

# Cultural Heritage Guidelines & Procedures

August 2007

## Message from the CEO & Managing Director

The Aboriginal and Torres Strait Islander peoples throughout Queensland have a long and deep attachment to the land and water in this State, as well as an intrinsic spiritual attachment to their country that is not readily discernable by others.

Some of the most obvious expressions of this attachment to land and water are the values and beliefs held by Aboriginal and Torres Strait Islander peoples for sites that contain evidence of occupation, tool manufacture, certain flora, fauna and fishes, and sites of continuing spiritual significance. Knowledge about these are transferred by voice, memory recollection and art work.

Arrow Energy, its subsidiaries and service providers recognise and respect this tradition. The company undertakes, through these guidelines and procedures, and to the best of its ability, to meet a duty of care not to harm this tradition and the Cultural Heritage of Aboriginal and Torres Strait Islander peoples.

These guidelines and procedures, aim to assist in meeting the requirements of the *Aboriginal Cultural Heritage Act 2003*, the *Torres Strait Islander Cultural Heritage Act 2003*, and the *Commonwealth Native Title Act 1993*.

Cultural sensitivity is important in the management of Arrow's interaction with Aboriginal and Torres Strait Islander peoples. Just as there are protocols for how we communicate and distribute roles and responsibilities throughout the various parts of our organisation, Aboriginal and Torres Strait Islander people also have protocols for these within their community.

It is especially important that regional staff who are at the forefront of engaging with Indigenous communities be aware that Arrow supports a consistent approach to the application of these guidelines and procedures. This is not to say that individual situations will not require some variation, there will always be exceptions on some peripheral matters; however, it is essential that throughout our operations we consistently apply the essence and the principles, plus the requirements of the legislation.

We take pride in its many practical programs that address Traditional Owner matters and to engage with Aboriginal and Torres Strait Islander peoples in a spirit of reconciliation. Arrow's Indigenous Cultural Heritage Guidelines and Procedures Manual is one more aspect of this total commitment to embracing the building of relationships with Aboriginal and Torres Strait Islander peoples, and to undertake the practicalities that go with our role as a gas and energy exploration and development company and manager.

I am aware of much of the good work done towards meeting our obligation to avoid harming Indigenous Cultural Heritage, and commend these guidelines and its procedures to all the Arrow people engaged in our work.

Regards



Nick Davies  
CEO & Managing Director

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## Definitions

- **“Aboriginal Party” and “Torres Strait Islander Party”** has the meaning given in the Act.
- **“Act”** means the Aboriginal Cultural Heritage Act 2003 and the Torres Strait Islander Cultural Heritage Act 2003.
- **“CHMP”** means a Cultural Heritage Management Plan to be prepared in accordance with the Act.
- **“Commencement Date”** has the meaning given in the Act.
- **“Cultural Heritage”** means Aboriginal or Torres Strait Islander Cultural Heritage which is anything that is –
  - a Significant Aboriginal or Torres Strait Islander Area in Queensland; or
  - a Significant Aboriginal or Torres Strait Islander Object; or
  - evidence, of archaeological or historic significance, of Aboriginal or Torres Strait Islander occupation of an area of Queensland.
- **“Cultural Heritage Duty of Care Guidelines”** means the Cultural Heritage duty of care guidelines gazetted by the Minister under section 28 of the Act.
- **“Cultural Heritage Find”** has the meaning given in the Cultural Heritage Duty of Care Guidelines.
- **“DNR&W”** means the Department of Natural Resources, & Water.
- **“Endorsed Party”** has the meaning given in the Act.
- **“Indigenous Parties”** see Aboriginal Party and Torres Strait Islander Party
- **“ILUA”** means indigenous land use agreement
- **“Arrow Energy”**, means Arrow Energy NL & it’s contractors, subsidiaries and other service providers.
- **“Native Title”** has the meaning given in the NTA.
- **“NNTT”** means the National Native Title Tribunal.
- **“NTA”** means the *Native Title Act 1993* (Cth).
- **“Parties”** means Arrow Energy and the Indigenous Parties.
- **“Register of Native Title Claims”** means the register administered by NNTT.
- **“Significant Aboriginal or Torres Strait Islander Area”** means an area of particular significance to Aboriginal or Torres Strait Islander people because of either or both of the following –
  - Aboriginal or Torres Strait Islander tradition;
  - The history, including contemporary history, of any Aboriginal or Torres Strait Islander party for the area.
- **“Significant Aboriginal or Torres Strait Islander Object”** means an object of particular significance to Aboriginal or Torres Strait Islander people because of either or both of the following –
  - Aboriginal or Torres Strait Islander tradition;
  - The history, including contemporary history, of an Aboriginal party for an area.

## Policy - Indigenous Cultural Heritage

### Policy Statement

Arrow Energy, in partnership with Aboriginal and Torres Strait Islander peoples, will meet its statutory duty of care for Indigenous Cultural Heritage on land and water affected by its ongoing operations.

### Applicability

This policy guides the implementation of Queensland Government legislation and priorities, and Commonwealth legislation where applicable, on Indigenous Cultural Heritage. Implementation across all aspects of exploration and development management is mandatory.

### Context

The management of the impact of activities on Indigenous Cultural Heritage by Arrow Energy is consistent with relevant Queensland Government legislation. Primarily, this policy meets the statutory 'duty of care' required by the *Aboriginal Cultural Heritage Act 2003* and the *Torres Strait Islander Cultural Heritage Act 2003*, and the *Native Title Act 1993*.

This policy and the associated guidelines relationships with Indigenous people and the effective management of our activities on Indigenous Cultural Heritage on land and water which may be affected by our activities.

Cultural values do not always fit into statutory or scientific measures and processes. However, this policy and associated guidelines, properly applied, will ensure that Arrow Energy is aware of Indigenous cultural values at all times, especially community and individual attachment to place, land and water.

Arrow Energy understands that Indigenous people are the owners of their place/land/water heritage and should be actively involved in the start-up onsite project planning and later developments, where applicable, in situations that may affect heritage.

This guideline supporting this policy, provides assistance to Arrow Energy staff on:

- understanding Indigenous Cultural Heritage more clearly, what it is and who owns it;
- knowing when and who to contact to assist with Indigenous Cultural Heritage matters;
- implementing statutory requirements in the management of Indigenous Cultural Heritage matters affected by Arrow Energy activities;
- meeting duty of care and social justice responsibilities.

### Objectives and Benefits

The principal objective of this policy is to enable Arrow Energy to meet its statutory duty of care not to harm Indigenous Cultural Heritage.

### Consultation

In preparing this policy, consultation has been held with DNR and W & the Commonwealth Government. Where the guidelines refer to a Cultural Heritage Management Plan, an ILUA or Right to Negotiate Process & Agreement, may also refer to consultation with individuals and external Indigenous parties.

### Evaluation

A review of this policy along with the guidelines and procedures document will take place as soon as possible after 1 July 2008. Thereafter, evaluation will be at three-yearly intervals.

### References

- The Aboriginal Cultural Heritage Act 2003
- The Torres Strait Islander Cultural Heritage Act 2003
- The S28 'duty of care' guidelines
- Engaging Queenslanders
- "Working with Aboriginal and Torres Strait Islander Communities"
- Native Title Act 1993

### Support to enable implementation of this policy

Arrow Energy conducts training courses for community induction in Cultural Heritage awareness. This training is available to all Arrow Energy staff, project contractors and Arrow service providers.

