FINAL PROJECT REPORT

Southern Nevada Agency Partnership, Cultural Site Stewardship Program – Steward Retention and Program Transfer

Cooperative Agreement No. P11AC8R001
Task Agreement No. P12AC10127

February 28, 2013
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EXECUTIVE SUMMARY AND CONCISE STATEMENT OF ACCOMPLISHMENTS

Southern Nevada Agency Partnership, Cultural Site Stewardship Program – Steward Retention and Program Transfer is a Round 11 Southern Nevada Public Land Management Act (SNPLMA)-funded project implemented by the University of Nevada, Las Vegas Public Lands Institute on behalf of and in cooperation with four Federal agencies. This project resulted in the retention of community members to serve as a voluntary workforce to regularly monitor assigned cultural sites on federal public lands in Clark County, Nevada, and the transfer of the Cultural Site Stewardship Program (CSSP) to the Nevada State Historical Preservation Office.

The program:

• Was recognized with Department of the Interior Cooperative Conservation Service Award (2007).

• Was recognized with Department of Interior Preserve America Steward Award (2010).

• Was modeled after the successful Arizona Site Steward Program developed and implemented with the following components:
  – recruitment activities
  – required classroom and field training and optional courses
  – recognition events
  – volunteer service totaling 27,393 hours by 582 Cultural Site Stewards and 9 regional coordinators who identified, documented, and reported 648 significant site impacts.

• Created operating units of 30-35 volunteers trained in rock art recording, surveying and long-distance hiking to document abandoned mines along the Colorado River.

• Assisted in the formation of a Wilderness Site Stewardship Program for southern Nevada.

• Refined federal reporting through modification of a relational database for the Cultural Site Stewardship Program.

• Built and maintained relationships with the public through:
  – outreach activities at community events
  – membership and participation in professional societies
  – multiple formal and informal presentations
  – timely response to inquiries through telephone, electronic, and mail correspondence
• Prepared CSSP stewards and regional coordinators for transition to state administration by:
  - conducting five transition classes for existing stewards in Las Vegas and one in Mesquite
  - presenting four training classes for regional coordinators
  - obtaining signed permission from stewards and transferring personal files to SHPO
  - coordinating movement of site documents approved by team to SHPO
  - providing CSSP database to SHPO stewardship coordinator

**BACKGROUND AND HISTORY**

Four Southern Nevada Federal land management agencies – Bureau of Land Management (BLM), National Park Service (NPS), U.S. Fish and Wildlife Service (USFWS), and U.S. Forest Service (USFS) – manage more than seven million acres in Southern Nevada. Since 1999, these agencies have been working together to develop collaborative programs and projects that enhance services to the public, improve the stewardship of the Federal lands, and increase the efficiency and effectiveness of their management activities. The agencies formed interagency teams for key focus areas, one of which is the Interagency Cultural Site Stewardship Team (ICSST).

The ICSST (formerly known as Clark County Heritage Resource Team or CCoHRT) is a team of eight advisors. It comprises archaeologists from the four Federal agencies (BLM, NPS, USFS, and USFWS), the Bureau of Reclamation, the Lost City Museum and, as of 2006, the State Historic Preservation Office (SHPO). One citizen representing volunteer site stewards serves as the eighth team member. Voting rights, however, are limited to the five Federal agency members. By charter definition, the ICSST is a group of Federal cultural resource managers in partnership with tribal, state, local and volunteer organizations to promote the preservation and documentation of cultural resource sites through the establishment and utilization of the Cultural Site Stewardship Program (CSSP). The ICSST serves as the “steering committee” described within the original Conservation Initiative nomination and task agreement for this project.

From this initiative, the Cultural Site Stewardship Program (CSSP) of Clark County was born. The objective of the CSSP is to join local community organizations, tribes, and cultural and natural resource specialists to recruit and train specialized volunteers to monitor and protect sensitive cultural and natural resources. CSSP directs training through the approval of the ICSST. The ICCST provides oversight and guidance for the development of the CSSP.
In 2004, the four Federal agencies co-nominated a project to support these joint efforts with Southern Nevada Public Land Management funding in the Conservation Initiatives category. After the Secretary of the Interior approved the nomination, the National Park Service – which serves as the Lead Agency on the project – entered into a Great Basin Cooperative Ecosystems Study Unit cooperative agreement with the University of Nevada, Las Vegas (UNLV).

In view of funding restraints and in effort to maintain sustainability for cultural site stewardship, the federal land managing agencies directed the ICSST to transition operation and administration of the stewardship program to SHPO in 2011. Full program transition was to occur by January 1, 2013.

**DETAILED ACCOMPLISHMENTS**

This project accomplished the transition of CSSP to SHPO’s stewardship coordinator to continue the objective of monitoring sensitive cultural resources in order to aid Federal land management agencies in the preservation of these valuable heritage resources.

**Cultural Site Stewardship Program Awards**

*Department of the Interior Preserve America Steward Award*

An awards ceremony was held on April 10, 2010, at the invocation of the new Red Rock Canyon NCA Visitors Center outside of Las Vegas, Nevada. The Program Manager and the ICSST members were present to receive The Department of the Interior’s Preserve America Steward Award from BLM Director Bob Abbey and Nevada Senator Harry Reid. CSSP and the Public Lands Institute also received a designation letter and certificate signed by First Lady Michelle Obama.

*Historic Preservation Award*

The CSSP received the 2010 annual Historic Preservation award recognizing significant contribution to historic preservation of Las Vegas and Clark County, Nevada. It was presented to the Program Manager by Robert Stoldal, Chairman of the Las Vegas Historic Preservation Commission at an annual meeting in Las Vegas, NV on May 19, 2010.
Summary of Specific Objectives for the Cultural site Stewardship Program

- Site Stewardship manual was updated for each class meeting to reflect rapid changes in the program.
- From 2011 through 2012, three core stewardship classes trained 37 new volunteers for a total of 582 volunteers.
- Stewards volunteered 27,393 hours monitoring 648 prehistoric and historic cultural sites.
- Volunteers reported 79 significant site impacts for 2012 for a total of 765 impacts from 2004 through 2012.
- The seventh annual CSSP recognition of steward accomplishments was held in November.

Critical Site Monitoring by Cultural Site Stewards

Volunteer monitoring by CSSP totaled 25,367 hours of service by 582 site stewards and nine regional coordinators. The table in Fig.1 below illustrates the number of stewardship hours reported to each agency to date.

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<th>NPS</th>
<th>USFS</th>
<th>USFWS*</th>
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<td>199</td>
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<td>212</td>
<td>133</td>
<td>88</td>
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Fig. 1 Number of stewardship monitoring hours by agency from program inception

* Neither the Bureau of Reclamation (BOR) nor the U.S. Fish and Wildlife (USFW120S) had site stewards assigned in 2005. The USFWS had no archaeologist to oversee stewardship and had subsequently not been assigned stewards.
** Figures provided by the BLM for the latter half of 2004 were added to figures for 2005.

Monitoring Cultural Resource Sites and Reporting Results

Site assignments were made with oversight from ICSST members. Within a week after each core stewardship class, volunteers were contacted and sites were arranged that complement both agency needs and volunteers’ interests. New stewards were assigned partners and introduced to their sites by the project manager and regional coordinators in collaboration with agency
archaeologists. Stewards’ activities were monitored by the project manager to ensure that minimum program operating procedures were met. Evaluations were informal and were based upon the quality and frequency of site monitoring visits as outlined in the Standard Operating Procedures found in the CSSP Site Stewardship Manual (see attached). Stewards who did not meet minimum procedures were reviewed by the program manager and ICSST representative and removed from the program.

During fiscal year 2012, CSSP conducted 3 core stewardship classes training 37 new volunteers for a total of 582 stewards since the program inception in 2004.

Site Monitoring Reports are submitted for each site visit. Site monitoring activities were kept in compliance with agency instructions and were made for each agency at fiscal year-end. Reports were also customized and were provided upon agency request.

Reports of major site impacts include:

- Agency sign destruction
- ATV/OHV-related damage
- Bullet holes
- graffiti
- Cattle–caused damage
- Collectors’ piles
- Digging/potting
- Fire pits in shelters
- Lightning fires
- Trash (excessive)
- Pernicious destruction
- Historic structure damage
- Vandalism
- Visitation damage
- Water damage (natural)
- Witnessing illegal activity
Cultural site impacts are graded according to severity to observe trends:

Priority 1  Most severe and may include potting (digging) or graffiti on a petroglyph panel.
Priority 2  Damage to a site such as excess trash, OHV damage to midden, or vandalism substantially affecting its context.
Priority 3  Minimal damage to site elements such as OHV damage to biotic soil at the site but which affects overall site quality.

Impacts to sites in Clark County annually by category are shown in figure 3 below.

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Fig. 3 Categorized site impacts reported by year.

As seen in figure 4, reported impacts declined sharply during the second half of 2012 as the stewardship program adjusted to SHPO forms and new reporting procedures.
FUTURE RECOMMENDATIONS

CSSP has been an important mechanism by which SNAP can achieve its goals of community connection, resource protection, and science and research. Transition of the program has already occurred for the continuation of this project.

The primary purpose of the Round 11 project was to transition the program with a focus on program expansion and steward retention. All actions taken to implement the Round 11 project should support the following goals established by the SNAP Interagency Cultural Site Stewardship Team (ICSST):

- Help protect cultural resources by increasing the public’s knowledge and appreciation of the fragile remains of the past and to reduce acts of intentional and accidental destruction.
- Preserve prehistoric and historic archaeological resources for the purposes of conservation, scientific study, and interpretation.
- Increase public awareness of the significance and value of heritage resources and the existing state and Federal laws enacted for historical preservation.
- Promote understanding, cooperation, and partnerships between the participating...
Federal agencies, Native Americans, and concerned citizens and to encourage respect and conservation of traditional lands and cultural resources.

- Discourage site vandalism and theft.
- Transfer appropriate program information to the SHPO site stewardship coordinator managing the program.

Specific objectives of the Round 11 Cultural Site Stewardship Program are to:

- Increase the number of at-risk cultural sites being monitored.
- Increase the number of trained cultural site steward volunteers to meet the needs of the agencies.
- Provide both mandatory and optional training workshops for site steward volunteers.
- Enlist site steward volunteers to participate in community outreach/public education projects.

Site stewards monitoring cultural site
Submitted by:

Margaret N. Rees,
Principal Investigator

01/28/13
Date
Acknowledgements

The following individuals are thanked for their invaluable contributions in developing and reviewing the original manual:

Nevada Archaeological Association

Jack and Elaine Holmes, members – Nevada Rock Art Foundation

Eva Jensen, Curator, Lost City Museum

Laurie Perry, Archaeologist, U.S. Bureau of Reclamation

Susanne Rowe, Archaeologist, Bureau of Land Management

Mark Boatwright, Archaeologist, Bureau of Land Management

Kathleen Sprowl, Archaeologist, U.S. Forest Service

Mary Estes, Arizona State Program Coordinator, Arizona Site Steward Program

Art Krupicz, Archaeologist, Manager for the New Mexico Site Watch Program

Darrell and Teri Wade, Trainers, Nevada Heritage Site Steward Program

Sali Underwood, Archaeologist, State Historical Preservation Office

Mark Henderson, Archaeologist, Bureau of Land Management, Ely

Assemblyman Harry Mortenson (D – 42) and Helen Mortenson

PROJECT MANAGER: George Phillips, UNLV Public Lands Institute

Aspects of this manual were taken from the Arizona Site Steward Program with the generous approval of Mary Estes. Ideas for layout and design were influenced by New Mexico’s Site Watch Program with the approval of Art Krupicz. Subsequent revisions to the manual were made by George Phillips, Project Manager of the Cultural Site Stewardship Program, with the approval of the Clark County Heritage Resource Team

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Section 1 – Operations

Code of Ethics
The primary goals of the Southern Nevada Cultural Site Steward Program are to prevent destruction of prehistoric and historic archaeological sites and to uphold all state and federal preservation (antiquity) laws. All volunteers must be guided by a preservation ethic. Each volunteer will perform his/her duties as a Site Steward in agreement with the following rules:

1. Compliance with Preservation Laws
   In the course of their duties, monitors will comply with all federal, state and local laws and regulations. At no time will a site steward engage in, or assist others in, any vandalism of or theft from a heritage resource. Any such activity will result in the steward’s dismissal from the program and prosecution under the full extent of the law.

