



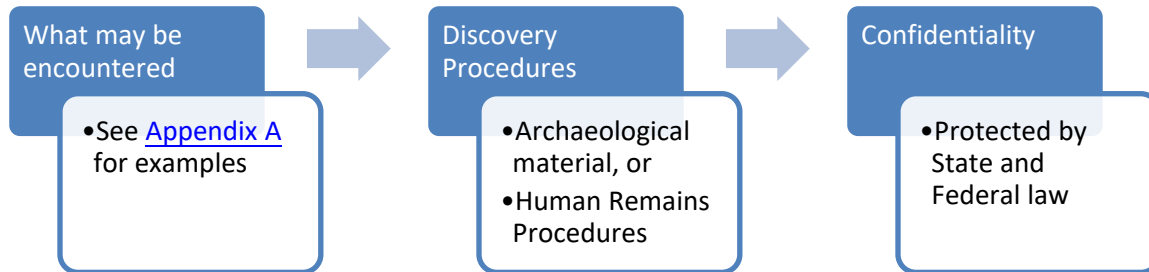
ARCHAEOLOGICAL INADVERTENT DISCOVERY PLAN (IDP)

Oregon Watershed Enhancement Board

[Grant Number]

[Project Name]

HOW TO USE THIS DOCUMENT



Archaeology consists of the physical remains of the activities of people in the past. This IDP should be followed if any archaeological sites, objects, or human remains are found. These are protected under Federal and State laws and their disturbance can result in criminal penalties.

This document pertains to OWEB staff and volunteers as well as the work of contractors, including any and all individuals, organizations, or associated companies performing work under the direction of OWEB.

What May Be Encountered

Archaeology can be found during any ground-disturbing activity. If encountered all excavation and work in the area **MUST STOP**. Archaeological objects vary and can include evidence or remnants of historic-era and precontact activities by humans. Archaeological objects can include but are not limited to:

- **Stone flakes, arrowheads, tools, ground stone, bone or wooden tools, baskets, beads**
- Historic building materials such as **nails, glass, metal** such as cans, barrel rings, farm implements, **ceramics, bottles, marbles, beads**
- Layers of **discolored earth** resulting from hearth fire
- Structural remains such as **foundations**
- **Shell Middens and Fish Weirs**
- **Human skeletal remains** and/or **bone fragments** which may be whole or fragmented.

For photographic examples of artifacts, please see [Appendix A](#).

If there is an inadvertent discovery of any archaeological objects see procedures below.

If in doubt call it in.

Discovery Procedures: What to Do if You Find Something

1. Stop ALL work in the vicinity of the find. **Do not collect or move artifacts.**
2. Secure and protect area of inadvertent discovery with 30 meter/100 foot buffer—work may continue outside of this buffer.
3. Notify Project Manager, Agency Official, and Agency Archaeologist.
4. The Agency Archaeologist will need to assess the find.
5. If archaeologist determines the find is an archaeological site or object, contact SHPO. If it is determined to *not* be archaeological, you may continue work.

Human Remains Procedures

1. If it is believed the find may be human remains, stop ALL work.
2. Secure and protect area of inadvertent discovery with 30 meter/100 foot buffer, then work may continue outside of this buffer with caution.
3. Cover remains from view and protect them from damage or exposure, restrict access, and leave in place until directed otherwise. **Do not take photographs. Do not speak to the media. Do not call 911.**
4. Notify Project Manager, Agency Official, Agency Archaeologist, and Oregon State Police.
5. The Agency Archaeologist or Agency Official will immediately notify the Oregon State Police, SHPO, LCIS, and appropriate Native American Tribes.
6. If the site is determined not to be a crime scene by the Oregon State Police, do not move anything! The remains will continue to be *secured in place* along with any associated funerary objects, and protected from weather, water runoff, and shielded from view.
7. Do not resume any work in the buffered area until a plan is developed and carried out between the State Police, SHPO, LCIS, and appropriate Native American Tribes and you are directed that work may proceed.

Contact Information

- Project Manager for the Grantee [name, phone, email]
- Project Manager for OWEB [name, phone, email]
- Agency Archaeologist [name, phone, email]
- Oregon State Police **Sgt. Ryan Tague**: 544-576-4393 rtague@osp.oregon.gov
- Oregon State Historic Preservation Office (SHPO)
 - State Archaeologist, **John Pouley**: 503-480-9164
 - Assistant State Archaeologist [name, phone, email]
 - Legislative Commission on Indian Services (LCIS): 503-986-1086

Confidentiality

Employees and contractors shall make their best efforts, in accordance with federal and state law, to keep the discovery confidential. The media, or any third-party member or members of the public are not to be contacted or have information regarding the discovery, and any public or media inquiry is to be reported to the Agency Archaeologist. Prior to any release, the responsible agencies and Tribes shall concur on the amount of information, if any, to be released to the public.

To protect fragile, vulnerable, or threatened sites, the National Historic Preservation Act, as amended (Section 304 [16 U.S.C. 470s-3]), and Oregon State law (ORS 192.345(11)) establishes that the location of archaeological sites, both on land and underwater, shall be confidential.

APPENDIX A

Visual Reference Guide to Encountering Archaeology

Lithics



Stone Flakes



Stone Tool Fragments:
Bifaces, projectile points,
Edge modified flakes, and cores



Rock Features



Ground stone Mortar and Pestle



Ground stone

Image courtesy of Catherine Dickson



Rock Wall

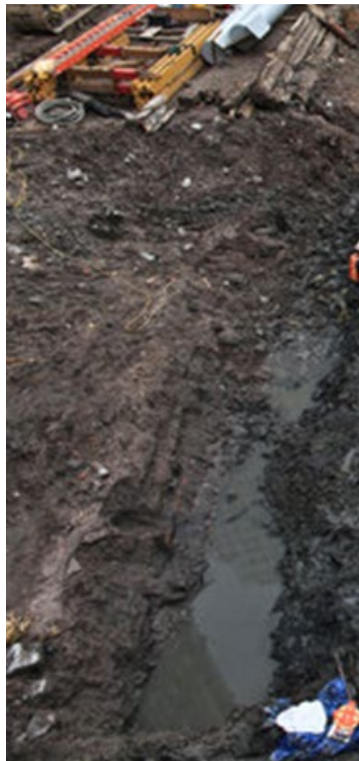
Marine



Shell Midden



Cordage



18th Century

Shipwreck



Image courtesy of Cassandra Rippee

Fish Weirs



Image courtesy of Cassandra Rippee

Historic



Glass Artifacts



Soldered Top Can



Metal Artifacts

Historic



Foundations



Collapsed Cabin