Arrow Energy provides advice and support on telephone number 3105 3400 or via email to [rgunness@arrowenergy.com.au](mailto:rgunness@arrowenergy.com.au)



Figure 1: Examples of stone axes

# 1. Introduction

## 1.1 Duty of Care

Not everything about the management of Indigenous Cultural Heritage on projects can be "written in stone". While sometimes there is technical know how, there are times when local approaches and solutions will need to be creatively developed in conjunction with local traditional owners. Do not attempt to negotiate changes to agreements in the field, note the requested change, and continue to work as to the agreement, and, later refer the change to the Arrow Energy Cultural Heritage Team (call 3105 3400).

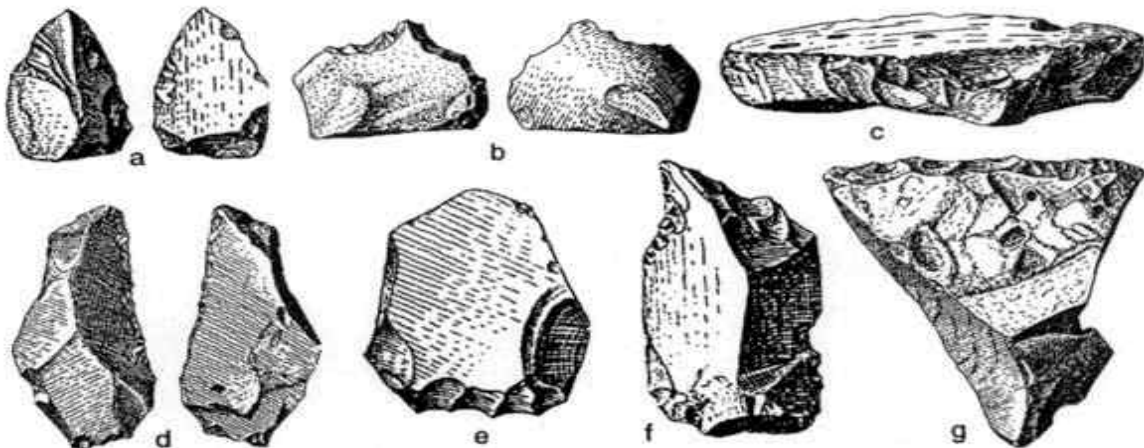
To achieve the outcomes required to meet Arrow Energy's duty of care, Arrow Energy staff are responsible for dealing with Indigenous Cultural Heritage matters and they must use these guidelines as a reference for standards and guidance when managing Arrow Energy projects.

The policy and guidelines presented in this manual demonstrate due diligence by Arrow Energy in meeting the requirements of the *Aboriginal Cultural Heritage Act 2003* and the *Torres Strait Islander Cultural Heritage Act 2003*. Other legislation both State and Federal may influence some aspects of Indigenous Cultural Heritage management. Exercising 'due diligence', meeting 'duty of care' by using these guidelines and other related Arrow Energy training programs give sufficient information to cover these requirements.

Attachment 1 (Well Development Proforma) provides triggers for action when and where certain Cultural Heritage activity takes place. These guidelines are an important element for indigenous reference when those triggers become active.

Arrow Energy recognises the fundamental right of Indigenous people to be involved in the process of assessment and management of activities that may harm their Indigenous Cultural Heritage.

The company is responsible for the way it deals with Indigenous Cultural Heritage values in its management, development and maintenance of its projects



**Figure 2:** Examples of various cutting tools, grinding tools and axes

## 1.2. Objectives

The objectives of these guidelines and procedures are to:

- meet Arrow Energy duty of care responsibilities
- build a consistent approach to Indigenous Cultural Heritage management across Arrow Energy
- to work in partnership with Indigenous stakeholders
- provide practical assistance
- increase awareness of the importance of the proper management of Indigenous Cultural Heritage
- act as a resource for Arrow Energy in its dealings with Indigenous Cultural Heritage
- enable Arrow Energy to meet its responsibilities to deliver outcomes on whole-of-government priorities
- improve the integration of the management of Indigenous Cultural Heritage matters into program development (network planning) and project management
- improve the integration of Indigenous Cultural Heritage management procedures into asset management (maintenance)

### 1.3. Who Should Use These Guidelines?

These guidelines are a reference for Arrow Energy specifically those engaged in:

- infrastructure planning, design, development and implementation,
- gas Field and Energy Planning,
- asset management and maintenance,
- property management and information, &
- third parties and other Service Providers.

This includes:

Role	Role
Asset Managers	Drillers
Managers Special/Major Projects	Earthmovers
Project Managers	Geologists
Contractors	Engineers
Service Providers	Field Hands and other staff
Cultural Heritage Managers	Cultural Heritage Field Staff

### 1.4 Arrow Energy Indigenous Cultural Heritage Group – Where to get explanation of Policies, Guidelines, Advice and Support

Within Arrow Energy is a small department that manages the day to day Indigenous matters. This department is also responsible for the roll-out of training programs associated with Indigenous Cultural Heritage.

### 1.5 Roles and Responsibilities

The Environment Manager currently gives advice on cultural heritage issues in the South whereas the Land Manager gives advice in the North (particularly Moranbah). They are responsible for contacting DNR & W and Federal Agencies for legislation related queries and will provide direction following contact with these departments.

Whereas, the Cultural Heritage Supervisor (Sid Capewell) is responsible for the management and arrangement for the provision of Cultural Heritage services across all Arrow Energy's projects. This includes the implementation of appropriate procedures for the operational requirements of managing Indigenous Cultural Heritage.

Field Cultural Heritage Officers (at present Glen Teske) are responsible for the day-to-day, on site supervision of Traditional Owners.

Arrow Energy Field supervisors and agents should obtain advice from the Cultural Heritage Manager on matters regarding Indigenous Cultural Heritage. Further advice and information on issues not resolved at the this level is available from the Environment Manager on 31053400.



**Figure 3:** Examples of scarred tree and dream serpent. Most Traditional Owners have beliefs about mystical creatures that have existed since the dawn of time and who have special powers. Briefly, these creatures are responsible for the creation and day to day life within the Australian Environment. A link exists between these mythical beings, creation, day-to-day life, empowerment of groups of traditional owners to have ownership of defined lands, and this rich history is passed down and communicated through art, song, dance, ceremonies and memory transfer stories.

## 2. Statutory Obligations - Legislation

### 2.1 Queensland Legislation

The Queensland Government has greatly strengthened the protection and conservation of Aboriginal and Torres Strait Islander Cultural Heritage. The following Acts were passed on 28 October 2003.

The Acts are:

- ***Aboriginal Cultural Heritage Act 2003; and***
- ***Torres Strait Islander Cultural Heritage Act 2003***

Proclamation of the Acts took place on 16 April 2004. The legislation is accessible at: [www.legislation.qld.gov.au/OQPChome.htm](http://www.legislation.qld.gov.au/OQPChome.htm)

The legislation is also accompanied by Section 28 – Duty of Care Guidelines gazetted by the Minister (DNR&W) under section 28 of the legislation. The associated guidelines may change over time. This guideline is reproduced at Appendix 4.

The DNR&W section 28 guidelines, including the principles underlying the Acts, the distinction between Indigenous Cultural Heritage and Native Title and the definition of Indigenous Cultural Heritage, assist in building an understanding of Cultural Heritage matters.

Arrow Energy undertakes to comply with these requirements because it must, but also because Arrow Energy accepts that it is the right thing to do.

