DEFENCE INDIGENOUS HANDBOOK

For Commanders, Managers and Supervisors

This handbook is issued by the Directorate of Indigenous Affairs to provide Defence commanders, managers and supervisors with information about the Defence approach to Indigenous Affairs. The handbook also contains information that might be useful when dealing with Aboriginal or Torres Strait Islander Defence personnel or external communities.

The content is not intended to be exhaustive in scope or in detail. Local councils, Indigenous Coordination Centres, Aboriginal Land Councils and/or the local Aboriginal or Torres Strait Islander communities should be consulted about local customs and protocols.

The handbook has been developed with the voluntary assistance of the members of the Defence Aboriginal and Torres Strait Islander Network.

Various external Aboriginal and Torres Strait Islander agencies were consulted and their assistance and feedback is appreciated.

Suggestions for improvements to this handbook are welcome and can be forwarded by email to Director Indigenous Affairs at: indigenous.affairs@defence.gov.au

Please note. Aboriginal and Torres Strait Islander people are advised that this handbook might contain images or content referring to deceased persons. It might also contain words or descriptions that are culturally sensitive. The term Indigenous is occasionally used in this handbook to refer to Australian Aboriginal and Torres Strait Islander peoples.
The artwork used in this handbook are original pieces painted by Aboriginal soldier, Warrant Officer Class Two Darren Moffitt. The images represent groups or organisations. In each image the main feature is the circle in concentric layers - which symbolises ‘unity’ and the different ‘levels’ of a group or organisation. The colours used in this artwork are earth rich tones representative of ‘country’.

WO2 Moffitt was born in Sydney in 1968 descended of the Eora Nation of Aboriginal Peoples. His mother was raised on the Aboriginal Mission at La Perouse, situated on the Northern Peninsula of Botany Bay.

WO2 Moffitt joined the Australian Army in 1985 at the age of seventeen. Some of his career highlights include his posting to Kapooka as a Recruit Instructor, deployment to East Timor in 1999 with 3 RAR, and working as an instructor and mentor on the ADF Indigenous Pre Recruitment Courses (IPRC).

WO2 Moffitt began contemporary dot painting in 2000 and has completed a number of significant pieces for the Department of Defence. His major piece to date is ‘The Salute’ (2011) - which was commissioned by the Royal Australian Navy to honour Indigenous contribution to the defence of Australia by uniformed and civilian personnel during times of peace and war. Some of WO2 Moffitt’s other commissioned works include ‘The Journey’ (2008) and ‘Yuwauwa’ (2009).
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Defence Indigenous Perspectives Affirmations

We are serious about supporting the Government’s national priority efforts towards reconciliation and to closing the gap between Indigenous and non-Indigenous Australians.

As part of our commitment, we affirm that:

1. Aboriginal and Torres Strait Islander peoples are the first peoples of Australia.

2. Aboriginal and Torres Strait Islander peoples have a long and rich history of contributing to the defence of Australia; and many continue to proudly serve their country today.

3. The unique knowledge and skills of Aboriginal and Torres Strait Islander peoples strengthens our Defence capability.

4. Defence is uniquely placed to contribute to the Government’s Closing the Gap strategy and will do so through our many strategies including specialised pathways to employment programs and community engagement programs.

5. Navy, Army, Air Force and Public Service elements offer rewarding career opportunities to eligible Aboriginal and Torres Strait Islander people from urban, regional and remote communities.

6. Defence will conduct all business with a respect for Aboriginal and Torres Strait Islander peoples, histories and culture.

The Directorate of Indigenous Affairs (DIA) within People Strategies and Policy Group provides strategic leadership and an internal consultancy on our Indigenous strategies and programs.

In particular, we expect DIA to facilitate strong progress on the Defence Reconciliation Action Plan (DRAP) and Defence Indigenous recruitment and retention strategies.

The Navy, Army, and Air Force have framed complementary Indigenous strategies, under the DRAP, and an integrated inter-Service approach is achieved by the Indigenous Roundtable and the Defence Indigenous Strategy Forum.