2. Confidentiality of Information
   All prehistoric and historic sites located on federal land, including the site location, site description, vandalism reports, maps and photographs are the property of the federal agency administering that site. All in turn is confidential and may not be shared without prior approval from the federal agency administering the site. Any break in this confidentiality will result in the steward’s dismissal from the Nevada Program and prosecution under the full extent of the law.

3. Collections
   Stewards will not collect any artifacts on federal lands unless explicitly directed to do so by a land manager from the federal agency administering the site. If artifacts obtained from federal lands are surrendered to a steward in the course of monitoring duties, the artifacts and reports detailing the surrender will be delivered to the federal agency administering the site and the project manager or regional coordinator will be notified.

4. Respect for the Public
   Site stewards are providing a service to Federal and State agencies and will respect the rules of the agency on whose behalf they are monitoring a resource. Stewards will carry out their activities in a courteous and professional manner and with respect for private property.

5. Firearms Policy
   The use of firearms on behalf of the Nevada Site Stewardship Program is prohibited. Violation of this policy is grounds for immediate dismissal from this program.

6. Transfer of Stewardship
   Upon termination of stewardship, each volunteer will transfer all records, photographs, and other documents pertaining to the Southern Nevada Site Steward Program to the project manager or regional coordinator for return to the federal agency administering the site.
SOUTHERN NEVADA CULTURAL SITE STEWARDSHIP PROGRAM
CODE OF ETHICS

I, the undersigned, recognize that prehistoric and historic archaeological remains are irreplaceable heritage resources that belong to the people of the United States. I will not misuse or misrepresent my participation in this program for personal gain to obtain access to sites, records or artifacts. I realize that the value of a prehistoric or historic site is in its context, as well as its content, and disturbing a site for purposes other than scientific study will destroy a unique record of the past that can never be regained. In the event that I observe or learn of ongoing destruction of heritage resources, I consider it my obligation to notify the appropriate authorities. I, therefore, adopt the Southern Nevada Cultural Site Steward Program Code of Ethics and will abide by all applicable historic Preservation laws and regulations.

_________________________________________  __________________
Signature                        Date

_________________________________________
Print Name
Introduction
Vandalism, theft, visitor impacts, and natural deterioration are diminishing the cultural and scientific values of Nevada’s heritage resources. This degradation is occurring at an increasingly rapid rate as the population increases. These activities continue, in many cases, because of a lack of understanding by the public of the true value of the resources and a lack of regular surveillance of locations. Agency archaeologists simply do not have time to visit all the sites in their area of responsibility on a frequent basis. The Nevada Cultural Site Stewardship Program (CSSP) is an organization of volunteers sponsored by the major federal land managing agencies that share a commitment to the preservation of cultural resources. The Nevada CSSP offers an opportunity for concerned citizens to participate proactively with agency cultural resource specialists to protect at-risk heritage resources. The program is designed to monitor selected sites for natural or man-made degradation, as well as to create a “presence” on a regular basis to discourage looting and vandalism by recording and reporting any occurrences of these activities.

Statement of Purpose
The chief objective of the Nevada Cultural Site Stewardship Program is to report to the land managers the destruction, vandalism or other degradation of heritage resources in Nevada through a regularly scheduled routine of site visits.

The Nevada Cultural Site Stewardship Program works toward the following goals:

- To preserve prehistoric and historic archaeological resources for the purposes of conservation, scientific study and interpretation.
- To increase public awareness of the significance and value of heritage resources and the existing state and federal laws enacted for historical preservation.
- To discourage site vandalism and theft.
- To promote understanding, cooperation and partnerships between the participating federal agencies, Native Americans and concerned citizens and to encourage respect and conservation of traditional lands and cultural resources.

History
No formal statewide site stewardship program existed in Clark County until the end of 2004. For several years prior to 2004, efforts to establish a statewide program were defeated. Although the program was widely viewed as necessary, site monitoring was largely left to the agency archaeologists to staff and supervise their own team of monitors as time and resources permitted.

During a period of several years, efforts to create a formal program were renewed. Assemblyman Harry Mortenson introduced a bill during the 2003 state legislative session to create a site stewardship program within the State Historic Preservation Office. In March of the same year, a roundtable discussion was held during the Nevada Archaeological Association annual meeting to hear a progress report on the Mortenson
Bill and to further discussion among professional and avocational archaeologists about how a site stewardship program could be structured.

The Mortenson Bill was defeated, but the roundtable discussion led to the beginning of the Nevada Heritage Site Steward Program as a voluntary cooperative group under the Archaeo-Nevada Society. The Nevada Program grew and benefited by the involvement of archaeologists working for federal agencies, members of a variety of avocational archaeology groups and other concerned individuals. In 2004, the Heritage Site Steward Program became affiliated with the Nevada Archaeological Association.

The University of Nevada, Las Vegas (UNLV) established the Public Lands Institute (PLI) in April 2004. PLI works in partnership with the four federal agencies with land management responsibilities: the Bureau of Land Management (BLM), National Park Service (NPS), U.S. Fish and Wildlife Service (USFWS), and U.S. Forest Service (USFS). Together, PLI and the agencies implement cooperative projects through the Southern Nevada Public Land Management Act of 1998. The act specifies that part of the proceeds from federal land sales in Southern Nevada be used for environmental, educational and conservation initiatives. From this initiative, the Nevada Cultural Site Stewardship Program was born.

The preservation of heritage resources is primarily a management activity. Field visits can provide scientific information, and the act of protecting a site from impacts does involve scientific principles. However, the site steward’s mission is to observe and record information that relates to the physical state of those resources “at risk.”

For site stewards, the focus is on providing information needed by the responsible land managing agency for developing preservation plans. This enables site stewards to become “specialists” in identifying and documenting effects to a very wide range of valuable heritage resources in assigned areas. Value comes from the site steward’s ability and willingness to monitor a site over time for evidence of change or to confirm the lack of change.
# CONTACTS AND EMERGENCY NUMBERS

Dispatch - Emergency (702) 293-8998

## AGENCY STAFF

<table>
<thead>
<tr>
<th>Bureau of Land Management</th>
<th>U.S. Fish and Wildlife Service</th>
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<td>Las Vegas Field Office</td>
<td>Desert National Wildlife Refuge</td>
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<tr>
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<td>Complex</td>
</tr>
<tr>
<td>Las Vegas, NV 89130</td>
<td>HCR 38, Box 700</td>
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<td>Las Vegas, NV 89124</td>
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<td>• Kathleen Sprowl, Archaeologist</td>
<td>702-515-5055 phone</td>
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<td></td>
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<td>Spring Mountains</td>
</tr>
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<td>National Recreation Area</td>
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| National Park Service      | Cultural Site Stewardship     |
|---------------------------| Program UNLV Public Lands     |
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| Area                      |                               |
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BLM Ranger Jeff Tarply
702-371-6364

Logandale - Moapa
BLM Ranger Jesse Navarro
702-515-5179 office
702-249-6149 cell

Laughlin Area
BLM Ranger John Ryfa
702-491-0287

Desert Wildlife Refuge
USFW Ranger Rob Peloquin
702-879-6110

ALL AREAS CALL DISPATCH 702-293-8998
Selection of Site Stewards

Any person who is interested in the preservation of heritage resources and who is willing to abide by the Code of Ethics can be a monitor in the Cultural Site Stewardship Program. Site stewards will serve on a volunteer basis and will be recruited and selected without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. However, no person who has been convicted of a violent crime, crime against a person, crime involving the use of a weapon, or any other felony shall be utilized as a volunteer.

Duties of Site Stewards

The primary mission of the Cultural Site Stewardship Program is to periodically monitor certain assigned heritage resource sites to assess their condition for natural disturbances, visitor impacts, and evidence of vandalism or looting. Site stewards will be assigned to one or more sites for which they will be responsible. Monitoring duties include:

- Making regular site visits in accordance with the schedule agreed upon with the land manager at the time the site was assigned and submitting, at the earliest opportunity, a Site Monitor Report noting changes (or the lack of changes) to the site resulting from visitor impacts or natural disturbances.
- Taking notes at a site documenting the site condition, presence of visitors and identifiable areas of disturbance.
- Taking photographs from established photographic reference points to document site condition and impacts to the site, if any, labeling photographs and maintaining an album.
- Notifying the land manager, regional coordinator and/or project manager as soon as possible of any recent impacts to the site from looting or vandalism. Should looting or vandalism be witnessed or discovered, site stewards are to leave the area as quickly as possible without disturbing the site and to await further instructions.
- Assisting the land manager in managing the resource by identifying and recommending the need for protective measures or other management actions that may be appropriate for the site, such as signs and manufactured or vegetation barriers.
- Notifying land managers of discrepancies discovered in the existing site documentation, maps, diagrams and other information.
Responsibilities of Site Stewards

Site stewards:

- Sign and abide by the agreement to follow the Code of Ethics.

- Maintain a current signed Volunteer Agreement with each agency for which they monitor sites. They carry a copy of that agreement or a Volunteer ID Card with them on site monitoring field visits.

- Maintain frequent communications with their agency contact and regional coordinator.

- Visit the site(s) assigned to them at least once a quarter or as otherwise agreed upon with their regional coordinator or program manager.

- Turn in Site Monitoring Reports, photographs, maps and other documentation at regular intervals to their regional coordinator. They submit Quarterly Activity Logs to their regional coordinator or program manager.

- Do not create the impression of having the authority to serve in any law enforcement capacity while performing monitoring duties.

Regional Coordinators

Regional coordinators are also volunteers who serve as liaison for the stewardship program. They work with the program manager and agency archaeologists to help ensure site stewards are fully supported in the field. They are knowledgeable about the sites in their area and may assist the monitoring process and communication with the site stewards as needed.

Program Manager

The Program Manager is employed through UNLV for the purpose of managing the Cultural Site Stewardship Program. The manager works with the agency archaeologists to determine site monitoring priorities and frequency, recruits volunteers to serve as site stewards, conducts training sessions and technical workshops, assumes overall responsibility for operations, coordinates with federal agencies, and ensures that stewards adhere to program standards. The program manager fields most questions and suggestions for improving the program.

Volunteer Agreements and Volunteer Insurance

Prior to being assigned a site to monitor, volunteers must sign a Volunteer Agreement with each local land agency for whom they volunteer. The duties, access and equipment use defined on each Volunteer Agreement will serve as the site steward’s permit to carry out these activities while working for the land manager. These agreements must be updated annually. It is the responsibility of the site steward to make sure the
agreement is current and valid. New forms may be obtained from the program manager,
the land manager or the site steward’s regional coordinator.

While working as a volunteer for a federal agency, site stewards may be partially
covered by federal worker’s compensation laws only if his/her volunteer agreement
is valid and the site steward is occupied in his/her defined duties. All documents
are valuable and should be protected.

All Volunteer Agreements are automatically closed when site stewards leave the
Cultural Site Stewardship Program.

Addressing Issues in the Site Stewardship Program

Stewardship programs are developed in response to the damage or destruction of sites
on a parcel of land, or the fear that fragile sites will be damaged in the future. However,
programs on safety and liability focus on specific issues related to public site monitoring:

- Stewards must never discuss their site or contact media sources for any reason.
  Refer to the agency.

- Due to liability concerns, ATV’s, UTV’s, motorbikes, unlicensed off-road vehicles,
  horses, or watercraft are not to be used without agency approval.

- Stewards must never carry firearms while stewarding.

- Maintain site confidentiality.
Program Operations

1. The ICSST Team
The Interagency Cultural Site Stewardship Team (ICSST) is the advisory team for the Cultural Site Stewardship Program (CSSP). This team consists of seven archaeologists from the federal agencies with land management responsibilities (BLM, BoR, NPS, USFW, USFS,) an archaeologist from the Lost City Museum, and one avocational archaeologist representing the site stewards, all dedicated to the preservation of cultural sites in Nevada. ICSST members provide the professional knowledge and technical understanding to support and nourish the program. They meet formally once each month with the project manager and are on call daily for advice, counsel and direction.

2. The Program Manager
A full-time manager is dedicated to the operational success of the CSSP and is responsible for the organization, recruitment, training, and management details. If questions arise regarding the CSSP, the project manager should be the one to ask. The manager organizes workshops, assists the site stewards when needed, assigns regional coordinators and works directly with the ICSST team to ensure success of the program. The program manager is a staff member of UNLV’s Public Lands Institute.

3. Regional Coordinators
Volunteers are chosen for their exceptional skill and knowledge of sites in their region. Regional coordinators in Clark County maintain close contact with site stewards and assist in providing communication and feedback indispensable to the vigorous operations of the CSSP. They meet formally for a day each quarter to critique and recommend procedures to support the site stewards.