**Arrow Energy officers and agents must follow to the requirements of the DNR&W section 28 guidelines as well as the Arrow Energy guidelines when dealing with Indigenous Cultural Heritage.**

Sections 3 to 7 and the appendices of these Arrow Energy guidelines and procedures specify the manner in which Arrow Energy will:

- engage with Aboriginal and Torres Strait Islander people in dealing with Indigenous Cultural Heritage,
- follow the procedures, and
- use the templates in implementing these requirements.

The Native Title Act of 1993 will be dealt with via negotiated ILUA's and terms and conditions of these will dictate how Arrow Energy will manage the ILUA in the field.



**Figure 4:** An example of a rock art portrait of a wandjina. This mythical creature establishes the unique identity and territory of an aboriginal group.

### 3. Engagement

#### 3.1. Community engagement and the Arrow Energy Policy

Arrow Energy defines community engagement as the many ways that the company, government, communities and citizens connect in the development and implementation of policies, programs, services and projects. The four principles that guide community engagement are:

- reaching out – changing the way in which government and communities work together through new and more effective processes to involve people in decision-making;
- mutual respect – listening, understanding and acting on experiences different from our own;
- integrity – open and accountable engagement processes and practices to genuinely inform decision-making;
- affirming diversity – incorporating diverse perspectives and opinions into policy development, planning and decision-making.

Community engagement incorporates public participation, with people being empowered to contribute to decisions affecting their lives, through the acquisition of skills, knowledge and experiences. It is also about decision-makers being able to tap into the knowledge of individuals and communities resulting in better policies, programs, services and projects.

Community engagement has three levels:

- **Information** – a one-way relationship in which we give information to communities and receive information from communities;
- **Consultation** - a two-way relationship in which we seek and receive community views, and
- **Active participation** – actively involving communities and individuals in shaping projects.

**Arrow prefers the last method, i.e., Active Participation through the implementation of this Guidelines and Procedures Manual.**



**Figure 5:** Example of Rock Art. Usually this type of artwork illustrates, points of interest to a tribe, (eg, the centre of the circles may be watering holes or food sources and the yellow lines may be the pathways to a central meeting place).

### 3.2 Arrow Energy

Legislation requires Arrow Energy to engage with Aboriginal and Torres Strait Islander peoples on Indigenous Cultural Heritage matters. This Policy sets the strategic direction and requirements to engage Traditional Owner in planning and project management.

While engagement for Indigenous Cultural Heritage is mandatory, the added benefits of relationship building and broader community engagement are important for Tradition Owner management.

The identification of traditional owners/knowledge holders and appropriate spokespersons for an area is the first important step. The process of identification and relationship building should commence well before the implementation of a project.

If you require assistance contact the relative Manager or the Environment Manager who will coordinate and initiate Cultural Heritage involvement. Depending on the situation, these people will be involved in:

- a 'getting to know you' or relationship building situation;
- the seeking of involvement in a project;
- agreement making;
- the negotiable and non-negotiable (available choices and options) of an issue;
- completing a Cultural Heritage management plan; and
- *managing any political sensitivities and resource issues.*

Once an agreement has been reached they will manage the agreement and YOU need to trigger their involvement through the CH Notification Form, (see Attachment 2) which is emailed to Sid Capewell, Cultural Heritage Manager in the south or Campbell McKerrow in the north.



Figure 6: Examples of boomerang, and stone axes.

### 3.3 Who to engage

The Acts identify who Arrow Energy must contact within the Indigenous community in order to meet its duty of care. Arrow Energy may choose to consult more broadly if desired. However, Arrow Energy Cultural Heritage Officers will engage Indigenous people on Indigenous Cultural Heritage matters, and other stakeholders, as required under the legislation. Engagement may be with representatives of Indigenous groups, Indigenous organisations such as Cultural Heritage bodies set up under the Acts, (e.g., the Gulf of Carpentaria Land Council, registered Native Title claimants and holders and individual Aboriginal or Torres Strait Islander persons).

Arrow Energy Cultural Heritage Officers will decide whom to engage using the following requirements of the Acts. The following is for your information to understand why we need advance notice of about your project.

#### **1 - Registered Aboriginal Cultural Heritage Bodies and registered Torres Strait Islander Cultural Heritage Bodies**

Arrow Energy officers and agents will engage and work with the registered Cultural Heritage body for an area in the first instance. The Acts allow for the registration of a corporation as a Cultural Heritage body for an area. There cannot be more than one Cultural Heritage body for an area except in limited circumstances. Registration will take place if the Minister (DNR&W) is satisfied that the body has the capacity to identify the Indigenous parties for the relevant area. The Cultural Heritage Register maintained by DNR&W will list every Cultural Heritage body along with the area that body represents.

Where a registered Cultural Heritage body represents an area, this body is the initial contact point for the Indigenous parties regardless of the existence or not of Native Title interests. The Cultural Heritage body is responsible for *notifying* the Aboriginal or Torres Strait Islander people affected by the proposed work (this will include Native Title parties where present) – the Cultural Heritage body will respond to Arrow Energy by providing the name and contact details of each Indigenous party for the area and Arrow Energy must then deal with each Indigenous party directly on Cultural Heritage matters, including any Cultural Heritage management plan (CHMP).

Be aware that not all Indigenous people use the Cultural Heritage bodies, they may choose to represent themselves, (e.g., the Darumbal people).

The status of traditional owners will be ascertained by the Arrow Energy Cultural Heritage Manager.

#### **2 - Registered Native Title claimants or holders:**

Where no registered Cultural Heritage body exists for the relevant area, Arrow Energy Cultural Heritage officers will engage and work with the registered Native Title claimants or holders on Cultural Heritage matters for works within the boundary of the registered Native Title claim or determination.

***Where two or more registered Native Title claimants overlap on a project, Arrow Energy will engage with all of the parties for the overlap area. (Note: Only registered Native Title claimants fall within this category – there will only be one native title holder for an area.)***

Under the Acts, the registered Native Title claimants or holders are the contact point for any area within the claim's external boundary, even if Native Title rights are or are found to be extinguished in the area and regardless of the nature and extent of the claimant's claims in relation to any particular part of the area.

A claimant's registration status can change at any time. Obtain information about the current registered Native Title claimants and Native Title holders and their address for service from the Cultural Heritage Register maintained by DNR&W. The National Native Title Tribunal can also provide this information.

Until determination of Native Title is proclaimed by the Federal Court and the registered claimants become the registered parties with whom Arrow Energy will communicate.



Figure 7: Examples of Boomerangs Nulla Nullas and grinding stones

### 3 – Previously registered Native Title claimants and Previous Native Title holders subject to conditions

Where none of the above contact categories exist for the whole or any part of the area concerned, the Acts require, subject to certain conditions, contact with either:

- A person who was, but no longer is a Native Title holder, or
- A Native Title claimant whose claim:
  - has been on the register of Native Title claims after 16 April 2004, and
  - was subsequently removed from that register.

This differs from the Native Title Act approach.

#### Conditions:

- Either Native Title in the area has been suppressed, and this is recorded in an (ILUA) that is registered on the register of Indigenous Land Use Agreements, or
- Native Title in the area has been extinguished for some reason or suppressed by public works development. Usually this will have been compulsorily acquired, and how extinguishment or suppression occurred is irrelevant, or
- When a previous Native Title claimant has been identified:
  - There is no registered Native Title claim currently covering the area, and

- There is no Native Title holder for the area, and there never has been, and
- The relevant claim has failed, (i.e. a Federal Court has found that native title does not exist in the area).

Information about previously registered Native Title claimants and previous Native Title holders will be included on the Indigenous Cultural Heritage Register.

