



CHIEF OF THE NATIONAL GUARD BUREAU INSTRUCTION

NGB-HD
DISTRIBUTION: A

CNGBI 0651.00
27 January 2022

NATIONAL GUARD BUREAU ART AND ARTIFACT COLLECTION

References: See Enclosure A.

1. Purpose. This instruction establishes policy and assigns responsibilities for the National Guard Bureau (NGB) Art and Artifact Collection in accordance with (IAW) the references.
2. Cancellation. None.
3. Applicability. This instruction applies to all National Guard personnel involved in the care and management of art belonging to the NGB.
4. Policy. It is NGB policy that the NGB Art and Artifact Collection be managed to ensure the preservation for the collection IAW the references and museum best practices.
5. Definitions. See Glossary.
6. Responsibilities.
 - a. NGB History Office. The NGB History Office will:
 - (1) Administer the preservation, management, and storage of the NGB Art and Artifact Collection.
 - (2) Conduct an annual inventory of the NGB Art and Artifact Collection.
 - (3) Adjudicate requests for the display and loan of all accessioned items in the NGB Art and Artifact Collection IAW regulations and museum best practices.
 - (4) Ensure that the NGB Art and Artifact Collection is stored and displayed IAW regulations and museum best practices.
 - (5) Receive from the Office of the Chief of the National Guard Bureau and the NGB Office of Protocol art and artifacts gifted to the Chief of the National Guard Bureau and accession or dispose of these items IAW the references.

UNCLASSIFIED

(6) Inform the NGB Joint Staff Property Book Office of new and existing storage requirements for purchased and donated art.

(7) Collect and preserve art and artifacts from NGB personnel to reflect the diversity of the workforce.

b. NGB Office of Protocol. NGB Office of Protocol will facilitate the transfer of art and artifacts gifted to the Office of the Chief of the National Guard Bureau, Office of the Director of the Army National Guard, Office of the Director of the Air National Guard, and Office of the Director of Space Operations to the NGB History Office as required and IAW references.

c. Army National Guard Chief of Staff of Facilities. The Army National Guard Chief of Staff of Facilities will provide suitable space at Herbert R. Temple, Jr. Army National Guard Readiness Center to the NGB History Office for the storage of the NGB Art and Artifact Collection.

7. Summary of Changes. This is the initial publication of CNGBI 0651.00.

8. Releasability. This instruction is approved for public release; distribution is unlimited. It is available at <<https://www.ngbpmc.ng.army.mil/>>.

9. Effective Date. This instruction is effective upon publication and must be revised, reissued, canceled, or certified as current every five years.



DANIEL R. HOKANSON
General, USA
Chief, National Guard Bureau

Enclosures:

A -- References
GL -- Glossary

ENCLOSURE A

REFERENCES

- a. Army Regulation 870-20, 11 January 1999, "Army Museums, Historical Artifacts, and Art"
- b. Army Regulation 700-131, 23 August 2004, "Loan, Lease, and Donation of Army Materiel"
- c. Army Regulation 710-2, 28 March 2008, "Supply Policy Below the National Level"
- d. Army Regulation 735-5, 09 November 2016, "Property Accountability Policies"
- e. Department of the Air Force Instruction 84-103, 12 May 2021, "Department of the Air Force Heritage Program"
- f. Department of the Air Force Instruction 84-104, 21 April 2020, "Air Force Art Program"

GLOSSARY

PART I. ACRONYMS

IAW In accordance with
NGB National Guard Bureau

PART II. DEFINITIONS

Accession -- The addition of a new item to a library, museum, or other collection.

Art -- Also artwork. Cultural property of aesthetic significance.

Artifact -- Any object that has been designated by an appropriate authority as being historically significant because of its association with a person, organization, event, or place. Artifacts will cease to perform their original function.

Museum Best Practices -- Professional preservation and museum procedures that are accepted or prescribed as being correct or most effective.

National Guard Bureau Art and Artifact Collection -- All commissioned, purchased, and donated art and artifacts other than the National Guard Bureau Heritage Painting Collection.

National Guard Bureau Heritage Painting Collection -- Artwork related to the history of the National Guard and commissioned by National Guard Bureau Public Affairs for the purposes of producing poster prints as a command information product.