4. Site Stewards
The volunteer site stewards are the backbone of the CSSP. Appointed for one year, they are actively engaged in providing the eyes and ears for land managers to reduce permanent destruction to Nevada’s fragile cultural resources. Stewards are mission-oriented to preserve prehistoric and historic resources for the purposes of conservation, scientific study and interpretation. They are accountable to the land managers, for whom they provide a monitoring service by turning in quarterly reports.
Site Visits

The primary responsibility of the site steward is to report impacts, or the lack of, changes to an assigned site based upon a series of timely field visits. Considerations, which may affect these visits include the following:

**Frequency.** Although four times a year is considered the minimum, both the significance of a site and its potential for vandalism, or heavy visitation impact determine the frequency for monitoring. Some sites - particularly those highly visible, well known or easily accessible rock art sites - may require more field visits than one site steward can handle. In these cases, multiple teams of stewards may be assigned to the same site. The frequency of field visits will be determined by the land manager and agreed to by the site steward. Even though more frequent field visits are encouraged, it may be more beneficial for a site steward to take on an additional site assignment rather than revisiting the same site more often.

**Signing out and in.** Site stewards must sign out at the beginning of each trip and sign in at the conclusion. The importance of this procedure cannot be overemphasized. Within two months of this writing, two incidents that required responses occurred. In each case, procedures were properly followed and unnecessary problems avoided. At least one contact should be made with a dependable, responsible person chosen by the site steward. He/she should be notified when leaving and upon return.

**Accident.** In event of a vehicle breakdown or an accident with or without injuries, it is recommended that the persons involved should stay with their vehicles on the established route until help arrives. Site stewards in the field will not deviate from the established route. Should an incident occur, the site steward’s designated check-in person and/or local land manager must know where to look if the site steward hasn’t returned according to schedule.

**Suspicious activities.** Site stewards must not confront or openly observe persons involved in suspicious activities. Any actions that might provoke confrontation must be avoided. Suspicious activity or vandalism should be recorded on the Site Visit Report Form and called into the dispatch land manager as outlined in the Site Action Guidelines.

**Obvious vandalism.** Obvious vandalism or serious impacts to a site occurring since the last site visit will be reported by the site steward without disturbing potential evidence. Vandalism should not be explored at the risk of destroying or losing evidence.

**Friends and relatives.** All observers, regardless of their relationship to the site steward, must be approved by the local land manager or regional coordinator prior to accompanying the steward. The names of observers and the completed Volunteer Agreements must be filed with the appropriate land manager’s office. There is no insurance coverage for an observer who has not signed a Volunteer Agreement.
Children and pets. Untrained individuals, children and pets may make it difficult to focus on necessary tasks during a site visit and may adversely impact the site.

Steward Manual. Site stewards should retain a notebook and a copy of the Volunteer ID Card when visiting a site. The Manual should be used to store copies of previous Monitoring visits and contains information site stewards need to continue monitoring their sites. Site Stewards are reminded that the Manual will then contain privileged information and should remain in the exclusive possession of the site steward. The information is potentially valuable to anyone involved in pot hunting or vandalism. If any of the information is lost, the site steward must inform the Project Manager immediately.

Site Visit Procedures
Field work as a site steward involves several different activities that vary from one visit to another and from one site to the next. It is important for safety and for success of the program that site stewards are familiar with the ways in which field visits are conducted.

The Initial Site Visit or Baseline Visit. The site steward’s first visit to his/her assigned site will be coordinated with the administering agency. The agency archaeologist or, more likely, the project manager and the regional coordinator will accompany the site steward to the site. This is the best way to learn the preferred route into and out of the site; about any hazardous or sensitive areas; and, most importantly, about the site itself and the things to be particularly aware of. The information documented during the initial visit is the baseline for the stewardship of the site. Observations made on subsequent visits will be compared to the baseline data to determine if there have been changes.

Site stewards take notes and ask questions. A Field Notebook is a perfect tool to organize information and observations about an assigned site. Site stewards are encouraged to write clearly and to limit abbreviations. What may seem logical now may not be as obvious six or nine months later.
The Baseline Photography Visit

Prepared by Eva Jensen, Curator of the Lost City Museum

At a bare minimum, site stewards should carry a disposable camera for quick, easy color prints. Camera and film requirements will be according to what the land managers prefer. Some may want digital and others may want hard-copy prints. This will be arranged as the sites are assigned.

1. Set up a baseline photo collection. Document the way the site looks on the first visit with the land manager and regional coordinator. These should be prints you keep so you can refer to them. You will want to take the photos with you on future field visits.

What to photograph:

• Take an overview of the entire site that shows landmarks of the surrounding landscape. This will make it easier for you to find the spot again. Note which direction you are facing when you take the photo and write it on the back of the print. Some managers may want to set up a marker for a specific photo point so you can use the same spot each time.
• Take a photo of distinctive features or rock art panels. Remember to keep a photo log that tells what the photo is and where it was taken.
• Take photos of any impacts already visible on the site. Things like spray paint, tire tracks, cattle trails or erosion are important to note and date so any changes are easily recognized.
• Take photos of artifacts in place or collectors’ piles to document if anything is missing on your next visit. Your agency archaeologist may also be able to identify artifact types or styles from your photos.

2. Take your baseline photos and notes with you when you visit your site again. You should photograph any significant changes you see and date each photo. Note the changes in your site visit notes. If there is no change, you probably do not need to photograph everything each time.

What to photograph:

• Take a photo of litter or trash left in the area.
• Take a photo of tire tracks or campfires on the site.
• Take a photo of any natural erosion of the site if it is causing destruction. Show your coordinator or manager. They can arrange steps to minimize the damage.
3. If there is indication of recent vandalism, do not approach the site. Take a photo from where you first notice the vandalism. Back away carefully. Report the change. At this point the site may be a crime scene and your footprints might destroy evidence.

What to photograph:

- Take a photo from where you first notice the destruction. Do not walk around on the site to get a better look.
- Photograph any tire tracks or footprints from where you are. Do not walk around on the site.
- Take a photograph of license plates or suspicious cars in the area. Do not photograph people or cars if there is suspicion of any danger.

4. **Never put yourself in danger to photograph a site.** Your safety is the most important thing to the Site Steward Program. We cannot do this without you.

What **not** to do:

- **Do not climb in precarious places to photograph a site.** A safe photo from farther away is more useful than a broken leg.
- **Do not harass wildlife to get a better photo of your site.** The rattlesnake is a better protector than your photo.
- **Do not photograph people in the act of looting a site.** They may have guns and it is guaranteed their guns have longer ranges than your lens.

5. One thing to remember is that you will not remember. Always keep a photo log. Write the date you took the photo. Write the number of the photo. Write the site number or name. Write a brief description of the photo subject. Write the direction you are facing when you take the photo. Example: “4/26/03, #13, 26CK1999, potsherds and ATV tracks, view west.” When you get your photographic prints, write the information on the back of the photo with a permanent marker. You have no idea how much juniper trees look alike until you try to sort out site photos. Let me show you all the photos I have of some potsherds at a site somewhere in Utah about six or seven years ago. You will forget.” – Eva Jensen
Rock Art Site Etiquette – A Visitor’s Guide

The most important thing to do is show respect for the site, its history, and the people it represents. This is easily done if we try to follow some simple rules.

- Don’t touch the rock art. Natural oils and acids on your skin will harm the images. Remember that you are not the only visitor to the site. The oils and acids soon accumulate to cause staining and other damage. Touching the images also simply wears them away over time.

- Don’t move or remove any artifacts you may find at a site. Any objects associated with the site are pieces of the same puzzle that tells us that the site and surrounding landscape – including all the plants and animals – are an important part of the site.

- Don’t add graffiti or otherwise deface the images or the site. Rock art is not “ancient graffiti.” Even if others have been thoughtless enough to add their names or a message to the images, please don’t condone their actions by adding your own. Remember that on public lands, defacing the site is actually illegal.

- Don’t walk or climb across rock art to get closer to other images or simply to explore, or to take a shortcut to another place. Unauthorized trials are easily established and with repeated use will erode and irreparably damage sites.

- Don’t make rubbings of petroglyphs. Rubbings cause damage to images by abrading them and sometimes by leaving behind residues of the materials used to make the rubbings.

- Don’t use chalk or other materials to outline images. This is vandalism; besides which it is unsightly and can cause permanent damage to the rock art.

- Do learn more about the site and rock art in general. There are a great many books available that not only tell you about rock art, but often contain spectacular photographs of sites that are hard for most people to find and visit.

- Do report any vandalism or defacement to the agency responsible for the preservation of the land where the site is located. Examples of such organizations are the National Park Service, National Forest Service, Bureau of Land Management, or the relevant state parks department.

- Do take your trash home with you and help also carrying out the trash that others have carelessly left.

- Do take time to appreciate the site and hear and see its story and that of the people who created it.


If you remember nothing else – Don’t do anything to rock art that you wouldn’t first do to your own head. That includes painting it, shooting it, carving your initials into it, or removing it. To learn more about Nevada Rock Art visit www.nevadarockart.org
SECTION 2 – SAFETY

Signing Out and Signing In

Any field program that does not have an established and tested “sign out / sign in” procedure is doomed to experience an eventual calamity. Stewards can be stranded in inhospitable environments with no one aware that they are in trouble.

It is the policy of the Clark County Site Steward Program that each steward who leaves the safety of his/her home on site steward business must provide a responsible person(s) with the following:

- route and destination
- expected time of return
- who to contact if he/she does not return by that expected time

During the course of one year, ten incidents occurred in one region. Four of these incidents were resolved by a friend or relative knowledgeable about the missing person’s destination and expected time of return. Two incidents were serious, one required a medical flight.

A reliable agent or agency must know a site steward is out on stewardship business, so that he/she can marshal the resources to initiate a search should the site steward fail to return when expected. Depending on agency policy and local or personal circumstances, site stewards may sign out and in with a spouse, friend, local land manager, regional coordinator or program manager. Specific details will be worked out on a site-by-site basis with the agency archaeologist or representative, the regional coordinator and the site steward at the time of accepting a monitoring assignment.

To make sure the necessary information is available if needed, site stewards prepare a written record that includes their destination and objective, anticipated route of travel (including dirt roads by name/number or at least distances/directions), timetable for each stage of the visit (specifically identifying the latest time at which they will call their check-in contact). It is a good idea to leave a generic copy of this with the regional coordinator.

If a site steward’s destination requires travel that takes them off regular named roads, particularly if there is cross-country hiking involved, they should consider leaving a photocopy of a map that indicates their route with the regional coordinator. The site location does not need to be specifically identified, but there should be enough detail to enable rescuers to follow the route. The more isolated the site or rougher the terrain, the more critical it becomes to be fully prepared for potential emergencies and not deviate from the route left with the sign-in contact.

Do not go into the field on site-steward business without the assurance of the protection described above.
Desert Survival Tips

CLOTHING should be kept on. It helps to regulate body temperature and reduces hydration rate. Cover your head! If a hat is not handy, improvise a head covering.

DRINK water if you have it. If water is limited, keep your mouth closed. Do not talk, do not eat, do not smoke, and do not drink alcohol.

INFORM someone where you are going, your route, and when you expect to return. STICK TO YOUR PLAN.

SHADE should be used when available. Erect shade from tarps, blankets, seat covers, or anything to reduce the direct rays of the sun. Do not sit or lie directly on the ground. It may be 30 degrees hotter than the air.

WATER should be carried, at least one gallon per person per day. Take an extra five (5) gallons per car.

VEHICLE must be in good condition - sound battery, hoses, spare tire, spare fan belts, good tools and reserve gas and oil. NO ATV’S, UTV’S, MOTORBIKES OR HORSES May be used by volunteers without safety certification AND authorization by the federal land managing agency.

VEHICLE BREAKDOWN – If your vehicle breaks down, stay near it. Your emergency supplies are there. Raise the hood and trunk for "Help needed." A vehicle can be seen for miles but a person on foot is very difficult to find. Leave the disabled vehicle only if you are positive of the route to help. Leave a note for rescuers of the time you left and the direction you are taking.

WALKING OUT – If you must walk out, rest for at least 10 minutes each hour. If you are not normally physically active, rest up to 30 minutes each hour. Find shade, sit down, and prop up feet. Adjust shoes and socks. Do not remove shoes; you may not be able to get them back on swollen feet.

