



## CONFIRMATION OF ABORIGINALITY (COA)

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### 1. Acknowledgement

We proudly acknowledge and respect the Dharug and Gandangurra people as the Traditional Custodians of the Land / Country (ngurra) in which we live and work.

In the languages of the Dharug and Gandangurra we say:

**Good to see you**

**Budyari naami**

**Yadung milndhuu**

English

Dharug

Gandangurra

*NB: Expressed throughout the COA document is the local language of the Dharug and Gandangurra. We acknowledge that other First Nations living on Ngurra - Country have their own language and we encourage you to also learn and speak your language and that of the Country in which you are a visitor and/or live in.*

### 2. Introduction

Thank you for your inquiry into the process of applying for a Confirmation of Aboriginality commonly referred to as a COA. If you are a member of the Corporation applying for a COA, you could already have provided the necessary documentation to support your application. Please contact ACRC to make an appointment to review your original membership application and supporting documents.

ACRC prides itself that our process for COA is embedded in our ancestral bloodline(s) and shaped through our cultural learning journey involving deep values that connect us to each other and most importantly, the oldest living culture in the world.

The Blue Mountains Aboriginal Culture & Resource Centre provides services and support to Aboriginal and Torres Strait Islander People who permanently or temporarily reside within the Blue Mountains Local Government Area. We, (ACRC) offer services that are culturally appropriate to Aboriginal and Torres Strait Islander People and provide culturally supportive referrals to mainstream services. ACRC also provides outlets and opportunities for Aboriginal and Torres Strait Islander People and non-Aboriginal People to learn about culture, history and information about past and current issues that affect our community.

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## 3. Mandatory COA Process

A checklist has been provided to assist you in completing the COA process. If you cannot supply the mandatory documentation, our organisation may not be able to provide you with a COA. The ACRC Board could attempt to link you with already known data available to us, however, it is your obligation to supply as much information as possible. Without the required documents your application could be returned to you for completion. We can refer you to other services to assist you in your family research. If you are unsure in how to connect, ACRC can assist in your cultural journey and connection to the Blue Mountains community.

3.1 A national standard definition used to identify Aboriginal and Torres Strait Islander people has three parts. ACRC has adopted the national standard which states that an Aboriginal and / or Torres Strait Islander is a person who is:

- 3.1.1 of Aboriginal and / or Torres Strait Island descent
- 3.1.2 identifies as an Aboriginal or Torres Strait Island person and
- 3.1.3 is accepted and known as an Aboriginal and / or Torres Strait Island person (residing within the Blue Mountains Aboriginal Community and has been a resident of the Blue Mountains for more than 12 months).

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## 4. Checklist

To support the standard 3-part definition, you are required to submit the following:

- |      |                                                                                                                                                            |                   |                                     |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------|
| 4.1. | Application Form completed                                                                                                                                 | Appendices        | <input checked="" type="checkbox"/> |
| 4.2  | A signed Statutory Declaration stating you identify as an Aboriginal and / or Torres Strait Island person, and that you are known in the community as such | Appendix A        | <input type="checkbox"/>            |
| 4.3  | Forms of identification. i.e. Drivers licence / Medicare card, passport (100 points- see information on identification requirements a                      | Appendix B        | <input type="checkbox"/>            |
| 4.4  | Genealogy Chart                                                                                                                                            |                   | <input type="checkbox"/>            |
| 4.5  | A signed declaration by three (3) Blue Mountains Community Members of ACRC                                                                                 | Appendix D        | <input type="checkbox"/>            |
| 4.6  | <b>FULL Birth certificate</b> and other *mandatory documents                                                                                               | Appendix E        | <input type="checkbox"/>            |
|      |                                                                                                                                                            | <b>*Mandatory</b> | <input type="checkbox"/>            |

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Our organisation requires your original documentation to be sighted by a registered justice of the peace with a certified copy of your originals signed by the JP. The following documents are strongly suggested to support your application.

