

**NATIONAL REGISTRY OF ARCHAEOLOGICAL SITES, COLLECTIONS AND
OBJECTS, AND OF FIRST OFFENDERS AND RECIDIVISTS**

Resolution 1134/2003

Creation.

Buenos Aires, 17 November 2003

HAVING REGARD TO Act No. 25743, and

WHEREAS

Pursuant to the provisions of the aforementioned act, it is necessary to create and organize the REGISTRY OF ARCHAEOLOGICAL SITES, COLLECTIONS AND OBJECTS, AND OF FIRST OFFENDERS AND RECIDIVISTS;

This Secretariat is responsible for creating and organizing these Registries within federal jurisdiction as first-instance bodies, given the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT's structural reporting;

These Registries shall also act as second-instance bodies for registration within the other jurisdictions;

Registration procedures need to be provided for, and the relevant Registry divisions, as well as the appropriate registration forms and records, need to be created and produced, respectively, for better organization purposes;

It is also desirable to approve the GLOSSARY OF ARCHAEOLOGICAL TERMS OF ACT No. 25743;

The DIRECTORATE FOR LEGAL AFFAIRS has intervened as required;

This resolution is issued pursuant to the provisions of Act No. 25743 and Executive Order No. 101/85;

Now therefore,

THE NATIONAL SECRETARY FOR CULTURE

RESOLVES:

Section 1 — To create, within the scope of the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT and pursuant to Act No. 25743, the NATIONAL REGISTRY OF ARCHAEOLOGICAL SITES, COLLECTIONS AND OBJECTS, AND OF FIRST OFFENDERS AND RECIDIVISTS, which will operate in the AUTONOMOUS CITY OF BUENOS AIRES.

Section 2 — The Registry shall act as first-instance body for property or offenses within federal jurisdiction, and shall comprise six divisions: I.- Objects; II.- Lots; III.- Collections; IV.- Sites; V.- Foreign Objects, Lots or Collections; VI.- First and Second Offenses.

Section 3 — The Registry shall act as second-instance body for information received from all other jurisdictions, pursuant to Section 5(a) *in fine*, Section 6(e) and 6(g), and in all other cases as applicable by law, rules and regulations.

Section 4 — Registrations may be filed with by individuals, state-owned or private legal entities, or *ex officio* by officials from competent agencies.

Section 5 — Should the Registry deem the application inadmissible, it shall forward the relevant form to the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT for it to decide on the matter, upon providing relevant technical and registration grounds.

Section 6 — The NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT shall be entitled to totally or partially reject a registration form upon reasonable grounds.

Section 7 — Decisions on these matters may be appealed pursuant to administrative procedures in force.

Section 8 — Appeals shall also be resolved pursuant to administrative procedures in force.

Section 9 — Registration forms shall be submitted at the Registry's RECEPTION DESK. They shall bear a stamp with the date—which shall be considered as the single filing date—and shall be immediately forwarded to the relevant division. Registration forms to be forwarded to more than one division shall follow the order of divisions provided in Section 2.

Section 10 — Registration shall be made via a SINGLE REGISTRATION FORM, as set forth by the relevant provision regarding registration and technical matters. These forms—as well as the instructions to fill them in— have so far been produced by the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT, and are attached hereto as Annex I. All the items contained in the registrant's collection shall be specified in these forms. If some piece of the data requested is missing due to reasons beyond the registrant's control, the registration shall be considered temporary until the form has been formally completed. The relevant authority may undertake an inspection to this end.

Section 11 — Files containing the SINGLE REGISTRATION FORM shall always comply, at least, with the requirements in Section 17 of Act No. 25743, and shall be made available to stakeholders either at the Registry's offices or via e-mail.

Section 12 — The "SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL OBJECTS" shall contain the identification, origin, description and relevant administrative data on the item and its owner.

Section 13 — The "SINGLE REGISTRATION FORM FOR LOTS" shall contain the identification, origin, description, related documentation and relevant administrative data on the lot and its owner.

Section 14 — The "SINGLE REGISTRATION FORM FOR COLLECTIONS" shall contain the identification, origin and nature of the collection, as well as relevant related documentation and administrative data.

Section 15 — The "SINGLE REGISTRATION FORM FOR SITES" shall contain the location, topography, type, conservation state, archaeological context, research and bibliography relating to the site.

Section 16 — First offenders and recidivists shall be registered in individual records filed by alphabetical order, ID number, offense or crime, jurisdiction, date when the offense was committed, or final resolution and sanction date, and the copies of the relevant administrative or judicial decisions shall be filed.

Section 17 — The forms, photographs, copies of resolutions and decisions and files corresponding to the different registrations shall be filed in such a way that they may be easily identified in high security files or cabinets, without prejudice to the fact that they might be microfilmed for greater security.

Section 18 — Forms or records shall only be amended by virtue of a reasonably grounded decision regarding technical and registration matters.

Section 19 — The Registry may issue reports on its records at the request of any stakeholder or competent agency from any other jurisdiction. The refusal to issue such reports shall only be possible upon a duly grounded decision by the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT.

The reports shall in no case whatsoever be valid for transferring, creating, terminating or modifying rights on the data reported.

