

ARCHAEOLOGICAL ARCHIVES DEPOSITION 2026-2030

Royal Albert Memorial Museum & Art Gallery, Exeter

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1. INTRODUCTION

The Royal Albert Memorial Museum and Art Gallery (RAMM) is a service of Exeter City Council. It has a significant collection of archaeological finds and records (archaeological archives) built up since the 1970s through so-called 'rescue archaeology' and developer-funded archaeology. These archives represent a major part of our communal cultural heritage, and – for the periods of Exeter and Devon's rich history for which there are no documents or many buildings surviving – is the only evidence for what happened in the past, for illustrating how people lived and died, and for how the urban and rural landscape have developed over the centuries. By its nature, archaeological material, and the knowledge it contains cannot be replaced.

This document sets out how RAMM will work with archaeological contractors and planning archaeologists to ensure that archaeology generated as part of the planning and development process is archived and preserved in a public repository.

The volume of archives from developer-funded archaeology means that RAMM has to be selective in what it takes as publicly accessible archaeological archives. It is not sustainable to take all finds from archaeological projects, many of which duplicate each other and RAMM's extensive existing archaeological collection.

RAMM will only accept finds of an exceptional nature and ones that significantly add to our knowledge of a community's heritage. The archive deposited with RAMM will have been subject to agreed sampling and disposal strategies which will have taken into account RAMM's existing archaeology collection. There may be archaeological material that is not suitable for deposition with RAMM but may have long-term research interest to the wider archaeological community. RAMM will act as the consulting museum to work with archaeological contractors and planning archaeologists to find another repository for this archive.

The document element, whether 'born-digital' or retrospectively digitised, will be deposited with a trusted and respected digital repository, such as the Archaeology Data Service (ADS).

RAMM will charge a box fee for items it accepts. (Price on application, see Appendix 4 for a selection of current box sizes and charges.) Deposition with other repositories, such as ADS, will be at the archaeology contractor's expense.

RAMM reserves the right to refuse to accept archaeological material that does not meet the conditions outlined in this document. When RAMM receives archaeological material, it accepts responsibility for it in perpetuity. It accepts archaeological material on the basis of making it publicly accessible through exhibition, education and research.

2. MANDATORY CONDITIONS OF DEPOSITION

- 2.1 That the site lies within Royal Albert Memorial Museum and Art Gallery's (RAMM) collecting boundaries (see Section 3 and Appendix 1).
- 2.2 That RAMM has been contacted prior to commencement of the archaeological project and it has been agreed that RAMM is to be the consulting museum.
- 2.3 That the archive is complete and fieldwork is not ongoing. Any sampling strategies need to have been carried out in consultation with RAMM prior to deposition.
- 2.4 That any reference numbers issued by RAMM prior to commencement of the excavation are referred to in HER records, OASIS records, site reports, publications and in documentary and digital archives as specified.
- 2.5 That the accession number/s issued by RAMM is used to number all items in the finds, documentary and digital archives as specified. Wherever possible this number is also referred to in HER records, OASIS records, site reports and publications
- 2.6 That if any items are accessioned by RAMM, signed title to them will have been obtained by the excavator and this is transferred to RAMM.
- 2.7 That a copyright licence has been assigned to RAMM.
- 2.8 That where human remains are included in the archive, there is an accompanying copy of the associated paperwork, required according to current law, from the documentary archive.
- 2.9 That any conservation work essential for the long-term preservation and intelligibility of finds within the archive has been completed by the excavator and is fully documented.
- 2.10 That the archive has been prepared to the standard specified in this document.
- 2.11 That the contractor has submitted a 'Statement of Potential' about the site archive. This only needs to be a brief synopsis or paragraph outlining the importance, or not, of the site and its finds. This will serve as a good starting point for use of the archive and will be included on a future museum web entry for the site. A digital image (of the site or a significant find) should also be submitted, again this will be used to illustrate the site on RAMM's website. The image should be a jpeg at 300dpi and 1000 pixels on the longest side.
- 2.12 That an Online Access to the Index of Archaeological Investigations (OASIS) form has been completed for the site
- 2.13 That charges relating to the deposition of the archive have been paid.

