issues. The contractor may delegate/share its authority and responsibilities to a subcontractor that meets the Secretary of Interior's professional standards but will coordinate all compliance efforts whether the undertaking is associated with an operations or D&D context.

D&D personnel will notify contractor responsible for Cold War Historic Preservation of pending SRS Cold War NRHP-eligible historic property issues that are associated with the D&D schedule. The contractor responsible for Cold War Historic Preservation may delegate/share its authority and responsibilities to a subcontractor that meets the Secretary of Interior's professional standards. The contractor responsible for Cold War Historic Preservation will then arrange for a team composed of preservation professionals, Site Photographic Services, and interested stakeholders to create and execute mitigation plan if needed.

Notification prior to an undertaking will occur three to six months prior to the proposed start date.

### **5.1.1.4 Consultation to Assess Information Needs**

SR has funded (effective September 30, 2003) a grant position at the SHPO's office so that an individual either part or full time at the state office will be dedicated to SRS-related Cold War concerns.

Consultation with stakeholders on the development of the PA and CRMP has already been described. Consultation beyond that point may be handled annually through presentations at the SRS CAB. The development of the Cold War Heritage Team is considered a long-term goal of this plan and is stipulated in the PA.

If any ground disturbance occurs, consultation with Native Americans will be handled pursuant to the below ground management plan now in place.

### **5.1.1.5 Surveys and Other Field Studies**

The previous chapter has outlined all methodologies to be used in future survey or walk-throughs of facilities. As the site has been comprehensively inventoried, no survey or field studies will be necessary within the five-year planning period.

### **5.1.1.6 Documentation Reports Preparation and Review**

Technical reports or historical narratives that are to be completed per mitigation documentation requirements will follow professional standards using accepted historiography methods.

Reports will have a title page, executive summary, introduction, overview/context, specific history, methods, and summary.

References will be full and complete and will be provided using either an American Antiquities format or Chicago style format.

The methods used to document Cold War NRHP-eligible historic properties are outlined in Section 4.3.1.

SR will submit draft mitigation documentation reports to SHPO for final review within twelve months of SHPO's concurrence with the SR notification letter, which initiated undertakings that adversely affected Cold War NRHP-eligible historic properties.

This twelve-month period takes into account notification from SR concerning the last Cold War NRHP-eligible Historic property in a respective associated thematic study area to be documented as well as unique individual Cold War NRHP-eligible historic properties that require a facility specific study.

The twelve-month timing also recognizes the unique review process within SRS.

Several types of reviews are needed to release the document to the public: SR/SRSO review, Classification, Export Control, Operational Security, Patent Counsel, External Affairs, Scientific and Technical Information review, and Technical Review.

Draft reports and draft photographic documentation will be submitted to the safeguard and security reviewers of the Contractor responsible for Historic Preservation, for public release. SR/SRSO review is also required. In addition, further technical review may be needed. Knowledgeable retirees for different processes and areas can be identified so that their help can be enlisted for technical review.

The Contractor responsible for Cold War Historic Preservation of the draft will amend the draft document; after all internal comments are received and prepare draft for SHPO review. Completing documents that fully show the Site's technology is time intensive due to both the research phase and the review phase.

Future submittals particularly on separations technology and reactors may require extensive review.

The schedule for mitigation will be determined by the undertaking's scope and complexity.

The reviews described above and related research will be factored into the schedule before the undertaking schedule is finalized.

SR/SRSO will consult with SHPO on schedule and complexity.

After receipt, SHPO has 30 days to comment on the prepared draft and the Contractor responsible for Cold War Historic Preservation has 60 days to finalize the draft and submit the final to SR or SRSO.

SR or SRSO is responsible for distribution of the report.

### 5.1.2. Procedure for Undertakings in the Tritium Facilities

The Tritium Facility is focused on meeting the production needs of the Nuclear Weapons Complex and is continually undergoing modernization and renovation. The Tritium Facility properties are highly sensitive and/or classified. Most of the alterations to these properties have already and will continue to constitute an adverse effect on the historical fabric of the Cold War NRHP-eligible Tritium Facility historic properties.

As mitigation of this adverse effect, SRSO will complete Baseline Recordation Studies for all Cold War NRHP-eligible historic properties in FY2005. These Baseline Recordation Studies will comply with the requirements of Section 4.5.3. Because this Baseline information is classified, it will be properly archived, preserved and stored on site. In the event or at the time that this information is not longer classified, this documentation may be made available to the public.

SHPO will receive a one-time notification letter from SRSO of the completion of all the Baselines. No further notification of undertakings will be required for these Cold War NRHP-eligible Tritium Facility historic properties.

SRSO will provide SHPO, as an attachment to the Annual Summary Report, with the annual update of the Ten Year Comprehensive Site Plan listing the planned modifications for the next ten years.

SRSO is responsible for:

- conducting meetings discussing SRSO-owned properties;
- serving as the day-to-day interface with SHPO and ACHP for SRSO Cold War historic properties;
- identifying Cold War preservation issues associated with the historic properties they steward, and
- monitoring, reviewing, and assessing the Cold War NRHP-eligible history resources activities, within SRSO-owned properties.