WEATHER can change quickly. Keep an eye on the sky. Flash floods may occur anytime thunderheads are in sight, even though it may not rain where you are.
Heat Exhaustion

What happens to the body:

- Decreased and dark colored urine
- Dizziness / light headedness
- Fainting
- Feeling sick to your stomach
- Headaches
- Mood changes (irritable or confused)
- Pale, clammy skin
- Vomiting
- Weakness

What should be done:

- Move the person to a cool, shaded area to rest. Don't leave the person alone.
- If the person is dizzy or light headed, lay him on his back and raise his legs about 6-8 inches. If the person is sick to his/her stomach, position the person on his/her side.
- Loosen and remove any heavy clothing.
- Have the person drink some cool water, a small cup every 15 minutes, if he/she is not feeling sick to his/her stomach.
- Try to cool the person by fanning him/her. Cool the skin with a cool spray mist of water or a wet cloth.
- If the person does not feel better in a few minutes, call for emergency help (ambulance or call 911).
- If heat exhaustion is not treated, the illness may advance to heat stroke.

Certain medications increase the risk of heat-related illness. People who work in hot environments are advised to check with their doctors or pharmacists when taking medications and when working in hot environments. Those who have had a heat-induced illness in the past may also be at increased risk.
Heat Stroke

What happens to the body:

- Dry Pale Skin – no sweating.
- Hot Red Skin – looks like a sunburn.
- Mood changes – irritable, confused / not making any sense.
- Seizures / fits.
- Collapse / passes out – will not respond.

What should be done:

- Call for emergency help – ambulance or call 911.
- Move the person to a cool shaded area. Don't leave the person alone.
- Lay the person on his back and if he/she is having seizures / fits, remove any close objects to avoid injury.
- If the person is sick to his/her stomach, position the person on his/her side.
- Remove any heavy and outer clothing.
- Have the person drink some cool water in small amounts (a cup every 15 minutes) if he/she is alert enough to drink and not feeling sick to his/her stomach.
- Cool the person by fanning him/her. Cool the skin with a cool spray mist of water. Provide a wet cloth or wet sheet. Place ice packs, if available, under the arm pits and groin area.
## Backcountry Checklist

### Personal Safety
- Hat and jacket
- Cell phone
- Prescriptions and medications
- Spare eyeglasses
- Sunscreen
- Water purifier/tablets
- Space blanket
- First Aid Kit (keep it up to date)
- Waterproof matches/container
- Insect repellent
- Flashlight
- Bandana
- Comb for cactus removal

### Navigational Equipment
- Area maps and guides
- Permits if needed
- Compass with mirror
- GPS Equipment
- Whistle
- Two-Way Radios

### Vehicle Recovery Gear
- Jack and tire-changing tools
- Tow strap and hardware
- Shovel
- High-lift jack
- Planks for traction or support
- Spare keys

### Tool Box
- Needle-nose pliers
- Locking pliers
- Adjustable socket wrench
- Pocket knife
- Slipjoint pliers
- 10” adjustable wrench
- Hammer
- Gloves
- Crescent wrench
- Radiator “stop leak”
- Nylon cord
- Duct tape
- Fuses
- Trash bags
- Handy wipes
- Notebook and pencil

### Emergency Supplies
- Jumper cables
- 2 flashlights
- Tire sealant
- 5 gallons water per vehicle
- Spare ignition key
- Emergency flares
- Fire extinguisher (halon preferred)
- Full-size spare tires
- Extra fuel
- Extra engine oil and brake fluid
- Spare fan belt and radiator hose
- Firestarter (magnesium flint)
- Extra batteries to fit your equipment
- Proof of insurance

---

**Backcountry essentials vary depending on where, in what season and how long the adventure will be. ALWAYS overestimate the water needed. One gallon of water is a minimum for one person for one day. Try to carry 5 extra gallons per vehicle. And ALWAYS take a hat!**
Section 3 – Forms
Nevada Cultural Site Steward Program
Site Data Form

CONFIDENTIAL

Information provided on this site is kept in the Site Steward Inventory File. This form must be completed and submitted to the Interagency Program Manager or the Land Manager by the Regional Coordinator. This form should be given to the Site Steward accepting this site for monitoring. If this information does not coincide with local popular names, or if the actual location is different that the information given on this form or the map with the site kit, or any other irregularities are found, the land manager should be made aware of changes or misinformation and kept updated as to the site’s condition by the accepting Site Steward.

Site Name

<table>
<thead>
<tr>
<th>Land Owner/Agency:</th>
<th>Name of USGS Map:</th>
</tr>
</thead>
</table>

GPS: ___________________________ Latitude: ___________________________

UTM: ___________________________ Longitude: ___________________________

NAD: ___________________________

Directions to Site or Activity/Project

________________________________________________________________________

________________________________________________________________________

Priority (How often a site should be visited based on visitor impact):

- ☐ URGENT
- ☐ HIGH
- ☐ STANDARD
- ☐ AS RESOURCES PERMIT

Access:

- ☐ AUTO
- ☐ HIGH CLEARANCE
- ☐ 4X4
- ☐ ENTRANCE KEY NEEDED

Contact Information:

Program Manager

__________________________________________

Regional Coordinator

__________________________________________

For Recent Damage

__________________________________________

Vandalism in Progress

__________________________________________

For help in emergency

__________________________________________

Regional Coordinator Date Site Steward Date
# Nevada Cultural Site Steward Program

## Site Action Guidelines

<table>
<thead>
<tr>
<th>Impact Level</th>
<th>Description of Impact</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>No change to site.</td>
<td>Complete Site Monitor Report. Send to Regional Coordinator.</td>
</tr>
<tr>
<td>1</td>
<td><strong>Minor</strong> disturbance to site location but not to resource. Minor trash. More heavily visited than previous report. Increased foot or vehicular traffic but no new paths or trails. No damage apparent to cultural resource.</td>
<td>Complete Site Monitor Report. Record minor disturbance in &quot;Comments&quot; section. Send to Regional Coordinator.</td>
</tr>
<tr>
<td>3</td>
<td><strong>Site damaged.</strong> Graffiti, gunshot damage, destruction to petroglyphs, digging evidence, horses, bikes and ORV damage, new roads, new paths or trails, intentional or careless destruction, natural destruction from wind, water, other. Meaningful disturbance of midden pile. Site is threatened and needs attention.</td>
<td>Treat as Crime Scene. Collect as many notes and photos as possible without disturbing the site. Do not touch or pick up artifacts or disturb scene with footprints. Complete Site Monitor Report and Impact Report. Attach photos or drawings. Contact Land Manager. Contact Regional Coordinator by phone after visitation. Send reports to Regional Coordinator and Program Manager. When course of action decided, Site Steward will be notified.</td>
</tr>
<tr>
<td>4</td>
<td>Looters or vandals at site.</td>
<td>Do not engage. Take notice of activities and descriptions. Remove yourself from the area and Contact Dispatch immediately. Call Regional Coordinator, Program Manager and/or Land Manager AFTER calling dispatch. Complete Site Monitor Report and Impact Report. Attach photos or drawings. Send to Regional Coordinator and Program Manager.</td>
</tr>
</tbody>
</table>
# Nevada Cultural Site Steward Program

## Site Monitoring Report

<table>
<thead>
<tr>
<th>Site Name: __________________________</th>
<th>Site Number __________</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPS ________________________________</td>
<td>Date of Visit __________</td>
</tr>
<tr>
<td>UTM ________________________________</td>
<td>Date of Previous Visit __________</td>
</tr>
<tr>
<td>Agency __________________ (BLM, USFS, USFW, NPS)</td>
<td>NAD: __________</td>
</tr>
</tbody>
</table>

Beginning time site visit: __________  
Ending time site visit: __________  
Total miles driven: __________  

Site Steward Name: __________________________

Monitoring Party Names:  

## SITE CONDITION:

Grade: __________  
0 = No Change  
1 = Comments on condition below  
2, 3, 4 - Site is damaged. Fill out Impact Report

Comments regarding observation:  

Attach site sketches or photos as needed.
Nevada Cultural Site Steward Program

Site Monitoring Report

<table>
<thead>
<tr>
<th>Site Name:</th>
<th>RAVEN'S HIDEOUT</th>
<th>Site Number:</th>
<th>26CK1433</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPS</td>
<td>11S 4073333</td>
<td>Date of Visit</td>
<td>8/13/2007</td>
</tr>
<tr>
<td>UTM</td>
<td>4049267</td>
<td>Date of Previous Visit</td>
<td>6/30/2007</td>
</tr>
<tr>
<td>Agency</td>
<td>(BLM, USFS, USFV, NPS)</td>
<td>NAD:</td>
<td>27</td>
</tr>
</tbody>
</table>

Beginning time site visit: 8:15 AM
Ending time site visit: 10:45 AM
Total miles driven: 112

Site Steward Name: Chris Johnson

Monitoring Party Names:  
- Chris Johnson
- Charles Darwin

SITE CONDITION:

Grade: 0  
0 = No Change  
1 = Comments on condition below  
2, 3, 4 - Site is damaged. Fill out Impact Report

Comments regarding observation:
No evidence of recent visitation. No changes apparent. Saw 3 bighorn on the way in.

Attach site sketches or photos as needed.
Example B

Nevada Cultural Site Steward Program

Site Monitoring Report

Site Name: RAVEN'S HIDEOUT

GPS 11s 4073333

UTM 4046287

Agency (BLM, USFS, USFWS, NPS)

Date of Visit 9/13/2007

Date of Previous Visit 9/30/2007

Site Number 26CK1433

NAD: 27

Beginning time site visit: 8:15 AM

Ending time site visit: 10:45 AM

Total miles driven: 112

Site Steward Name: Chris Johnson

Monitoring Party Names

Chris Johnson

Charles Darwin

SITE CONDITION:

Grade: 1

0 = No Change

1 = Comments on condition below

2, 3, 4 - Site is damaged. Fill out Impact Report

Comments regarding observation:

Visitation evident from tire tracks near site and footprints near shelter. Two coke cans and gum wrapper near shelter. No damage noticed to site itself.

Attach site sketches or photos as needed.
## Nevada Cultural Site Steward Program

### Site Monitoring Report

<table>
<thead>
<tr>
<th>Site Name:</th>
<th>Site Number: 28CK1433</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPS: 11s 4073333</td>
<td>Date of Visit: 8/13/2007</td>
</tr>
<tr>
<td>UTM: 4046267</td>
<td>Date of Previous Visit: 6/30/2007</td>
</tr>
<tr>
<td>Agency: BLM, USFS, USFW, NPS</td>
<td>NAD: 27</td>
</tr>
</tbody>
</table>

Beginning time site visit: 8:15 AM  
Ending time site visit: 10:45 AM  
Total miles driven: 112

Site Steward Name: Chris Johnson

Monitoring Party Names  
- Chris Johnson  
- Charles Darwin

### SITE CONDITION:

| Grade: 3 | 0 = No Change  
1 = Comments on condition below  
2, 3, 4 - Site is damaged. Fill out Impact Report |

Comments regarding observation:  
- Gunshot holes to petroglyph panel. Graffiti - initials GQ scratched  
- across pictographs. Shelter appears to be potted recently. Major trash thrown on site and metate has been removed.

Attach site sketches or photos as needed.
Nevada Cultural Site Steward Program

Impact Report

<table>
<thead>
<tr>
<th>Site Impacted</th>
<th>Raven’s Hideout</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location of Site</td>
<td>GPS: 11s 4073333 4046267</td>
</tr>
<tr>
<td>Date Impact Noted</td>
<td>8/13/2007</td>
</tr>
<tr>
<td>Date of Last Visit</td>
<td>6/30/2007 NAD: 27</td>
</tr>
</tbody>
</table>

Nature of Impact / Damage

- Digging
- Bullet Holes
- Vehicle Tracks
- Rock Art Damage
- Paint
- Graffiti
- Artifacts Removed
- Human Remains
- Fencing Damaged / Removed
- Signs Down
- Trash
- Firepit
- Trails
- Erosion
- Structural Collapse

Other: Describe

Estimated age of impact / damage in days: 2 weeks
Time of visit: 8:45 AM

Evidence noted at site: Empty rifle shells, two empty beer bottles, OHV tracks up to site, footprints, one candy wrapper

Physical Description:
- Male
- Female
- Race/Color
- Hair Color
- Height
- Glasses (style, color)
- Eye Color
- Weight
- Facial Hair (beard, Moustache, etc.)
- Clothing
- Scars, marks, tattoos

Additional information about description:

Length of time you observed at the site:

Vehicle:
- Make
- Model
- Year
- License # and State
- Color

Describe in detail on backside of form. Mention contacts and conversations with suspects (if any). Attach copies of photos and/or sketches of the site damage or the suspects. Attach Site Monitoring Report.

