

1. Objects have permanency in the Museum as long as they continue to be and useful to the Museum's mission and goals and can be properly stored and curated.

B. Objects may be deaccessioned only when one or more of the following conditions are met:

1. Objects are no longer relevant or useful to the Museum's mission and goals.
2. The Museum is no longer capable of properly caring for the objects.
3. Deaccessioning must be approved by the Collections Committee, the Executive Advisory Committee, and the Museum Director. In some cases, University approval will be required.
4. The objects are under the ownership or control of a State or Federal agency and formally requests the removal of the material.

C. Before deaccessioning any objects, reasonable effort will be made to ascertain if the Museum is free to do so. Where restrictions are found as to use or disposition of objects under question, the Museum shall act as follows:

1. Mandatory conditions will be strictly observed unless deviation from their terms is authorized by the donor or a court of competent jurisdiction.
2. Objects to which restrictions apply shall not be deaccessioned until reasonable efforts are made to comply with the restricting conditions.
3. If there is any question as to the intent or the force of the restrictions, the Museum will seek the advice of legal counsel of The University of Georgia.

D. It is the responsibility of the Museum Director to obtain full legal documentation of the terms and conditions of all deaccessions. The disposition of the objects will be marked on the Accession Record and a copy will be placed in the Deaccession file of the appropriate collection. A duplicate copy will be kept elsewhere.

E. Except in extraordinary circumstances, materials will be transferred only to other public institutions or agencies. By preference, these public institutions or agencies should be in the State of Georgia. Should such institutions or agencies not exist or refuse to accept the materials, objects will be transferred to similar institutions outside the State, with preference given to public institutions where these materials would have the greatest research value and be curated following high professional standards.

F. Priority for deaccessioning will be as follows:

1. **First priority:** Redundant material of no research/service value will be removed from the Museum's educational program. If they are not required for the Museum's educational programs, they may be given to other appropriate public educational programs or institutions.
2. **Second priority:** Materials which the Museum cannot properly curate for whatever reason.
3. **Third priority:** Redundant material of marginal research/service value to the Museum.
4. **Fourth priority:** Materials of high research value which are otherwise not available for research at The University of Georgia as evidenced by publications, grants, and graduate student research.

G. If no alternative exists, objects may be discarded completely or destroyed.