

Deployment Memo

FSG R.A.N Deployment Cultural Heritage Memo for Staff and Contractors

S2Nrrd002 Grong Grong – Issue 1

15 April 2024

Contents

1. Executive Summary.....	3
2. Notification Procedure.....	4
3. Map of Area	4
4. Escalation	4
5. Risk Assessment.....	5

Appendix A – Site Details and Mapping

Appendix B – Cultural Heritage Search Results

Appendix C – Cultural Heritage Items Report

1. Executive Summary

FSG acknowledges and respects the traditional owners of the land and celebrates the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of Australia.

This memo provides detail and instructions to all FSG staff and sub-contractors in relation to working near items which are classified as part of cultural heritage.

Aboriginal or Torres Strait Islander cultural heritage may exist on any land within Australia and is protected under the *Aboriginal Cultural Heritage Act 2003* and the *Torres Strait Islander Cultural Heritage Act 2003* (the Cultural Heritage Acts).

Under the Cultural Heritage Acts, a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal or Torres Strait Islander cultural heritage. This applies whether or not such places are recorded in an official register and whether or not they are located on private land.

Under various State and Commonwealth legislation, a duty of care is required to be followed and this may include, but is not limited to:

- Ensure all cultural heritage searches have been carried out prior to entering the site.
- Take a precautionary approach to any activity to be conducted on the land.
- During the activity, be aware of the potential for cultural heritage to occur.
- Take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage.
- If a potential cultural heritage item is found, immediately stop work and report the item found.
- Follow State and Commonwealth legislation and guidelines for duty of care for cultural heritage items.

2. Notification Procedure

As soon as any member of the deployment team becomes aware of an area containing aboriginal cultural heritage items, a memo must be drawn up and issued to all concerned staff prior to FSG staff or contractors attending the location. The memo must include a map of the location concerned, the likelihood of an item occurring in the activity area and a classification of the activity.

As part of the pre-construction meeting, all parties who will be on site must be notified of the potential for cultural heritage and each party must advise in writing that they have understood the notification. If the location is deemed close enough to the FSG lease area and/or construction zone, a no-go zone must be set up and pre and post work photos must be provided.

The following procedure should be followed:

- FSG Construction Project Lead provides formal notification to FSG on-site teams and any sub-contractors.
 - Written notification acknowledging receipt must be on file ahead of teams being on site.
- Site Manager must provide photos prior to any equipment, materials or team members entering site IF instructed to by the FSG Construction Project lead.
- In the event that the location is in close proximity to the construction zone, a no-go zone must be set up and the FSG Project Lead must request post construction photos of the relevant area.

3. Map of Area

A map of the area of concern must be attached to this memo in Appendix A and provided to any FSG staff or contractors attending the location.

The map must show the area containing artefacts identified on a cultural heritage search and the distance from the FSG lease and the access/construction track.

The map must also show any no-go zones.

4. Escalation

Should an FSG staff member or subcontractor believe there has been a disturbance to an area containing cultural heritage artefacts, the on-site manager must immediately notify the key personnel below (in order of availability):

Wendy Wood	0418 405 006
Manuel Sebastian	0432 777 193
Ryan Farrell	0411 295 194
Vin Mullins	0412 519 442

Appendix C – Cultural Heritage Items Report should be filled out and provided to the FSG staff member notified.

5. Risk Assessment

Use the following risk assessment to determine the likelihood of disturbing cultural heritage items on site.

Category of Activity	Likelihood of Disturbance if Artefacts Previously Located on Site	
	No	Yes
Category 1: Activities involving no surface disturbance		
Category 2: Activities causing no additional surface disturbance		
Category 3: Developed areas (towns, built up areas, residential, industrial, commercial areas)		
Category 4: Areas previously subject to significant ground disturbance (rural areas)		
Category 5: Activities causing additional surface disturbance		

Unlikely	
Possible	
Highly Likely	

Appendix A – Site Details and Mapping

The area does not contain any previously identified artefacts of cultural significance.

The Risk Assessment shows that the likelihood of cultural heritage items occurring is **possible** due to the site being located on Rural Land and the activity includes excavation.

Appendix B – Cultural Heritage Search Results

AHIMS Web Service search for the following area at Lot : 155. DP:DP750851. Section : - with a Buffer of 50 meters. conducted by Angus Lovell on 23 December 2023.

The context area of your search is shown in the map below. Please note that the map does not accurately display the exact boundaries of the search as defined in the paragraph above. The map is to be used for general reference purposes only.



A search of Heritage NSW AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

0	Aboriginal sites are recorded in or near the above location.
0	Aboriginal places have been declared in or near the above location. *

Appendix C – Cultural Heritage Items Report

Item	Detail
Site ID	
Site Name	
Date and Time	
Parties Involved	
Summary of Disturbance	
Photographs attached	Note: Photos must have timestamp and embedded GPS co-ordinates