Section 20 — The Registry shall issue rules regarding technical and registration matters, which shall be numbered and filed in chronological order.

Section 21 — In addition to carrying out registrations, each of the Registry divisions shall be responsible for conducting research and/or maintaining inventories in connection with the registrations filed.

Section 22 — The responsibility for safekeeping and conserving the documents filed with the Registry and the documents related to registrations in general shall extend to all those entrusted with the task of safekeeping and controlling access to such instruments.

Section 23 — Records, documentary evidence, reports and other documents in the Registry that contain erasures, text written between the lines or amendments shall be accompanied by a handwritten note signed by the Registrar specifying such alterations.

Section 24 — To approve the GLOSSARY OF ARCHAEOLOGICAL TERMS OF ACT No. 25743, included as ANNEX II hereto.

Section 25 — Be it recorded, notified, submitted to the National Board of Official Registration for its publication and filed. — Torcuato S. Di Tella.

NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT

SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL OBJECTS IN THE
ARGENTINE HERITAGE

INSTRUCTIONS

The registration of archaeological OBJECTS begins by filling in a SINGLE REGISTRATION FORM for each archaeological item. A copy of the filled-in form, together with all its annexes, must be filed with the competent authority according to the jurisdiction of the collection. The competent authority will then forward all the documents to the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT (3 de Febrero 1378 - (1426) - Capital Federal - Tel/fax: 4782-7251// 4783-6554// Buenos Aires - Argentina - inapl@bibapl.edu.ar).

The registration forms are easily accessible and can be filled in manually when there are no data-processing systems available. The forms are in MS Excel format.

The forms can be downloaded from the INAPL's website (www.inapl.gov.ar) or requested at the INAPL's offices. Non-existent or unknown information for any of the fields must be clearly identified.

IMPORTANT

Forms must be filed with the competent authorities in each province or in the Autonomous City of Buenos Aires, according to the physical location of the archaeological collection. The competent authorities shall in turn forward them to the National Institute of Anthropology and Latin American Thought.

For instance, for a collection registered in the City of Buenos Aires, the forms must be filed with the General Directorate of Heritage of the Buenos Aires City Secretariat for Culture.

Only national bodies (universities, museums, the National Park Administration, etc.) shall be entitled to directly forward the forms to the National Institute of Anthropology and Latin American Thought.

The form is divided into five sections: ITEM IDENTIFICATION, PLACE OF ORIGIN, ITEM DESCRIPTION, RELATED DOCUMENTATION and OWNER INFORMATION.

1) ITEM IDENTIFICATION

Information recorded in this section serves to identify and locate items within a collection or within the classification system used for analysis and registration follow-up.

Descriptive name

Each item must be given a name, which shall be recorded in this section. The name should describe the type of item in the plain language of archaeologists so as to facilitate classification into different collections. E.g.: funerary urn, bowl, axe, projectile point, pot fragments, bone needle, casserole, etc.

Acronym

This section contains the code that identifies the item within the collection. This acronym should be stamped on the item. 00 = jurisdiction number. 00000000 = ID number of the owner of the item. 000 = item number within the collection. E.g.: 02 (Federal Capital City), 11855674 (ID number of the owner of the collection) and 010 (item number 10 in the collection):

02-11855674-010

Type of material

Describe the principal material of the item and, if available, provide additional information on the type of material. E.g.: pottery, stone, wood; stone: basalt; metal: bronze; wood: carob; textile: type of fiber (wool, cotton, bromeliacea). For mixed items —i.e., items manufactured with different materials—, describe both materials. E.g.: wood drinking vessel (kero) with inlaid stone, etc.

Type of photograph and photograph(s) number(s)

Each copy of the filled-in form must be accompanied by at least two color photographs of the item. These photographs must depict the item as best as possible and bear the item code. Specify the type of photograph (slide, color, digital, etc.) and the photograph number —if the photographs are part of a set or bunch of photographs separate from the forms.

Digital photographs should have a minimum size of 8 x 12 cm. Digital format: JPG. Minimum resolution: 1020. All photographs should be taken by using a comparative scale (IFRAO standard scale).

2) PLACE OF ORIGIN

This section describes the original location of the archaeological item with as much precision as available information may allow for. Archaeological items of foreign origin must be recorded.

Country, province, department, town or city, archaeological site

Name of the site or name by which it is known in the town or city

Coordinate system used

Whenever there is available information on the geographical coordinates of the place of origin, the coordinate system used (plane coordinates, geographical coordinates, etc.) —including its datum or origin— should be indicated.

Coordinates

If known, indicate the coordinates —longitude first and then latitude.

Finding

This section indicates how the item was found. If unknown, tick the "None" box. If there is information available, tick either the "Surface find" or "Excavation" boxes. If the item was recovered by excavation or drilling and there is information available on the

relevant stratigraphic level, provide the name of this level or the site characteristics, e.g., tomb.

3) ITEM DESCRIPTION

This section describes the physical characteristics of the item, including measurements and classification within the categories used by the archaeologists for decoration, shape and style basic analyses. The description should be accompanied by a drawing or graph on a separate page indicating the features that are difficult to describe.