Information about ILUAs registered in the area can be obtained from the National Native Title Tribunal.



**Figure 8:** This type of shallow vessel was used to carry food, utensils and babies. The vessels were usually cut out of trees, the remnants of these trees can be found and are called scarred trees.

#### **4 - Aboriginal or Torres Strait Islander person/s with particular knowledge and traditional responsibility**

If none of the above categories of Indigenous parties exist, Arrow Energy's default engagement position will be with persons with particular knowledge and traditional responsibility who can speak for country. Suitable representatives will be able to demonstrate an association with the area that recognises them as the 'knowledge holders' for that area.

The persons will be Aboriginal or Torres Strait persons with particular knowledge about traditions, observances, customs or beliefs associated with the area. The persons either will have responsibility under Aboriginal or Torres Strait Islander tradition for the area or objects associated with the area; or be members of a family/clan group recognised as having such responsibility.

Different people may have responsibility for particular areas and objects. Therefore, it cannot be assumed that the same person/s will be the correct person/s to engage in Indigenous Cultural Heritage on all areas of a road project or road corridor.

To contact the relevant Indigenous party, the Acts require a public notice about the proposed work to be published, and a notice sent to the recognised Native Title representative body for the area. If further clarification is required, contact the Environment Manager (3105 3400).

#### **3.4. When to engage**

Engagement is something that must occur on a regular basis to establish and maintain contacts and relationships with the representatives of Indigenous groups who are entitled to manage their Indigenous Cultural Heritage.

Informal and formal meetings should take place, depending on the nature of the work at hand. Informal meetings can produce better relationships and facilitate rapport at formal meetings to discuss project details, whereas formal meetings give structure to the process and guide outcomes.

Fill out the Cultural Heritage Notification Form and allow Environment Manager, Ralph Gunness to ascertain if the project will require for Cultural Heritage surveys and/or monitoring. These projects require engagement as early as possible.

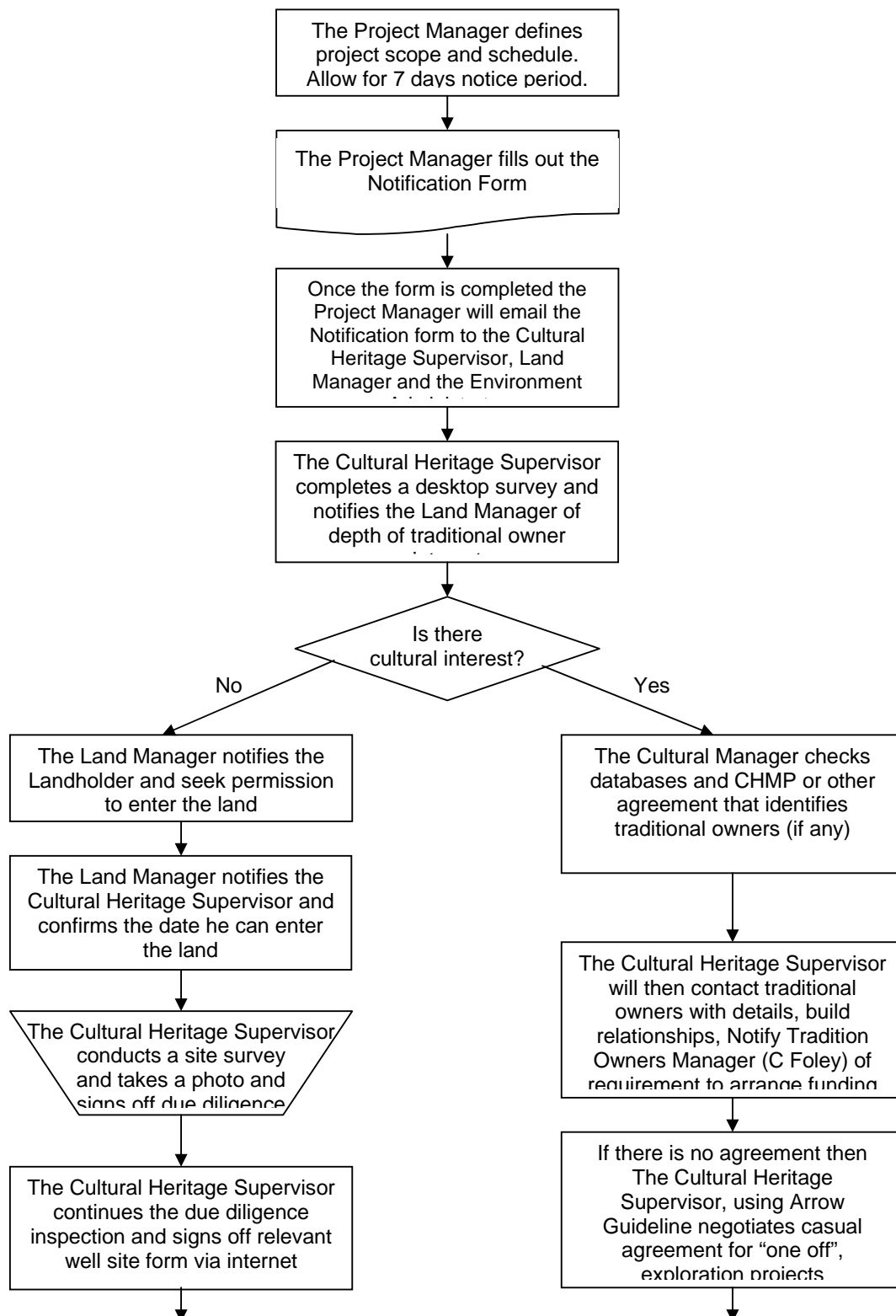
Each project will be different and the timing of meetings with Indigenous representatives will be different depending on the project and the group(s) involved.

