

4. Task Group: Principles and Guidelines for the Recording, Documentation and Information Management of the Built Cultural Heritage

François LeBlanc, of the Getty Conservation Institute, is chairing this task group activity (fleblanc@getty.edu.) Referring to the list of Gaps identified in appendix A, this Task Group is addressing the following **Needs**:

- **2.b - referring to integrated conservation processes where RecordIM plays a central role and responsibility**
- **4.a.2 and .3 - providing principles and guidelines for managers and decision-makers and handbooks**

Target Audience

Heritage policy makers and heritage managers (Principles) and professionals in the field of conservation (Handbook).

Purpose and Objectives

The purpose of this task group is to fill the need for publications in these priority areas as identified by an international group of experts who met in Los Angeles, March of 2002.

Werner Schmid is the Technical Editor for the Principles & Guidelines publication. It will draw upon a manuscript written on the same subject several years ago by Robin Letellier and on the *Principles for the Recording of Monuments, Groups of Buildings and Sites*, adopted by the ICOMOS General Assembly in 1996. This publication will be enhanced with new sections, graphics and diagrams.

Rand Eppich of the GCI is the Technical Editor for the 'Handbook'. It will draw from published articles and materials. It will illustrate documentation tools through case studies in conservation, architecture, finishes & decorative surfaces, engineering, planning and landscapes and archaeology and cultural landscapes.

Deliverables

Two soft cover publications of approximately 150 pages each.

(For additional information on this Task Group's plan of action and deliverables, see its web page at: http://extranet.getty.edu/gci/recordim/hub_sub.html#2

Seeking Help / Input / Participation / Cooperation

These publications will be made available on the Getty's web site. Hard copies will be sent free of charge to individuals and institutions that may benefit from their contents. Help is sought to create the mailing list. Please send names and mailing addresses to fleblanc@getty.edu.