As an outcome of our integrated Indigenous strategies, we aim to demonstrate, through the next Defence Census in 2015, an improved Aboriginal and Torres Strait Islander employee participation rate.

We believe that this is eminently achievable with continued commitment from you; our commanders, managers and supervisors. We trust that this handbook will support you in successfully meeting your commitments.

Mr Duncan Lewis AO, DSC, CSC
Secretary of Defence
9 May 2012

General David Hurley AC, DSC
Chief of the Defence Force
9 May 2012
A Rich Tradition

Over many centuries, Aboriginal and Torres Strait Islander peoples have developed a rich tradition which is expressed through:

- Dreaming, of past, present and future;
- Ceremony, such as corroborees;
- Ritual, which is often secret and sacred;
- Artwork and designs, with deep meaning;
- Dance, song and storytelling;
- Community gatherings;
- Totems, identifying with specific life forms;
- Sacred sites, often with restricted access.

A Diverse Nation

While there is some commonality across many Aboriginal and Torres Strait Islander communities, each community has its own unique identity and history. These cultural differences are respected between Indigenous communities and they should also be respected by non-Indigenous Australians.

A useful tool for appreciating the diversity of Aboriginal and Torres Strait Islander peoples is the map of Aboriginal Australia that is produced by the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS). This map indicates only the general location of larger groupings of people which may include smaller groups such as clans, dialects or individual languages in a group. The boundaries depicted are not intended to be exact and represent the views of the map creator and not those of AIATSIS. For more information about the groups of people in a particular region contact the relevant land councils.

Urban, Regional and Remote Communities

There can be a variable degree of adherence to the traditional ways in urban, regional and remote communities. Generally speaking, traditional ways are strongest in the remote communities.
Welcome to Country

Aboriginal and Torres Strait Islander communities have a very strong affinity to their land - that is to the land, water, sea, flora, fauna, sky and the natural features in their local environment; often simply referred to as ‘Country’.

It is a mark of respect for Aboriginal and Torres Strait Islander people to welcome visitors onto their country. A welcome is usually extended by a recognised local Elder or other person authorised by the community.

The protocol for delivering and receiving a ‘Welcome to Country’ or ‘Traditional Welcome’ has been adapted to contemporary circumstances, but the essential elements of welcoming visitors and offering them a safe passage remains unchanged.

Today, in various Defence applications, such as memorial services and graduations, a Welcome to Country is delivered as the first event on the Order of Service. In this context, the traditional land custodians are giving their blessing for the event.

Acknowledgement of Country

In Defence situations, in response to receiving a Welcome to Country, it is appropriate for an ‘Acknowledgement of Country’ to be given by a senior Defence representative. A response to a Welcome to Country might reasonably use the following words, or similar:

“Thank you (insert name of the person who has given the Welcome) for your Welcome to Country. As part of (name your unit), I acknowledge (insert name of the people and the land if this is known) as the Traditional Custodians of this land, and I pay my respects to your elders past and present.”

Even when a Welcome to Country is not given, Defence personnel are encouraged to show respect for the traditional land custodians by offering an ‘Acknowledgment of Country’. This is given at the beginning of more formal occasions. An Acknowledgement of Country might reasonably use the following words, or similar:

“On behalf of the (name the unit), I acknowledge (insert the name of the people and the land if this is known) who are the Traditional Custodians of this Land, and I pay my respects to their elders past and present.”

The Secretary, the Chief of the Defence Force and all other Defence personnel lead by example when they offer an ‘Acknowledgement of Country’.

Smoking Ceremonies

Smoking Ceremonies are used by many Aboriginal communities as part of the death and grieving process, however this practice is not observed as part of traditional Torres Strait Islander culture. Some Aboriginal communities use smoking ceremonies for other purposes.
Different definition of families
Western culture usually adopts a nuclear family structure, whereas Aboriginal and Torres Strait Islander communities often adopt an extended family system, which can include distant relatives. The extended family system shares social and cultural responsibilities with other family members.