3. RAMM'S COLLECTING BOUNDARIES

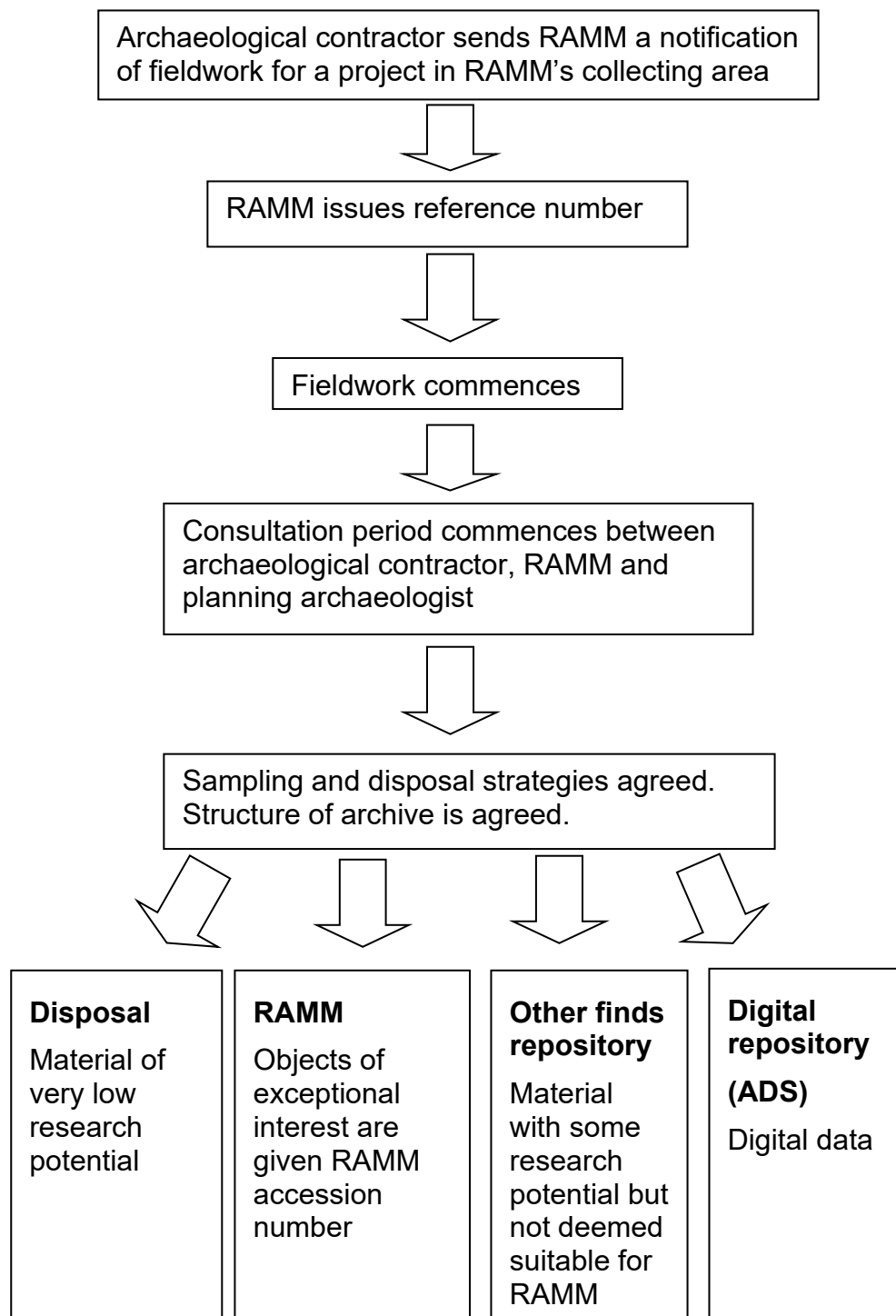
RAMM collects archaeological material from the following district council areas:

- Exeter
- East Devon
- Mid Devon
- Teignbridge
- South Hams (only the parishes of Staverton, Littlehempston, Dartington, Totnes, Berry Pomeroy, Marldon, Stoke Gabriel and Kingswear) and West Devon (only the parishes of Boodleigh, North Tawton, South Tawton, Spreyton, Drewsteignton, Throwleigh, Gidleigh and Chagford).

For a map showing the collecting boundary see Appendix 1. RAMM cooperates with Plymouth City Museum & Art Gallery, Torquay Museum and Barnstaple & North Devon Museum to cover archaeological collecting across the county.

