

Public Task statement and Asset List

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Background

The Natural History Museum is the guardian of the national collection (the ‘Collection’) of over 80 million natural history specimens, a major scientific research establishment and a centre for innovative public engagement with science and the natural world. We use our expertise in scientific research and public engagement to challenge the way we think about the natural world, its past, present and future.

We are a Non Departmental Public Body (NDPB), sponsored by the Department for Culture, Media and Sport (DCMS) and a recognised charity exempt from registration under the Charities Act 1993; exempt charity number X23490/3. We are designated as an Independent Research Organisation by the Natural Environmental Research Council (NERC), Biotechnology and Biological Sciences Research Council (BBSRC) and Science and Technological Facilities Council (STFC), affording the Museum a status equal to that of a university in relation to the research areas relevant to those councils.

This statement describes the Natural History Museum’s current public task for the purposes of the Re-use of Public Sector Information Regulations 2015 (the “Regulations”).

Public Task

The Natural History Museum’s public task consists of its functions under the [British Museum Act 1963](#). It also includes the functions under related legislation, such as the [Public Records Act 1958](#) and the [Freedom of Information Act 2000](#). It also includes objectives set for the Natural History Museum from time to time by its sponsoring government department in its Management Agreement, as well as the provision of general advice relating to its core expertise to the public sector in the UK. The Natural History Museum’s public task is to maintain and develop its collections and use them to promote the discovery, understanding, responsible use and enjoyment of the natural world.

The Museum holds and uses ‘documents’, as defined by the Regulations, for the following purposes within its public task:

- Generating new knowledge about, and providing access to, the Collection
- Maintaining a major science infrastructure and visitor attraction
- Delivering learning opportunities
- Creating engaged and scientifically-literate citizens
- Inspiring a life-long commitment to the natural world

Any documents produced by the Museum for the carrying out of any part of its public task are produced at the outset for all purposes within the Museum's public task.

If you have questions about the Museum's public task statement, please [contact us](#).

Complaints about the decisions made by the Museum under the Regulations may be submitted to info-reuse@nhm.ac.uk.

This statement of the Museum's public task is reviewed regularly.

Categories of information available for re-use

The Museum has elected to make available for re-use the categories of documents listed in the asset list. Availability for re-use is dependent on purpose.

Where a document has not previously been 're-used', as defined by the Regulations, the Museum reserves the right to determine whether it may subsequently be made available for re-use and on what terms.

If you cannot find what you are looking for, please [contact us](#) providing the following information:

- Your name and an address for correspondence (email or post)
- The document(s) requested
- The purpose for which the document is to be re-used.

The Natural History Museum will respond to your request within 20 working days.

Exclusions

The Public Sector Information (Amendment) Regulations 2015 do not apply to:

- (a) A document created outside the Museum's public task, including documents created or commissioned by the Museum's trading subsidiary/-ies other than in carrying out the Museum's public task
- (b) A document in which a third party owns the intellectual property rights
- (c) A document to which access is excluded or restricted under information access legislation
- (d) parts of documents consisting only of logos, crests and insignia

Asset List

Listed here are the main categories of Museum information which are potentially available for re-use, depending on the intended purpose. Details of the licences mentioned can be found below. If you have any questions, please [contact us](#).

Charges

Because of the potential diversity of requests for re-use, the Museum has taken the view that it is not reasonably practicable to publish standard charges. However, the charge will not exceed the sum of direct costs (collection, production, reproduction, dissemination, preservation and rights clearance), a portion of indirect and overhead costs, and a reasonable return on investment. Neither the UK Regulations nor the EU Directive define what is meant by a reasonable return on investment, and therefore this will be dependent on the particular circumstances.