Cultural affiliation

This is a general category for describing —if possible and as far as it is known— the item style, archaeological culture, etc. E.g.: Aguada, Santamaría, Inca, etc.

Date or period

This section should be completed where the collection can be ascribed to a date range or period based on the item's physical characteristics or radiocarbon dating. E.g.: radiocarbon dating: laboratory name, sample number and date. Period: formative, preceramic, late, colonial.

Item condition

Indicate whether the item is complete or if some of its parts are missing by ticking the relevant option.

Shape

In this box, specify the general (geometric) shape of the item. E.g.: circular, semi-spherical, conic, tubular.

Manufacturing technique

In this box, record the manufacturing techniques that may be inferred from the physical characteristics of the item. Techniques used for pottery may include coiling, *pastillaje*, etc. Among those used for metals may be melting, hammering, welding, etc. Techniques for lithics can include single-side carving, two-side carving, polishing, etc. For textiles, techniques may comprise woof weaving, warp weaving, gauze, braiding, etc.

Measurements

The measurements —height, width and depth— must be recorded in centimeters. For circular objects, instead of width and depth, record the diameter. The weight of objects made of metals, as well as sculptures, masks and collars, should also be recorded.

Decoration

Fill the relevant boxes indicating whether there is paint in the object and, if so, whether the paint is negative. If there is inner paint, indicate its color. If there is outer paint, its color should be indicated to the right.

For other types of decoration, tick one (or more) of these boxes: modeling, application, incision, others.

For textiles, indicate the presence of embroidery, metallic applications, feathers, etc.
Inscriptions and markings

This category includes any text, marking or sign that may have been inscribed, engraved, stamped or otherwise applied or incorporated into the object at the time of manufacture or at a later date. It should include the location(s) of inscriptions and markings, for example, inscription on plinth, marking on base. Textual inscriptions should always be recorded as they appear on the object, in the original language. If an inscription is only partly legible, record the words/letters that can be read and indicate the part of the inscription that is not visible on the object. When the correct reading of an object is uncertain, add a question mark, except when recording signatures. An inscription that is wholly illegible should be recorded as such.

It is highly important to record the presence and location of security markings made with substances that are invisible to the naked eye under normal light.

Distinguishing features

This section allows the recording of physical characteristics (e.g., scratches, creases, stains, drips in paint, bubbles, surface texture, etc.) that could help to uniquely identify an object. Such distinguishing features are typically small relative to the size of the object, and are usually the result of a chance event during the manufacturing process or minor damage sustained at a later date.

A combination of a narrative description, photographs and sketches is the method used for recording distinguishing features. When photographing distinguishing features, it is important to select highly visible features and to record them precisely. Sketches allow locating the distinguishing feature on the object and giving an impression of its form and extent. An important consideration is the uniqueness and durability of such feature, which allows it to be recognized from the record made.

Comments

A brief description of physical characteristics not recorded in previous sections should be included in the separate lines provided to that end. It may include results from laboratory analyses, special decorations, mixed types of materials, complex shapes, etc.

4) RELATED DOCUMENTATION

Related objects

This category provides data on objects or collections related to the one being documented, whether they belong to the same owner or are referred to in other written material.

Published information and/or specialists' reports

This category provides references, citations, etc. concerning the collection's significance, provenance, exhibition history, conservation history, scientific tests, etc.

5) OWNER INFORMATION

This section provides information on the current ownership of the object. Record the name of the owner, the address, city, telephone, fax and e-mail of the person in charge of the collection. Finally, enter the name of the person who completed the form and the date on which the form was filled.



SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL OBJECTS (Object)			
1) ITEM IDENTIFICATION			
ACRONYM: 00 - 00.000.000 - 000	NAME OF THE COLLECTION: DESCRIPTIVE NAME:		
Province N° - ID N° - Item N°			
TYPE OF MATERIAL:			
Type of photograph: Slide <input type="checkbox"/>	Photograph(s) number(s): 0		
Negative <input type="checkbox"/>			
Digital <input type="checkbox"/>			
2) PLACE OF ORIGIN			
Original inventory number:			
Country:	Department: City or town:		
Archaeological site:			
Geographical coordinates: East/West longitude: 00° 00' 00" North/South latitude: 00° 00' 00"			
Finding:	None <input type="checkbox"/>		
	Surface find <input type="checkbox"/>		
	Excavation <input type="checkbox"/>		
	Level <input type="checkbox"/>		
3) ITEM DESCRIPTION			
GRAPH ON SEPARATE PAGE:			
Cultural affiliation:			
Date or period:			
Item condition:	Complete <input type="checkbox"/> Fragmented <input type="checkbox"/>		
Shape:	Manufacturing technique:		
Measurement Height: cm Width: cm Depth: cm Diameter: cm			
Weight: g			
Decoration: Paint: <input type="checkbox"/> Negative paint: <input type="checkbox"/>	Inner paint color:		
	Outer paint color:		
Modeling <input type="checkbox"/>	Molding <input type="checkbox"/>	Application <input type="checkbox"/>	Incision <input type="checkbox"/>
Splitting <input type="checkbox"/>	Ribbed <input type="checkbox"/>	Hole <input type="checkbox"/>	Others:
Engraved <input type="checkbox"/>	Dyed <input type="checkbox"/>		
Inscriptions and markings:			
Distinguishing features:	Flaws: Repairs: Manufacturing flaws: Others:		
Comments:			
4) RELATED DOCUMENTATION			
Related objects:			
Published information and/or specialists' reports:			
5) OWNER INFORMATION			
Surname:			
Names:			
ID:	DNI/LE/LC	Number	
Address		City:	Department: Province:
Telephone n°:	Fax:	E-mail:	
Form filed by:	Date (month/day/year):		
This registration form was produced following the Paul Getty Foundation guidelines for recording cultural property using the Object ID standard.			

NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT
SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL OBJECTS BY LOT IN
THE ARGENTINE HERITAGE

INSTRUCTIONS

The registration of archaeological objects by LOT begins by filling in a SINGLE REGISTRATION FORM for each LOT. A copy of the filled-in form, together with all its annexes, must be filed with the competent authority according to the jurisdiction of the collection. The competent authority will then forward all the documents to the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT (3 de Febrero 1378 - (1426) - Capital Federal - Tel/fax: 4782-7251// 4783-6554// Buenos Aires - Argentina - inapl@bibapl.edu.ar).

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The forms can be downloaded from the INAPL's website (www.inapl.gov.ar) or requested at the INAPL's offices. Non-existent or unknown information for any of the fields must be clearly identified.

IMPORTANT

Forms must be filed with the competent authorities in each province or in the Autonomous City of Buenos Aires, according to the physical location of the archaeological collection. The competent authorities shall in turn forward them to the National Institute of Anthropology and Latin American Thought.

For instance, for a collection registered in the City of Buenos Aires, the forms must be filed with the General Directorate of Heritage of the Buenos Aires City Secretariat for Culture.

Only national bodies (universities, museums, the National Park Administration, etc.) shall be entitled to directly forward the forms to the National Institute of Anthropology and Latin American Thought.

The form is divided into five sections: LOT IDENTIFICATION, PLACE OF ORIGIN, LOT DESCRIPTION, RELATED DOCUMENTATION and OWNER INFORMATION.

1) LOT IDENTIFICATION

Information recorded in this section serves to identify and locate lots comprising same-size and same-material items within a collection or within the classification system used for analysis and registration follow-up. An example of lot can be as follows: n number of obsidian peduncular points; n number of basalt flakes of 5-10 cm, etc. In order to be considered a lot, it must contain several items.

Descriptive name

Each lot must be given a name, which should be recorded in this section. The name should describe the type of lot in the plain language of archaeologists so as to facilitate

classification into different collections. E.g.: chippings, skimmers, arrowheads, pottery, etc.

Acronym

This section contains the code that identifies the lot within the collection. This acronym should be stamped on the lot. 00 = jurisdiction number. 00000000 = ID number of the owner of the item. 000 = lot number within the collection. E.g.: 02 (Federal Capital City), 11855674 (ID number of the owner of the collection) and 010 (item number 10 in the collection):

02-11855674-010

Type of material

Describe the principal material of the lot and, if available, provide additional information on the type of material. E.g.: pottery, stone (basalt), wood (carob), metal (bronze), textile: type of fiber (wool, cotton, bromeliacea).

Type of photograph and photograph(s) number(s)

Each copy of the filled-in form must be accompanied by at least two color photographs of the lot. These photographs must depict the items comprising the lot as best as possible and bear the lot code. Specify the type of photograph (slide, color, digital, etc.) and the photograph number—if the photographs are part of a set or bunch of photographs separate from the forms.

Digital photographs should have a minimum size of 8 x 12 cm. Digital format: JPG. Minimum resolution: 1020. All photographs should be taken by using a comparative scale (IFRAO standard scale).

2) PLACE OF ORIGIN

This section describes the original location of the archaeological lot with as much precision as available information may allow for. Archaeological lots of foreign origin must be recorded.

Country, province, department, town or city, archaeological site

Name of the site or name by which it is known in the town or city

Coordinate system used

Whenever there is available information on the geographical coordinates of the place of origin, the coordinate system used (plane coordinates, geographical coordinates, etc.)—including its datum or origin—should be indicated.

Coordinates

If known, indicate the coordinates—longitude first and then latitude.

Finding

This section indicates how the item was found. If unknown, tick the "None" box. If there is information available, tick either the "Surface find" or "Excavation" boxes. If the lot was recovered by excavation or drilling and there is information available on the relevant stratigraphic level, provide the name of this level or the site characteristics, e.g., tomb.

3) LOT DESCRIPTION

This section describes the physical characteristics of the lot, including measurements and classification within the categories used by the archaeologists for decoration, shape and style basic analyses. The description should be accompanied by a drawing or graph on a separate page indicating the features that are difficult to describe.

Cultural affiliation

This is a general category for describing —if possible and as far as it is known— the lot style, archaeological culture, etc. E.g.: Aguada, Santamaría, Inca, etc.

Date or period

This section should be completed where the collection can be ascribed to a date range or period based on the lot's physical characteristics or radiocarbon dating. E.g.: radiocarbon dating: laboratory name, sample number and date. Period: formative, preceramic, late, colonial.