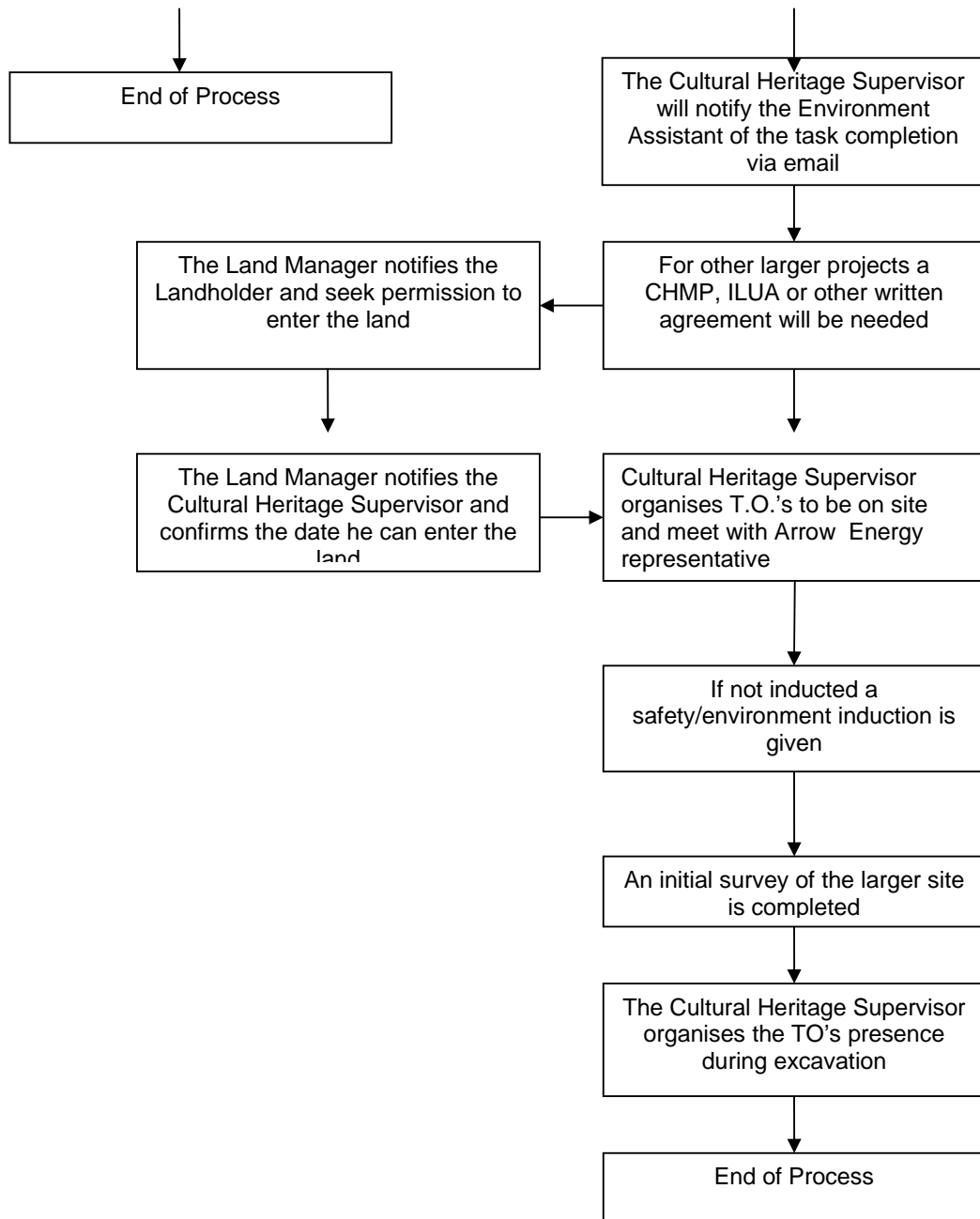
Unless an Arrow Energy gas field has a close working relationship or a Cultural Heritage Plan or agreement is in place with a particular Indigenous party, all parties will be contacted using a formal process and after receipt of the Cultural Heritage Notification Form, the Cultural Heritage Manager will send a notice to the traditional owners complying with the Acts' requirements. This notice will formally commence the CHMP process and trigger the periods and dispute resolution mechanisms available under the Acts. The CHMP process is found in Section 6 and 7.

The CH Manager (Sid Capewell) contact details are:

Land Line: (07) 46 620749  
Address: 17 Burke Street Dalby  
Postal Address: PO Box 456 Dalby QLD 4405  
E Mail: [sidnjudy@bigpond.com](mailto:sidnjudy@bigpond.com)  
Mobile: 0428 628251

### The Arrow Energy Cultural Heritage Process Flowchart





## **4. Roles & Responsibilities**

### **4.1. Arrow Energy Responsibilities**

It is the responsibility of Arrow Energy Asset Managers to implement these guidelines.

It is the responsibility of the Project Managers to liaise with:

- Arrow Energy Cultural Heritage Manager (Sid Capewell) to organize the administrative details of getting Traditional Owners to site,

And when on site,

- The various in field Traditional Owner supervisors such as Glen Teske,

Policy and Head Office management matters are the responsibility of Ralph Guinness.

### **4.2. Arrow Energy Construction or Maintenance Contractors**

Arrow Energy employs contractors to implement and run projects.

Construction staff employed by contractors must undertake induction training that will enable them to be familiar with Indigenous Cultural Heritage requirements. Arrow Energy provides an Induction course to contractors' personnel to deliver an Indigenous Cultural Heritage Induction session that will ensure their staff are able to comply with governing legislation and Arrow Energy contractual specifications. This training covers the requirements of the Queensland Acts governing Indigenous Cultural Heritage. The training provides instruction on how to actively participate in the identification and protection of Cultural Heritage material throughout the construction period of a project.

This induction session will also inform construction staff about their specific roles and responsibilities in relation to any existing agreement or CHMP covering the activities of the project. For example, some staff will be involved in the administration of the plan, whilst others will actively monitor construction work in order to protect Cultural Heritage. This is the responsibility of the Arrow Energy project manager to ensure all contractors can properly demonstrate their ability to comply with the contractual specifications. Projects should proceed only where contractors can demonstrate the staff they are using on the particular project have undertaken the appropriate training.

### **4.3. Cultural Heritage Assessors**

The Acts do not require the use of professional consultants for Indigenous Cultural Heritage processes, except in relation to formal Cultural Heritage studies. However, professional consultants (archaeologists) or Cultural Heritage Assessors may be used on projects that require Cultural Heritage risk assessments, surveys and/or monitoring of construction works. Usually these persons will be an Indigenous person or be consulting archaeologists and/or anthropologists.

The role of the Cultural Heritage Assessor is to:

- provide an accurate record of Cultural Heritage resources of an area
- provide a fair and reasonable scientific assessment of their value and significance (without precluding statements of cultural significance by traditional owners)
- provide a technical perspective when identifying management options for Arrow Energy and their agents to follow when dealing with Cultural Heritage values relating to proposed development projects
- consult with relevant Aboriginal or Torres Strait Islander people (where their Cultural Heritage sites are likely to be affected) as an essential component of Cultural Heritage assessment

- act as an impartial expert providing services to Arrow Energy
- produce reports in accordance with statutory requirements.

#### **4.4 Infrastructure Planning Phase**

This phase usually is usually associated with the development of a gas sales contract for the delivery of gas from any given tenement. The contract sign off triggers the requirement for a desk-top survey to be completed, this survey determines if any Native Title claims have been made in the area.

The databases to be consulted include:

The Australian Heritage Database – [www.deh.gov.au/heritage/ahdb](http://www.deh.gov.au/heritage/ahdb) that includes:

- the register of the National Estate;
- the National Heritage List;
- the Commonwealth Heritage list; and the
- World heritage List; and
- the Queensland Heritage List ([http://epa.qld.gov.au/cultural\\_heritage/registers\\_and\\_inventories/](http://epa.qld.gov.au/cultural_heritage/registers_and_inventories/))
- the National Trust – <http://www.nationaltrustqld.org>
- Local Government Registers (if any);

If no claims are found, there is a requirement to survey the site to ascertain the potential (if any) to cause harm to Aboriginal artifacts or other concern Cultural Heritage indigenous mythology/tradition. This is to be undertaken by the Cultural Heritage Supervisor, Sid Capewell to visit the site before any excavation occurs. If something is found then at this early planning stage steps can be taken to avoid the item by moving our infrastructure footprint.

If a survey of the Native Title map indicates a claim over the area to be developed then contact Sid Capewell, Cultural Heritage Supervisor in order to arrange the initial approach to conduct a cultural survey of the area. This consultation will determine the ongoing management to be adopted as the project unfolds. Sid is the best person to use to determine if any expectations that the knowledge holders may have for the Cultural Heritage assessment and management of the project.

#### **4.5 CHMP – Cultural Heritage Management Plan**

The major actions required to satisfy the Company's 'due diligence' are illustrated in Flowchart 1. These steps when executed properly will exercise the Company's due diligence in the meeting of the Cultural Heritage duty of care as outlined in the Cultural Heritage Act. Part 7 of the Act sets out the process for CHMP development and implementation. Part 7 refers to 'sponsors' and for the purpose of this policy Arrow Energy is the 'sponsor'.

