



**REPATRIATION OFFICE
REPORTING PROCEDURES:
PRIVATE PROPERTY**

When human remains or associated cultural materials (together referred to as Remains) subject to A.R.S. §41-865 are encountered, the landowner or party acting on behalf of the landowner should notify the Arizona State Museum (ASM) Repatriation Office within 24 hours, preferably via email at: asm-repatriation@email.arizona.edu. For direct communication with the Repatriation Coordinators please use the following contact information:

Cristin Lucas, M.A.
Repatriation Coordinator
lucasc@arizona.edu
520-626-0320

Stacy Ryan, M.A.
Assistant Repatriation Coordinator
sryan@arizona.edu
520-626-2950

The ASM Repatriation Office will contact the appropriate tribes and begin consultations regarding the respectful treatment and disposition of the Remains. Depending on the preferences of the descendent community, this may include either reburial in situ or excavation and repatriation. If the Remains need to be recovered, the ASM Repatriation Office will work with the landowner to arrange for recovery by a professional archaeologist.

Unless otherwise directed by the ASM Repatriation Office, this procedure should be followed:

1. When human remains are encountered, please leave them as undisturbed as possible. Do not excavate the Remains unless instructed to do so by the ASM Repatriation Office. If any human remains were exhumed prior to contacting the ASM Repatriation Office, house these Remains in a quiet and secure location, preferably using natural materials (for example, a clean cardboard box or paper bag).
2. If excavation is required, the ASM Repatriation Office will make every effort to ensure that the Remains are excavated promptly. If a trained archaeologist is not able to attend the site on the day of discovery, please protect the Remains by covering them with sufficient soil to shield them from view.
3. If funerary objects are encountered, please follow the same procedure as indicated for human remains – leave the objects undisturbed and cover them with soil. If objects were excavated prior to contacting the ASM Repatriation Office, house those objects in a secure location, preferably using natural materials (for example, a clean cardboard box or paper bag).
4. Please be discrete. Out of respect for descendent communities, the ASM Repatriation Office requests that you do not discuss the presence or disturbance of Remains on your property. Media outlets should not be contacted under any circumstances, as reporting on Remains may be traumatic to descendent communities. Also, be aware that archaeological sites and funerary contexts, in particular, are often targeted by looters. By publicizing the discovery of Remains, you increase the risk of vandalism on your property.
5. Do not take any photographs of human remains, funerary objects, or the grave site.
6. If possible, avoid any further disturbance to the area in which the Remains were encountered.
7. Await further instructions from the ASM Repatriation Office.

Thank you for your compliance with A.R.S. §41-865.