Naming the deceased / use of photographs
Traditionally, referring to a deceased person by name soon after their death is avoided to show respect — and also because it is painful for the grieving family. This practice has more recently evolved to include an avoidance of visual images of the deceased person, unless such use has been approved by the family of the deceased person.

Avoidance relationships
Avoidance relationships between certain family members in Aboriginal and Torres Strait Islander communities are a mark of respect. Some communities also have strong cultural protocols around avoiding eye contact as a sign of respect - this should not be interpreted as a lack confidence or of disrespect.

Guidelines for the conduct of Welcome to Country and Acknowledgement of Country

<table>
<thead>
<tr>
<th>Situation</th>
<th>Welcome</th>
<th>Acknowledgement</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receiving a visiting foreign contingent or visiting dignitary</td>
<td>Discretionary</td>
<td>Yes</td>
<td>At the earliest appropriate opportunity determined by the Visit Protocol Cell</td>
</tr>
<tr>
<td>Routine or occasional briefings or conferences</td>
<td>No</td>
<td>Discretionary</td>
<td></td>
</tr>
<tr>
<td>Opening address at annual workplace induction briefings</td>
<td>Discretionary</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Annual or special meeting</td>
<td>Discretionary</td>
<td>Discretionary</td>
<td></td>
</tr>
<tr>
<td>Defence party deployed on traditional land (even if only a small recon party)</td>
<td>Discretionary</td>
<td>Yes</td>
<td>A courtesy call (even if by telephone) to local Elders is an appropriate sign of respect and acknowledgement</td>
</tr>
<tr>
<td>New incoming senior commander</td>
<td>Discretionary</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Defence led public forum</td>
<td>Discretionary</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Defence guest speaker at an external forum</td>
<td>No</td>
<td>Discretionary</td>
<td>The hosting civilian agency takes responsibility.</td>
</tr>
<tr>
<td>Formal parade (public event)</td>
<td>Discretionary</td>
<td>Yes</td>
<td>Master of Ceremony makes Acknowledgement on behalf of the senior officer present</td>
</tr>
<tr>
<td>Officer Training and General Enlistment establishments and Training courses</td>
<td>Discretionary</td>
<td>Yes</td>
<td>For example a Welcome at the beginning of a training year followed by Acknowledgements during initial briefing to other intakes in that year</td>
</tr>
<tr>
<td>Pre-Command and Promotion courses</td>
<td>Discretionary</td>
<td>Yes</td>
<td>A Welcome can be a learning experience for course members</td>
</tr>
<tr>
<td>Defence contingent deployed on foreign land</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>When a commander or manager decides appropriate</td>
<td>Yes</td>
<td>Yes</td>
<td>Care is needed to ensure that a Welcome or Acknowledgement is not seen as tokenism</td>
</tr>
</tbody>
</table>
Official recognition

The Aboriginal Flag and the Torres Strait Islander Flag are official flags of Australia. Both flags were officially recognised under Federal legislation in July 1995 under an amendment to the Flags Act 1953.

Aboriginal Flag

The Aboriginal Flag was designed in 1971 by Aboriginal Elder Harold Thomas of the Luritja people of Central Australia. The flag is designed to symbolise Aboriginal identity.

- The top half of the flag is black to represent the Aboriginal peoples.
- The red in the lower half represents the red earth (the relationship to the land) and also the red ochre used in Aboriginal ceremonies.
- The circle of yellow represents the sun (giver of life) and yellow ochre.

Torres Strait Islander Flag

The Torres Strait Islander flag was designed by the late Mr Bernard Namok, and adopted in 1992. The flag symbolises the unity and identity of all Torres Strait Islanders.

- The green stripes represent the land, the black stripes represent the people, and the blue represents the sea.
- The flag features a white Dhari (headdress) which is a prominent symbol of the Torres Strait Islander peoples.
- The white five pointed star symbolises peace, the five major island groups and the navigational importance of the stars to the seafaring people of the Torres Strait.
The Australian National Flag, the Aboriginal Flag and the Torres Strait Islander Flag must be reproduced, hung and depicted in the correct way. The Aboriginal Flag is used only for business relating to Aboriginal peoples and the Torres Strait Islander Flag is used only for business relating to Torres Strait Islander peoples.