4. PROCESS CHART

This chart outlines the process for depositing archaeological archives with RAMM.



5. CONTACTING RAMM PRIOR TO FIELDWORK

As soon as the archaeological contractor has been commissioned to undertake an archaeological project within the RAMM collecting area they should complete a Notification of Fieldwork form (see Appendix 2) and email or send it to the address below. RAMM will agree, in principle, to be the consulting museum, providing the excavator fulfils the standard as set out in this document. At this point RAMM will issue a reference number which can be quoted in the WSI, correspondence with RAMM and quoted in data submitted to OASIS and ADS. This number is used to track archaeological activity and does not commit RAMM to accepting material from the site into its collection. It acts as the start of a period of consultation between the archaeological contractor, the planning archaeologist and RAMM.

RAMM will charge £40 to cover the administrative work involved in registering an archaeological project and issuing a reference number.

Contact details are:

Thomas Cadbury
Assistant Curator
Royal Albert Memorial Museum and Art
Gallery
Queen Street
Exeter EX4 3RX

Telephone: 01392 265356
Email: thomas.cadbury@exeter.gov.uk

6. CONSULTATION PROCESS

During consultation, sampling and disposal strategies can be formulated, these will take account of the sizeable collection already held by RAMM. Finds to be accessioned by RAMM will be selected, and those that should be deposited elsewhere will be noted.

7. ALLOCATION OF RAMM ACCESSION NUMBER

Should the project find objects of an exceptional nature or of high significance to a community's heritage then RAMM may decide to acquire them for its collection. In this case RAMM will assign a unique accession number to the site. Items given accession numbers should also be quoted in data submitted to OASIS and ADS and in final published reports as an aid to researchers and museum staff.

Appendix 6 lays out how the accession number is used in relation to different classes of finds (sub-numbered by material, period etc).

Important

Where individual artefacts have been identified within specialist reports it is essential that they are individually identifiable within the archive. Similarly, where specialists have sorted artefacts into different types within a context, these groups should be bagged accordingly and labelled with their identification. This aids future research and use of the collections.

8. DIGITAL DATA

RAMM expects that the documentary element of an archive is deposited as digital data with a trusted and respected digital repository, such as the Archaeology Data Service (ADS).

When depositing with ADS the standard method is with ADS Easy. Larger or more complex datasets can be deposited following consultation with ADS.

9. TRANSFERRING TITLE

Any parts of the archive being accessioned by RAMM should have signed title transferred to RAMM prior to deposition of the archive (see Appendix 3). The excavator is the signatory for the documentary archive and the freehold landowner is the signatory for the finds archive.

10. ASSIGNMENT OF COPYRIGHT

Copyright to the archive must be made available to RAMM via the Copyright Licence form for unrestricted internal use of the archive. (see Appendix 5).

11. ESSENTIAL CONSERVATION WORK

All essential conservation of archaeological objects must be completed prior to deposition. Where appropriate, conservation issues should be discussed with RAMM in advance of work being carried out. Full records of any conservation work and treatment carried out need to be included in the archive. All conservation work must be carried out by a professional conservator. If in doubt, contact the museum for advice.

12. STANDARDS FOR PRESENTATION OF ARCHIVES

Archives must be prepared to the required standard of RAMM. This is set out below.

12.1 FINDS ARCHIVES

12.1.1 Sampling and Disposal

Sampling is increasingly used to discard bulk material where it is thought to be surplus to future research needs. This should be discussed with the museum in advance of any sampling process being carried out. All sampling strategies need to be fully documented in the final archive. The existing holdings of RAMM's archaeology collection will be an important factor that informs the sampling and disposal strategy.

12.1.2 Bulk finds

12.1.2.1 Cleaning

All bulk finds must be cleaned. The only exceptions are where it is thought cleaning will destroy important evidence regarding the function of an object. Finds such as washed pottery and bone must be allowed to fully dry before being bagged up. If finds are packaged damp, mould growth will occur.

12.1.2.2 Marking

Where possible all bulk finds must be marked with the reference number or accession number followed by the context number in brackets (see 7 and appendix 6). On finds where the application of paraloid B72 diluted with acetone will not damage the object, a layer of paraloid should be applied and the number written onto the paraloid when it has dried. This should be done using a mapping pen and black 'Indian' ink. White ink should only be used on very dark finds as it gives a more untidy result and tends to be less permanent. 'Windsor & Newton' or equivalent quality inks must be used; that is water resistant drawing ink made from a lightfast pigment in a shellac solution (can be thinned with distilled water if required). A top coat of paraloid should be added to ensure the longevity of the number.

