



### **Artwork handling procedure**

Adhering to the Principles of the 1995 London Charter (updated in 2002), for whatever reason works of art are moved, the Museum guarantees suitable conservation and safety conditions.

Handling is entrusted only to experienced transportation companies equipped with van or box trucks to ensure the many safety aspects required in the industry and comply with the requirements of the Insurance Company.

Vehicles are required in case of long distances:

- air-conditioned and humidified to maintain the constant microclimate of the cabin;
- equipped with suitable internal anchorage points for packaging;
- equipped with the latest anti-theft device and traceable by satellite tracking;
- equipped with a hydraulic tail lift, hydraulic outriggers that allow precision lowering and lifting of the load without the possibility of sideways skidding and that prevent stress on the package and dangerous lifting and twisting during loading and unloading.

The movement follows differentiated procedures, according to the reason for the move and adhering to the prescriptions of the Soprintendenza Archeologia, Belle Arti e Paesaggio for the metropolitan city of Florence and the provinces of Pistoia and Prato, given in the authorization act and the ministerial conservation sheet.

#### **1. Internal handling**

Works are moved only for proven reasons, employing in-house staff trained to handle the goods with care for small works. For paintings and large works, we employ specialized firms who, if considerate appropriate to minimize risk, provide soft packing with bubble wrap.

#### **2. Handling for exhibitions/manifestations**

Handling is entrusted to a specialized firm, and packing varies according to the distance from the exhibition venue and the fragility of the artwork, unless otherwise ordered by the Soprintendenza Archeologia, Belle Arti e Paesaggio for the metropolitan city of Florence and the provinces of Pistoia and Prato.

For exhibitions/manifestations in venues in the municipality of Certaldo or in the province of Florence, soft or semi-rigid packaging is adopted, employing TNT or Tyvek as protection, with an exception for works with such fragility that they require standard museum case treated with intumescent product.

For exhibitions/manifestations at venues in other parts of Italy and abroad, museum cases treated with intumescent product are always used, standard for sacred art objects, climate-controlled case for panel paintings and for works particularly sensitive to microclimatic variations.

The works are always supervised by a restorative *courier* or art historian, trained for that task, who follows them from the moment of pickup until they are set up in the exhibition venue. The *courier* is also responsible for preparing the *condition report*, which monitors the conservation status of the work from pickup to return.

### 3. Handling for transfer to restoration laboratory

Works destined to undergo restoration are sent to the restoration laboratory with soft packaging, except for those so fragile that require standard museum crate or semi-rigid packaging, a choice dictated by the Director's assessment of the state of conservation and according to the indications of the restorer and the Soprintendenza Archeologia, Belle Arti e Paesaggio for the metropolitan city of Florence and the provinces of Pistoia and Prato.

The Director of the Museum

Dr. Maria Maugeri  
*Dott.ssa Maria Maugeri*