The Aboriginal Flag and the Torres Strait Islander Flag are flown at Defence establishments alongside the Australian National Flag every year during National Reconciliation Week and again during NAIDOC Week. These important signs of respect are also given by many other Commonwealth and State Government Departments and organisations.

All flags should be the same size and flown at the same height.

### Flown on flagpoles

The Australian National Flag should fly on the left hand pole of an audience facing the flags and is followed by the Aboriginal Flag and the Torres Strait Islander Flag to the right (in alphabetical order). The Australian National Flag should be raised first and lowered last.

### Displayed on a wall

If the flags are displayed flat against a wall, the Union Jack must be in the uppermost left quarter as viewed by an audience facing the flags. Even if the flag is displayed vertically, this rule is followed, although to the casual observer the flag appears to be back to front. The reason for this is that the Union Jack must be in the position of honour in the uppermost left hand corner.

### Displayed in a floor mount

If the flags are displayed in a floor mount, the order of precedence remains as normal. If the staffs are crossed, the staff for the Australian National Flag should be in front, followed by the staff for the Aboriginal Flag, and then followed by the staff for the Torres Strait Islander Flag.
The following dates are marked by a variety of ceremonies, celebrations, and activities.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>26 January</td>
<td>Australia Day</td>
<td>Represents loss for some Indigenous people</td>
</tr>
<tr>
<td>13 February</td>
<td>National Apology Day</td>
<td>Anniversary of Prime Minister Rudd’s Apology in 2008</td>
</tr>
<tr>
<td>21 March</td>
<td>Harmony Day</td>
<td>Celebration of rich cultural diversity in Australia</td>
</tr>
<tr>
<td>21 March</td>
<td>United Nations International Day for the Elimination of Racial Discrimination</td>
<td>Spotlight on need to eliminate racial discrimination</td>
</tr>
<tr>
<td>22 March</td>
<td>National Close the Gap Day</td>
<td>Highlights the importance of working together to achieve Aboriginal and Torres Strait Islander health equality</td>
</tr>
<tr>
<td>26 May</td>
<td>National Sorry Day</td>
<td>Remembering the Stolen Generations</td>
</tr>
<tr>
<td>27 May-3 June</td>
<td>National Reconciliation Week</td>
<td>Celebrates the many journeys of Reconciliation</td>
</tr>
<tr>
<td>27 May</td>
<td>1967 Referendum</td>
<td>Discriminatory references to Aboriginal and Torres Strait Islander people removed from Constitution</td>
</tr>
<tr>
<td>3 June</td>
<td>Mabo Day</td>
<td>Anniversary of historic Mabo judgement</td>
</tr>
<tr>
<td>1 July</td>
<td>Coming of the Light Festival</td>
<td>Annual Torres Strait Islander Christian celebration</td>
</tr>
<tr>
<td>1st week July (Sun-Sun)</td>
<td>NAIDOC Week Celebrations</td>
<td>Celebration of Indigenous people and culture</td>
</tr>
<tr>
<td>4 August</td>
<td>National Aboriginal and Islander Children’s Day</td>
<td>Annual celebration of Indigenous children</td>
</tr>
<tr>
<td>9 August</td>
<td>International Day of the World’s Indigenous People</td>
<td>Acknowledges Indigenous cultures worldwide</td>
</tr>
<tr>
<td>10 December</td>
<td>Human Rights Day</td>
<td>Promotes Human Rights for all people</td>
</tr>
</tbody>
</table>
The term NAIDOC originally stood for ‘National Aborigines and Islanders Day Observance Committee’. This committee was once responsible for organising key NAIDOC activities and its acronym has since become the recognised name for the week itself.

Since 1972, NAIDOC Week is recognised across Australia over the first full week in July (Sunday to Sunday). Its purpose is to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. A specific NAIDOC theme is adopted each year.

NAIDOC Week is celebrated not only by Indigenous communities, but also by many State, Territory and Commonwealth bodies and by Australians from all walks of life. It is an opportunity to engage in a range of activities to recognise and support Aboriginal and Torres Strait Islander communities.

