



Department of Defence Confirmation of Heritage Form

The filling of Identified positions within Defence; are constituted as **Special Measure** under section 8(1) of the *Racial Discrimination Act 1975*. These employment opportunities are **only available to Aboriginal and/or Torres Strait Islander peoples**. This is to support Defence commitment to achieving the Council of Australian Governments' target of 2.7 percent representation by 2015.

As per the eligibility requirements outlined in the information packs, for special measures positions; **confirmation of Aboriginal and/or Torres Strait Islander Heritage is required from all applicants.**

Each applicant must complete a declaration (see page 2).

The declaration requires the applicant to state that they are of Aboriginal and/or Torres Strait Islander descent. The declaration also requires the applicant to state that they identifies as an Aboriginal and/or Torres Strait Islander person and/or that they are accepted by the community they live in, or have lived in, as a person who is of Aboriginal and/or Torres Strait Islander descent.

Guidelines for Recognising Organisations

Community organisations considering certifying that a person is of Aboriginal and/or Torres Strait Islander descent should appreciate that they bear a heavy responsibility in ensuring that only people who are Aboriginal and/or Torres Strait Islander ancestry receive support to which they are entitled.

The organisation has a responsibility to ensure that people can demonstrate they are:

- being of Aboriginal or Torres Strait Islander descent;
- identifying as an Aboriginal or Torres Strait Islander person; or
- being accepted as such by the community in which you live, or formerly lived.

Community organisations whose confirmation will usually be acceptable are:

1. An Aboriginal and/or Torres Strait Islander association incorporated under the ***Corporations (Aboriginal and Torres Strait Islander) Act 2006 (CATSI Act)***.
2. An incorporated community organisation where all the members of the governing body are Aboriginal persons and/or Torres Strait Islanders people.

Such confirmation must be approved by a resolution at a formal meeting of the organisation's governing body and the record of such resolution is to be sealed with the Common Seal of the organisation and signed by the authorised signatories.

Organisations should not provide confirmation unless they have evidence before them that the applicant is an Aboriginal or Torres Strait Islander person and that they identify as an Aboriginal and/or Torres Strait Islander; and that the applicant is known and recognized within their community.

Note: If you already had your heritage formally recognised and can provide a similar form to the one on page 3, you are **not** required to complete this form. Please provide your original recognition of heritage document.

Applicant Declaration

I, _____

(Full name)

Are you also known by any other name – i.e. (Maiden, Community or Traditional Name)

If Yes; Name: _____

Of

(Address)

Date of Birth: _____

Home Ph: Mobile: _____

Occupation: _____

DO SOLEMNLY AND SINCERELY DECLARE THAT:

1. I am of Aboriginal and/or Torres Strait Islander descent (Please Tick)
2. I identify as an Aboriginal and/or Torres Strait Islander person; (Please Tick)
3. I am accepted as such by the _____ Community in which I currently live;
4. I am accepted as such by the _____ Community in which, I formerly lived for ___ years.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

Signature of Applicant

Declared at _____ on _____ day of _____ 20____

Before me:

Name: _____

Signature: _____

(Name & Signature of Guardian; if person is under 18 years of age)

Name: _____

Qualifications: _____

Signature: _____

(To be signed by an Authorised Witness (i.e. Justice of the Peace, Member of Police Force, Pharmacist etc).

Section 136 of the Criminal Code Act 1995 makes it an offence punishable by imprisonment for 12 months for a person to make a statement to a Commonwealth entity in a document knowing that statement to be false or misleading.

Recognising Organisation Resolution

Note: If you already had your heritage formally recognised and can provide a similar form to the one below, you are **not** required to complete this form. Please provide your original recognition of heritage document.

Name of Applicant: _____

Address of Applicant: _____

It is hereby confirmed that the above named applicant, seeking assistance from the Aboriginal and Torres Strait Islander Commission has provided sufficient evidence to:-

- Indicate they are of Aboriginal and/or Torres Strait Islander descent; and
- They identify as an Aboriginal and/or Torres Strait Islander person; and
- are accepted as such by the community

<p>Organisations Common Seal</p> 	<p>Resolution Number: _____</p> <p>Date of Meeting ___/___/___</p> <p>Name of Applicant: _____</p> <p style="text-align: center;">(Committee secretary)</p> <p>Print Name: _____</p> <p>Signature: _____</p> <p style="text-align: center;">(Committee Member)</p> <p>Print Name: _____</p> <p>Signature: _____</p>
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Schedule 2 - Persons before whom a statutory declaration may be made

(regulation 4)

Part 1 Occupations

Item	Occupation
101	Chiropractor
102	Dentist
103	Legal practitioner
104	Medical practitioner
105	Nurse
106	Optometrist
107	Patent attorney
108	Pharmacist
109	Physiotherapist
110	Psychologist
111	Trade marks attorney
112	Veterinary surgeon

Part 2 Other persons

Item	Person
201	Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
202	Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the <i>Consular Fees Act 1955</i>)
203	Bailiff
204	Bank officer with 5 or more continuous years of service
205	Building society officer with 5 or more years of continuous service
206	Chief executive officer of a Commonwealth court
207	Clerk of a court
208	Commissioner for Affidavits
209	Commissioner for Declarations
210	Credit union officer with 5 or more years of continuous service .

Item	Person
211	Employee of the Australian Trade Commission who is: (a) in a country or place outside Australia; and (b) authorised under paragraph 3 (d) of the <i>Consular Fees Act 1955</i> ; and (c) exercising his or her function
212	Employee of the Commonwealth who is: (a) in a country or place outside Australia; and (b) authorised under paragraph 3 (c) of the <i>Consular Fees Act 1955</i> ; and (c) exercising his or her function in that place
213	Fellow of the National Tax Accountants' Association
214	Finance company officer with 5 or more years of continuous service
215	Holder of a statutory office not specified in another item in this Part
216	Judge of a court
217	Justice of the Peace
218	Magistrate
219	Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the <i>Marriage Act 1961</i>
220	Master of a court
221	Member of Chartered Secretaries Australia
222	Member of Engineers Australia, other than at the grade of student
223	Member of the Association of Taxation and Management Accountants
224	Member of the Australian Defence Force who is: (a) an officer; or (b) a non-commissioned officer within the meaning of the <i>Defence Force Discipline Act 1982</i> with 5 or more years of continuous service; or (c) a warrant officer within the meaning of that Act
225	Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
226	Member of: (a) the Parliament of the Commonwealth; or (b) the Parliament of a State; or (c) a Territory legislature; or (d) a local government authority of a State or Territory
227	Minister of religion registered under Subdivision A of Division 1 of Part IV of the <i>Marriage Act 1961</i>
228	Notary public
229	Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public

Item	Person
230	Permanent employee of: (a) the Commonwealth or a Commonwealth authority; or (b) a State or Territory or a State or Territory authority; or (c) a local government authority; with 5 or more years of continuous service who is not specified in another item in this Part
231	Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
232	Police officer
233	Registrar, or Deputy Registrar, of a court
234	Senior Executive Service employee of: (a) the Commonwealth or a Commonwealth authority; or (b) a State or Territory or a State or Territory authority
235	Sheriff
236	Sheriff's officer
237	Teacher employed on a full-time basis at a school or tertiary education institution
238	Member of the Australasian Institute of Mining and Metallurgy