

# Policy #2: Code of Ethics

The Museum acknowledges its significant responsibilities for the care and preservation of the artifacts and how this must be conducted in an ethical manner. It is the Curator's responsibility to insure that the collection's objects are ethically cared for in accordance with applicable laws, regulations, and policies as well as insured according to the highest museum standards. Staff must be aware and familiar with the Code of Ethics from the AAM (American Association of Museums), which shall be conspicuously posted in the Museum's offices.

## Conflict of interest policy:

1. Museum staff may not, during their time of employment, collect any material that could be deemed a conflict of interest with the Museum and its acquisition goals.
2. The collecting activities of a staff member shall not rival the acquisition goals of the Museum. This includes any purchase by an employee for a personal collection, as well as any authentic material that relates to one or more of the collecting areas of the museum and is of quality that would make it an interest to the museum.
3. If items of interest to both the Museum and the employee are placed for sale or auction, the Museum will be given the first opportunity to acquire such items and staff members are obligated to inform the Museum of such opportunities. If the Museum officially declines to pursue the acquisition of such items, the employee is free to pursue acquisition.