The Chief of the Defence Force regularly leads the annual Defence Memorial Service (during NAIDOC Week) at the Australian War Memorial to honour the past and present contribution of Indigenous Australians to the defence of Australia. This key event is actively supported by the three Service Chiefs and the Group Heads.

Ideas on how to celebrate NAIDOC Week:

- **Hold** an Indigenous flag raising ceremony.
- **Display** Indigenous posters at your Unit.
- **Invite** local Elders to speak at your Unit.
- **Listen** to Indigenous music.
- **Study** a famous Indigenous Australian.
- **Research** the local traditional land owners.
- **Enjoy** Indigenous arts and crafts.
- **Read** a Dreamtime story.
- **Engage** the local Indigenous community.
- **Identify** local Indigenous role models.
- **Visit** Indigenous websites on the Internet.
- **Visit** Indigenous sites of significance.
- **Learn** some Indigenous words.
- **Present** an Indigenous-recognition award.
- **Attend** other local NAIDOC events.

For more information visit the NAIDOC website at [http://www.naidoc.org.au](http://www.naidoc.org.au)
National Reconciliation Week is observed from 27 May to 3 June each year. During this week, Australians are encouraged to reflect on our shared histories, contribution and achievements and build on the respectful relationships between Aboriginal and Torres Strait Islander peoples and other Australians.

National Reconciliation Week is framed between the anniversary of two historical turning points in the Australian reconciliation process:

- 27 May marks the anniversary of the 1967 Referendum that saw more than 90 per cent of Australian voters give the Commonwealth power to make laws for Aboriginal and Torres Strait Islander peoples and to recognise them in the national census.

- 3 June marks the anniversary of the 1992 landmark Mabo decision by the High Court of Australia. The Mabo decision legally recognised that Indigenous people had a special relationship with the land prior to European colonisation, which still exists today. This recognition is the basis for decisions about Indigenous Land Rights and Native Titles.

Reconciliation Australia is the peak organisation (non-government and not-for-profit) that is responsible for promoting reconciliation between Aboriginal and Torres Strait Islander peoples and the broader Australian community.

How is Reconciliation Week Observed:

Each year, Reconciliation Australia promotes a specific national theme for reconciliation. During this week, the Department of Defence, the Department of Veterans’ Affairs (DVA), the Returned Services League of Australia and other government and community organisations participate in a variety of Indigenous reconciliation ceremonies.

For example, a Commemorative Service honouring Indigenous Service men and women is held annually near the Pool of Reflection at the ANZAC Memorial in Hyde Park in Sydney. Similar events are held in other capital cities and regional centres around Australia.

As a mark of respect and support for the reconciliation process, many organisations fly the Aboriginal and Torres Strait Islander flags alongside the Australian National Flag during National Reconciliation Week.

During National Reconciliation Week, Defence submits a report on the progress against its Defence Reconciliation Action Plan to Reconciliation Australia.

For more information about National Reconciliation Week, visit the Reconciliation Australia website at: http://www.reconciliation.org.au/home/get-involved/national-reconciliation-week

DVA also posts useful information on its website at: http://www.dva.gov.au/benefitsandservices/ind
Many Defence opportunities

Defence has a wide variety of opportunities and experiences that are being actively communicated through the wider external Indigenous networks. Defence personnel who engage with Aboriginal or Torres Strait Islander communities should be able to speak knowledgeably about these opportunities. DIA has produced paper-based advertising material which can be distributed to Aboriginal and Torres Strait Islander communities.