The writing should be small, neat and legible. Pottery sherds should be marked on the inside towards the middle. This is preferable in case the pot is ever reconstructed and the edges consequently obscured. It also means that the number is more likely to survive if the sherd is chipped or further sampled.

It is not possible to mark some bulk finds such as slag; samples; artefacts with very rough surfaces, or those which are very small.

For a full guide to marking see [Labelling and marking museum objects booklet - Collections Trust](#)

12.1.2.3 Bagging up

All bulk pottery, bone, slag and glass must be bagged up, according to material and context number, using at least 200-gauge self-seal polythene bags with three white write on panels. Bags should not mix materials or contexts. Bags should hold an appropriate amount of material for their size. Bags containing metal finds should be perforated to

prevent the build-up of harmful micro-environments. A quick method of doing this is to use a pricking wheel of the type available from needlework shops.

The listed contents should be clearly visible from the outside of the bag. Information should be written onto the bag using a permanent black marker pen.

12.1.2.4 Boxing up

Only boxes of the correct dimensions and acid-free properties should be used (see 13.2.1). Bagged up bulk finds should be placed in AAZ1046 sized low acid boxes or where there are a small number of finds AAZ1045 boxes. If the size of individual objects cannot be accommodated in these sizes of box, then box AAZ1047 can be used but this should be the exception. Occasionally, boxes might be needed to house finds which have larger dimensions (see 13.1).

Out of necessity, boxes of finds are often stored on high level shelves and, as such, become dangerous to lift if they are too bulky or heavy. Apart from small sites, where all the finds will fit into one box, materials should not be mixed. For such smaller sites, ideally boxes should be partitioned using acid-free boxboard. Boxes should not mix finds of significantly different robustness.

12.1.2.5 Labelling boxes

Boxes must be labelled using foil backed box labels. The labels should preferably be printed but, if handwritten, need to be legibly filled out using an archival permanent black marker pen. Labels must be stuck to the left side of both a short and long side of the box.

12.1.3 Small finds

12.1.3.1 Cleaning and conservation

All small finds must be cleaned and, where necessary, treated by a professional conservator to ensure their long-term preservation and intelligibility.

Ensure that X-radiography of all metal objects (iron and copper alloy) has been carried out. This provides information about the objects and their condition but also identifies anything bound up in the corrosion deposits.

12.1.3.2 Marking

Where possible, all small finds should be marked using their accession number (see section 12.1.2.2).

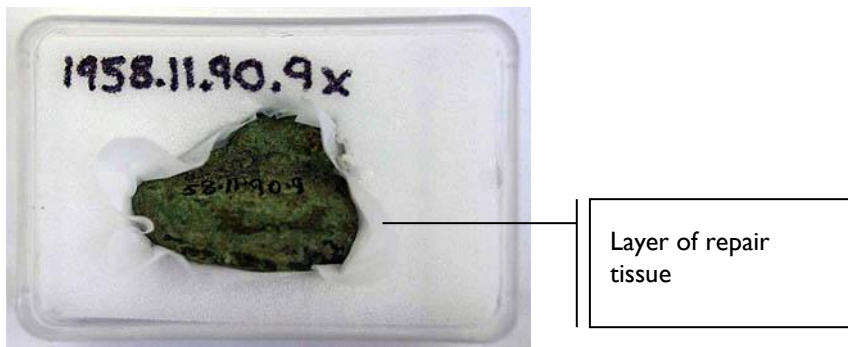
Objects should be marked discreetly but not obscurely. The marking should not detract from the potential display of the object.

12.1.3.3 Packaging (also fragile bulk finds)

In general, small finds need to be housed in more protective storage than bulk finds, as they are usually more delicate in nature.

Very robust small finds may be bagged in the same manner as bulk finds. Moderately robust small finds can be cushioned on a layer of polyethylene 'jiffy' foam in a polythene bag. They should not be wrapped but should be visible through the clear side of the bag.

