



# SLOVENSKI STANDARD

## SIST EN 15946:2011

01-oktober-2011

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### Ohranjanje kulturne dediščine - Postopki pakiranja za transport

Conservation of cultural property - Packing principles for transport

Erhaltung des kulturellen Erbes - Verpackungsverfahren für den Transport

Conservation des biens culturels - Principes d'emballage pour le transport

Ta slovenski standard je istoveten z: **EN 15946:2011**

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#### **ICS:**

03.220.01	Transport na splošno	Transport in general
55.020	Pakiranje in distribucija blaga na splošno	Packaging and distribution of goods in general
97.195	Umetniški in obrtniški izdelki	Items of art and handicrafts

**SIST EN 15946:2011**

**en,fr,de**

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EUROPEAN STANDARD

EN 15946

NORME EUROPÉENNE

EUROPÄISCHE NORM

August 2011

ICS 55.040; 97.195

English Version

## Conservation of cultural property - Packing principles for transport

Conservation des biens culturels - Principes d'emballage  
pour le transport

Erhaltung des kulturellen Erbes - Verpackungsverfahren für  
den Transport

This European Standard was approved by CEN on 29 July 2011.

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COMITÉ EUROPÉEN DE NORMALISATION  
EUROPÄISCHES KOMITEE FÜR NORMUNG

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## Foreword

This document (EN 15946:2011) has been prepared by Technical Committee CEN/TC 346 "Conservation of cultural property", the secretariat of which is held by UNI.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by February 2012, and conflicting national standards shall be withdrawn at the latest by February 2012.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN [and/or CENELEC] shall not be held responsible for identifying any or all such patent rights.

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the United Kingdom.

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## Introduction

This European Standard provides recommendations (the word should is used) and lists requirements (the word shall is used) for safe and secure packing of cultural property for transport.

It is intended for individuals or organizations involved in the preservation of cultural property in order to reduce the risk of damage.

The standard proposes a common terminology and procedures for packing.

The appropriate range of knowledge, skills and competencies is required by every party involved with packing cultural property for transport.

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**EN 15946:2011 (E)****1 Scope**

This European Standard specifies the packing process for objects considered by the owner/custodian as ready to be moved.

**2 Normative references**

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 15898:2011, *Conservation of cultural property — Main general terms and definitions*

EN ISO 780, *Packaging — Pictorial marking for handling of goods (ISO 780:1997)*

**3 Terms and definitions**

For the purposes of this document, the terms and definitions given in EN 15898:2011 and the following apply.

**3.1****accompanying condition report**

document recording the present state of an object and of any changes during transit

**3.2****accompanying documents**

set of documents accompanying cultural property during its transport

**3.3****consignee**

person or organization to whom the shipment of cultural property is to be delivered

NOTE The last consignee is called final consignee.

**3.4****courier**

person authorized by the owner/custodian and with adequate training/experience to escort shipment of cultural property from the collecting point to the final consignee

**3.5****crate**

rigid box, case or container forming an outside layer of packaging for an object

**3.6****cushioning**

material or devices incorporated in a packaging system in order to maintain the physical integrity of cultural property

NOTE Adapted from EN 14182:2002.

**3.7****custodian**

person or organization to whom possession of the cultural property has been granted by the owner



**3.8****facility report**

document giving information about the premises, its physical, technical, environmental and security specifications

**3.9****owner**

person or organization who has legal title of ownership

**3.10****packaging**

materials or constructions used for packing of cultural property

**3.11****packing list**

list of the packages in a single consignment attached to the shipping, delivery and receipt notes

**3.12****representative**

any person acting through delegated authority on behalf of the owner or custodian of cultural property

**3.13****site visit**

technical survey of an object and its placement prior to its packing and transport

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**4 Symbols and abbreviated terms**

CITES Convention on International Trade in Endangered Species of Wild Fauna and Flora.

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**5 Before packing****5.1 Risk assessment****5.1.1 General principles**

Packing, materials and the type of transport shall be selected according to a risk assessment. All parties involved should share the relevant information.

It should result from a mutual agreement.

The final decision shall be taken by the owner/custodian.

Some packing solutions according to risk are proposed in Annex A. To make a risk assessment, the following considerations shall be made: the object itself, the number, size and weight of all objects in the consignment and everything related to their moving.