The suite of Defence opportunities includes the following:

- **Navy, Army and Air Force career choices**
  www.defencejobs.gov.au
- **Australian Public Service career choices**
  www.defence.gov.au/apscareers
- **Indigenous pre-employment / pre-recruitment training courses**
- **Defence Technical Scholarships**
  (for eligible Year 11 and 12 High School Students)
  www.defencejobs.gov.au/education/technicalscholarship
- **Indigenous Student Study Tours**
  (officer candidates)
- **Defence Familiarisation Tours**
  for Indigenous students
- **Defence Work Experience Program**
  www.defence.gov.au/workexperience
- **Positive role models to interact with communities, schools and universities**
- **APS Indigenous Graduates, Cadetships and Traineeships leading to Defence employment**
  www.apsc.gov.au/indigenous
- **Defence Force Cadets**
  (where cadet units are established in the area)
  www.cadetnet.gov.au
- **Defence 2020 Indigenous Youth Challenges**
  (for urban and/or regional high schools)
- **APSC and JAWUN Program for APS non-Indigenous personnel to live and work alongside Indigenous organisations**
- **Young Endeavour Youth Scheme**
  (tall ship leadership experiences)
  www.youngendeavour.gov.au
- **Defence Open Days**
  (for example Australian Defence Force Academy)
  www.openday.adfa.edu.au
- **Defence Trade Shows**
  (for example Bandiana)
- **Air Shows / displays (various locations)**
The Defence Aboriginal and Torres Strait Islander Network

What is it?
The Defence Aboriginal and Torres Strait Islander Network is an informal body comprising Aboriginal and Torres Strait Islander Service personnel and Australian Public Servants employed in Defence. The network is a communication vehicle that provides informal support to its members for its members and by its members. It is also recognised as a valuable internal consultancy resource in the development of Defence Indigenous Programs. Network members are provided opportunities to represent Defence at key external events such as careers expos.

How does the Network communicate?
The network’s primary channel of communication is through the Defence ‘Indigenous Network General Discussions’ folder posted on the Defence Restricted Network (Outlook folders). The Directorate of Indigenous Affairs (DIA) and network members also communicate directly with each other as needed. DIA also publishes and distributes an Indigenous Affairs Newsletter on a quarterly basis.

Defence Network Conference
An annual network conference is delivered and funded by DIA. The conference typically hosts 100-120 nationally dispersed Indigenous Defence delegates.

What happens at the Conference?
This conference is actively supported by the Defence senior leadership group. It features invited Indigenous guest speakers and Defence speakers at all levels.

The conference provides DIA with a valuable internal consultative body and it provides delegates with an opportunity to positively shape Defence Indigenous policy and programs. It also provides excellent networking opportunities with other Indigenous Defence personnel at all levels.

How to register?
The Conference is advertised each year via DEFGRAM inviting Indigenous Defence personnel to register an expression of interest. Registration forms are then distributed by DIA to interested members. Commanders, supervisors and managers are encouraged to release Indigenous unit members to attend the conference.

Network members are encouraged to express their wish to attend the conference to their commanders/supervisors through the appropriate means. For civilian personnel this is the Performance Agreement process; and for military members it is the chain of command.

Eligibility
Conference delegates must have identified as being Indigenous on PMKeyS.
A personal choice

A person’s decision to formally self-identify their Aboriginal and/or Torres Strait Islander heritage is personal and voluntary. Under no circumstance should a Defence commander, manager or supervisor pressure a member to formally self-declare Aboriginal and/or Torres Strait Islander heritage.

While many Indigenous employees are confident to formally declare their heritage, some might elect not to do so because they do not want to be treated differently.

The information below may provide motivation for Indigenous Defence members to declare their heritage.

Suggested responses to the question, “Why should I declare my Indigenous heritage”?

• You will help to ensure that Defence IA resources are channelled to the right geographical areas (i.e. where there are greater numbers and need).
• You will provide Defence workforce planners with accurate data to help set specific Indigenous recruiting targets (opportunities).

• You will be eligible to become part of the extended Defence Aboriginal and Torres Strait Islander network.
• You will have greater opportunities to contribute to Defence representational activities (i.e. as an ADF Indigenous role model at career expos and events).
• You will help spread the correct message and raise community confidence that Defence is a good employment option for Indigenous Australians.

• You will be eligible to access Indigenous-specific scholarships, and other programs.
• You will be more competitive for Defence jobs requiring Indigenous awareness / skill sets.
• You will be eligible to attend Indigenous-specific events (such as the Defence Aboriginal and Torres Strait Islander Network Conference).
• You will be making a strong statement: “I am proud to be part of Defence and I know Defence is proud of me”.

