

General Collection Procedures

- Processing Priorities: For counties with large numbers, we are prioritizing processing of:
 - Sites with known NAGPRA or human remains
 - Sites with known significance
 - Mounds, villages, contact- period house sites, etc.

This prioritization will allow us to complete our initial inventory by December 2025. Once these collections have been completed, MDAH will do a second review of the lower- priority collections and ensure that no sites were omitted from our inventory for repatriation.

- Collection is boxed by county then by site level.
 - Each bag is organized first by site number
- Review Documentation
 - Review site description and excavation notes if available
 - Review excavation reports and any possible archival holdings
 - Consult historic collections data to provide provenance and curation history, including potential hazardous substances.
 - All documentation will be provided in physical copy during repatriation transfer, and electronically during consultation process.
- For sites that comprise more than one box:
 - All boxes are gathered in a centralized location in the state lab. If ancestors have been previously noted at the site and rehoused in our cabinets, those ancestors are not disturbed unless warranted (i.e. additional human remains are located and Mary is trying to reunite elements of the same burial).
 - Each artifact bag is sorted by excavation year/project then by location information present on the bags. After each bag is sorted, it is given an individual provenience number based on spatial location.
- AFO Determination
 - Upon review of documentation and provenience information, any artifact from a burial context will be pulled as AFO.
 - Additional AFO will be pulled upon consultation with tribal partners upon claim of a site. For example, surface, no location information, etc. will be pulled upon tribal determination of reburial wishes.
 - When AFO is pulled, it is rehoused in muslin and place in a locked cabinet to await final transfer and reburial.

Information Collected in Cataloging General Collection

- For all artifacts, count and weight is recorded
- Ceramic
 - Pre- Contact:
 - Temper
 - Decoration
 - Form, if applicable: Effigy, Vessel, Pipe

- Post- Contact:
 - Type: Whiteware, pearlware, stoneware, etc.
 - Decoration: Transfer, Hand-Painted
 - Form, if applicable: Plate, Pipe, Cup, etc.
- Glass
 - Color
 - Artifact type: Jar, Marble,
 - If possible manufacturing type: hand-blown, molded, etc.
- Metal
 - Material type: Brass, Copper, Iron, etc.
 - Object: Nail, Buckle, Ring
 - If possible manufacturing type: cut nail, wire nail
- Lithic
 - Artifact type: core, flake, gunflint
 - Material type: Citronelle gravel, sandstone, etc.
- Architectural
 - Artifact type: brick, mortar, etc.
 - If possible manufacturing: handmade brick, etc.
- Clay
 - Artifact type: daub, pp/k, fired
- Faunal
 - Species
 - Modification if applicable
- Organic
 - Artifact type: coal, cinder, wood, etc.
- Other
 - Samples record: Soil, charcoal, etc.
 - Modern debris: plastic, indeterminate

Information Collected in Osteological Assessments

- Form used: Arizona State Museum
- Elements present and a description
 - I.E. taphonomic changes, any obvious trauma or pathology, if there is glue or other post-mortem modification
 - If the elements are complete enough to measure: only measure if the measurement is useful for sexing or aging the individual
- Based on information, provide an age and sex when possible.
 - If there are traits present than be used to estimate ancestry, those are noted
 - No weight is taken unless they are unknown (cannot be determined to be faunal or human).

- Record what the original bags stated
 - If faunal is present, and if possible to determine, which animals were represented by the faunal.
- Note any AFO being present in the same bag

Rehousing Ancestors and AFO

- All ancestors and AFO are rehoused in muslin based on tribal wishes. Ancestors and AFO are housed within the same container when possible unless consultation has indicated the likely tribal claimant wishes otherwise.