

Updating the CIfA Standard and guidance for the archaeological investigation and recording of standing buildings or structures

Supporting information

This review has been supported by a working group comprising representatives and specialists from the CIfA Buildings Group committee, CIfA's Professional Standards Advisory Panel and the Institute of Historic Building Conservation (IHBC).

The Standards and guidance are currently undergoing a programme of review and update. This includes a new structure where the Standard and the higher-level guidance are separate and the information presented is universal, moving away from referencing legislation, policy or practice in specific jurisdictions. This new format is presented below and can be seen in practice in the Standard and universal guidance covering archaeological field evaluation, excavation and monitoring and recording that were launched in 2023 - [see here](#). Further information about some of the key changes is provided on page 3.

Binding for accredited archaeologists and registered organisations



Code of conduct: professional ethics in archaeology

- defines the rules that tell a professional archaeologist how to behave in accordance with our shared values
- application of the rules in the *Code* is supported by Standards, guidance, policy and good practice guidance



Standard

- sets out the **required** outcome of the archaeological 'product' and/or activity eg field evaluation or archaeological advice
- working to the Standard = compliance with the *Code*
- supported by additional guidance demonstrating how to deliver the Standard



Policy statements / Practice papers

- additional **advice** to support adherence to the *Code* and/or Standard

Strongly recommended for accredited archaeologists and registered organisations



Universal guidance

- **Higher level guidance** to support the delivery of the Standard
- advises on what the profession presently considers good practice
- deviation from the guidance is not recommended and must be justified



Detailed guidance

- detailed guidance highlighting **jurisdiction/country specific** differences
- supports the universal guidance and adherence to the *Code* and/or Standard



Toolkits

- additional **resources** to support adherence to the **guidance**

Jurisdiction-specific guidance

To support the Standard and universal guidance, signposting to guidance related to different jurisdictions will also be provided (see below). This process is in development and will initially focus on guidance related to practice across the UK, in England, Wales, Scotland and Northern Ireland, but also the Republic of Ireland and Germany. The latter due to the presence of CifA Registered Organisations and the CifA Area Group - CifA Deutschland. This list will not be exhaustive and will only include links to guidance deemed key for practice in each jurisdiction. It is envisaged this will include either co-authored or endorsed guidance by CifA, other professional bodies, and guidance published by government and/or state agencies. Mechanisms to signposting other useful guidance is currently being explored with relevant CifA groups potentially creating and curating additional resources.

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Jurisdiction specific and other guidance (clickable sub-headings take you to a page with links)

- England
- Northern Ireland
- Scotland
- Wales
- UK wide

- Republic of Ireland
- Germany

Other relevant guidance

Add links

Information about the new structure and format

<p>Document structure The Standard and supporting guidance are now separate documents.</p>	<p>The separation of the Standard from the guidance is to emphasise that although used in conjunction, they serve different purposes and are independent of each other. Feedback has highlighted that the current structure of presenting the Standard and guidance together has the potential to cause confusion and conflation of the information presented. The guidance has also been restructured (see guidance changes below).</p>
<p>Standard (+ definition)</p>	<p>The Standard is still a short paragraph that outlines the required outcome for the work being undertaken. But this is now supported by a definition section to ensure clarity about the archaeological practice being undertaken.</p>
<p>Guidance changes - universal and jurisdiction-specific* <i>*in development</i></p>	<p>The biggest change you will see is to the guidance. This is split into two tiers. The first provides higher-level universal guidance and the second (in development) will link to relevant jurisdiction-specific guidance.</p>
<p>Length</p>	<p>You will notice the universal guidance documents have been reduced in size by at least half. Annexes and any redundant information have been removed and signposting employed to existing content and resources to avoid the unnecessary repeat of information.</p>
<p>Terminology – project design</p>	<p>You will notice in the new suite of fieldwork Standards and guidance documents that Written Scheme of Investigation (WSI) is referred to more generally as <i>project design</i>. This change reflects the fact that WSI is not a universal term for all users. Project design may also mean different things to different people, but it is the closest we could find to a universally understood term, and we have included a footnote in the relevant Standards and the guidance explaining what we mean by it. Reference to WSI's will still occur in the relevant jurisdiction-specific guidance sections. But for example, in the guidance for Northern Ireland, <i>Programme of Works</i> would be used. You will of course still use the terminology you're used to using in your own working practices but in these documents the universal term <i>project design</i> is employed.</p>

If you have any questions or would like to follow up on any comments or feedback you have, please contact Jen via: jen.parkerwooding@archaeologists.net