#### **4.6 CHMP Agreements**

Arrow Energy's policy is that written agreements will be made with Traditional Owners wherever possible. Usually the CHMP process is triggered by a notification process, in the press and via direct contact with registered groups in order to meet and discuss the project and how and at what cost traditional owner representation and requirements will be met. These agreements will be initiated and managed by the Company's legal representatives in close consultation with the Cultural Heritage department.

Most of these agreements result in mutual agreement, however, where the traditional owners do not agree within 28 days of the commencement of the consultation period then there is recourse to the LRT to seek mediation. Both parties could agree to extend this period before relying on this recourse and discretion is usually employed until no agreement can be reached.

#### **4.7 What is a CHMP**

A Cultural Heritage Management Plan (CHMP) is a document providing how activities for a project are managed to mitigate their impact on Indigenous Cultural Heritage. The statutory duty of care is met under the Acts when a CHMP is approved. A CHMP can state that no additional requirements are needed for the particular project.

#### **4.8 Mandatory CHMP**

A CHMP is mandatory when:

1. a number of wells or a gas field development is required,
2. A lease, licence, permit, approval or other authority is required for the project and an Environmental Impact Study is required for the project. The State body that would approve the relevant project cannot do so until either a CHMP is completed or the associated authority includes this as a condition, e.g., compressor plants, power stations and other infrastructure not detailed on the Company's tenements PL or ATP permits; and
3. A development application is made under IPA, and the DNRM&E chief executive is a concurrence agency for the application. An IPA regulation will prescribe the DNRM&E as a concurrence agency for a development consisting of a material change of use over an area on the Cultural Heritage Register. The DNRM&E may require approval of a CHMP as a condition of development approval.

#### **4.9 Parties to a CHMP**

The Acts use specific terminology to describe the parties involved in a CHMP. The terminology and a brief description of the corresponding role of each party follow.

#### **4.10 Sponsor**

A sponsor is the person who accepts responsibility for the CHMP. In Arrow Energy' case, the Arrow Energy Sid Capewell will be the sponsor. The sponsor's role is to seek agreement with the endorsed parties (defined below) about protection measures, and then develop a plan in consultation and negotiation with the endorsed parties, that maximises effective protection and conservation of Indigenous Cultural Heritage.

See s103 of the Acts.

#### **4.11 Aboriginal Parties/Torres Strait Islander Parties (Indigenous) Parties**

There are four ways to identify the Indigenous parties for an area, and these are hierarchical in nature. Section 3.3 gives the information on who to engage for Indigenous Cultural Heritage assessment purposes.

The correct Indigenous parties must be involved. If uncertain, read Section 3 of the guidelines again.

The sponsor must send a written notice to all the appropriate Indigenous parties about the proposed work and, in certain circumstances, must publish a public notice. After receiving or seeing this notice, one or more Indigenous parties may confirm in writing their interest in participating in the development of the CHMP.

Different individuals may respond to each notice depending on the type of work, where it is taking place, and who in the group has traditional responsibility for that area of land or water.

#### **4.12 Endorsed Parties**

The endorsed parties are the Indigenous parties who respond to the Arrow Energy published notice, expressing an interest in participating in the CHMP, and whose response is either: received within the time frame stated in the notice; or received out of time, and then Arrow Energy decides to recognise them as endorsed parties.

The Arrow Energy must recognise as an endorsed party, any Native Title party or Indigenous person who responds to the Arrow Energy' district notice within the minimum 30-day period (this time period will be stated in the Arrow Energy published district notice) required under the Acts so long as the Native Title party or Indigenous person meets the criteria under the Acts (ie. the Native Title party are registered Native Title claimants or holders, or the Indigenous person is a person who has particular knowledge and responsibility for the area according to Aboriginal/Torres Strait Islander tradition, etc.

The criteria is summarised in these guidelines at section 3.3). There is no limit to the number of endorsed parties for each CHMP.

Arrow Energy can choose whether or not to endorse anyone who responds after the date indicated in the notice. In making this decision the Arrow Energy will need to consider the particular circumstances including Arrow Energy's assessment of the level of any risk of harm to Indigenous Cultural Heritage.

Arrow Energy, as sponsor, is required to deal directly with the endorsed party throughout the development of a CHMP. An endorsed party can appoint a nominee, and when this occurs the Arrow Energy will deal directly with the nominee.

The endorsed parties' role is to seek agreement with the sponsor about protection measures, to consult and negotiate with the sponsor about the CHMP contents, and to provide advice directed at maximising effective Indigenous Cultural Heritage protection within the context of the project.

If the notice is sent to a registered or previously registered native title claimant(s) (i.e. the second and third contact points mentioned in Section 3.3), any response received should confirm the claimants' contact details. Arrow Energy must continue to contact these native title claimants at their address for service as recorded on the Cultural Heritage Register (or the Register of Native Title Claims maintained by the National Native Title Tribunal, if not available from the Cultural Heritage Register maintained by DNRME) unless directly provided with an alternate address.

When the notice is sent to a Cultural Heritage body, or sent to the relevant native title representative body for the area and published as a public notice, any response should include the names and addresses of each Indigenous party/s with an interest in participating in the CHMP. From then on The Arrow Energy must deal directly with these people for that particular work project and contact them at the address provided.

#### **4.13 Consultation party**

The Acts use this phrase to refer to either the sponsor or the endorsed party.

#### 4.14 CHMP time frames

The time frame over which the following step-by-step CHMP process occurs will depend on how long it takes to negotiate and draft the CHMP. If agreement can be reached with the Indigenous parties, the DNRM&E chief executive, where required, should quickly approve the plan.

If agreement cannot be reached during the consultation period, the minimum time that must pass before a dispute can be referred to the Land and Resources Tribunal is 28 days. All up, it could take 6-8 months to obtain a decision from the Minister either approving or refusing to approve the CHMP initially referred to the LRT (although note there is no time limit on the Minister's decision under the Acts).

Where there is no endorsed party, initially drafting the CHMP will be the primary time commitment. This period may increase if the Minister (DNRM&E) decides to refuse to approve the CHMP and the Arrow Energy objects to the Land and Resources Tribunal about the decision to refuse approval. The objection process could take 4 months, after which the Tribunal is then required to make a recommendation to the Minister. As mentioned above, there is no time limit on the Minister's decision under the Acts.

#### 4.15 Information protection

A report or document submitted to the chief executive DNRM&E or the Minister must not include knowledge or information that the person providing or preparing the report or document knows is of a secret or sacred nature. Such information can only be included when the Indigenous party in whose understanding the knowledge or information is of a secret or sacred nature has specifically agreed to its inclusion in the report or other document. A penalty applies if this protection is breached.

#### 4.16 Step by Step - The CHMP Process

First Steps – Cultural Heritage Management Plan

**Step 1:** Arrow Energy (as sponsor) sends a written notice, and public notice (Appendix 3) when necessary advising of the proposed project; seeking by a particular date (at least 30 days after the “notice day” from the date sent) confirmation of interest from the Indigenous parties; and contact names and addresses.

The notice is sent to the:

- (a) the Chief Executive DNRM&E – (**where required**) who will record the proposed development of a CHMP on the Cultural Heritage Register;
- (b) each owner/occupier of the area; and
- (c) the Indigenous Party/s (as identified in the Acts and discussed in section 3.3).

The Acts require the written notice to be given to each person at about the same time. The Acts also require certain information to be included in the notice. Templates for a written notice and a public notice are at Appendix 3A and 4B.