Number of items in the lot

Indicate the total number of items in the lot.

Shape

In this box, specify the general (geometric) shape of the item. E.g.: circular, semi-spherical, conic, tubular.

Manufacturing technique

In this box, record the manufacturing techniques that may be inferred from the physical characteristics of the item. Techniques used for pottery may include coiling, molding, etc. Among those used for metals may be melting, hammering, welding, etc. Techniques for lithics can include single-side carving, two-side carving, polishing, etc.

Measurements

The measurements —height, width and depth— must be recorded in centimeters. For circular objects, instead of width and depth, record the diameter. The weight of objects made of metals, as well as sculptures and any other relevant object, should also be recorded.

Decoration

Fill the relevant boxes indicating whether there is paint in the object and, if so, whether the paint is negative. If there is inner paint, indicate its color. If there is outer paint, indicate its color to the right. For non-ceramic objects, distinguishing features of their decoration shall be recorded.

Comments

A brief description of physical characteristics not recorded in previous sections should be included in the separate lines provided to that end. It may include results from laboratory analyses, special decorations, mixed types of materials, complex shapes, etc.

4) RELATED DOCUMENTATION

Related objects

This category provides data on objects or collections related to the one being documented, whether they belong to the same owner or are referred to in other written material.

Published information and/or specialists' reports

This category provides references, citations, etc. concerning the collection's significance, provenance, exhibition history, conservation history, scientific tests, etc.

5) OWNER INFORMATION

This section provides information on the current ownership of the object. Record the name of the owner, the address, city, telephone, fax and e-mail of the person in charge of the collection. Finally, enter the name of the person who completed the form and the date on which the form was filled.

ANNEX

NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT
SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL COLLECTIONS IN THE
ARGENTINE HERITAGE

INSTRUCTIONS

The registration of archaeological COLLECTIONS begins by filling in a SINGLE REGISTRATION FORM for each archaeological COLLECTION and another SINGLE REGISTRATION FORM for each archaeological ITEM. A copy of the filled-in forms, together with all their annexes, must be filed with the competent authority according to the jurisdiction of the collection. The competent authority will then forward all the documents to the NATIONAL INSTITUTE OF ANTHROPOLOGY AND LATIN AMERICAN THOUGHT (3 de Febrero 1378 - (1426) - Capital Federal - Tel/fax: 4782-7251// 4783-6554// Buenos Aires - Argentina - inapl@bibapl.edu.ar)

The registration forms are easily accessible and can be filled in manually when there are no data-processing systems available. The forms are in MS Excel format.

The forms can be downloaded from the INAPL's website (www.inapl.gov.ar) or requested at the INAPL's offices. Non-existent or unknown information for any of the fields must be clearly identified.

L

SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL OBJECTS (Lot)											
1) LOT IDENTIFICATION		NAME OF THE COLLECTION: DESCRIPTIVE NAME:									
ACRONYM: 00 - 00.000.000 - 000 <small>Province Nº - ID Nº - Item Nº</small>											
TYPE OF MATERIAL:											
Type of photograph:	Slide <input type="checkbox"/> Negative <input type="checkbox"/> Digital <input type="checkbox"/>	Photograph(s) number(s):	0								
2) PLACE OF ORIGIN		Original inventory number:									
Country:	Department:	City or town:									
Archaeological site:											
Geographical coordinates: East/West longitude: 00° 00' 00" North/South latitude: 00° 00' 00"											
Finding:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">None</td><td style="text-align: center; width: 20px;"><input type="checkbox"/></td></tr> <tr><td style="padding: 2px;">Surface find</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td style="padding: 2px;">Excavation</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td style="padding: 2px;">Level</td><td style="text-align: center;"><input type="checkbox"/></td></tr> </table>			None	<input type="checkbox"/>	Surface find	<input type="checkbox"/>	Excavation	<input type="checkbox"/>	Level	<input type="checkbox"/>
None	<input type="checkbox"/>										
Surface find	<input type="checkbox"/>										
Excavation	<input type="checkbox"/>										
Level	<input type="checkbox"/>										
3) LOT DESCRIPTION		GRAPH ON SEPARATE PAGE:									
Cultural affiliation or culture:											
Date or period:											
Number of items:	0										
Type of objects:		Manufacturing technique:									
Measurements: Height: cm Width: cm Depth: cm Diameter: cm											
Weight: g											
Decoration: Paint: Negative paint: Inner paint color: Outer paint color:											
Comments:											
4) RELATED DOCUMENTATION											
Related objects:											
Published information and/or specialists' reports:											
5) OWNER INFORMATION											
Surname:											
Names:											
ID:	DNI/LE/LC										
	Type	Number									
Address		City:	Department:								
Province:											
Telephone nº:		Fax:	E-mail:								
Form filed by:		Date (month/day/year):									
This registration form was produced following the Paul Getty Foundation guidelines for recording cultural property using the Object ID standard.											

IMPORTANT

Forms must be filed with the competent authorities in each province or in the Autonomous City of Buenos Aires, according to the physical location of the archaeological collection. The competent authorities shall in turn forward them to the National Institute of Anthropology and Latin American Thought.

