

2/3/04

## **NMAI Integrated Pest Management: Food in the Museum Policy**

**It is the policy of the National Museum of the American Indian to ensure the preservation and protection of the Museum Collections, Resources and Facilities.**

The National Museum of the American Indian holds in trust a collection of irreplaceable objects composed of organic materials that are highly attractive to rodents and insects. A critical part of NMAI's Integrated Pest Management program is the control of food and beverage consumption in areas that are adjacent to works of art in order to avoid pest infestation. It is important to rigorously monitor the use of food and organic materials, and their proper disposal, inside and outside of the museum building.

All staff members and volunteers share responsibility for preservation and protection of our collection by consistently observing the NMAI food policy. The Mall Collections Manager and Conservation Department maintain and enforce the food policy with the assistance of the Office of Protection Services, Facilities Management, Programs and Visitor Services. All NMAI employees and volunteers will be required to attend annual training sessions on Integrated Pest Management conducted by the Mall Museum Collections Manager. New employees will receive information about our pest control policy as part of their staff orientation.

**Outside food and beverages will not be allowed into the Museum with visitors. Visitors will be permitted to consume food and beverages ONLY in the Museum Café or designated areas for Special Events. School tours will not be allowed to bring children's lunches into the Museum building.**

### **Food and beverages are NOT allowed in NMAI's:**

**Galleries, Gallery corridors; West Pause Areas; Lelawi Theater, First floor Main Theater (except on stage for a performance); the Museum Stores (except as packaged merchandise); Basement offices, workrooms, locker rooms; Loading Dock, (except in sealed containers for transport); public elevators and freight elevator.**

### **Food and beverage consumption are restricted to:**

**The Museum Café, Conference Center, Patrons Lounge, Green Rooms for Theater, 5<sup>th</sup> Floor offices, Basement break room and lounge, and *limited* in Education and Multipurpose Rooms adjacent to the 3<sup>rd</sup> and 4<sup>th</sup> floor galleries, as below:**

Light cold refreshments for supervised classes, such as cookies and juice, will be allowed in the Education Workshop/Multipurpose rooms under the supervision of program staff. Since these rooms are in close proximity to the galleries and used for exhibition object

preparation, special care will be taken to minimize the impact of food and organic materials. Facilities Management will identify these rooms as “Rooms of Special Interest” with extra inspections, cleaning and prompt trash removal when refreshments have been approved to be served. **NO COOKING IS ALLOWED IN THE EDUCATION WORKSHOPS/MULTIPURPOSE ROOMS.** Organic materials used in these spaces for Education activities must be presented for inspection and/or freezing in advance by the Mall Collections Manager.

Cooking demonstrations or classes must be conducted in areas approved by the Fire Safety Officer and will be restricted to the Museum Café, outdoor fire pit or food prep kitchens. Special attention to cleanup after cooking classes will include removal of all food trash and cleanup of any splatters, oil residue, and stains by Facilities staff.

During Special Events food and beverages will be allowed in the Potomac and Outdoor Performance area, while light hors d’oeuvres and beverages will be allowed in the North Pauses and Potomac Overlooks. NMAI Event Security will ensure that food and beverage do not enter restricted areas and caterers will provide drop tables outside of restricted areas.

Museum staff members are not allowed to store food at their desks and must put all food refuse in kitchen/break room garbage receptacles, rather than office wastebaskets--this includes candy and gum wrappers and beverage containers. Staffs are responsible for cleaning up after themselves in areas where they consume food and beverage.

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