| Asset category | Description | Conditions of re-use |
|---|--|--|
| Corporate documents | Official documents created for/in the course of administration of the Museum and its collections | <ul style="list-style-type: none"> • May be re-used for free once published via the Publication Scheme • Open Government Licence • For any other re-use requests, contact us • The Museum reserves the right to apply a Charged licence to previously unpublished documents, depending on purpose of re-use |
| Archives: Documents available under the Public Records Act 1958 and its subsequent amendments (i.e. material more than 20 years old) | Official records created in the course of the Museum's business, selected for permanent preservation Further details can be found on the Archives catalogue | <ul style="list-style-type: none"> • Re-usable for free for non-commercial personal use within the limits of UK copyright law, but a charge will apply for providing copies of paper originals • Non-Commercial Government Licence • Details of copying charges can be found here • Commercial re-use will be charged depending on purpose, under a charged licence • For commercial re-use requests, contact the Picture Library |

| Asset category | Description | Conditions of re-use |
|------------------------------|---|---|
| Collections data | Datasets and images of the Museum's specimen collections | <ul style="list-style-type: none"> • May be re-used for free once published on the Data Portal unless otherwise indicated • Creative Commons Zero open waiver (data) or Creative Commons By Attribution open licence (images) unless otherwise indicated • For any other re-use requests, contact us |
| Science publications | Pre-publication and open access papers written by Museum scientists Currently presented as dynamic lists on Staff Biographies | <ul style="list-style-type: none"> • May be re-used for free once listed unless otherwise indicated • Creative Commons By Attribution open licence unless otherwise indicated |
| 3D specimen imaging datasets | Datasets from which 3D images of specimens from the Museum's collections can be created (additional software required) | <ul style="list-style-type: none"> • Depending on purpose, may be re-used for free or for a charge • Creative Commons By Attribution Non-Commercial licence or Charged licence • Contact us with your re-use request |
| Images | Images from the collections, including historical photographs from Archives and material from the Library Special Collections, and of the Museum Available images can be viewed on the Picture Library | <ul style="list-style-type: none"> • Re-usable at a charge, depending on purpose • Charged licence • Contact the Picture Library with your re-use request |
| Film and video | Video of exhibitions, events and the workings of the Museum | <ul style="list-style-type: none"> • Re-usable at a charge, depending on purpose • Charged licence • Contact the Picture Library with your enquiry or re-use request |

| Asset category | Description | Conditions of re-use |
|-------------------------------|---|--|
| Publishing content | Content of books produced by the Museum | <ul style="list-style-type: none"> • Re-usable at a charge, depending on purpose • Information and contacts for publishing enquiries can be found here • If you wish to re-use content from Museum publications for any other reason than a rights deal, please contact us |
| Exhibition content and design | Content and design documents from Museum exhibitions | <ul style="list-style-type: none"> • Re-usable at a charge, depending on purpose • Charged licence • Contact us with your re-use request |
| Schools teaching resources | Material for educational activities for early years to 18 | <ul style="list-style-type: none"> • May be re-used for free for non-commercial purposes once published on the Teaching Resources webpage • Non-Commercial Government Licence • Commercial re-use will be charged depending on purpose, under a charged licence • For commercial re-use requests, contact us |
| Web content | Content on the Museum website | <ul style="list-style-type: none"> • May be re-used for free unless otherwise indicated • Open Government Licence unless otherwise indicated |
| Library Special Collections | Artwork, rare books and manuscripts in Museum copyright or out of copyright | <ul style="list-style-type: none"> • Re-usable for free for non-commercial personal use within the limits of UK copyright law, but a charge will apply for providing copies of paper originals • Non-Commercial Government Licence • Details of copying charges can be found here • Commercial re-use will be charged depending on purpose, under a charged licence • For commercial re-use requests, contact the Picture Library |

Information on licences

1. **Open Government Licence**
2. **Non-commercial Government Licence**
3. **Creative Commons Zero (CC0)**
4. **Creative Commons By Attribution (CC BY)**
5. **Charged licence**

1. **Open Government Licence**

<http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

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- adapt the information
- exploit the information commercially and non-commercially

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You should not imply that the Natural History Museum endorses you or your use.

5. Charged licence

For information on charged licences, [contact us](#). Please note, the Picture Library and Publishing incorporate licence information into their pre-existing contractual documentation.