For instance, for a collection registered in the City of Buenos Aires, the forms must be filed with the General Directorate of Heritage of the Buenos Aires City Secretariat for Culture.

Only national bodies (universities, museums, the National Park Administration, etc.) shall be entitled to directly forward the forms to the National Institute of Anthropology and Latin American Thought.

The form is divided into six sections: COLLECTION IDENTIFICATION, PLACE OF ORIGIN, COLLECTION DESCRIPTION, RELATED DOCUMENTATION and OWNER INFORMATION.

1) COLLECTION IDENTIFICATION

Information recorded in this section serves to identify and locate collections within the classification system used for analysis and registration follow-up.

Name of the collection

Record here, if there were any, the name by which the collection is known.

Acronym

This section contains the code that identifies the collection. 00 = jurisdiction number. 00000000 = ID number of the owner of the collection. E.g.: 02 (Federal Capital City), 11855674 (ID number of the owner of the collection):

02-11855674

Type of photograph and photograph(s) number(s)

Each copy of the filled-in form must be accompanied by at least two color photographs of the collection. These photographs must depict the items as best as possible and bear the item code. Specify the type of photograph (slide, color, digital, etc.) and the photograph number —if the photographs are part of a set or bunch of photographs separate from the forms.

Digital photographs should have a minimum size of 8 x 12 cm. Digital format: JPG. Minimum resolution: 1020. All photographs should be taken by using a comparative scale (IFRAO standard scale).

2) PLACE OF ORIGIN

This section describes the original location of the archaeological item with as much precision as available information may allow for.

Original inventory number

If the collection was previously inventoried, the original number should be recorded in this category.

Country, province, department, town or city, archaeological site

Name of the site or name by which it is known in the town or city

Coordinate system used

Whenever there is available information on the geographical coordinates of the place of origin, the coordinate system used (plane coordinates, geographical coordinates, etc.)—including its datum or origin— should be indicated.

Coordinates

If known, indicate the coordinates —longitude first and then, latitude.

Finding

This section indicates how the item was found. If unknown, tick the "None" box. If there is information available, tick either the "Surface find" or "Excavation" boxes. If the item was recovered by excavation or drilling and there is information available on the relevant stratigraphic level, provide the name of this level or the site characteristics, e.g., tomb.

3) COLLECTION DESCRIPTION

This section describes the physical characteristics of the collection.

Cultural affiliation

This is a general category for describing the cultural period to which the collection could be ascribed. If the collection contains objects belonging to different “cultures,” each of the “cultures” should be recorded as follows: Aguada - Santamaría - Inca, etc.

Date or period

This section should be completed where the collection can be ascribed to a date range or period based on the item’s physical characteristics or radiocarbon dating. E.g.: radiocarbon dating: laboratory name, sample number and date. Period: formative, preceramic, late, colonial.

Number of items

Indicate the number of items comprising the collection.

Types of objects

Tick the checklist boxes corresponding to the relevant types of objects. For instance, for a set of Aguada pottery items, tick “Pottery.” If the collection is made up of several types of objects, mark each of them in the suggested list.

If the object type is not included in the list, tick “Others.”

Conservation state

Indicate the state of conservation of the collection based on your personal view or on data provided by the owner of the collection. "Good" means that all the items are in a good conservation state. "Regular" means that some of the items are deteriorated or show some deterioration which does not totally affect the general state of the item. "Bad" means that none of the items is in good condition and that each of them is quite damaged.

Comments

A brief description of physical characteristics not recorded in previous sections should be included in the separate lines provided to that end. It may include results from laboratory analyses, special decorations, mixed types of materials, complex shapes, etc.

4) RELATED DOCUMENTATION

Related objects

This category provides data on objects or collections related to the one being documented, whether they belong to the same owner or are referred to in other written material.

Published information and/or specialists' reports

This category provides references, citations, etc. concerning the collection's significance, provenance, exhibition history, conservation history, scientific tests, etc.

5) OWNER INFORMATION

This section provides information on the current ownership of the object. Record the name of the owner, the address, city, telephone, fax and e-mail of the person in charge of the collection. Finally, enter the name of the person who completed the form and the date on which the form was filled.

SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL OBJECTS (Collection)			
1) COLLECTION IDENTIFICATION		NAME OF THE COLLECTION: <input style="width: 100%;" type="text"/>	
ACRONYM: 00 - 00.000.000			
Province Nº - Document Nº			
Type of photograph:	Slide <input type="checkbox"/>	Photograph(s) number(s): <input style="width: 100%;" type="text" value="0"/>	
	Negative <input type="checkbox"/>		
	Digital <input type="checkbox"/>		
2) PLACE OF ORIGIN		Original inventory number: <input style="width: 100%;" type="text"/>	
Country:	Department:	City or town: <input style="width: 100%;" type="text"/>	
Archaeological site: <input style="width: 100%;" type="text"/>			
Geographical coordinates: East/West longitude: <input style="width: 100%;" type="text" value="00° 00' 00"/> North/South latitude: <input style="width: 100%;" type="text" value="00° 00' 00"/>			
Finding:	None <input type="checkbox"/>		
	Surface find <input type="checkbox"/>		
	Excavation <input type="checkbox"/>		
	Level <input type="checkbox"/>		
3) COLLECTION DESCRIPTION			
Cultural affiliation: <input style="width: 100%;" type="text"/>			
Date or period: <input style="width: 100%;" type="text"/>			
Number of items: <input style="width: 100%;" type="text" value="0"/>			
Metallic objects <input type="checkbox"/>	Ceramic objects <input type="checkbox"/>	Textile objects <input type="checkbox"/>	Glass objects <input type="checkbox"/>
Bone objects <input type="checkbox"/>	Lithic objects <input type="checkbox"/>	Feather objects <input type="checkbox"/>	Leather objects <input type="checkbox"/>
Basketwork <input type="checkbox"/>	Wooden objects <input type="checkbox"/>	Human remains <input type="checkbox"/>	Others (specify) <input type="checkbox"/>
Malacological objects <input type="checkbox"/>			
Conservation state: <input type="checkbox"/> Good <input type="checkbox"/> Regular <input type="checkbox"/> Bad <input type="checkbox"/>			
Comments: <input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>			
4) RELATED DOCUMENTATION			
Related objects: <input style="width: 100%;" type="text"/>			
Published information and/or specialists' reports: <input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>			

5) OWNER INFORMATION			
Surname: <input style="width: 100%;" type="text"/>			
Names: <input style="width: 100%;" type="text"/>			
ID:	DNI/LE/LC	Number	
	Type		
Address	City:	Department:	Province:
Telephone nº: <input style="width: 100%;" type="text"/>			
Fax: <input style="width: 100%;" type="text"/>			
E-mail: <input style="width: 100%;" type="text"/>			
6) STORAGE PLACE			
Address			
City:			
Department:			
Province:			
Telephone nº: <input style="width: 100%;" type="text"/>			
Fax: <input style="width: 100%;" type="text"/>			
E-mail: <input style="width: 100%;" type="text"/>			

Form filed by: <input style="width: 100%;" type="text"/>	Date (month/day/year): <input style="width: 100%;" type="text"/>
This registration form was produced following the Paul Getty Foundation guidelines for recording cultural property using the Object ID standard.	

SINGLE REGISTRATION FORM FOR ARCHAEOLOGICAL SITES

1) SITE IDENTIFICATION

ACRONYM:
Province: 3 letters - Department: 3 letters - Site N°

NAME OF THE SITE:

Type of photograph: Slide
 Negative
 Digital

Photograph(s) number(s):

2) LOCATION

Province: Department: City or town:

Municipality: Altitude (amsl):

Geographical coordinates

Gauss-Krüger
 UTM
 Other

IGM map N°:
 Other

Cadastral map

Site location sketch:

3) SITE INFORMATION

Site map:

Estimated surface (m2)

Type

Subaquatic	<input type="checkbox"/>
Outdoors	<input type="checkbox"/>
Superficial	<input type="checkbox"/>
Rock screen	<input type="checkbox"/>
Funerary structure	<input type="checkbox"/>
House structure	<input type="checkbox"/>
Agrarian structure	<input type="checkbox"/>
Road structure	<input type="checkbox"/>
Urban structure	<input type="checkbox"/>
Other	<input type="checkbox"/>

Rock representations

Paintings	<input type="checkbox"/>
Engravings	<input type="checkbox"/>
Geoglyphs	<input type="checkbox"/>
Others:	<input type="text"/>

Report

Published:	<input type="checkbox"/>
Unpublished:	<input type="checkbox"/>

Tasks performed

Surveys and records	<input type="checkbox"/>
Surface retrieval	<input type="checkbox"/>
Drillings	<input type="checkbox"/>
Excavation	<input type="checkbox"/>
Other	<input type="checkbox"/>

Comments

4) PRESERVATION

State

Good	<input type="checkbox"/>
Regular	<input type="checkbox"/>
Bad	<input type="checkbox"/>
Determination date:	<input type="text"/>

Anthropic damages

Looters	<input type="checkbox"/>
Deforestation	<input type="checkbox"/>
Earth movement	<input type="checkbox"/>
Mining activity	<input type="checkbox"/>
Tourism	<input type="checkbox"/>
Trekking	<input type="checkbox"/>
Vehicles	<input type="checkbox"/>
Others	<input type="text"/>

Risk of environmental impact:

High	<input type="checkbox"/>
Medium	<input type="checkbox"/>
Low	<input type="checkbox"/>

