

## Guidelines for entries on treatment cards

The following are examples of various treatments:

<b>Coins – mechanically cleaned and inhibited</b>	
RMCO	mech; scalpel, brush, gbb
DEGR	immer; acetone; 15 mins
INHI	imvac; BTA 3% in IMS; 30 mins + immer; 1hr
RINS	immer; IMS; 1 hrs x 2
DRIA	; silica gel; 16 hrs
COAT	brush; Incralac 10% in toluene with matting agent x 3

<b>Coins – chemically cleaned</b>	
RMCO	mech; scalpel, power pen
RMCO	immer; alkaline rochelle
RINS	immer; deionwa, changed daily; 7 days
DRIA	; silica gel; 16 hrs
DEGR	immer; acetone
COAT	brush; Incralac 10% in toluene with matting agent x 3

<b>Iron – mechanically cleaned and coated</b>	
RMCO	mech; scalpel, brush, air abrasive
DEGR	immer; acetone
COAT	brush; Par B44 10% in toluene with matting agent x 3

<b>Iron – mechanically cleaned and inhibited</b>	
RMCO	mech; scalpel, gbb
DEGR	immer; acetone
INHI	brush; tannic acid 2.5% in deionwa/IMS
DRIA	; silica gel; 3 days
COAT	brush; Par B44 10% in toluene with mixing agent x 3

<b>Lead – electrolytic reduction</b>	
RMCO	electro; sodium hydroxide 5%; 15 mins
RINS	immer; running tapwa; 15 mins
NEUT	immer; sulphuric acid, pH 3; 10 mins
RINS	immer; running tapwa; 1 hr
DRIS	immer; acetone; 15 mins
RMCO	mech; brush
DEGR	immer; acetone; 15 mins

<b>Waterlogged wood/metal composite – PEG and freeze drying</b>	
RMSO	mech; brush, tapwa
BULK	immer; PEG200 to 15%; 5 months
BULK	immer; PEG 4000 20%; 7 months
RINS	immer; tapwa
FROZ	;
DRIF	:: 4 weeks

<b>Waterlogged leather – glycol and freeze drying</b>	
RMSO	mech; tapwa, brush
RINS	immer; running tapwa; 16 hrs
PLAS	immer; glycerol 20%; 3 days

FROZ	:
DRIF	:: 14 days

<b>Waterlogged glass – dewatering</b>	
DEWA	immer; deionwa/IMS 50:50; 7days
DEWA	immer; IMS x 2; 7 days
DRIA	::

<b>Waterlogged shale - dewatering</b>	
RMSO	mech; tapwa, brush
DRIA	::
ADHE	; HMG Par B72

**Notes:**

1. Treatment cards are the primary conservation record. They need to contain the all the details re cleaning method, electrolysis conditions, concentrations, numbers of changes, method of rinsing, numbers of coats, etc.

2. The treatment is split into procedure, part, method, materials and time.

3. Examples of how to record solutions:

in solvents -	Par B72 10% in toluene
	Butvar B98 5% in toluene/IMS 20:80
	IMS (solvent name alone = 100%)
in water	sulphuric acid 10% pH 3

4. Semi-colons should be used to separate the method, materials and time.

5. If required the materials section can be free text.

6. Treatment of an object with parts: If you want to write about two parts separately write a general treatment for the whole first (i.e. RMDU or RMSO) then go on to each part. This is because there has to be a treatment entry for the whole object, for example:

RMDU	whole	mech; brush
CONS	wood	brush; Par B72 10% in acetone
RMCO	iron	mech: scalpel, brush

**Some common abbreviations for treatments and materials**

<b>Abbreviation</b>	<b>Definition</b>
brush	brushed
deionwa	deionised water
electro	electrolytically cleaned
hrs	hours
gbb	glass bristle brushed
immer	immersed
imvac	immersed in vac
mech	mechanically cleaned
mins	minutes
mths	months
Par	Paraloid
swab	swabbed

tapwa	tap water
vac	vacuumed