GLOSSARY

AGENT OF DETERIORATION: grouping of risks from the same general cause; general cause of damage to or loss of collections, parts of collections or individual objects.

GENERIC RISK: (see Risk).

CURRENT SITUATION: all factors influencing risks to collections, including the environment, building and systems, collection management policies and practices, etc. (see levels)

EXTENT: (E) measure to which a specific risk will result in loss in value to the fraction susceptible of a collection over a 100-year period. It reflects the amount of the fraction susceptible that is affected, or the degree to which a potential loss in value is realised, or both.

As a result:
- for type 1, by default, the extent is often one.
- for types 2 and 3, the extent is a calculated ratio, based on the part of the fraction susceptible that is expected to be lost and/or the degree to which the loss in value is realised.

FRACTION SUSCEPTIBLE: (FS) part of a collection considered vulnerable to a loss in value from exposure to a specific risk. It is evaluated in light of its inherent susceptibility, the anticipated severity of the specific risk and, usually, its physical location.

FREQUENCY: the number of times an event will occur in a 100-year period.

LEVELS FOR CONTROL:
- location: location in a geographical sense.
- site: the land and environment surrounding the building, typically the parcel of land owned (or within about 100 meters).
- building: the physical structure of the building and all building-wide systems for HVAC, security, fire control, etc.
- room: the physical structure of the collection room and hardware and systems applicable at that level, including door locks, local humidifiers, etc.
- storage unit: cabinet, shelving or racking system used to contain a sequence of objects, display case.
- object: any support, container, barrier, etc. used to protect single objects or small groups of related objects.
- policy / procedure: a written statement or set of instructions to guide management decisions or the completion of tasks according to set methods and standards.
LOSS IN VALUE: (LV) maximum possible reduction in utility, for known or anticipated uses, of the fraction susceptible. It is evaluated in light of the inherent susceptibility, the physical location and the anticipated severity of the specific risk.

MAGNITUDE OF RISK: (MR) estimated loss in value to a collection, based on the current situation, over a 100-year period. Calculated as a product of FS, LV, E and P.

MEANS OF CONTROL: a method of control applied at a level for control.

METHOD OF CONTROL: actions identified to reduce a specific risk. The three methods of control are:
- eliminating the source of the specific risk.
- establishing a barrier between the source of the specific risk and the object or collection.
- acting on the agent responsible for the specific risk.

MITIGATION: reduction of magnitudes of risk

MITIGATION STRATEGY: a combination of means of control implemented to reduce risks to collections.

TYPE OF RISK: classification of risks according to the frequency at which it occurs and the severity of its effect.
- for types 2 and 3, the probability will be 1 (some exceptions such as Fire-2), as the events causing damage are certain to happen over a 100 year period.

RISK: potential for realisation of unwanted, adverse consequences to collections (source Society for Risk Analysis)
- specific risk: undesirable change occurring due to a specific cause
- generic risk: classification of risks according to a type of risk and an agent of deterioration

RISK ASSESSMENT: evaluation of the magnitude of all specific risks affecting some entity.

RISK MANAGEMENT: application of available resources in such a way that overall risk is minimised.

SEVERITY: intensity of occurrence of an event.

SPECIFIC RISK: (see Risk).

STRATEGY: see mitigation strategy.