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### 5. Examples of Relevant \*Mandatory Documents

- 5.1. Parents / Ancestors Certificates such as:
  - a. Baptism record,
  - b. BDM - Birth, Death & Marriage certificates
- 5.2. Adoption papers (All originals must be sighted, and copies made for your file)
- 5.3. Family Trees (showing Aboriginal and / or Torres Strait Island ancestry)
- 5.4. Stories and photos that can link your family to the Blue Mountains and / or your Nation
- 5.5. Link Up documentation - Link up documentation can be supplied by link up if you are part of the stolen Generation and you are a current or previous client.
- 5.6. Other Family's COA Certificates
- 5.7. Newspaper articles
- 5.8. Letters of support from services and other Aboriginal and Torres Strait Islander Organisations
- 5.9. Any other primary documents that supports your application

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### 6. Additional Information

Your original COA application and supporting documentation will be submitted to the ACRC Board of Directors using one of the following ways:

- Scan and email to [admin@acrc.org.au](mailto:admin@acrc.org.au)
- Hand deliver to ACRC at 14 Oak Street Katoomba addressed to the CEO
- Post to ACRC PO Box 334, Katoomba NSW 2780 addressed to the CEO

***NB: The timeline for a COA approval depends on many factors and could push your waiting time to a minimum of 6 to 12 months. Please ensure you complete your application and provide all the required supporting documentation, as sometimes this hinders the process.***

6.1 If assistance is required and/or you have questions, please do not hesitate to email [admin@acrc.org.au](mailto:admin@acrc.org.au) or call 02 4782 6569 to clarify any of the information in the COA application. You may also need to arrange a time to meet with a Board Member in person.

6.2 All supporting information supplied with an application will remain confidential and only be accessed by the COA sub-committee, Directors of the Board and/or Executive Management.

6.3 Consideration of the application may include an invitation for the applicant to attend a yarning circle with members of the ACRC Board.

6.4 Provided your application is successful, the decision reached by the Directors of the Board will be recorded in the Minutes of the Meeting and entered onto the 'Register of Confirmation of Aboriginality,' which will be kept by ACRC.

6.5 COA remains entirely at the discretion of the ACRC Board.

6.6 In circumstances of child removal (stolen generation) or disconnection from family, the ACRC Board of Directors will consider applications that provide clear supporting documentary evidence (from Link-up or other such family history or reunification services) that confirms family heritage is of Aboriginal and/or Torres Strait Islander Descent with links to the Blue Mountains.

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Application

Appendix A

**Please tick  the relevant box that traces your Aboriginal and/or Torres Strait Islander bloodline(s). If you tick one box, you only need to provide evidence of that line below.**

Mother <input type="checkbox"/>	Father <input type="checkbox"/>	Both <input type="checkbox"/>
Wiyanga Dharug	Gamuwang Ganduagurra	Biyanga Dharug
Gurrany Ganduagurra	Bula Gaunduagurra	

	Section 1
<b>Your full Name:</b>	
<b>Any other Name known by:</b>	
<b>Gender:</b>	
<b>Date of Birth:</b>	
<b>Place of Birth:</b>	
<b>Current Address:</b>	
<b>Contact Number:</b>	
<b>Email:</b>	
<b>Spouse's Name:</b>	
<b>Marriage date/place of:</b>	
<b>Occupation:</b>	
<b>How do you identify?</b>	
<i>A person may identify as an Aboriginal and/or Torres Strait Islander, by their clan and/or Nation, their matriarchal and/or patriarchal line. Others identify acknowledging all their bloodlines including English, Irish and Scottish ancestry. There is no right or wrong answer. Perhaps you are still learning where you come from and that it ok too.</i>	
<b>Mother's Full Name:</b>	
<b>Mother's Maiden Name:</b>	
<b>Date/Place of Birth:</b>	
<b>Ngurra - Nation/Clan/Country:</b>	
<b>Grandmother's Full Name:</b>	
<b>Date/Place of Birth:</b>	
<b>Nation/Clan/Country:</b>	
<b>Grandfather's Full Name:</b>	
<b>Date/Place of Birth:</b>	
<b>Ngurra - Nation/Clan/Country:</b>	
<b>Date/place of Marriage Grandparents:</b>	
<b>Father's Full Name:</b>	
<b>Place of Birth:</b>	
<b>Ngurra -Nation/Clan/Country:</b>	
<b>Grandmother's Full Name:</b>	

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<b>Date/Place of Birth:</b>	
<b>Ngurra - Nation/Clan/Country:</b>	
<b>Grandfather's Full Name:</b>	
<b>Date/Place of Birth:</b>	
<b>Ngurra -Nation/Clan/Country:</b>	
<b>Marriage date/place of parents:</b>	
<b>Date/place of Marriage Grandparents:</b>	
<b>Any Other Info: (Please include additional pages if required).</b>	