### 5.1.3 Consultation When No Cultural Resources Are Identified

No consultation is necessary if no Cold War NRHP-eligible historic properties are affected. The contractor responsible for Cold War Historic Preservation will establish the presence or absence of Cold War NRHP-eligible historic properties using the CRMP.

### 5.1.4 Evaluation of Cultural Resources Identified

NRHP evaluation of Cold War resources was accomplished in 2003. See Table 2 for a listing of Cold War NRHP-eligible historic properties.

### 5.1.5 Assessing and Avoiding or Reducing Effects on Cultural Resources

This is treated in Section 5.1.1

### 5.1.6 Multiple Properties National Register of Historic Places Nomination

SR will recommend to the DOE FPO and consult with SHPO about completing a multiple properties National Register nomination for the SRS Cold War Historic District. The nomination will be compiled by a preservation professional. The nomination of the district is in keeping with Sections 101 and 110(a)(2) of NHPA.

### 5.1.7 National Historic Landmarks (NHL) Designation and Recognition and DOE Signature Cold War NRHP-eligible Historic Properties

DOE will consider the NHL designation of landmark facilities at the SRS. Other facilities with highest significance may also be considered. Under Section 101 of NHPA and 36 CFR Part 65, participation in the NHL Program where warranted is required.

There is an effort to document the history of the Arms Race within the DOE complex at the Headquarters level (ME-75) that may involve the designation of “DOE signature facilities” a term used to connote landmark status. Sites within the DOE production complex will be asked for possible candidate properties on their respective sites, C Reactor (105-C) is under consideration as a DOE signature facility for SR.

SR and the contractor responsible for Cold War Historic Preservation are considering participating with the Headquarters CRM Cold War specialists in the DOE complex through discussions posted on the DOE web site and participation in the DOE Cold War Cultural Resources Forum held annually.

### 5.1.8 Future Location, Inventory, and Nomination of Cultural Resources to the National Register

The Cold War Context and Inventory does not cover properties built or put into operation after 1989. There are properties at SRS that may be NRHP-eligible under Criteria Consideration G – Exceptional Significance and that these facilities may not be NRHP eligible under the Cold War production themes but under other contexts. Facilities will be identified in future inventories and evaluated for their eligibility to the NRHP in separate consultations and documents.

## 5.2 36 CFR PART 79 COMPLIANCE PROCEDURES

36 CFR Part 79 specifies the requirements on the curation of Federally owned and administered archaeological collections. As discussed earlier, Cold War artifacts are considered to be covered under this regulation. The Final Assembly Area in Building 105-C has been designated the Cold War Curation Facility and it will be evaluated using 36 CFR 79 requirements and either will be updated and improved as necessary or the collection may be divided and stored in multiple locations. See Section 4.6.4.

The contractor responsible for Cold War Historic Preservation has been tasked with the management and preservation of the Cold War artifact collections and under guidance from the Artifact Selection Team will devise procedures for the identification, retrieval and preservation of Cold War artifacts that are housed in operational facilities as well as facilities that are scheduled for D&D.

### 5.2.1 Roles and Responsibilities

See Section 5.1 for specific roles and responsibilities for SR, SRSO, the contractor responsible for Cold War Historic Preservation, and SRARP. In addition for artifact identification and curation, CNTA is responsible for providing background knowledge, and consulting advice, on potential artifacts and their functional role in Site operations.

### 5.2.2. Field Assessment Procedure Team Selection and Procedure

For a complete description of team and team participants, see Section 4.6.1.

For team selection, the contractor responsible for Cold War Historic Preservation will: use current employees with process and/or facility knowledge, if none are available then; will use retirees (former employees, when they are available) with process and/or facility knowledge, if none are available then; will use current employees trained for an awareness in Cold War artifact.

The Field Team will identify, photograph, locate on facility floor plan, and take notes on artifacts that are historically significant on a form devised for this purpose. If portable, the significant artifacts will be tagged, marking provenience, and then safely transported to curation facility for

accessioning and an evaluation of condition. If the artifacts are in use, then they will be tagged and the facility manager alerted to their importance and proper treatment. The curator's contact information will be provided so if there is a change in their condition or they are to be moved, the curator is contacted.

If attached to a building, the field team will tag and conduct preliminary assessment of retrieval. The field team will also identify preserved interiors that will be documented in the future if an undertaking places what is historically significant at risk.

The contractor responsible for Cold War Historic Preservation will capture walk down data including photographs in a database and will develop retrieval plan for installed equipment. The formation of a dedicated retrieval team trained in handling artifacts will be organized to successfully and safely retrieve artifacts. Diagrams and instructions will be developed to enable reconstruction and all associated hardware will be bagged and labeled for curation with the artifact. If the artifact being disassembled is complicated, a series of photographs will be taken to record the process. The curator will keep the retrieval plan and photography as part of the curation record.