**Step 2:** The Arrow Energy must search the Register of Native Title Claims kept by the National Native Title Tribunal (NNTT) to check whether there are any new native title claims registered over the project area by on or after the “notice day” (the “notice day” is the date by which Arrow Energy can reasonably assume that all the Aboriginal parties will have received the written notice and, when applicable, read the public notice. This date is stated in the written and public notices. For example, it may only be 3 days after the notice is mailed, but in some instance may be, say, 2 weeks from when mailed). If there is a new registered claim, go to Step 2A, otherwise go to Step 3.

**Step 2A:** Arrow Energy must send the written notice sent at Step 1 to the newly registered native title claimants immediately (see Template in Appendix 3). In addition, Arrow Energy must advise the new Indigenous party to disregard the date in the notice by which the Indigenous party's written response

must be received, and state a new date. The new date cannot be any earlier than 37 days after the “notice day”.

**Step 3:** Keep records of all the written responses received from Indigenous parties and the date of receipt. Collate the names and contact details for all those who have replied, and include details of the part/s of the CHMP area in which the party has an interest. (i.e., if not the whole area, specify the particular area/s).

**Step 4:** Contact the Indigenous parties who responded within the required time (these are referred to as the “endorsed parties”) and commence development of the CHMP. Note that there is a minimum 84-day consultation period, which starts. This statutory period commences immediately after the period of 30 days after the “notice day”. If no responses have been received, the CHMP can still be developed without endorsed Indigenous parties. If there are no endorsed parties go to Step 14 when the CHMP is complete. Otherwise, go to Step 5.

A public notice must also be published if notice is given to the native title representative body.

The notice day is the date by which The Arrow Energy can reasonably assume that all the Aboriginal parties will have received the written notice and, when applicable, read the public notice. This date is stated in the written and public notices. It may only be 3 days after the notice is mailed, but in some instance may be, say, 2 weeks from when mailed.

#### **4.17 Aboriginal Cultural Heritage Act 2003**

Schedule 2 Aboriginal Cultural Heritage Act defines “consultation period” for a CHMP, as the period of 84 days starting immediately after the period of 30 days after the notice day (proposed plan). s108 The CHMP will need to cover the issues the Chief Executive must be satisfied with, particularly avoidance of harm/minimization of harm to Indigenous Cultural Heritage. If the CHMP is mandatory, a dispute resolution mechanism must also be included in the CHMP or refer to the dispute resolution process in a Right To Negotiate process.

#### **4.18 Consultation and Dispute Resolution**

**Step 5:** Consult with the endorsed parties and develop a CHMP. Consultation can include face to-face meetings; telephone conferences; use of the Internet; and exchanges of correspondence. The CHMP may cover when activities are to happen; arrangements to access land; identification of known Cultural Heritage; how Cultural Heritage is to be assessed; whether Cultural Heritage is to be damaged/relocated (and how); and contingency plans for disputes and/or delays.

Consultation could cover the nature and extent of known Cultural Heritage, reasonable requirements for a site survey or construction monitoring, the results of any survey or construction monitoring, the number of endorsed parties involved in the survey or construction monitoring, and reasonable travel and accommodation requirements.

When agreement is reached, go to Step 11.

If a dispute during the consultation period results in an impasse, go to Step 6.

**Step 6:** If a dispute is substantially delaying the development of a CHMP, once at least 28 days of the 84 day consultation period has passed, either Arrow Energy or the endorsed party(s) may ask the Land & Resources Tribunal ‘LRT’ to mediate the dispute.

The LRT presiding member must consider the dispute suitable before providing mediation. Advise the Strategic Policy Division about the matter and arrange legal counsel through the portfolio legal services section to provide written submission to the LRT giving enough details for the LRT to assess the matter for mediation. If an agreement is reached after mediation, go to Step 11. Otherwise, go to Step 7.

**Step 7:** If agreement is not reached within the 84-day consultation period, Arrow Energy (as sponsor) may refer the CHMP to the LRT for approval, whether or not mediation was requested. This request must occur 'within a reasonable time after the end of the consultation period'. Legal assistance is necessary when preparing the request. Advise the Strategic Policy Division about the matter by e-mail.

Alternatively, if mediation during the consultation period is unsuccessful and the mediator considers that resolution is unlikely before the end of the consultation period, the mediator may authorise Arrow Energy to refer to the CHMP to the LRT for approval, even though the consultation period has not ended. The LRT may release forms for this purpose. If not, there is a general form that must be used at [www.lrt.qld.gov.au](http://www.lrt.qld.gov.au).

Arrow Energy should provide to the appointed Arrow Energy' legal counsel documentation and submissions that support the request and comply with the requirements of the Acts.

For example, the Acts require the sponsor to identify the names and contact details of all other parties to the objection or referral and provide that information to the LRT. The sponsor must also provide the LRT with a document that outlines the nature and extent of the consultation that has happened (not necessary if there is no endorsed party). This document must also state why the sponsor believes the proposed CHMP makes adequate provision for how the project is to be managed to avoid harm to Indigenous Cultural Heritage; and to the extent that harm can not reasonably be avoided, how the project will be managed to minimise harm to Indigenous Cultural Heritage.

**Step 8:** Before the LRT reaches a recommendation it will:

- Provide all the parties with a copy of Arrow Energy's documents and invite written submissions within 30 days, and
- Consider the submissions received.

A hearing is not required but one can be held. A mediation order could also be made.

Before making a recommendation, the LRT may help the parties to negotiate changes to the plan. If the consultation parties reach agreement, the CHMP can then be given directly to the Chief Executive DNRM&E for approval (as per Step 11).

**Step 9:** Recommendations are then made to the Minister (DNRM&E) within 4 months of the request. The LRT must recommend that the Minister refuse the CHMP, approve the CHMP, or approve the CHMP with amendments. In doing so various issues detailed in the Acts must be considered, in particular:

- whether the plan makes enough provision for how the project is to be managed to avoid damage; and to the extent that damage can not reasonably be avoided to minimise damage to Indigenous Cultural Heritage;
- when the plan is not developed voluntarily, whether there is an effective alternate dispute resolution arrangement to deal with issues that may arise;
- if Indigenous Cultural Heritage is to be taken away, whether there is enough provision about who is to become the owner of it, and who is to have the custody of it;
- the availability and quality of documented information about the Aboriginal Cultural Heritage significance of the plan area;
- the nature of the impacts of the project;
- submissions made by the parties, including, if a hearing is held, oral submissions made at the hearing; and
- the nature and extent of past uses of the project area.

**Step 10:** The Minister (DNRM&E) receives the LRT recommendations, and must have regard to these when making a decision. The Minister may approve the CHMP, refuse to approve the CHMP, or approve the CHMP after it is amended in accordance with the Minister's direction. The decision is final though is subject to judicial review.

If approved (where required), the CHMP will be placed on the Cultural Heritage Register and work can proceed. If approval is refused, the Arrow Energy will need to consider alternatives to the proposed work, or change the methods of Cultural Heritage protection proposed.

#### **4.19 Approval Process – CHMP Agreed Between Consultation Parties**

**Step 11:** The development of the CHMP is complete. Arrow Energy (as sponsor) sends (where required) the CHMP to the chief executive DNRM&E for approval with relevant background documents.

In some circumstances, submission of the CHMP to the chief executive DNRM&E may not be necessary. This will be the case when, for example, Arrow Energy has already negotiated and entered into another agreement for the project area. It will be a matter of discretion for the Asset Manager in each case. If it is not intended that the agreement be an "approved CHMP" under the Act, Arrow Energy will not be able to seek assistance from the LRT when making the agreement.

