

## Summaries

Pursuant to Cal. Health & Saf. Code, § 8013, subdivisions (c)-(f), the statutory requirements for the completion of the preliminary summaries are as follows.

*(c)(1) On or before January 1, 2022, an agency or museum that has possession or control over a California Indian tribe's unassociated funerary objects, sacred objects, or objects of cultural patrimony shall provide a written preliminary summary of the objects based upon available information held by the agency or museum. Because it may not be clear whether Native American objects are cultural items, all museum collections of Native American ethnographic or archaeological objects shall be included in the preliminary summary. The preliminary summary shall describe the scope of the collection, kinds of objects included, reference to geographical location, means and period of acquisition, state cultural affiliation, and state aboriginal territory, where reasonably ascertainable. The preliminary summary shall be in lieu of an object-by-object inventory to limit unnecessary handling and damage to the items. Each agency or museum, following preparation of a preliminary summary pursuant to this subdivision, shall consult with California Indian tribes and tribally authorized government officials and tribally authorized traditional religious leaders.*

*(2) The agency or museum shall engage in consultation with California Indian tribes as part of the completion of the preliminary summary required pursuant to this subdivision and shall defer to tribal recommendations for appropriate handling and treatment. The agency or museum also shall record any identifications of cultural items that are made by tribal representatives. The identifications may include broad categorical identifications, including, but not limited to, the identification of regalia objects as sacred objects or the identification of everything from a specific site as a sacred object because that site is a sacred site. The commission may assist with the identification of California Indian tribes, but the agency or museum bears the obligation to contact and consult with California Indian tribes.*

*(d) Within 90 days of completing the preliminary . . . summary, the agency or museum shall provide a copy of the preliminary . . . summary to the commission. The commission shall, in turn, publish notices of completion of preliminary . . . summaries on its internet website for 30 days, and make the preliminary . . . summaries available to any requesting potentially culturally affiliated California Indian tribe.*

*(e) The inventory and summary specified in subdivisions (a) and (b) shall be completed by all agencies and museums that have possession or control of Native American human remains or cultural items, regardless of whether the agency or museum is also subject to the requirements of the federal Native American Graves Protection and Repatriation Act (25 U.S.C. Sec. 3001 et seq.). Any inventory or summary, or any portion of an inventory or summary, that has been created to meet the requirements of the Native American Graves Protection and Repatriation Act (25 U.S.C. Sec. 3001 et seq.) may be used to meet the requirements of this chapter, if appropriate.*

*(f) An agency or museum that has completed an inventory and summary as required by the federal Native American Graves Protection and Repatriation Act (25 U.S.C. Sec. 3001 et seq.)*

*shall be deemed to be in compliance with this section provided that the agency or museum provides the commission with both of the following:*

*(1) A copy of the inventory and summary.*

*(2) Preliminary inventories and summaries to comply with subdivisions (b) and (c).*

Cal. Health & Saf. Code, § 8013, subdivisions (c)-(f).

## **Data Fields for Summaries:**

The Native American Heritage Commission has created a standardized Excel template that it is requesting agencies and museums utilize for the submission of summaries. Below are further descriptions and guidance for the completion of the data fields.

- **Summary Excel ID**
  - This is a mandatory field. This is a numeric field that should be unique across Inventories and Summaries entries. This field can start from 1 and can be incremented with each entry in the Excel sheet. If an agency uses two or more Excel sheets for Bulk Upload, this ID should be unique across Excel sheets as well. For example, the first spreadsheet can have entries 1-100 and the second spreadsheet can have entries 101-200.
  - This field is used to uniquely identify Summaries and Inventories, and is used to prevent duplicate entries from being entered into the system.
- **Summary Type**
  - This is a mandatory field. Select either “Archaeological Summary” or “Ethnographic Summary” from the dropdown box.
- **Agency/Museum Name**
  - This is a mandatory field.
- **Description**
  - This is a mandatory field.
  - Provide a description of the scope of the collection.
- **Human Remains**
  - This is a mandatory field only for archaeological summaries.
- **Faunal Material**
  - This is a mandatory field only for archaeological summaries.
- **Geographical Location County, Geographical Location City**
  - These are mandatory fields.
  - County and/or City, if known, are preferred. However, if that information truly is not known, there is an option in the dropdown box to state that the information is “Unknown.”
- **Geographical Location Other Information**
  - If county and/or city are not known, other geographical information can be included here. Do not include more specific information, such as trinomials, in this field. However, you can include broader information, such as “Southern California.”
- **Site Number/Name**
- **Number of Objects**
  - Please provide this to the extent possible based on the information possessed by the agency or museum. An estimate is acceptable.
- **Collection Type**

- **Source Type**
  - This is a dropdown box where museums/agencies may select all that apply.
- **Source Name**
  - There are also data fields for the name(s) of the source. Please fill in as applicable.
- **Date Removed From Site**
  - A range, a year, or a calendar date may be provided. However, please be as specific as possible.
- **Accession Number**
- **Accession Date**
  - A range, a year, or a calendar date may be provided. However, please be as specific as possible.
- **Testing/Treatment**
  - Indicate whether the materials have been tested or treated with any chemicals or preservatives. Select Yes, No, or Unknown.
- **Tribal Identifications**
  - Record any identifications of cultural items that are made by tribal representatives. The identifications may include broad categorical identifications, including, but not limited to, the identification of regalia objects as sacred objects or the identification of everything from a specific site as a sacred object because that site is a sacred site.
- **Consultation**
  - Include a general description of consultation efforts, including, at a minimum, the California Indian tribes' name(s) and consultation dates. However, museums/agencies should not include any information that violates requests for confidentiality by tribes. Further, museums/agencies should be prepared to provide documentation or records of consultation efforts upon request.
- **Cultural Affiliation**
  - This is a mandatory field.
  - This is a dropdown menu with all of the California Indian tribes listed and the institutions should select all that apply.
  - In preliminary summaries, this field may also include potentially culturally affiliated California Indian tribes.
  - There are options for “Unknown” and “In Consultation.” “In Consultation” should be used when the museum or agency has a list of potentially culturally affiliated tribes, but further consultation is required. “Unknown” should only be used when, after the completion of consultations, the museum or agency cannot determine any culturally affiliated or potentially culturally affiliated California Indian tribes.

- **Basis of Determination**
  - Include any further information on the consultation that has occurred that has led to a determination of cultural affiliation, such as whether there is tribal concurrence, or if you have identified tribal groups that require further consultation. Museums/agencies should not include any information that violates requests for confidentiality by tribes.
- **Contact Information**
  - These are mandatory fields.
  - Include the first and last name of the appropriate CalNAGPRA/NAGPRA contact, as well as their title, phone number and email address. Also include an alternate phone number, email or website that may be used if the specific individual's information becomes outdated.
- **Website Information**
  - This is where museums/agencies may provide relevant URL's or links to the items.
  - This field can also include any existing link(s) to federal NAGPRA notices.
- **Current Location**
  - Indicate if the item is physically located at another site, rather than with the museum/agency.
- **Summary Status (Preliminary or Final)**
  - This is a mandatory field and is subject to review by the Commission. A summary is only final once all responding California Indian tribes listed in the summary concur with the information in the summary.
- **Repatriation Status (In Process or Completed)**
  - Repatriation status may be either "In Process" or "Completed". This field may also be blank if a claim has not yet been submitted and physical repatriation and transfer of the items has not been completed.