Bags should be perforated. More delicate small finds should be housed in clear, non-hinged, polystyrene 'crystal' boxes in plastazote inserts. These should consist of a layer of plastazote, which fits into the bottom of the box, and a top layer, which has a cut-out in the shape of the object, into which the object is placed. Ideally, a layer of PEL wet strength repair tissue should be placed between the object and the cut-out to facilitate easy removal. The small find should be visible through the lid of the box. Where necessary plastazote 'braces' should be put over the object to prevent it moving and banging against the lid.



Packaged metal small finds and other small finds, which need to be kept in regulated micro-environments, should subsequently be packed with humidity absorbing crystals into a polythene box (see 13.2).

Silica gel stored with ferrous objects should be pre-conditioned at below 15% relative humidity. With non-ferrous metals the silica gel should be pre-conditioned to below 35% relative humidity.

Polythene small finds boxes must also have a humidity indicator strip placed inside. Please position this so that it is visible from the outside.

Larger metal or composite objects may need to be housed in their own stewart boxes. Again, these finds should be supported by plastazote, have a regulated micro-environment and a humidity indicator strip.

12.1.3.4 Boxing up

Packaged non-metal small finds should be boxed up in low acid boxes (G. Ryder code AAZ1045 or AAZ1046). Care must be taken to ensure that the objects do not crush each other and that there is minimal movement in the box. Acid free tissue paper and polyethylene 'jiffy' foam should be used as a buffer within the box or where possible, internal partitions created using acid-free boxboard.

Packaged metal objects should be boxed in polythene boxes. Again, acid-free paper or polyethylene 'jiffy' foam should be used as a buffer to ensure minimal movement within the box.

12.1.3.5 Labelling boxes

All small finds boxes must be labelled using foil backed box labels. Box labels should be stuck to the left side of a short and long side of the box. Crystal box labels should have a paper label cut to size and placed in the bottom of the box beneath the plastazote layer. The unique accession number should be written with a permanent marker pen onto the

plastazote beside the object, and also onto the lid of the box at the top right-hand corner and where possible should not obscure the view of the contents.



Where crystal boxes are too small to be labelled using a pre-printed label, they should be put inside a perforated labelled polythene bag with the find showing through the clear side of the bag.

12.1.4 Outsize objects

Some objects, whether bulk finds or small finds, are too large for standard packaging. Items such as large timbers or stone carvings may not require packaging for storage but may sit directly on a shelf. Other items may require bespoke packaging. All materials must be of a conservation standard. All items should have a tyvek label marked with the object number in permanent marker pen and be attached using soft unbleached cotton tape.

12.2 DOCUMENTARY ARCHIVES

Documentary archives should be presented as digital files to ADS.

13. MATERIALS AND SUPPLIERS

If an excavator already uses materials which they feel correspond to those listed and would like to use these instead, please get in touch to discuss this **before** going ahead and using alternatives to those items listed.

13.1 Low acid boxes

Used to store bulk finds and small finds where appropriate.

Suggested supplier: G. Ryder & Co. Ltd (codes quoted)

Alternative supplier: Rotadex

AAZ1045

Wire Stitched Boxes

Made from 1900 micron double Kraft lined board Low acid (pH 6.5-8)

With a 76mm depth lift off lid. Stitched with pure brass wire.

394 x 241 x 76 mm Internal dimensions

AAZ1046

Wire Stitched Boxes

Made from 1900 micron double Kraft lined board Low acid (pH 6.5-8)

With a 76mm depth lift off lid. Stitched with pure brass wire.

394 x 241 x 152 mm Internal dimensions

AAZ1047

Wire Stitched Boxes

Made from 1900 micron double Kraft lined board Low acid (pH 6.5-8)

With a 76mm depth lift off lid. Stitched with pure brass wire.

394 x 241 x 304 mm Internal dimensions

13.2 Polythene boxes

Used to store small finds.

Suggested product: Addis Houseware Ltd Clip & Close

These boxes have performed well in conservation tests for being suitable for long-term storage of sensitive finds. The boxes are available in a wide range of sizes and from many suppliers.