Signature
Date
# New Site Discovery

**Site Steward Name:**

**Date of discovery**

**Site Ownership:**

**GPS:**

**UTM:**

**Latitude:**

**Longitude:**

**NAD:**

**Directions to Site:**

---

**Condition (archaeological):**

- [ ] Preserved
- [ ] Disturbed
- [ ] Vandalized

**Disturbance:**

- [ ] Erosion
- [ ] Animal
- [ ] Fire
- [ ] ORV

**Artifacts (indicate quantity for each category):**

- plain pottery
- decorated pottery
- flaked stone
- historic ceramics
- historic glass
- fire cracked rock
- bone
- sea shell
- ground stone
- cans

**Other (describe):**

---

**Diagnostics (indicate quantity or check for “present”):**

- redware
- corrugated pottery
- b/l pottery
- obsidian
- projectile pts.
- mano
- metate
- polychrome pottery
- b/w pottery
- w/l pottery

**Other (describe):**

---

**Features (draw features of site on reverse side. Measure or estimate size):**

- trash mound
- roasting pit
- rock art
- historic mine
- historic dwelling
- grinding stone

**Other (describe):**

---

*This form is to be used to report any new sites. The land manager will be alerted and will do a professional survey of the site at their convenience or will let consultants know of your discovery at the time a professional survey is conducted in the area. Please include sketches and photographs taken of this discovery.*
Nevada Cultural Site Steward Program

PHOTO LOG

<table>
<thead>
<tr>
<th>Site</th>
<th>Roll #</th>
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<tbody>
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<table>
<thead>
<tr>
<th>Film Type</th>
<th>Exposures on Roll</th>
<th>Lens (mm)</th>
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<tbody>
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</table>

Photographer

Promptly record exposure information after taking each picture. Include frame number, date, direction (true, mag. or grid), subject of photo, people's names if known, and informational data on the photo.

<table>
<thead>
<tr>
<th>Picture #</th>
<th>Date</th>
<th>Dir. of View</th>
<th>Subject</th>
<th>UTM</th>
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Public Lands Institute • Cultural Site Stewardship Program Training Manual
## Mileage Sheet

<table>
<thead>
<tr>
<th>Trip Start</th>
<th>Odometer Reading</th>
<th>Trip</th>
<th>Trip Specifics</th>
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<tbody>
<tr>
<td>Date</td>
<td>Time</td>
<td>Start</td>
<td>End</td>
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<td>TOTAL</td>
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**Driver's Name (last, first, m):**

Vehicle License No/State:

Registered Owner:

Odometer Operational (yes or no):

---

Public Lands Institute ● Cultural Site Stewardship Program Training Manual  
Section 3 | Page 33
## Nevada Cultural Site Steward Program

### Quarterly Service Log

**Name:**

**Region:**

**Report Due Date:**

- Dec. 31
- March 31
- June 30
- Sept. 30

<table>
<thead>
<tr>
<th>Site</th>
<th><em>Agency</em></th>
<th>Activity</th>
<th>Field</th>
<th>Training</th>
<th>Other</th>
<th>Miles</th>
<th>Donated</th>
<th>Comments</th>
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</thead>
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</tbody>
</table>

*Agencies:*

- BLM (Bureau of Land Management)
- NPS (National Park Service)
- USFS (U.S. Forest Service)
- BOR (U.S. Bureau of Reclamation)
- USFWS (U.S. Fish and Wildlife)

Start new forms each quarter.

Please submit forms after each quarter.

Please submit Service Log to: George W. Phillips, Program Manager, CSSP
4605 Maryland Parkway - Box 452040
Las Vegas, NV 89156-2040

**Phone:**

702-695-5166

**Email:**

gp@unlv.edu
Nevada Cultural Site Steward Program

Personal Information Form

Date: ______________________

Name: ______________________
Address: ______________________

City, State, Zip: ______________________
Phone: ______________________
Email: ______________________

Emergency contact name: ______________________
Address: ______________________

City, State, Zip: ______________________
Phone: ______________________

Medical conditions we should be aware of:

__________________________________________________________________________

Vehicles you will be using:

Year: ________ Make ________ Model ________ Color ________

Year: ________ Make ________ Model ________ Color ________

Do you have a 4 wheel drive vehicle? [ ] yes [ ] no

What type of site would you like to monitor?

[ ] Historic Structures  [ ] Mines and Camps  [ ] Roads and Trails

[ ] Rock Art  [ ] Prehistoric Shelters  [ ] Artifact Scatters  [ ] Any Site is OK

Is there a specific site you would like to monitor? ______________________

How far are you willing to drive round trip?  [ ] Up to 40 miles  [ ] 40 to 100 miles  [ ] Over 100 miles

How far are you willing to hike round trip?  [ ] Up to 1 mile  [ ] 1 to 5 miles  [ ] 5 to 10 miles  [ ] 10 to 20 miles

Comments or Concerns: ______________________

__________________________________________________________________________
Section 4 – The Law

Federal Cultural Heritage Preservation Laws

**Antiquities Act (1906)**
- Protects archaeological sites on Federal land
- Establishes permit system for excavations and collecting of Federal lands
- Penalties for violations
- Authorized the President to proclaim National Monuments
- Artifacts belong to Federal government

**Historic Act of 1935**
- Declared national policy to preserve historic sites, buildings and objects
- Authorized the Historic American Buildings Survey, the Historic American Engineering Record, and the National Historic Landmarks Survey
- Authorizes restoration and preservation of historic or prehistoric sites

**National Historic Preservation Act (NHPA, 1966)**
- Establishes State Historic Preservation Offices (SHPO)
- Establishes Advisory Council on Historic Preservation
- Expands use of the National Register of Historic Places
- Developed categories of inclusion on the National Register: famous person, significant event, trend setting architecture, scientific potential
- Requires Federal agencies to inventory, protect and preserve significant sites

**American Indian Religious Freedom Act of 1978**
- Recognizes rights of Native peoples to access sacred or cultural sites

**Archaeological Resources Protection Act (ARPA, 1979)**
- Protects archaeology sites on Federal land
- Defines archaeological/cultural resources as any material remains of past human life or activities that are at least 100 years old and of archaeological interest
- Requires federal permits for excavations and/or removal of cultural resources
- Requires confidentiality of site locations
- Felony criminal penalties for violations for disturbance resulting in over $500 in damage. Includes disturbing sites and collecting artifacts/arrowheads.
- Established fines up to $250,000 and imprisonment up to two years for the first offense and $250,000 and up to five years for subsequent convictions
- Allows confiscation of equipment, felony restrictions and civil penalties

**Native American Graves Protection and Repatriation Act (NAGPRA, 1990)**
- Established rights of Native Americans to claim human remains and sacred objects
- Prohibits individual ownership of human remains
- Requires museums housing remains or artifacts to compile an inventory of all
cultural items and to consult with Native American tribes to determine affiliation

State and Local Laws

Nevada State Antiquities Law of 1959
- Covers antiquities found on state lands
- Requires permits for archaeological work on state land and prohibits disturbing sites and collecting artifacts without a permit

Nevada Revised Statutes of 1990
- Protection for “Indian” burials and remains on private and public land

The following passage is taken from the Bureau of Land Management’s book, Intrigue of the Past:

Federal laws provide for severe penalties to those who disturb and destroy sites more than 100 years old. The Archaeological Resources Protection Act (ARPA) was passed in 1979 and prohibits unauthorized digging and collecting of archaeological resources including pottery, basketry, bottles, sites with coins or arrowheads, tools, structures, pit houses, rock art, graves and human skeletons. No person may sell or buy any archaeological resource which was illegally acquired. Penalties for those convicted of violating ARPA are:

1. **First Offense:** a person who breaks this law for the first time may be fined $100,000 and spend one year in jail. If the cost of repairing the damage exceeds $500, the offender may receive a fine of $250,000 and spend two years in jail.

2. **Second Offense:** a person, who breaks this law for the second time, may be fined $250,000 and spend five years in jail.

3. Vehicles and other equipment used in breaking this law may be confiscated.

ARPA applies to all public lands, including those administered by the U.S. Forest Service, Bureau of Land Management, the military, U.S. Fish and Wildlife Service, the National Park Service, and the Bureau of Reclamation.

Statutes similar to ARPA have been passed by several states. Contact the State Historic Preservation Office to learn what the laws are in the applicable state.

Some people who dig in sites are engaged in an illegal market activity, are armed with weapons, and should be considered dangerous. Site stewards should never approach
someone seen digging in sites or collecting artifacts. Instead, they should record information about them – their physical description, what they were seen doing, the license number of their vehicle – and immediately report them to a local law enforcement agency.

People enjoying recreational activities in the out-of-doors occasionally find archaeological sites and wonder what they should do. Always leave artifacts where they are found, including small surface finds such as potsherds and stone flakes. Discoveries of rare or remarkable artifacts and sites should be reported to the land managing agency, or, in the case of private lands, to a local agency archaeologist or the State Historic Preservation Office.
### Appendix 1

#### Acronyms

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACEC</td>
<td>Area of Critical Environmental Concern</td>
</tr>
<tr>
<td>ARPA</td>
<td>Archaeological Resources Protection Act (Protecting Artifacts)</td>
</tr>
<tr>
<td>BLM</td>
<td>Bureau of Land Management</td>
</tr>
<tr>
<td>CTA</td>
<td>Carsonite signs placed in soil to restrict off road vehicles</td>
</tr>
<tr>
<td>EIS</td>
<td>Environmental Impact Statement</td>
</tr>
<tr>
<td>FoGB</td>
<td>Friends of Gold Butte (An activist group, that is focused on protection of cultural, historical, and natural resources in the Gold Butte area)</td>
</tr>
<tr>
<td>NAA</td>
<td>Nevada Archeology Association</td>
</tr>
<tr>
<td>NCA</td>
<td>National Conservation Area (Example: Red Rock Area)</td>
</tr>
<tr>
<td>NDOW</td>
<td>Nevada Department of Wildlife (Game Warden)</td>
</tr>
<tr>
<td>NEPA</td>
<td>National Environmental Policy Act</td>
</tr>
<tr>
<td>NRAF</td>
<td>Nevada Rock Art Foundation</td>
</tr>
<tr>
<td>OHV</td>
<td>Off Highway Vehicle</td>
</tr>
<tr>
<td>ORV</td>
<td>Off Road Vehicle</td>
</tr>
<tr>
<td>PIC</td>
<td>Partners in Conservation (Example: Turtle fences and help remove salt cedar)</td>
</tr>
<tr>
<td>RAC</td>
<td>Resource Advisory Committee</td>
</tr>
<tr>
<td>SHPO</td>
<td>State Historic Preservation Office</td>
</tr>
</tbody>
</table>
Appendix 2
Agency Collection Policies

Bureau of Land Management - Archaeological artifacts and sites on land managed by the BLM are protected by numerous laws that began with the American Antiquities Act of 1906 and include the Archaeological Resources Protection Act of 1978 (ARPA). It is illegal to collect or disturb archaeological materials on public land without a permit issued by the BLM or the appropriate land-managing agency. These permits are granted to qualified archaeologists associated with institutions or contracting firms. Violators will be subject to criminal penalties.

**Fossils** are paleontology resources consisting of remains or traces of plants and animals that existed in a previous geological period. They are unique, nonrenewable resources that provide clues to the history of life on earth and are considered to have scientific value. Anyone may collect invertebrate and plant fossils (other than petrified wood) in “reasonable” amounts. Vertebrate fossils may be collected only by persons who possess permits issued by the BLM. These permits are granted to individuals associated with educational and research institutions.

**Petrified Wood** is also a paleontology resource. Subject to certain limitations, anyone may collect petrified wood. The allowed maximum per person per day is 25 pounds, plus one piece, or 250 pounds per year. Collection of a single specimen weighing more than 250 pounds requires a permit from the BLM.

