RE-ORG is a step-by-step method for planning and implementing a storage reorganization project.

RE-ORG is the answer

focuses on the creative and safe use of existing resources

is user friendly

is adaptable to diverse collections and contexts

boosts communication and teamwork

offers systematic, efficient and cost-effective solutions

Initially developed in 2011 by ICCROM and UNESCO, RE-ORG has been revised and reformatted in collaboration with the Canadian Conservation Institute (CCI).

The Method has been applied successfully by 83 museums in 27 countries and on 5 continents.

A method to reorganize museum storage

95% of museum objects are kept in storage

Billions of objects are kept away from public sight

An international survey conducted by ICCROM and UNESCO identified the following issues:

- 1 in 4 museums have incomplete documentation systems
- 1 in 4 museums find it difficult to circulate in storage
- 1 in 3 museums are unclear about who is responsible for storage
- 1 in 2 museums have insufficient storage units

RE-ORG is a method to reorganize museum storage

Collections in storage are at risk
Give RE-ORG a try!

Try it on your own! Use the RE-ORG Method Kit and the RE-ORG Toolbox to reorganize your collections in storage and provide advice to others. Also, connect with us on social media!

Involve your institution and partner with ICCROM to organize a RE-ORG initiative in your municipality, region or country. This includes on-site training.

The RE-ORG Method, tools and resources are downloadable from ICCROM’s website (http://www.iccrom.org/section/preventive-conservation/re-org/)

Contact ICCROM (iccrom@iccrom.org) or CCI (pch.ICCservices-CCISevices.pch@canada.ca) for more information.

How does RE-ORG work?

The first step of the RE-ORG Method is the Self-Evaluation tool.

It helps you decide whether your institution needs to embark on a RE-ORG project by obtaining a snapshot view of the situation and identifying the most important problems.

Use these “ten quality criteria” to focus your teamwork and planning

1. One qualified member of staff is in charge.
2. Storage rooms contain only collection objects.
3. Separate spaces are dedicated to support functions: office, workroom, storage of equipment and other materials (non-collection).
4. No object is placed directly on the floor.
5. Every object has a designated location in storage and can be located within three minutes.

6. Every object can be accessed without moving more than two others.
7. Objects are arranged by category.
8. Key policies and procedures exist and are applied.
9. Building and storage rooms offer adequate protection for the collection.
10. Every object is free from active deterioration and is ready to be used for the museum's activities.

Building & Space
Determine if you have enough space, if it is safe or if you need alternative solutions.

Management
Scrutinize your policies and procedures, and define roles and responsibilities.

Collection
Collect information to refine decisions about space and equipment needs.

Furniture & Small Equipment
Assess your current storage furniture and equipment, and estimate what is needed to store your collections more efficiently.

The RE-ORG Method helps you cover all aspects