Natural damages

Please specify

Later interventions

Please specify

Protection laws				Photograph of the site	
National act	<input type="checkbox"/>			Comments	
Provincial act	<input type="checkbox"/>				
National executive order	<input type="checkbox"/>				
Provincial executive order	<input type="checkbox"/>				
Municipal act	<input type="checkbox"/>				
Constitutional provisions	<input type="checkbox"/>				
5) ARCHAEOLOGICAL CONTEXT					
Date or period					
Estimated					
Radiocarbon datings (laboratory, sample n°)					
Other					
Cultural affiliation					
Type of traces					
Ecofacts	<input type="checkbox"/>			Samples for analysis	
Faunal (species)	<input type="checkbox"/>				
Mineral	<input type="checkbox"/>				
Botanic	<input type="checkbox"/>				
Human remains	<input type="checkbox"/>				
Others (specify):					
Artifacts					
Lithic	<input type="checkbox"/>			Comments	
Ceramic	<input type="checkbox"/>				
Bone	<input type="checkbox"/>				
Textile	<input type="checkbox"/>				
Metallic	<input type="checkbox"/>				
Malacological	<input type="checkbox"/>				
Basketwork	<input type="checkbox"/>				
Wooden	<input type="checkbox"/>				
Leather	<input type="checkbox"/>				
Glass	<input type="checkbox"/>				
Pottery	<input type="checkbox"/>				
European weapons	<input type="checkbox"/>				
Others (specify):					
6) RESEARCH					
Researcher(s):					
Research project:					
Research year:					
Participating institution:					
Depository institution:					
7) BIBLIOGRAPHY ABOUT THE SITE					
Citations					
8) INFORMATION ABOUT THE LAND OWNER					
Surname/Community:					
Names:					
ID:					
		Type	Number		
Address		City:	Department:	Province:	
Telephone n°:		Fax:	E-mail:		
Form filed by:					
Date (month/day/year):					

The code to be stated in the archaeological item, lot, collection and site to indicate the province number is included in the list made by the National Public Registry:

CODES BY JURISDICTION
NATIONAL PUBLIC REGISTRY

FEDERAL CAPITAL CITY	02
BUENOS AIRES	06
CATAMARCA	10
CÓRDOBA	14
CORRIENTES	18
CHACO	22
CHUBUT	26
ENTRE RÍOS	30
FORMOSA	34
JUJUY	38
LA PAMPA	42
LA RIOJA	46
MENDOZA	50
MISIONES	54
NEUQUÉN	58
RÍO NEGRO	62
SALTA	66
SAN JUAN	70
SAN LUIS	74
SANTA CRUZ	78
SANTA FE	82
SANTIAGO DEL ESTERO	86
TUCUMÁN	90
TIERRA DEL FUEGO, ANTARCTICA AND SOUTH ATLANTIC ISLANDS	96

ANNEX II

GLOSSARY OF ARCHAEOLOGICAL TERMS OF ACT 25743

— Archaeology: A scientific discipline involving the study of human groups over time by analyzing their material remains. Archaeologists as well as paleontologists and historians are interested in the study of the past but from different perspectives. Paleontologists study living beings by examining their remains (such as fossilized bones, footprints, etc.). Archaeologists and historians study human beings. The difference is that historians' work is based on written documents (thus they can only proceed if a society has a writing system) but archaeologists' work involves analyzing material remains, which means that their temporal and spatial scope of study is broader. Therefore, archaeologists come into the picture wherever the material remains of human activities are found, and from a temporal point of view, their job spans from the first hominids (human ancestors) up to the present.

— Archaeological collections: Groups of archaeological objects. These groups may have been created from scientific archaeological research or from the removal or looting of archaeological sites.

— Consignment: A bilateral relationship between the consignee (researchers or institutions) interested in carrying out archaeological research and the Federal, Provincial and/or Municipal Government, which takes on responsibility for public interest and the protection and conservation of archaeological property.

— Excavation: A means of recovering archaeological evidence. It consists of laying out a grid on the site and removing each of the soil layers, following the natural or artificial strata until the base rock is reached or no archaeological remains are found. Then if each object is carefully retrieved, information is obtained not only about the objects but also about the surrounding context and the processes that form that deposit. A difference must be made between archaeological excavations and archaeological loots, where all this information is lost and the objects can even be damaged or lost, especially the smallest ones.

— Archaeological research: Scientific investigation whose aim is to solve an archaeological issue. In all scientific research works, the aims, hypotheses or models, procedures and collection strategies should be clearly established in order to allow the recording, processing and analysis of evidence. Generally, archaeological research involves tasks performed on the site (fieldwork) and in the lab (laboratory work).

— Scientific research: Research whose aim is to solve certain issues by following a scientific methodology. Once the problem is stated, a hypothesis and/or model is formulated and tested.

— Archaeological monument: Archaeological property or traces. This term includes tombs, places with cave paintings, housing units, fortresses, village remains, etc.

— Archaeological objects, items, evidence, traces, material or property: Material remains of goods made or used by human groups which can provide information about their behavior or activities. There four categories: (1) Artifacts: objects resulting from intentional human activity, e.g., carved stone tools, pottery, collar beads, etc. (2) Ecofacts: inorganic and organic remains that were not manufactured by human beings but provide information about them because they were used by human beings or because they are associated with other categories of archaeological evidence, e.g., animal bones, feathers, seeds and other plant parts found in archaeological sites. (3) Structures: artifacts that are not portable (because they could be destroyed in so doing)

such as stoves, post marks, ditches, houses, tombs, etc. (4) Rock art or representations: group of paintings and engravings made on rocks.

Yo, María Marta Semberoiz, Traductora Pública, por la presente HAGO CONSTAR que la que antecede es traducción fiel y completa al inglés del documento en castellano que tengo ante mí y al cual me remito. EN FE DE LO CUAL estampo mi firma y sello en la ciudad de Buenos Aires, a los 27 días del mes de junio de 2007.-----