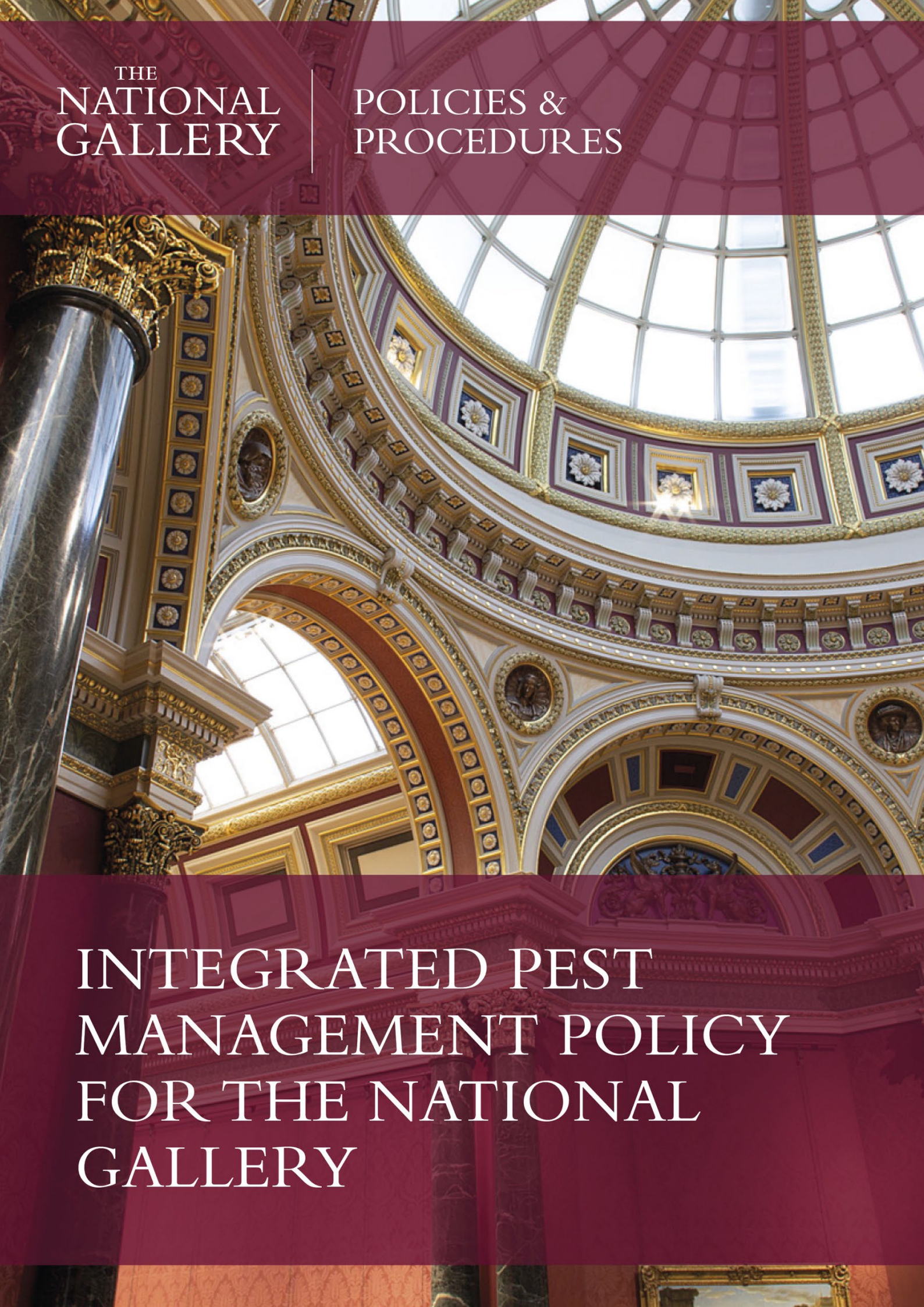


A low-angle, upward-looking photograph of the interior of the National Gallery's dome. The image captures the intricate architectural details, including the large central skylight, the ornate gold leaf decorations, and the classical columns. The lighting is bright, highlighting the textures and colors of the interior.

THE
NATIONAL
GALLERY

POLICIES &
PROCEDURES

INTEGRATED PEST
MANAGEMENT POLICY
FOR THE NATIONAL
GALLERY

Introduction

The National Gallery practices Integrated Pest Management (IPM) as part of its Preventive Conservation strategy. This is recognised across the profession as best practice for protecting the Collection and site from insect and rodent pest infestation and damage. Under the terms of the Museums and Galleries Act 1992, all Gallery employees and contractors have a duty of care to preserve the Collection¹.

It is therefore the policy that:

1. The Gallery conducts its daily operations and activities with a continuous and conscious effort to (i) minimise the risk of pest ingress, (ii) quickly identify a pest issue within the Gallery, and (iii) halt any infestation to prevent damage to the Collection and/or Gallery site.
2. The whole Gallery site is organised into IPM risk zones with appropriate procedures and control measures in place for each zone. Please see the IPM Risk Map of Public Gallery spaces attached.
3. It is the responsibility of all Gallery staff and every contractor to be aware of the threat to the Collection posed by insect and rodent pests and to understand and carry out their personal responsibilities in accordance with the Gallery's IPM Plan.
4. New starters will be provided with information and training on pest prevention and control measures through induction sessions. Targeted training will be provided for staff that work directly with the Collection and/or in Collection spaces, for example, Conservation, Curatorial, Exhibitions, Buildings and Facilities, Operations, Events, Learning and Development.
5. Continuous monitoring programmes for pests are conducted to provide information on insect and rodent activity, levels and locations; ensuring effective IPM and continual improvement throughout the site. Pest traps are inspected and documented quarterly.
6. The Operations department is responsible for monitoring rodent pest across the site and insect pest in non-Collection areas. The Conservation department is responsible for monitoring insect pest in Collection areas.
7. Live insect and pest sightings will be reported through the Gallery's Help Desk App.
8. Appropriate prevention and control measures, and remedial action (if the activity level poses a threat to the Collection), will be approved by the Conservation department and implemented by the Operations department under the guidance of the IPM representative and in accordance with current HSE and COSHH legislation.

1. Collection refers to the paintings collection, library and photographic archives, along with other works of art in the history and contextual collection and other historic objects under the care of the National Gallery, including borrowed works of art

9. All equipment, materials, personal property as well as borrowed artworks and returning loaned artworks and their cases will be subject to rigorous visual inspection to ensure no pests are brought on site.
10. No plant material or cut flowers other than those from Gallery accredited suppliers and/or appropriately treated for pest will be admitted on site. Flower bouquets for staff will be kept at entrance desks for collection and are not permitted in staff areas unless treated for pest.
11. Materials and fabrics used on site for decorative purposes, display, storage, events and education should be chosen and maintained so as not to provide a food source or harbourage for pests. Any untreated organic material should be approved by the Conservation department. Collection storage and displays will be designed and upkept to facilitate inspection and cleaning to minimise pest harbourage and entry.
12. Environmental conditions will be maintained where possible, to minimize pest development and prevent mould growth.
13. All catering and food handling for the public and staff must be to Gallery approved standards to minimise the risk of pests, including from internally and externally organised functions and events. Outside of approved catered events no food or drink will be admitted into Collection areas at any time.
14. Housekeeping and building maintenance will be maintained to Gallery approved standards using only approved products and trusted contractors. Cleaning schedules will be planned, monitored, logged and enhanced where needed.
15. The IPM Policy, Plan and associated procedures will be reviewed annually and if necessary revised, and when changes in circumstances or legislation dictate.