



What's Eating Your Collection?

How to document damage

It can be difficult to determine whether damage is new or old and many hours and much money has been spent on treating old, dead infestations. For this reason it is important to document damage carefully.

The first step is to record that damage has been found. This should be attached to the object record in some way, so that the information does not become disassociated from the object. Put a note in the object history file, record it on the data base, note it in the accession register or write it on the object label. Use whatever method fits with your documentation process.

Whatever method you use, try to include the following information:

- What has been found – frass, holes, parts of the object falling off etc.
- If you find any insects or cast skins in association with the damage, record what you have found and how many and identify the insects if possible.
- Where the damage is on the object – front left leg, right sleeve etc.
- The date of the find.

The second, very helpful, stage is to photograph the damage. Keep the photograph with the object record and make sure that the photo is also dated. Include a scale if possible.

Finally, clean up any dead insects, frass and debris and place them in a sealed bag for confirmatory ID or future reference. Then continue to monitor the object if you are unsure if the damage is new or old. See [How to: Carry out monitoring for insects page](#).