**5.1.2 Risks related to the object**

Risks directly related to the object depend on its nature, manufacturing technique, its condition, any previous intervention and environmental conditions.

The object should be examined by a conservator-restorer in order to contribute to the decision making process to move the object and to indicate any area of fragility and vulnerability of the object. Recommendations for preventive conservation, display (mounting, frame, base, etc.), conservation-restoration, as well as handling, packing and transportation should be given.

**EN 15946:2011 (E)****5.1.3 Risks related to moving cultural property**

Several factors shall be taken into account when selecting packaging:

- a) international working conditions and regulations, security risks;
- b) the availability of professional packing and transport companies experienced in handling cultural property;
- c) situation and accessibility at the points of collection and delivery (access routes, type of pathway, floor; goods lift, elevator; lighting; security, etc.); refer to the final consignee's facility report;
- d) handling (manual or mechanical);
- e) means of transport (by truck, plane, ship or train; exclusive or consolidated transport; hand carried or freight; direct trip or not; transport with or without transshipment);
- f) logistics, total journey time and any overnight stops;
- g) physical environment during transport (state of roads, weather, etc.);
- h) presence of a courier or not.

**5.1.4 Information on moving the object to be communicated to the packer/transporter**

The request for service should arrive in a range of 2 to 4 months before the planned date for packing, according to the size and complexity of that service, and shall provide the following information for each object:

- a) purpose of transport;
- b) identity of the owner/custodian (name, status, contact details);
- c) date(s), name(s) and precise address(es) (number and name of the street, number or name of the building, city, state or department, country) of the collecting point, of the delivery location and of the return location, if it differs from the collecting point;
- d) details of the collecting point, the delivery location and the return location, if necessary (floor, goods lift, access, etc.);
- e) name of the author/creator of the object, if known;
- f) title or name of the object;
- g) inventory number or any identifying number;
- h) date of creation of the object, if known;
- i) nature of the object (techniques, materials);
- j) dimensions (height, length, depth, diameter) and weight of the object, with and without frame, base or mounting; for an installation or multi-part object, give the dimensions and weight of each part and number of parts;
- k) special conditions under which the object is kept or transported, if any (environment, security, hazards, legal requirements or permissions, for example);
- l) colour photographs, if necessary;

- m) insurance value of the object, if necessary;
- n) insurance arranged by;
- o) period covered by the insurance;
- p) customs status of the object, at the collecting point, if any;
- q) export licence and CITES certificates, if any;
- r) requirements of the owner/custodian (presence of courier(s), type of packaging and transport).

Confidentiality of information shall be taken into account.

An example of a form completed by the owner/custodian and the final consignee with information for the packer/transporter is given in Annex B. This form may be of any type (e.g. spreadsheet).

### 5.1.5 Site visit

Before packing, in order to measure the object and to evaluate its condition and the risks of transport, a site visit should be made by the packer/transporter.

For this site visit, the packer or transport company shall have access to the object and meet a representative of the owner/custodian who has full knowledge of the object's file. A conservator-restorer should be present on site during this visit.

Following this visit, suggestions may be made by the packer/transporter and conservator-restorer, to be agreed by the owner/custodian. It may also be necessary to visit the delivery location.

## 5.2 Choice of packaging

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### 5.2.1 General principles

Packaging shall provide appropriate protection to the object, in accordance with the risk assessment. It should comprise material in contact with the object which shall not abrade or otherwise harm, cushioning, and protection against shocks, vibrations and changes in environmental conditions.

Packaging shall maintain all its protective properties during use. It shall be taken into account that packaging is designed for transport purposes and therefore not necessarily suitable to be used for permanent storage.

If monitoring devices and control indicators accompany the object, packaging shall include provision for them.

Packaging shall be designed to facilitate manual or mechanical handling and should be free standing. Dimensions shall be adapted to those of the object and take into account the constraints of the selected means of transport (truck, plane, etc.). External dimensions shall be compatible with the narrowest point to be passed during the object's journey. Small objects should be packed together if they are compatible and going to the same destination.

Wherever possible, sustainability should be kept in mind when choosing materials to be employed and means of transport.

### 5.2.2 Surface protection

The surface protection for the object should mainly protect the object from deposits and abrasion. It shall be chemically as inert as possible.

In some cases, the surface of the object shall not be in direct contact with any packaging to avoid damage.