13.3 Foil backed box labels

Preservation Equipment Ltd	Supplier code	Dimensions in mm	Use to label
Single sheet	387-3025	280mm x 216mm	Documentary archive boxes
10 label sheet	387-5352	102mm x 51mm each label	Small finds boxes which are too small to accommodate the 6 label sheet size label
84 label sheet	387-2520	47mm x 11mm	Photographic wallets, slides

13.4 Table of Suppliers

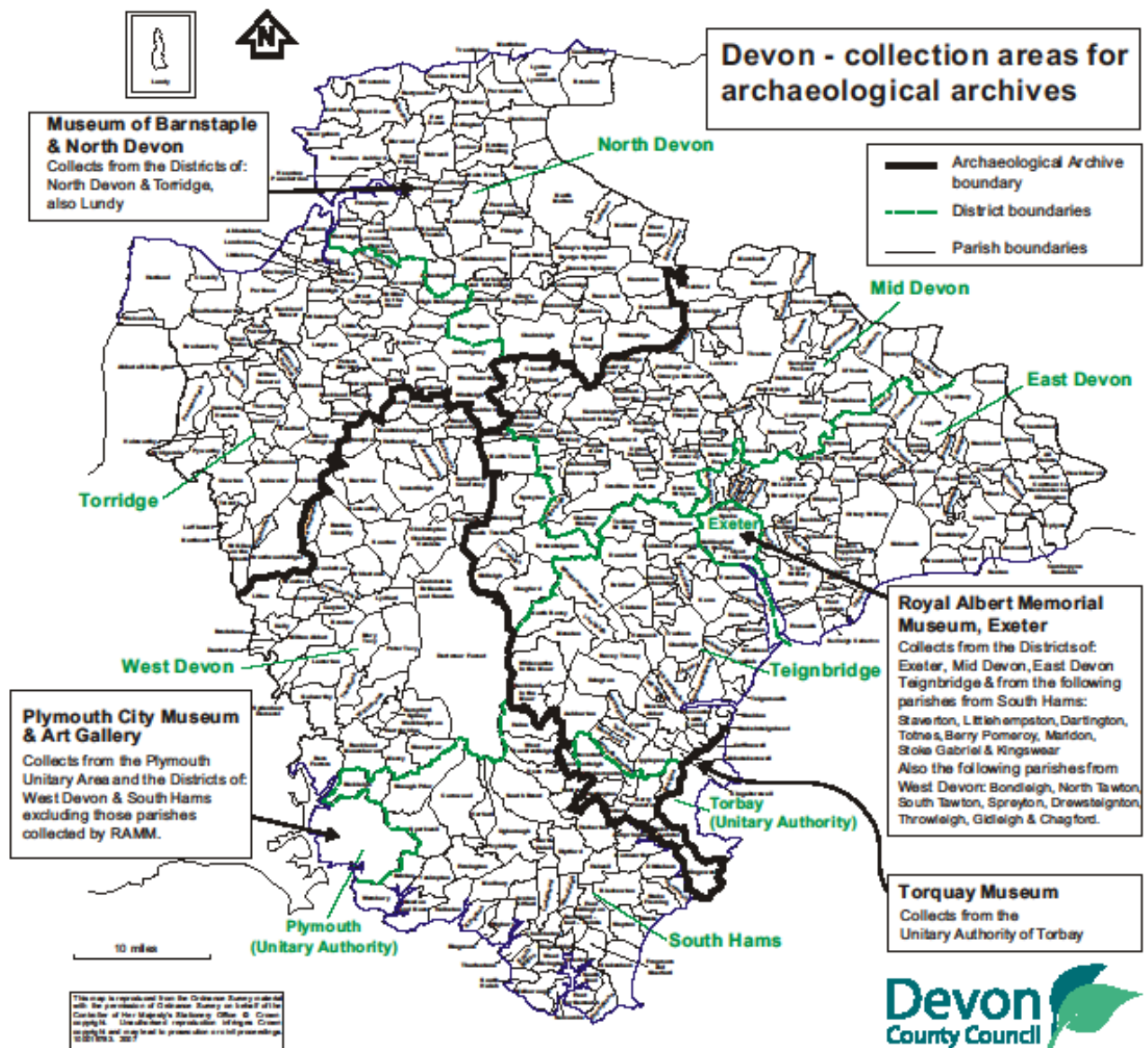
Name of supplier	Contact details	Supplies (and product codes)
Conservation Resources (U.K.) Ltd	Units 1,2 & 4 Pony Road, Horspath Industrial Estate, Cowley, Oxford, OX4 2RD Tel: 01865 218277 Email: info@conservation-resources.co.uk Web: www.conservation-resources.co.uk	Flat document cases (15101), black polyester marker pens (PMP), 'pigma' archival pens, white marker pens (EF780), soft pencils (4HB), paraloid B72 (SY7 & SY7F), Perma-Saf™ photographic wallets & suspension rods (PSH-F)
G. Ryder & Co. Ltd	Denbigh Road, Bletchley, Milton Keynes, MK1 1DO Tel: 01908 375524 Email: sales@ryderbox.co.uk Web: www.ryderbox.co.uk	Wire stitched boxes (see section 13.10)
Polybags Ltd	Lyon Way, Greenford, Middlesex, UB6 0AQ Tel: 020 8575 8200 Email: sales@polybags.co.uk Web: www.polybags.co.uk	Polythene bags (self-seal gauge with three white write-on panels. Must be at least 200 gauge)
Polyformes Limited	Cherrycourt Way, Stanbridge, Leighton Buzzard, Bedfordshire, LU7 4UH Tel: 01525 852444 Email: info@polyformes.co.uk Web: www.polyformes.co.uk	Plastazote
Preservation Equipment Ltd	Vinces Road, Diss, Norfolk, IP22 2DG Tel: 01379 647400 Email: info@preservationequipment.com Web: www.preservationequipment.com	Art-sorb beads (857-0016) and sheets (857-1919 & 857-0016/20), humidity indicator strips (931-3100), manuscript folders (701-1915), plan boxes (see 9.2.1.2), plan hangers (502-6225), foil-backed labels (see 10.3) tyvek labels (613-7500), soft unbleached cotton tape (586-0016), box board (345-1620), kaiser-schreiber film marking pen (871-2040), PEL wet strength repair tissue (682-3614)
Rotadex	Rotadex Systems Limited, Systems House, Central Business Park, Mackadown Lane, Birmingham B33 0JL tel: 0121 783 7411, email: sales@rotadex.co.uk	Conservation and archival boxes