Go to Step 12 if there is at least one endorsed party and all consultation parties agree to seek approval for the CHMP. If there is no endorsed party go to Step 14. [When there is no agreement Arrow Energy go to Step 7.]

**Step 12:** If all parties agree, the chief executive DNRM&E may approve the CHMP when the consultation parties have signed the agreement. Upon approval, the CHMP may be placed on the Cultural Heritage Register.

**Step 13:** Work can now proceed. Arrow Energy must take reasonable steps to ensure that all Indigenous Cultural Heritage revealed to exist is detailed and a register held

#### **4.20 Process – Where There Is No Endorsed Party**

**Step 14:** If necessary the closest CHMP will be applied if any interested parties come forward.

**Step 15:** The CEO of Arrow is required to approve the CHMP.

**Step 16:** If a CHMP is not mutually agree then Arrow Energy should read the reasons for refusing approval and decide whether to either:

- Amend the CHMP to rectify the reasons for refusal. Check that the chief executive is prepared to reconsider an amended CHMP to take into account these reasons, and if so resubmit the amended plan for reconsideration.
- Consider alternatives to the proposed work, taking into account the reasons for refusing to approve the CHMP.
- Object to the refusal decision in the Land and Resources Tribunal. The notice of objection must be filed within 30 days from the date of the written decision notice. It must comply with the requirements of the Acts.

**Step 17:** When an objection is lodged, before the LRT considers the objection it will:

- Provide all the parties with a copy of the Arrow Energy's documents and invite written submissions within 30 days.
- Consider the submissions received. A hearing is not required but one can be held. A mediation order could also be made.

The Acts specify the administrative and substantive requirements for a referral or objection. For example, the sponsor must identify the names and contact details of all other parties to the objection or referral. The sponsor must also give the tribunal a document that:

- outlines the nature and extent of the consultation that happened (not necessary if there is no endorsed party)
- states why the sponsor believes the plan makes enough provision for how the project is to be managed to avoid harm to Indigenous Cultural Heritage, and
- to the extent that harm cannot reasonably be avoided, to minimise harm to Indigenous Cultural Heritage.

Before making a recommendation, the LRT may help the parties to negotiate changes to the plan. If the consultation parties reach agreement, the CHMP can then be given directly to the Chief Executive for approval (as per Step 11).

**Step 18:** Recommendations are then made to the Minister within 4 months of the request. The LRT must recommend that the Minister either confirm the chief executives refusal to approve the CHMP, approve the CHMP, or approve the CHMP with amendments. In doing so various issues detailed in Step 9 must be considered.

**Step 19:** The Minister receives the LRT recommendations, and must have regard to these when making a decision. The Minister may approve the CHMP, refuse to approve the CHMP, or approve the CHMP after it is amended in accordance with the Minister's direction. The decision is final though is subject to judicial review.

**Step 20:** If approved the CHMP will be placed on the Cultural Heritage Register and work can proceed. Arrow Energy must take reasonable steps to ensure the chief executive DNRM&E is advised about all Indigenous Cultural Heritage revealed through any activity carried out under the plan, unless this information is protected.

If approval is refused, Arrow Energy will need to consider alternatives to the proposed work, or change the methods of Cultural Heritage protection proposed.

## **Attachment One: Well Development Proforma**

### Preparation of a Well Site Checklist

Function	Tick Box	Initial
<b>1. Planning the well access &amp; pad site</b>		
the site plan matches the rig type		
flare pit positioned correctly on map		
mud pits in place on map		
geo hut at site entrance		
parking area outside of pad area	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation Map consulted	<input type="checkbox"/>	<input type="checkbox"/>
Topo Map consulted	<input type="checkbox"/>	<input type="checkbox"/>
Pad is located away from infrastructure (roads) & protected areas	<input type="checkbox"/>	<input type="checkbox"/>
Traditional Owners consulted or Notified for monitoring	<input type="checkbox"/>	<input type="checkbox"/>
Landholder Name & phone		
Landholders notified & consulted	<input type="checkbox"/>	<input type="checkbox"/>
Signs and fences ordered	<input type="checkbox"/>	<input type="checkbox"/>
Site Risk Assessment completed	<input type="checkbox"/>	<input type="checkbox"/>
Sign off by your supervisor	<input type="text"/>	

Well Number:	<input type="text"/>
Lat:	<input type="text"/>
Long:	<input type="text"/>
East:	<input type="text"/>
North:	<input type="text"/>

<b>2. Groundtruthing &amp; Pegging</b>		
Site traversed & change made if necessary	<input type="checkbox"/>	<input type="checkbox"/>
Site pegged - wellhead, boundaries, huts, pits, bunds, parking area	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation marked for clearing	<input type="checkbox"/>	<input type="checkbox"/>

New Lat:	<input type="text"/>
Long:	<input type="text"/>
East:	<input type="text"/>
North:	<input type="text"/>

<b>3. Creation of access and pad</b>		
Traditional Owners on site if necessary	<input type="checkbox"/>	<input type="checkbox"/>
Discussed layout with earthmover	<input type="checkbox"/>	<input type="checkbox"/>

Drilling Comp
<input type="text"/>

Site created	<input type="text"/>	<input type="text"/>	Constructn Co
Fences and signs erected	<input type="text"/>	<input type="text"/>	
Sign off by Supervisor	<input type="text"/>		

Site P?A & rehabilitated Y/N	Date	<input type="text"/>
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**Attachment Two: Traditional Owner Notification Form**

**ARROW ENERGY NL  
NOTIFICATION OF WORK PROGRAM IN THE GASFIELD**

At least 7 days notice prior required.

Send a copy to the following emails and keep a copy for file

TO:	Email	Telecom
Sid Capewell	sidnjudy@bigpond.com	46 620749 bus 0428 628 251
Charmaine Foley Interactive Community Planning	incomplan@bigpond.com	(07) 5476 2883 (07) 5476 0422
Traditional Owner 1		
Traditional Owner 2		
Glenn Teske	gtteske@ecn.net.au	0427375443 (07) 4164 7235

<b>PROJECT:</b>	Daandine 15 Well expansion
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<b>Start Date:</b>	16/05/07	<b>Start Time:</b>	7:00am	<b>Finish Date:</b>	19/05/07
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State Location (plan attached?)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**Pickup Location: (detail: time of pickup, place of pickup, who will be picking them up and their contact phone number)**

Time of pickup	
Place of pickup	As per arrangements with G.Teske
Pickup Person	Glenn Teske
Pickup Person's Contact Number	0427375443

**Nature of work : (describe task, i.e. Monitor excavation)**

- |  |
|--|
| <ul style="list-style-type: none"> <li>Monitoring of ongoing Trenching works. (continuation of trenching works - One monitor required) Duration to be confirmed with onsite personnel</li> </ul> |
|--|

**One Monitor from each Barunggam and Western Wakka Wakka (Total 2)**

<b>Duration:</b>	17 Day(s)	<b>varies</b> Hours per Day	1 hr(s) for Lunch
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**Authorised by Arrow Representative:**

Steve Bennett	0429 490 013	8/05/07
<b>Name</b>	<b>Contact Number</b>	<b>Date</b>

\_\_\_\_\_  
**Barunggam Cultural Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Western Wakka Wakka Cultural Officer**

\_\_\_\_\_  
**Date**

## Appendix 3: Cultural Heritage Act