- Black Rock Desert High Rock Canyon Emigrant Trails National Conservation Area, Winnemucca – No artifacts, fossils or plant materials may be collected within the boundaries of National Conservation Area (NCA).
- Red Rock Canyon National Conservation Area, Las Vegas – No artifacts, fossils or plant materials may be collected within the boundaries of National Conservation Area (NCA).
- Sloan Canyon National Conservation Area, Las Vegas – No artifacts, fossils or plant materials may be collected within the boundaries of National Conservation Area (NCA).
- Wilderness Lands – No artifacts, fossils or plant materials may be collected within the boundaries of any land that has been designated at Wilderness. In addition no mechanized vehicles, except wheelchairs, may enter this type of land designation.
- Bureau of Reclamation – No artifacts, fossils or plant materials may be collected within the boundaries of any Forest Service lands without an official permit.
- U.S. Fish and Wildlife Service – No artifacts, fossils or plant materials may be collected within the boundaries of any Fish and Wildlife lands without an official permit.
• U.S. Forest Service – No artifacts, fossils or plant materials may be collected within the boundaries of any Forest Service lands without an official permit.

• National Park Service* – No natural, cultural, or archaeological resources or parts thereof may be collected within the boundaries of any unit of the Nation Park System without an official permit. Also the use of metal detectors is prohibited without a permit.

* NATIONAL PARK SERVICE CODE OF FEDERAL REGULATIONS 36 CFR 2.1 is the "Preservation of natural, cultural, and archaeological resource."

Authority: 16 U.S.C. 1, 3, 9a, 462(k).
Source: 48 FR 30282, June 30, 1983, unless otherwise noted.

(a) Except as otherwise provided in this chapter, the following is prohibited:

(1) Possessing, destroying, injuring, defacing, removing, digging, or disturbing from its natural state:
   (i) Living or dead wildlife or fish, or the parts or products thereof, such as antlers or nests.
   (ii) Plants or the parts or products thereof.
   (iii) Nonfossilized and fossilized paleontological specimens, cultural or archeological resources, or the parts thereof.
   (iv) A mineral resource or cave formation or the parts thereof.

(2) Introducing wildlife, fish or plants, including their reproductive bodies, into a park area ecosystem.

(3) Tossing, throwing or rolling rocks or other items inside caves or caverns, into valleys, canyons, or caverns, down hillsides or mountainsides, or into thermal features.

(4) Using or possessing wood gathered from within the park area: Provided, however, that the Superintendent may designate areas where dead wood on the ground may be collected for use as fuel for campfires within the park area.

(5) Walking on, climbing, entering, ascending, descending, or traversing an archeological or cultural resource, monument, or statue, except in designated areas and under conditions established by the Superintendent.

(6) Possessing, destroying, injuring, defacing, removing, digging, or disturbing a structure or its furnishing or fixtures, or other cultural or archeological resources.

(7) Possessing or using a mineral or metal detector, magnetometer, side scan sonar, other metal detecting device, or subbottom profiler.

This paragraph does not apply to:
   (i) A device broken down and stored or packed to prevent its use while in park areas.
   (ii) Electronic equipment used primarily for the navigation and safe operation of boats and aircraft.
   (iii) Mineral or metal detectors, magnetometers, or subbottom profilers used for authorized scientific, mining, or administrative activities.

(b) The superintendent may restrict hiking or pedestrian use to a designated trail or walkway system pursuant to Sec. Sec. 1.5 and 1.7. Leaving a trail or walkway to shortcut between portions of the same trail or walkway, or to shortcut to an
adjacent trail or walkway in violation of designated restrictions is prohibited.

(c) (1) The Superintendent may designate certain fruits, berries, nuts, or unoccupied seashells which may be gathered by hand for personal use or consumption upon a written determination that the gathering or consumption will not adversely affect park wildlife, the reproductive potential of a plant species, or otherwise adversely affect park resources.

(2) The superintendent may:
   (i) Limit the size and quantity of the natural products that may be gathered or possessed for this purpose; or
   (ii) Limit the location where natural products may be gathered; or
   (iii) Restrict the possession and consumption of natural products to the park area.

(3) The following are prohibited:
   (i) Gathering or possessing undesignated natural products.
   (ii) Gathering or possessing natural products in violation of the size or quantity limits designated by the superintendent.
   (iii) Unauthorized removal of natural products from the park area.
   (iv) Gathering natural products outside of designated areas.
   (v) Sale or commercial use of natural products.

(d) This section shall not be construed as authorizing the taking, use or possession of fish, wildlife or plants for ceremonial or religious purposes, except where specifically authorized by Federal statutory law, treaty rights, or in accordance with Sec. 2.2 or Sec. 2.3.

Note: Regulations concerning archeological resources are found in 43 CFR part 3 (Permit Regulations and Curation).
Appendix 3
Archaeology of Southern Nevada
(From BLM Fact Sheet)

The archaeological record in southern Nevada reflects the activities and lifeways of people who, during the past several thousand years, were experts in living in an arid environment. Southern Nevada is a unique region because it is situated at the interface of three distinct geographic zones: the Colorado Plateau, Mojave Desert and Great Basin. Each zone shows evidence of cultural groups who skillfully utilized the natural resources of the area.

All prehistoric Native Americans hunted and gathered to obtain food. Collected foods included seeds and pods from cacti, yucca, agave, various grasses, mesquite beans from trees in sand dune hummocks, and piñon nuts from higher altitudes. Hunted animals included rabbits, coyotes and rodents from lower elevations and bighorn sheep and deer from surrounding ranges such as the Virgin and Spring Mountains.

Hunter-gatherers lived in open camps, brush structures and caves. They moved in family groups throughout a selected territory collecting the seeds of maturing plants and capturing animals on a seasonal basis. They camped in the mountains in summer and lived along the washes and sand dunes of valleys during the cooler winter months.

The earliest homes were nothing more than single pits dug a few feet into the ground. Walls were lined with rock slabs, and pole roofs were covered with brush and mud. Pithouses originated at least 25,000 years ago in northeastern Europe. The idea spread to Siberia and from there to western North American and the Southwest. The Anasazi adaptation of pithouse architecture indicates that they determined it was worth their while to invest labor even in these crude structures. Anasazi pithouses were circular, square, rectangular, or D-shaped in plan. Four hefty upright posts were crossed with ceiling joists and then overlaid with a lattice of slender poles, brush and grass or bark matting. An earthen covering over the top provided extra protection and insulation from the elements. A central hearth in the floor served both for cooking and heating, and smoke was ventilated through a side shaft and a smoke hole in the roof.

The earliest, or Archaic, occupation in southern Nevada began about 11,000 B.C. at Tule Springs in the northwest portion of the Las Vegas Valley. Excavation of Gypsum Cave, 10 miles northeast of Las Vegas, yielded evidence of continual use by different cultural groups from 1000 B.C. to present times. The most intensive use of many areas in the region, such as Red Rock Canyon, occurred within the past 2000 years. The ancestries of the earliest Native Americans have not been traced to the present, but the contemporary Paiutes and Shoshones are considered the descendants of the last hunter-gatherers in southern Nevada.

Two other prehistoric cultural groups utilized the area. The Mojave Indians conducted floodwater farming along the Colorado River, where Lake Mojave stands today, and exploited resources in the surrounding regions. Their descendants occupy a portion of those traditional lands.
As early as A.D. 500, the Virgin Anasazi settled along the Muddy and Virgin Rivers, about 60 miles north of Las Vegas. They lived in semi-permanent pithouses or Puebloan structures built of brush and adobe. Although they hunted animals and gathered seeds, much of their diet came from corn, beans and squash grown along the rivers. They abandoned the region around A.D. 1150. Reasons for their exodus include some of the same that residents of an arid climate face today: Increased population and heavy dependence on water.

Somewhat unique to this region are roasting pits, or prehistoric “Dutch ovens,” composed of large mounds of rock used to roast the bulbs of agave plants. A hole was dug and the food placed into the depression, a fire was started above, and limestone rocks put on top. Limestone rocks are excellent for heat retention, but once used turn white and no longer function as efficient heat conductors. Consequently, each time a roasting occurred, new limestone had to be gathered and the pile of rocks that comprised the roasting pit grew through time.

Artifacts are studied to understand the past. A metate is a large, flat rock that was used to grind seeds with another stone called a mano. Dart points were attached to the ends of wooden shafts and used to hunt animals. The bow and arrow replaced larger shaft points around A.D. 500. Because artifacts have remained for thousands of years where the users left them, their removal today serves only to destroy pieces of a puzzle.

Native Americans also produced rock art by pecking or etching figures and designs into cliff faces and on the surfaces of boulders. They also created red and yellow designs using paint mixed from plant oils and certain minerals.

Historic use of southern Nevada began with the exploration of mule and wagon routes such as the Old Spanish Trail/Mormon Road, used from 1844 into the early 1900s. In 1856, the Potosi Mine in the Spring Mountains southwest of Las Vegas became the first lode mine worked in Nevada. Although ranching was important in the late 1800s, the designation of Las Vegas as a railroad maintenance station in 1905 guaranteed its survival as a vital Nevada community.

**OCCUPATIONS IN NEVADA**

11,500 years ago  Paleo Indians – hunted large game using thrusting spears – mobile hunting and gathering.

10,000 years ago  Archaic Indians – used atlatl – mobile hunting and gathering.

1,800 years ago  Fremont (Eastern Nevada) and Ancestral Puebloan – corn horticulture – farming with part time gathering.

850 years ago  Current tribal development – Southern Paiute and Western Shoshone.

1700s  Spanish exploration and travel.

1840s  European trails and mining.
ARCHAEOLOGICAL REMAINS ON PUBLIC LANDS

Artifacts are objects that show evidence of use or alteration by humans. There are three kinds:

1. Prehistoric artifacts were used prior to written history, which, in North America, is considered to have been before the intrusion of Europeans. Examples are arrowheads, manos and metates, and ceramic materials.

2. Historic artifacts were used during written history but more than 50 years ago. Examples are purple glass, tin cans sealed with solder, and parts of wagons.

3. Recent artifacts were used within the last 50 years and are generally not considered of archaeological significance.

Archaeological Sites are concentrations of artifacts or features that reflect activities conducted by prehistoric and historic people. Examples are prehistoric ruins, rock art, mining camps, and railroad construction sites. These areas are usually, but not always, accompanied by artifacts.

Cultural Resources are usually archaeological sites. They are also areas or localities that are considered by Native Americans to have been or are presently significant in the exercise of their respective religions or traditional lifeway customs.

Features are any non-portable remains of human activity, such as a hearth, road or house remains. One to several features can make up a site. Not all sites have features and not all features are necessarily sites. It depends upon the context of the feature before a site determination can be made.

ARTIFACT GUIDELINES ON PUBLIC LANDS

Archaeological artifacts and sites on land managed by the BLM are protected by numerous laws that began with the American Antiquities Act of 1906 and include the Archaeological Resources Protection Act of 1978 (ARPA). It is illegal to collect or disturb archaeological materials on public land without a permit issued by the BLM or the appropriate land-managing agency. These permits are granted to qualified archaeologists associated with institutions or contracting firms. Violators will be subject to criminal penalties.

Fossils are paleontology resources consisting of remains or traces of plants and animals that existed in a previous geological period. They are unique, nonrenewable resources that provide clues to the history of life on earth and are considered to have scientific value. Collection of invertebrate and plant fossils (other than petrified wood) in “reasonable” amounts is allowed by anyone. Vertebrate fossils may be collected only by persons who possess permits issued by the BLM. These permits are granted to individuals associated with educational and research institutions.
Petrified Wood is also a paleontology resource. Collection of it is allowed by all individuals, subject to certain limitations. The maximum per person per day is 25 pounds, plus one piece, or 250 pounds per year. Collection of a single specimen weighing more than 250 pounds requires a permit from the BLM.

Red Rock and Sloan Canyon National Conservation Areas – no artifacts, fossils or plant materials may be collected within the boundaries of Red Rock Canyon or Sloan Canyon.

ROCK ART SITE ETIQUETTE

- Do enjoy rock art in a spirit of respectfulness.
- Do drive only on roads and walk only on marked trails.
- Do photograph and sketch all you want.
- Do report recent damage to officials.
- Do remember that laws protect the sites and that there are stiff penalties for damaging sites.
- Don’t walk on, climb on, shoot at, or carve into any rock art panel.
- Don’t enhance the images with chalk, crayon or dusting powder.
- Don’t make molds or rubbings of rock art or remove lichen from rocks.
- Don’t touch rock art.
- Don’t start fires near rock art.
- Don’t remove rocks or artifacts from sites.
- Don’t camp or sleep in ruins or dig in archaeologically sensitive areas.

