

ISO 18461:2016-03 (E)

International museum statistics

Contents		Page
Foreword		v
Introduction		vi
1	Scope	1
2	Terms and definitions	1
2.1	General	1
2.2	Types of museums	2
2.3	Governing authority of museums	4
2.4	Museum services and use	5
2.5	Collections and processes relating to collections	8
2.6	Access and facilities	13
2.7	Income and expenditure	13
2.8	Management	14
2.9	Museum staff	16
3	Structure and tasks of museums	16
3.1	General	16
3.2	New technologies and digitizing	17
3.3	Renewed interest in the visitor	17
3.4	Intangible cultural heritage	17
3.5	Social impact of museums	18
4	Uses and benefits of museum statistics	18
4.1	Background	18
4.1.1	General	18
4.1.2	Objectives	18
4.1.3	Quality	18
4.2	Selection of statistics for the museum	19
4.3	Use of statistics	19
4.3.1	General	19
4.3.2	External communication	19
4.4	Presenting statistics to stakeholders	19
5	Reporting statistical data	20
5.1	General	20
5.2	Time period to which data refer	20
5.3	Data estimated by sample	20
6	Collecting statistical data	21
6.1	General	21
6.2	Museums	21
6.2.1	Type of collection	21
6.2.2	Geographical coverage of the collections	21
6.2.3	Type of presentation (if applicable)	22
6.2.4	Governing authority	22
6.2.5	Ownership of the permanent collection	22
6.2.6	Counting sites of museums	23
6.3	Museum services and their use	23
6.3.1	General	23
6.3.2	Opening times	23

6.3.3	Entrance fees to permanent exhibitions	23
6.3.4	Visits	24
6.3.5	Temporary physical exhibitions	24
6.3.6	Virtual exhibitions	25
6.3.7	Events	25
6.3.8	Virtual events	25
6.3.9	Guided tours	25
6.3.10	Programmes	26
6.3.11	Virtual programmes	26
6.3.12	Publications	26
6.3.13	Museum website	26
6.3.14	Online services	27
6.3.15	Collection information available online (at the end of the reporting period)	27
6.3.16	Services for mobile devices offered by the museum	27
6.3.17	Social network services	27
6.3.18	Loans	27
6.3.19	Special services	27
6.4	Collections	28
6.4.1	Total collection at the end of the reporting period	28
6.4.2	Accessions	28
6.4.3	Deaccessions/withdrawals	28
6.4.4	Mode of acquisition	28
6.4.5	Percentage of objects in the collection on display	28
6.4.6	Documentary coverage of the collection	28
6.5	Income and expenditure	29
6.5.1	Operating (ordinary) expenditure	29
6.5.2	Capital expenditure	30
6.5.3	Income and funding	30
6.6	Space	30
6.6.1	Gross floor area	30
6.6.2	Net usable area for museum functions	30
6.6.3	Net usable area by function	31
6.6.4	Barrier-free access	31
6.7	Management	31
6.7.1	Preservation/conservation	31
6.7.2	Digitization	31
6.8	Museum staff (at the end of the reporting period)	32
6.8.1	Paid staff	32
6.8.2	Volunteers	32
6.8.3	Internships and trainees	32
6.8.4	Staff training	32
Annex A (informative) Subdivision of collection counts		33
Bibliography		37