Q: What is the formal definition for Indigenous status in Australia?
A: Most Departments have adopted the October 1978 Federal Cabinet endorsed Commonwealth working definition of an Aboriginal or Torres Strait Islander as follows:

“An Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which he or she lives.”

Q: How is Indigenous status recorded in Defence?
A: The basic level is by self-declaration on PMKeyS. However, to access Defence Indigenous scholarships, or similar opportunities, more robust evidence such as a letter of Aboriginality might be required.

Q: What action do I take in a workplace dispute involving Indigenous staff?
A: Typically, no special action is required other than applying the normal Defence Dispute Resolution policy and processes.

Q: Is Indigenous cultural awareness training and/or mentoring available?
A: Yes. Basic advice is posted on the DIA components of the DRN. More work needs to be done in this area and DIA is actively working with the Groups and Services on this issue.

Q: Does Defence have Indigenous-specific personnel support systems?
A: Yes. The Defence Aboriginal and Torres Strait Islander Network is an informal group that supports each other. Network communications occur through the DRN Indigenous Public Folders. DIA is currently exploring more sophisticated DRN-based communication solutions.

Q: How can Indigenous staff contribute to the Defence broader Indigenous Affairs agenda?
A: Opportunities exist for Defence Aboriginal and Torres Strait Islander Network members to provide internal mentoring support and/or undertake representational duties as a positive role model. These opportunities are negotiated between DIA and the Network member’s supervisors.

Q: Does Defence use ‘Welcome to Country’ and ‘Acknowledgement of Country’?
A: Yes. The Defence leadership group actively encourages our personnel to pay respect to First Australians as the traditional land custodians.

Q: Who is responsible for Indigenous Affairs in Defence?
A: At a Departmental level, the Directorate of Indigenous Affairs within PSP Group has responsibility for the Defence strategic direction. In addition, each Service and Group has an Indigenous strategy that is supported by local (Base/facility level) community engagement strategies.

Q: What is “Sorry Business” and how does it apply to Indigenous Defence employees?
A: Sorry Business is a term that relates to cultural practices which occur after the death of a family member or a member of the community. The Bereavement Leave and Special Leave entitlements under the DECA, in conjunction with the discretionary leave powers given to ADF commanders are normally sufficient to accommodate Sorry Business commitments of Indigenous Defence employees.
Additional sources of information

**Reconciliation Australia**
Key information about the reconciliation process.
www.reconciliation.org.au

**Local Government**
A primary information source for Indigenous Affairs is the local council offices (key contacts for the local Indigenous community).

**Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS)**
Information and research about Aboriginal and Torres Strait Islander peoples.
www.aiatsis.gov.au

**The Little Red Yellow Black Book**
An introduction to Aboriginal and Torres Strait Islander culture and history.

**NAIDOC**
The NAIDOC Committee makes decisions about NAIDOC themes, activities, celebrations, events, and NAIDOC award winners.
www.naidoc.org.au/

**Australian Government**
Resources and information on national Indigenous initiatives and programs.

**Flag Protocols**

**Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA)**
Information about Indigenous programs and initiatives.

**Indigenous Coordination Centres (ICC)**
Local ICC engages with Indigenous communities, government and local service providers.
www.fahcsia.gov.au/contactfahcsia/Pages/ContactDept.aspx

**Department of Education, Employment and Workplace Relations (DEEWR)**
Information about Indigenous programs and initiatives.

**Defence Reconciliation Action Plan 2010-14**

**Defence Force Recruiting Indigenous Overview**
www.defencejobs.gov.au/indigenous

**Australian Public Service Commission Organisational Leadership Program for Indigenous Leaders and Managers**

**Australian Broadcasting Commission Dust Echoes**
www.abc.net.au/dustechoes/

**Australian War Memorial**
www.awm.gov.au/

**Department of Veterans’ Affairs**
www.dva.gov.au/benefitsAndServices/Ind/Pages/index.aspx