SITES AND ARTIFACTS

As you have already seen and heard, site stewards are concerned with a variety of cultural resources. These may be called sites, properties, structures or artifact scatters. This can be confusing for those who are experiencing heritage preservation for the first time, as well as for people who have familiarity in one area and are now being introduced to new varieties of resources.

The following section presents a brief overview of basic archaeological terms to help in understanding the variety of resources that may be encountered and in communicating observations at sites that should be reported. It contains information on some of the kinds of prehistoric and historic artifacts that may be encountered. It is, however, only a beginning. As part of the Southern Nevada Cultural Site Stewardship Program, workshops are scheduled periodically to assist in increasing your knowledge and understanding of specific topics.

Site Stewards are not expected to do any more than accomplish the main goal of the Cultural Site Stewardship Program, that of monitoring your site(s) and reporting any changes. During your period as a site steward, you will probably visit your site more than anyone else. You will look at it more closely than anyone else. Who better to become the expert on that resource?
Appendix 4

Bottle Identification Guide

Most bottles found in our area will date in the 1860s at the earliest. Previous to that there were few settlements in this country with the notable exception of Pony Express/Overland Stage stations and a few older towns such as Hamilton (1860s)

A typical pre-1890 neck and generally before 1885 with many exceptions. However, this one has an "applied lip".

A "tooled lip" is as below:

Typical beer bottle necks so very common in Nevada. Look at way lip was applied to date it - with applied lip - pre 1890 with a tooled lip usually after 1900. 1890-1900 a transition period with most in that period having tooled lips.

In 1905 the bottle machine was invented. The mold seam goes clear to top of lip and over edge.

Medium to small medicine bottles tended to have tooled lips beginning in the 1870s to quite an extent.

These type lips date over a long period: 1800 to early 1900s. Must use other diagnostic characteristics to date. (like way lip was manufactured...)

This style was used up into the 1890s - machine made.
BOTTLE NECKS

IF YOU DON'T FIND BOTTLE NECKS, YOU MAY FIND BOTTLE BASES.

THERE ARE SOME DIAGNOSTIC CHARACTERISTICS.

- Mold Line: Often seen on bottle bases.
- Sealed: Sometimes with a pontil mark.
- Color: Typically amber or clear.

JAGGED ROUND GLASS BOTTLE
BASE USUALLY INDICATED TO ACCOMMODATE PONTIL

PEEK BOTTLE
BASE - USUALLY AMBER COLOR

IF YOU FIND A PONTILED BOTTLE IN NEVADA, YOU HAVE QUITE A FIND. THE LATEST PONTIL BOTTLES DATE TO ABOUT 1870, BUT MOST ARE BEFORE 1860 OR SO. THE PONTIL IS A PRODUCT OF A METHOD OF HOLDING THE BOTTLE WHILE FINISHING THE LIP.

HAND BLOWN BOTTLES, AFTER 1895-1900, HAVE NO SEAM MARKS ON THE BASE USUALLY.

"GRAPHITE" PONTIL

ONE ON A USUAL TRANSITIONAL BASE IS THE "GRAPHITE" PONTIL. IT APPEARS TO BE A GRAPHITE MARK GROUND INTO THE BASE OF THE BOTTLE IN A CIRCLE. IT BEGAN IN THE EARLY 1880S AND ENDED IN THE LATE 1880S. IT IS FOUND MAINLY ON SODA WATER BOTTLES AND SOME MEDICINE BOTTLES.

POST 1890
MULTI-AIR VENTS

MID-1880'S
AIRVENT-
BLUE SHAPED

SINGLE
AIRVENT
1865 AND LATER

ONE INTERESTING WAY TO HELP DATE BOTTLES IS WITH AIRVENT MARKS. THESE ARE SMALL BOWLS FOUND ON THE SHOULDERS AND CORNERS OF BOTTLES. THE VENTS ALLOWED PRESSURE TO ESCAPE AS THE BOTTLE EXPANDED IN THE MOLD.

THESE DATES VARY WITH THE TYPE OF BOTTLES YOU ARE DEALING WITH BUT ARE QUITE DIAGNOSTIC.

TYPICAL BEER BOTTLE BASE
BASE FROM 1865 TO ABOUT 1890.
HAS MOULD SEAM ON BASE IN A CIRCLE

W. L. S.

MOLDS

SAME TYPE AS ABOVE BUT ON A RECTANGULAR PONTIL, MEDICINE, USUALLY DATE UP TO 1890.

SEAMS COME DOWN EDGE AND STOP AT EDGE OF BASE.

ALL AGE BOTTLES MAY HAVE VARIOUS EMBOSSED LETTERING ON THE BASE WHICH MAY OR MAY NOT BE SIGNIFICANT DEPENDING ON WHAT IT IS.

PREPARED BY BILL LINDSLEY, BUREAU OF LAND MANAGEMENT, ELKO, NEV. 1982
Appendix 5  
Can Identification Guide

TIN CANS – A FEW BASICS
This brief overview illustrates recognized technological and can-type changes that have occurred during the evolution of the tin can. The discussion is not intended to be complete or comprehensive. It is designed only to allow ease of field identification of these historic artifacts.

The tin can illustrations were done by Chris Colvard.

HOLE-IN-TOP TINS
Hole-in-Top Cans were manufactured between 1810 and the early 1900s in both England and the United States. These heavy iron cans were clumsily made by today’s standards, but they served the purpose of their day. Made by hand, a tinsmith would cut tinplate into the desired shapes and form the body around a cylinder before soldering the side seam. The side seam solder was as high as 1/8 inch. Separate top and bottom pieces were cut. The bottom was flanged and soldered onto the body, and then the top was placed on the can. Tops had a hole left in the center about one inch in diameter for forcing food through. Once the top was soldered in place and the contents placed within the can, a center tinplate insert with a pin-sized hole in the center was placed over the opening and soldered in place. The can and its contents were boiled until steam escaped through the pinhole and then a drop of solder was used to cover the opening. The pinhole is often called a matchstick hole. Hole-in-Top cans are also known as Hole-and-Cap Cans and Stud Hole Cans. They are found in sites that were occupied from the time settlers first came west until just after the turn of the century. If a site contains a fair number of these cans, it can be assumed that the site was occupied between 1850 and
the very early 1900s. In 1922, the Hole-in-Top Can was replaced by the double seam sanitary can. (Clark 1977:14; Cruess 1948:37; Fontana et al. 1962:68; May 1937:95; and Rock 1978:4).

**CONDENSED MILK**

One of the most widely distributed Hole-in-Top tins was the Borden condensed milk can. In 1856, Gail Borden of Wilcottville, Connecticut, developed condensed milk and began canning it. The true value of this product was not recognized until it was used extensively in the Spanish American War in 1898. By 1900, Borden’s can had its lid and bottom flush with its sides, did not have a matchstick filler hole in the center of the lid, and was embossed around the exterior portion of the top. (Clark 1977:11, 71; Fontana et al. 1962:74; Page 1914:42).

Before 1932, Number 1 tall cans of Evaporated and Condensed milk were 4 ¾ inches by 3 inches, and the small can was 2 ½ inches by 2 ½ inches. (I can assume that these measurements became standardized after 1900, perhaps with the adoption of the sanitary can.) The Borden milk can circa 1900 illustrated below by Clark is only 3 inches in height. These tins changed in size in 1932 to 3 3/8 inches by 3 inches and 4 inches by 2 15/16 inches. About 1940, the Borden Eagle Brand condensed milk can was no longer manufactured with the flush lid but was sold in a recessed lid tin. (Clark 1977:71; Fontana et al. 1962:75; Pulati 1973:29; Rock 1978:5; Ward et al. 1977:240).

**FRUITS AND VEGETABLES HOLE-IN-TOP TINS**

By 1825, vegetables were being sold in tins by Thomas Kensett and Ezra Daggett. Volney Barker and John Winslow Jones of Maine started the phase of specialty canning with corn during the 1860s. From then until the early 1900s, nearly all fruits and vegetables were experimented with and sold in Hole-in-Top tins. Cutting and Company of San Francisco provides a good example of the varieties of vegetables canned. In 1863, they were canning blackberries, damson plums, green gage plums, peaches, apricots, currants, grapes, quinces, as well as blackberry, raspberry, apple and cranberry jams and jellies. These were packed in two-pound, two-and-a-half-pound, five-pound, one gallon and five-gallon tins. (Jacobs 1914:31; May 1937:10, 12, 14-15).

**CANNED MEAT**

In 1875, a variation of the Hole-in-Top tin was first used commercially. This round-cornered, hand-soldered tapered can was introduced by Wilson Packing Company and Libby, McNeill and Libby, both of Chicago. It was brought on the market for corned beef and roast beef. The size of these cans was often one, two, four, six, ten and fourteen pounds. The meat was precooked to prevent shrinkage. By packing it in the tapered tin, the bottom could be removed, allowing the entire contents to slide out intact. Small (3 5/8 inches tall) tapered tins of corned beef were still available in 1980, but they were imported from Argentina and Brazil and weigh 12 oz. or 340 g. (Collins 1924:153-154; Fontana et al. 1962:73, 75-76; Lee 1914:44; May 1937: 217; Pulati 1973:17).
KEY OPENED CANS
In 1885, Edwin Norton of Chicago developed a key method of opening tins. This method rolled a scored strip from the can, so that the top or bottom could be removed as a single unit. The tapered meat can is a good early example of a tin opened by a key. (Cobb 1914:94; Fontana et al. 1962:71-72).

DOUBLE SEAMED CANS – SANITARY CANS
In the late 1890s, several patents were granted for double seamed cans. Charles Aims and Julius Brezinger of New York developed a tin can technique that crimped both tops and bottoms of cans with double seams. This method was improved between 1895 and 1899, so that all cans incorporating double seaming manufacturing techniques were made after 1895. The key opener was often used on these cans. After 1900, the Sanitary Can, or Open-Top Can, began to replace the Hole-in-Top tin container as the most frequently used can. It used a double seam style construction and an edge seal. Although it was introduced in the 1850s, it wasn’t manufactured in the United States until between 1894 and 1903.

In 1904, the Sanitary Can Company was formed to meet the demand for tin containers as they were used for more and more products. These cans were often lacquered or coated so that no chemical reaction would take place with foods packed within them. This addition to the canning process allowed a greater variety of products to be packaged successfully in tins than could be done previously, such as pineapple,

LUNCH BOX TOBACCO TINS
Lunch box tobacco tins are rectangular with a hinged lid and a handle and come in a variety of widths, lengths and heights. They contained shredded chewing or smoking tobacco and were popular between 1901 and the mid 1920s. (Clark 1977:30, 90; Secrest 1973:111).

POCKET TOBACCO TINS
In many post 1900 sites, tin pocket tobacco tins are found, the most common being the Prince Albert can. This product was patented in 1907 and first produced in tins in 1913. Flat tobacco tins usually measure 4 ¼ inches by 3 7/8 inches. (Music 1971:54).
BEER CANS
Some experiments were run in the production of beer cans in the early 1930s, but commercial production did not start until 1935. Beer cans were both spout-top and flat-top types. The flat-top can resulted in the invention of the “church key,” also in 1935. (Dolphin 1977; Clark 1977:122; Martells 1976:8; Wright 1977:3).

In 1942, civilian beer canning ceased. The normal designs were painted over in olive green for distribution in the European Theater. Beer shipped to the South Pacific was often left labeled as it had been for domestic distribution. In 1947, domestic production of beer packaged in cans resumed. (Dolphin 1977; Martells 1976:9). The last cone-top beer cans were produced in 1959. (Dobbs and Harris 1974:7).

In 1959, the first all aluminum seven-ounce beer can was introduced by Coors and Gunther brewers. Premo brought out an eleven-ounce can. (Dolphin 1977). In the late 1950s and early 1960s, metal beer cans with aluminum tops (“soft tops”) were the dominant type of beer can. (Clark 1977:33; Martells 1976:9, 10, 20; Wright 1977:23). The aluminum pull-tabs were introduced in the early 1960s. (Clark 1977:11, 33).

SOFT DRINK TINS
The first experiments in canning soft drinks took place in 1938 by Clicquot Club Company of Millis, Massachusetts. When the Ginger Ale ate through the can, the experiment was abandoned. Canned soda was attempted again in 1950 by the Pepsi Cola Company, but the cans exploded and Pepsi also abandoned the idea for a time. (Toepfer 1976:4).