The evaluation criteria for the selection of historically significant artifacts are given in Section 4.0 and retirees and CNTA have developed a list of artifacts for preservation. However, some of these significant artifacts may also be severely contaminated or because of size or materials may not be candidates for retrieval. The potential retrieval of such artifacts and their potential for clean up if contaminated must be weighed against the uniqueness of the object and its historical significance on a case-by-case basis. Health physics personnel need to be involved with the decision-making. The artifact retrieval plan will cite all parameters involved and, if needed, the Artifact Retrieval team can provide input.

After field retrieval, artifacts will be accessioned, labeled, described and properly stored by material.

Fieldwork to be completed within sensitive areas will be conducted in a like manner to the extent possible but in some cases the records of the fieldwork and the artifacts may be curated in a separate curation facility. Field data (at a minimum an accession number, a brief description (i.e. model) and general location) after appropriate review can be entered into the database and accession record.

### **5.3 PROTECTION PROCEDURES**

As discussed, historic Cold War NRHP-eligible properties are secured at SRS by Wackenhut Services. Cold War artifacts will be placed in a locked enclosure within 105-C after their transfer. Any historical documents placed in storage in Site Archives will be within a locked enclosure.

### **5.4 CRM ADMINISTRATION**

Implementation of CRM methods and procedures at SRS requires administrative actions in at least seven areas: staffing and contracting, training, permitting, CRM facilities, curation, quality assurance, and consultation on administration. Each is discussed below.

#### **5.4.1 Staffing and Contracting**

SR is responsible for the Cold War NRHP-eligible Historic Property Management activities for SR facilities.

SRSO is responsible for the Cold War NRHP-eligible Historic Property Management activities for SRSO historic properties in H-Area.

The contractor responsible for Cold War Historic Preservation may contract with a sub consultant for historical architectural services and curation services. The prime contractor may self perform for project coordination and assistant curation services and may provide the services of Site Photographic Services for photographic documentation.

A transition team solely for Cold War NRHP-eligible historic properties led by DOE Decommissioning Project (DECP), and assisted by SRARP, WSRC, and a consultant has been in place since September 2002. A Cold War specialist contracted with DOE, assisted in the development of the PA and CRMP.

#### 5.4.2 Training

In order to engage knowledgeable personnel within the workforce of the contractor responsible for Cold War preservation in these efforts, historical preservation consultants will work with available personnel, where possible, to provide training for some curation tasks and to assist in documentation teams. Preservation professionals also need to train individuals that work with classified materials including artifacts basic care and monitoring so that these materials are preserved.

Courses, seminars, and briefings on CRM related issues such as Section 106 compliance, “Developing MOAs and PAs” are offered by the Advisory Council for Historical Preservation, National Preservation Institute, Statistical Research, University of Nevada-Reno, American Cultural Resources Association and Tom King, Consultant. Conference attendance on Cold War issues and resources at conferences presented by DOE, DOD, the US Air Force, and US Navy will be considered.

#### 5.4.3 Cold War NRHP-eligible Historic Property Management Facilities

The contractor responsible for Cold War Historic Preservation will provide office space, computers, and an ancillary space for temporary artifact collection and accessioning for the consulting historians and supporting personnel.

Consideration will be given to consulting researchers accessing to Site databases that hold architectural and engineering drawings, site photography, and data stored at the Site Archives. Workspace for researchers in the curation facility when it is operational will also be considered.

#### 5.4.4 Curation

The development and the adoption of a curation plan is a short-term goal of the Cold War history effort. Procedures for the curation of Cold War artifacts will follow general guidelines in 36 CFR 79 and more specifically collections management guidance in *Managing Archeological Collections Technical Assistance* produced by the National Park Service in 2000. Artifacts that contain sensitive information will be treated in a like manner but the cataloging and storage will be handled within a secure facility and by appropriately cleared individuals. They will be issued an accession number and a brief description will be developed for the accession record so that they can be tracked in the future.

The first goal is to establish proper collections management procedures. After this has been accomplished, the following will occur.

- The curator will catalog each artifact/artifact collection and associated records.
- Each artifact or artifact collection will be given a unique accession number and labeled using an appropriate method.
- Each artifact will be stored using archival materials and some basic care issues addressed immediately.
- The curator will complete condition reports and set priorities for conservation care and treatment.
- A file of curation facility associated records, i.e., accession files, records of day-to-day operations will be maintained.
- A monitoring program for artifacts that are used onsite either for display or for educational purposes will be developed as well as training for those who steward these separate collections.
- Procedures for off site loans using established DOE procedures will be instituted.
- Procedures to open the collection to the public will be developed.

#### 5.4.5 Quality Assurance

A quality assurance plan will be developed by the contractor responsible for Cold War Historic Preservation to provide oversight on the management of Cold War NRHP-eligible historic properties in 2005.

#### 5.4.6 Consultation on Administration

The completion of the PA on June 17, 2004, and the acceptance of this CRMP will establish the CRM Cold War history effort and will shape future consultation with the SHPO, ACHP, and interested parties.

#### 5.4.7 Other Administrative Activities

Through the Heritage Tourism Team, SR and the PA's consulting parties will develop public outreach, and the development of partnerships with local and state museums to establish a pathway for the interpretation of the Site's Cold War history.