14. DOCUMENTS FOR REFERENCE

- Archaeology Data Service: [Archaeology Data Service](#)
- Boyle, Gail and Rawden, Anooshka. 2020. Standards and Guidance in the Care of Archaeological Collections. Society for Museum Archaeology and Arts Council England.
- Brown, Duncan H. 2011. 'Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation'. Institute of Field Archaeologists on behalf of the Archaeological Archives Forum.
- Brown, Adrian & Perrin, Kathy. January 2000. A Model for the Description of Archaeological Archives. English Heritage Centre for Archaeology.
- CiFA. 2014 'Standards and guidance for the creation, compilation, transfer and deposition of archaeological archives'
- CiFA. 2022 'Toolkit for Selecting Archaeological Archives'. [Toolkit for Selecting Archaeological Archives | ClfA](#)
- English Heritage. 1991. Management of Archaeological Projects (MAP2). English Heritage.
- English Heritage. 2015, 'Guidelines on the X-radiography of archaeological metalwork'
- Fernie, Kate. 2017. 'Seeing the Light of Day: report and recommendations for museums'.
- SPECTRUM 5, the UK Documentation Standard for museums. 2022. The Collections Trust. [Introduction to Spectrum – Collections Trust](#)
- Tsang, Claire. 2024. The Collecting of Developer-Funded Archaeological Archives: 2024 Survey. Historic England
- Watkins-Kenny, Sarah. 2024. First Aid for Finds. Rescue/UKIC Archaeology Section. 4th Edition.

APPENDICES

Appendix 1: DETAILS OF COLLECTING BOUNDARIES



Appendix 2: NOTIFICATION OF FIELDWORK FORM

ARCHAEOLOGICAL CONTRACTOR:

Commencement date:

Type of fieldwork: evaluation/watching brief/field walking/excavation

Name and address of landowner (or whoever is able to transfer title of objects to RAMM):

Site manager:

Site name:

Parish:

Site code:

Location, latitude and longitude:

Planning Authority:

Application/Permission/Consent number:

Quantity of material expected (boxes): <10 / <20 / <30 / <40 / <50 / >50

Conservation problems anticipated (e.g. waterlogged material, organics):

TO BE COMPLETED BY MUSEUM ON NOTIFICATION

Reference number:

Date issued:

TO BE COMPLETED BY MUSEUM AFTER CONSULTATION PROCESS

Accession number:

Date issued:

Appendix 3: TRANSFER OF TITLE FORM

This form should be printed and will be used in conjunction with RAMM's standard entry form. The entry form is a paper form that will be signed by owner of the objects or the depositing archaeological contractor at the time of deposition.

