



The Private Wardrobe Office

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ESTABLISHING PROFESSIONAL STEWARDSHIP FOR THE PRIVATE WARDROBE
Documentation | Evidence | Preservation | Continuity
London

Private Wardrobe Office Documentation Standard

CS 002 — Collection Preservation Standard

Version: 1.0

Purpose

To establish the preservation principles governing the long-term care, stability and continuity of all wardrobe collections under the stewardship of the Private Wardrobe Office.

This standard defines the minimum preservation requirements to ensure that every object retains its physical integrity, provenance and future usability throughout its lifecycle.

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01 — Environmental Controls

The collection shall be maintained within stable environmental conditions appropriate to textile preservation.

Environmental conditions shall minimise deterioration caused by fluctuations in temperature, humidity, light, airborne contaminants and biological activity.

02 — Preservation Classification

Each object shall be assigned an appropriate preservation category according to its:

- Material composition
- Construction
- Age
- Frequency of use
- Replacement value
- Historical or sentimental significance
- Conservation requirements

The assigned classification shall determine its storage, inspection and handling requirements.

03 — Inspection Intervals

All objects shall be inspected at defined intervals proportionate to their preservation classification.

Inspection frequencies shall be documented and reviewed annually.

Any deterioration shall initiate a condition review.

04 — Storage Standards

Storage methods shall prevent unnecessary stress, distortion and deterioration.

Appropriate supports, archival materials, protective coverings and spatial allowances shall be used according to the characteristics of each object.

Long-term preservation shall take precedence over storage efficiency.

05 — Handling Requirements

Objects shall be handled only where operationally necessary.

Handling shall minimise physical contact, mechanical stress and contamination.

Appropriate support techniques shall be employed whenever objects are moved, examined or prepared for travel.

06 — Material-Specific Care

Preservation methods shall reflect the requirements of individual materials and methods of construction.

Special consideration shall be given to:

- Couture
- Bespoke garments
- Leather
- Knitwear
- Embellished textiles
- Archival fabrics
- Structured garments
- Accessories

Specialist conservation advice shall be obtained where necessary.

07 — Conservation Documentation

All preservation activity shall be documented.

Records shall include:

- Inspection history
- Condition observations
- Conservation treatments
- Specialist recommendations
- Environmental incidents
- Preservation decisions

Documentation shall provide a complete conservation history throughout the lifetime of the collection.

Compliance

Compliance with this standard is mandatory across all wardrobe collections managed by the Private Wardrobe Office. Where operational circumstances require deviation, the justification shall be recorded within the collection documentation.