It was 1953 before soda was successfully canned, and by 1954, most of the soft drink industry was canning their product. The first canned soda came in cone-top cans, but by the end of 1954, nearly all soda companies had changed to flat-top cans. Royal Crown started canning soda in 1954 and by 1960 was the largest canner of soft drinks. Pepsi and 7-UP followed in the late 1950s. Coca Cola began to experiment with cans in 1955 and was canning for military use in 1956. The first all-aluminum soft drink cans were produced in the early 1970s. (Toepfer 1976:4).

TIN CAN BIBLIOGRAPHY


Appendix 6
IMAC User Artifact Identification Guide
Projectile Points, Bottles, Nails and Cans

Mean shapes of projectile point types. a, Elko Corner-notched; b, Elko Side-notched; c, Elko Eared; d, Rocker Side-notched; e, Northern Side-notched; f, San Rafael Side-notched; g, Sudden Side-notched; h, Hawken Side-notched; i, Pinto Shouldered; j, Gypsum; k, McLean Lanceolate; l, Humboldt Concave-base A.

IMACS USER'S GUIDE/August 2001
440.2 PROJECTILE POINT ILLUSTRATIONS


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440.2 PROJECTILE POINT ILLUSTRATIONS

a, Eastgate Expanding Stem; b, Rose Spring Corner Notched; c, Desert Side Notched; d, Uinta Side Notched; e, Bear River Side Notched; f, Bull Creek; g, Parowan Basal Notched; h, Nawthis Side Notched.

IMACS USER’S GUIDE / June 1992
440.3 EXAMPLES OF UNKNOWN (MORPHOLOGICAL) TYPES
All examples shown are "Large" (greater than 1" in original length).

- **Side Notched**
- **Corner Notched**
- **Stemmed**
- **Lanceolate**

**Triangular**
Note: Large triangular "points" may actual

IMACS USER'S GUIDE / June 1992
472.2B BOTTLE NECK FINISHES
(from Fike 1987)

NECK FINISHES: 1 DOUBLE RING; 2 DOUBLE OIL OR MINERAL; 3 BEAD; 4 STOVE PIPE;
5 WIDE PRESCRIPTION; 6 SHEARED RING (OCCASIONALLY GROUND); 7 FLAT OR PATENT; 8
ENGLISH RING, DEEP LIP OR PACKER; 9 PRESCRIPTION; 10 REINFORCED EXTRACT; 11 RING OR
OIL; 12 WINE OR BRANDY; 13 GLOBULAR FLARE; 14 FLARE OR TRUMPET; 15 SHEARED OR BLOW
OVER (USUALLY GROUND); 16 SMALL MOUTH EXTERNAL THREAD; 17 WIDE MOUTH EXTERNAL
THREAD; 18 CHAMPAGNE; 19 CROWN; 20 BLOB; 21 GROOVED RING; 22 FLARED RING; 23 STACKED
RING; 24 COLLARED RING; 25 STRAIGHT BRANDY OR WINE (1911, Cumberland Glass Co. Catalog;
Dominion Glass Co. Catalog, n.d.; James, 1967 (1932), Whitall Tatum Glass Co. Catalog Reprint); Lohman, 1972
(1904, Whitney Glass Co. Catalog Reprint); Putnam, 1962 (1911, Illinois Glass Co. Catalog Reprint); 1992
Whitall Tatum Glass Co. Catalog).

IMACS USER'S GUIDE / June 1992
472.2 ILLUSTRATION OF TYPES OF HOUSEHOLD BOTTLES
(FROM FIKE 1987)

Fruit/Canning Jars

Milk Bottle

Preserve/Pickle

Peppersauce

Mustard

Catsup

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472.3 TYPES OF BOTTLE MOLD SEAMS

DIP MOLD
HINGED SHOULDER - HEIGHT MOLD
BOTTOM - HINGED MOLD
THREE PART DIP MOLD

THREE - PART LEAF MOLD
POST - BOTTOM MOLD
CUP - BOTTOM MOLD
AUTOMATIC BOTTLE MACHINE

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**BASE PROFILES:**

1. HOPKINS SQUARE
2. FRENCH SQUARE
3. BLAKE (VARIANT 1)
4. BLAKE (VARIANT 2)
5. BEVELED IDEAL
6. EXCELSIOR, WINDSOR OVAL OR ROUND CORNERED BLAKE
7. OBLONG PRESCRIPTION
8. UNION OVAL
9. CROWN OVAL
10. SALAMANDER OVAL
11. MONARCH OR ERIE OVAL
12. PLAIN OVAL
13. ELIXIR OR HANDY
14. SLENDER HANDY
15. OVAL
16. IRREGULAR POLYGON
17. HUB OR GOLDEN GATE OVAL
18. BUFFALO OR PHILADELPHIA OVAL
19. CLAMSHELL
20. ROUND
21. POLYGON
22. TRIANGLE
23. FLUTED OBLONG (VARIANT 1)
24. FLUTED OBLONG (VARIANT 2)
25. CONCAVE
26. FLUTED SQUARE
27. SPHERICAL TRIANGLE

(Berge, 1980; Dominion Glass Co. Catalog, n.d.; James, 1967 (1902, Whittall Tatum Glass Co. Catalog Reprint); Putnam, 1965 (1911, Illinois Glass Co. Catalog Reprint); 1907, Peter Van Schaack & Sons Drug Catalog)

IMACS USER'S GUIDE / June 1992
472.2A BOTTLE TERMINOLOGY ILLUSTRATION
(from Berge 1980:39)
Figure 11. a-l, square cut nails, 1:1 scale: a, 8 d. finishing; b, 1 1/4" barrel; c, 3 d. fine blued; d, 7/8" tobacco; e, 12 oz. Hungarian shoe; f, 6/8" Hungarian shoe; g, 10 d. 3" clinch; h, 40 d. common cut; i, 9 d. common cut; j, 8 d. fencing; k, 8 d. casing; l, 8 d. brad, m-r, no scale. m, wrought iron nail, about 1800; n. cut nail with wrought head, about 1800-1825; o. cut nail with crudely-stamped head, about 1825-1830; p. cut nail with "L" head, about 1800, 1850; q. cross section of cut nail shank, about 1790-1810; and r. cross section of cut nail shank, about 1810-present.

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Tin Can Openings

A. Removable lid  G. Hinged lid  L. Church key
B. Removable lip lid  H. Key-opened, rectangular/square  M. Puncture and Pry
C. Pry out lid  I. Key-opened, round  N. "n" cut (usually by knife)
D. Paint can lid  J. Ice pick  O. "X" cut (usually by knife)
E. Screw cap  K. Knife cut  P. Cut completely around
F. Spout
472.3 TYPES OF BOTTLE MOLD SEAMS

- DIP MOLD
- HINGED SHOULD - HEIGHT MOLD
- BOTTOM - HINGED MOLD
- THREE PART DIP MOLD
- THREE - PART LEAF MOLD
- POST - BOTTOM MOLD
- CUP - BOTTOM MOLD
- AUTOMATIC BOTTLE MACHINE

IMACS USER'S GUIDE / June 1992
472.6 ILLUSTRATIONS OF TYPES OF MEDICAL/CHEMICAL BOTTLES
(from Fike 1987)

- Ink
- Shoe Polish
- Pharmacy/Drugstore
- Patent/Proprietary Medicine
- Chemical
- Cosmetic/Perfume
- Poison

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Vocabulary

archaeology: a method for studying past human cultures and analyzing material evidence (artifacts and sites).

archaeological site: a place where human activity occurred and material remains were left.

artifact: any object made or used by humans.

attribute: characteristics or properties of an object such as size, color, or shape.

behavioral inference: conclusions about human behavior; archaeologists make inferences about the behavior of past people based on objects.

Cartesian coordinate system: two- or three-dimensional graph based on intersecting, incremented lines or planes.

CISST, Cultural Interagency Site Stewardship Team: A team of land managers that include the co-members of the Nevada Rock Art Foundation, archaeologists from the Lost City Museum, the Bureau of Land Management, the National Park Service, the Bureau of Reclamation, the U.S. Fish and Wildlife Service, and the U.S. Forest Service. They are the professional group that determines Cultural Site Stewardship policy and procedures for Clark County.

CSSP, Cultural Site Stewardship Program: This is a program formed from a cooperative agreement through the Public Lands Institute at UNLV and the four federal agencies with land management responsibilities. It is focused on conserving and preserving historic and prehistoric cultural sites in Clark County.

chronology: an arrangement of events in the order in which they occurred.

classification: systematic arrangement in groups or categories according to established criteria.

context: the relationship artifacts have to each other and the situation in which they are found.

coprolites: fossilized feces. (usually human)

cordage: several strands of fiber twisted together; string or rope.

cross-dating: the principle that a diagnostic artifact dated at one archaeological site will be of the same approximate age when found elsewhere.

culture: the set of learned beliefs, values and behaviors generally shared by members of a society. “The way the members of a group of people think and believe and live, the
tools they make, and the way they do things” (Braidwood 1967:30).

**cultural relativism**: studying other cultures without judgments or categories from one’s own culture.

**cultural resources**: a definite location of past human activity, occupation, or use identifiable through field inventory (survey), historical documentation, or oral evidence; includes prehistoric and historic sites.

**data**: information, especially information organized for analysis.

**datum**: something to use as a basis for measuring.

**deface**: spoiling or marring the surface or appearance of something.

**dendrochronology**: determining the age of a tree by counting its rings; the study of tree-ring dating.

**diagnostic artifact**: an item that is indicative of a particular time and/or cultural group; for example, an IPod would be a diagnostic artifact of the modern age.

**ethnocentrism**: the attitude that one’s traditions, customs, language, and values are the only right and proper way and that those of other cultures are inadequate or wrong.

**ethnographic analogy**: inferring the use or meaning of an ancient site or artifact based on information from ethnographic sources.

**ethnography**: description of a culture based on observation of and interaction with living people.

**excavation**: systematic uncovering and recording of archaeological sites.

**experimental archaeology**: scientific studies designed to discover processes that produced and/or modified artifacts and structures that are found in archaeological sites.

**fiber**: a slender threadlike strand or string. Bast fibers are the long fibers from a plant stalk.

**flake**: a thin piece of stone removed from a nodule by striking it with a flaker made of bone, antler, or other stone. Flakes have sharp edges and could be used as cutting implements. Flakes were also further shaped into tools or were left as waste by-products of flint knapping.

**grid unit**: a specific spatial area on the Cartesian coordinate system, designated by the coordinate in one corner (usually the southwest corner).
**hypothesis**: a proposed explanation accounting for a set of facts that can be tested by further investigation.

**increment borer**: an instrument used to remove a core sample from a tree.

**inference**: a conclusion derived from observations.

**kiva**: usually an underground structure, for ceremonial use. First built by the Ancestral Puebloan people, Hopi and Rio Grande Pueblo people continue to build and use kivas today.

**land manager**: an employee of a federal land managing agency (such as the Bureau of Land Management or U.S. Forest Service) with authority to decide how land under the jurisdiction of the agency and the resources on it will be used. Effects on cultural resources are among the factors weighed in a decision.

**midden**: an area used for trash disposal.

**Paiute**: an Indian tribe whose traditional territory included the Great Basin of Nevada, California, Oregon, Utah, and Idaho.

**palynology**: the study of pollen grains.

**petroglyph**: a design chiseled or chipped out of a rock surface.

**pictograph**: a design painted on a rock surface.

**Pleistocene**: the Ice Age; the epoch of geologic time from 1.6 million years ago to 10,000 years ago, characterized in North America by periods of glacial advance and retreat.

**potsherd**: a piece of broken pottery; see also, “sherd.”

**replication**: the act or process of reproducing artifacts, structures, and use patterns.

**rock art**: a general term for the pecking, incising, or painting of designs onto rock surfaces.

**rock art panel**: a group of pictograph and/or petroglyph figures.

**shard**: a piece of broken glass.

**sherd**: a piece of broken pottery.

**site datum**: an arbitrarily established point from which the entire site is measured and recorded.

**SHPO, State Historical Preservation Office**: the national historic preservation program; its headquarters in Nevada are located in Carson City.
SNPLMA, Southern Nevada Public Land Management Act: An act passed in 1998. Through the sale of BLM lands within the disposal boundary of Las Vegas, up to 10 percent of the proceeds can be used for Conservation Initiatives in Clark County.

stratigraphy: the layering of deposits in archaeological sites. Cultural remains and natural sediments become buried over time; the layer on the bottom is the oldest, the layer on the top is youngest.

stratum: one layer of earth.

survey: a systematic examination of the surface of the land for the purpose of locating and recording archaeological sites.

temporal: concerned with time.

timeline: a visual representation of events in chronological order.