Museum accession number:

Site name and site code:

Name of Archaeological Contractor :

Name and address of owner:

Telephone Number:

I hereby confirm my donation of the archaeological discoveries (any objects, materials or remains of archaeological interest, other than those articles declared by Coroner's Inquest to be Treasure) recovered from the site named as an absolute and perpetual gift. I wish all material to be unconditionally transferred to Exeter City Council the Royal Albert Memorial Museum.

Signed

Date

Print name

Data Protection

The Museum retains the names and addresses of persons donating, bequeathing, selling or loaning objects because this information forms part of the object's history. This information is for the Museum's records and is not made available to any other organisation.

Appendix 4 ARCHIVE DEPOSITION FORM (from April 2023)

Accession number:.....

Name of archaeological contractor:.....

Site name:.....

Site address:.....

Item to be deposited	Size in mm	Number of items	Deposited (internal use)	Charge per item (excl VAT @ 20%)	Total
Finds box AAZ1045	394 x 241 x 76			£82.00	
Finds box AAZ1046	394 x 241 x 152			£127.00	
Finds box AAZ1047	394 x 241 x 304			£175.00	
Small finds box	Various sizes			£82.00	
Outsize/other items (price on application)					

Total charge for deposition

Date of deposition

Signature of archaeological contractor

Signature of RAMM staff

Appendix 5: COPYRIGHT LICENCE FORM

Museum accession number:
Site name and site code:
Name of Archaeological Contractor :

Name and address of copyright holder:
Telephone Number:

The above hereby grants to Exeter City Council the Royal Albert Memorial Museum a perpetual royalty-free licence to:

1. reproduce all or part of the Archive for the purposes of research, study and conservation
2. display copies of all or part of the Archive in any medium
3. publish all or part of the Archive in any form or medium and in any publication
4. permit third parties to do any of the above.

I undertake and warrant that:

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3. this licence is binding on the heirs, assigns and successors of the above organisation.

When all or any part of this Archive is used as part of this licence the following should be credited:

.....

.....

Signed -----Date -----

Print name -----

Data Protection

The Museum retains the names and addresses of persons donating, bequeathing, selling or loaning objects because this information forms part of the object's history. This information is for the Museum's records and is not made available to any other organisation.

Appendix 6: ACCESSION NUMBERS - SUB-NUMBERING SYSTEM

A flexible system: additional sub-numbers can be created according to the finds per site – periods, materials, typologies can be added as sub-number groups. Individual numbers can be allocated to individual objects.

.1	Paper archive		
		1.1	Primary archive paper records (context sheets etc)
		1.2	Photographic records
		1.3	Secondary archive paper records (post-excavation)
		1.4	Reports
		1.5	Digital records
.2	Lithics		
		2.1	Tools
		2.2	Debitage/waste
.3	Pottery		
		3.1	Prehistoric
		3.2	Roman
		3.3	Medieval
		3.4	Post-medieval
		3.5	Modern (post-1750)
.4	Clay pipe		
.5	Faunal bone		
		5.1	Prehistoric
		5.2	Roman
		5.3	Medieval
		5.4	Post-medieval
		5.5	Modern (post-1750)
		5.6	Unstratified

.6	Human remains		
.7	Glass		
		7.1	Prehistoric (Iron Age)
		7.2	Roman
		7.3	Medieval
		7.4	Post-medieval
		7.5	Modern (post-1750)
.8	Coins	8.1	Prehistoric
		8.2	Roman
		8.3	Medieval
		8.4	Post-medieval
		8.5	Modern (post-1750)
.9	Metals		
		9.1	Iron
		9.2	Copper alloy
		9.3	Lead
		9.4	Other
.10	Small finds [non-metal]		
		10.1	Worked bone
		10.2	Worked stone
		10.3	Leather
		10.4	Wood
		10.5	Other
.11	Building materials		
		11.1	Stone
		11.2	Ceramic tile
		11.3	Plaster and mortar
		11.4	Tesserae
		11.5	Brick

		11.6	Wood
		11.7	Daub/Fired clay
.12	Industrial material [slag, cauldron mould etc]		
.13	Ecofacts and environmental material		
		13.1	Environmental samples
		13.2	Environmental residues (charcoal, charred seeds etc)

■