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## Essential Criteria

*	<i>Consideration may be given to a minor(s) by applying for a special exemption, under extreme mitigating circumstances. For further information about this intricate process, please contact the CEO.</i>
**	<i>See page two (2) for Examples of Relevant Mandatory Documents</i>
***	<i>A participant who is not a voting Member of ACRC, but a Community Member. A letter to verify your participation for more than 12 months is mandatory.</i>
****	<i>An active member is a registered member of ACRC who attends ACRC programs &amp; events including days of significance. A member that also contributes to the work of the organisation through volunteering to support the goals and objectives of ACRC.</i>
*****	<i>For older (long term) members, a copy of your genealogy may need to be provided again.</i>

	<input checked="" type="checkbox"/>	Section 2	
	Yes	No	Not Sure
<b>You are *18 years of age or over</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>All your relevant documents (originals) that support your COA application have been sighted by a Justice of the Peace (JP), with all copies certified by the JP. JP ** NB: ACRC will not accept copies without originals being sighted.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>You are a client who uses one or more of our services/programs for 12 months or more</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>You are an active ***participant for more than 12 months who attends ACRC events as well as participate in other Blue Mountain programs &amp; events for Aboriginal and Torres Strait Islander Peoples in the Blue Mountains Community</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>You have been a registered member of ACRC for more than 12 months</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>You are an *****active member of ACRC</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>You are known by another service provider and/or another Aboriginal and/or Torres Strait Islander organisation in the Blue Mountains.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>You have provided a full copy of your genealogy prior to this COA application and it is ***** accessible to our Board of Director's at the ACRC premises.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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## Q & A

### Section 3

**1. How long have you lived in the Blue Mountains Community? *Please provide approximate dates.***  
*If you are no longer a resident of the Blue Mountains, please provide proof of previous residence and period of residence. NB Approval will be at the discretion of the ACRC Board.*

**2. What is your connection to the Blue Mountains Aboriginal community? *Attach additional pages if required.***

**3. Why are you applying for a Confirmation?**

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Signature:

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Date:

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Applicant Statutory Declaration

Appendix B

(full name)	Date of Birth:
Also known as: (if applicable)	
Of:	
(address)	

**DO SOLEMNLY AND SINCERELY DECLARE THAT: (\***

Delete whichever is not applicable)

1. I am of Aboriginal descent;\* and or
2. I am of Torres Strait Islander descent;\*
3. I identify as an Aboriginal person;\* and/or
4. I identify as a Torres Strait Islander person; \*
5. I am accepted as such by the Blue Mountains Aboriginal Community.
6. I reside or have resided in the Blue Mountains Community for more than 12 months.

I make this solemn declaration by virtue of the **Statutory Declarations Act 1959** and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

Signature of Applicant \_\_\_\_\_

Declared at \_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Before me \_\_\_ JP No. \_\_\_\_\_

\_\_\_\_\_  
(Name of Justice of the Peace)



## Proof of Identity (100 points)

## Attachment C

### PROOF OF IDENTITY (100 POINTS CHECK)

#### DOCUMENTS MUST BE SELECTED FROM LIST BELOW

**Change of Name:** If the 100 Points of ID provided are under two or more different names (e.g. birth certificate in maiden name and driver's license in married name) then further ID documents will need to be provided as evidence of a name change (e.g. Marriage Certificate issued by a State or Territory Registry of Birth, Deaths and Marriages or Divorce Papers issued by the Family Court). These documents must be originals or certified true copies and DO NOT count towards the 100 Points of ID. If you use a change of name document, you must provide in Section 1 the other names you have used.

**Minimum Identity Requirements:** You must provide:

1. **Copy of Full Birth Certificate – not an extract**
2. **ONLY ONE** document from Category A **OR** **LEAST ONE** document from Category B, that is, you do not need to provide documents from both categories as long as all other minimum requirements are satisfied;
3. **AT LEAST ONE** of your identity documents **must contain a photograph**. If you are unable to provide a listed document containing a photograph, you must submit a passport style photograph of yourself certified by a person listed in Schedule 2 of the Statutory Declarations Regulations 1993 (Cth) which is available from <http://www.comlaw.gov.au> by searching for 'Statutory Declarations Regulations 1993'.

**The combination of documents supplied should, as a minimum equal a total of 100 points**

Document Type	Document	Points Value
<b>ONLY ONE</b> form of identification accepted from this category	Category A <ul style="list-style-type: none"> <li>• <b>Birth Certificate (required)</b></li> <li>• Australian Passport (Current, or expired within the previous two years, but not cancelled)</li> <li>• Australian Citizenship Certificate</li> <li>• International Passport (Current, or expired within the previous two years, but not cancelled)</li> <li>• Other document of identity having same characteristics as a passport</li> <li>• e.g. diplomatic/ refugee (Photo or Signature)</li> </ul>	70

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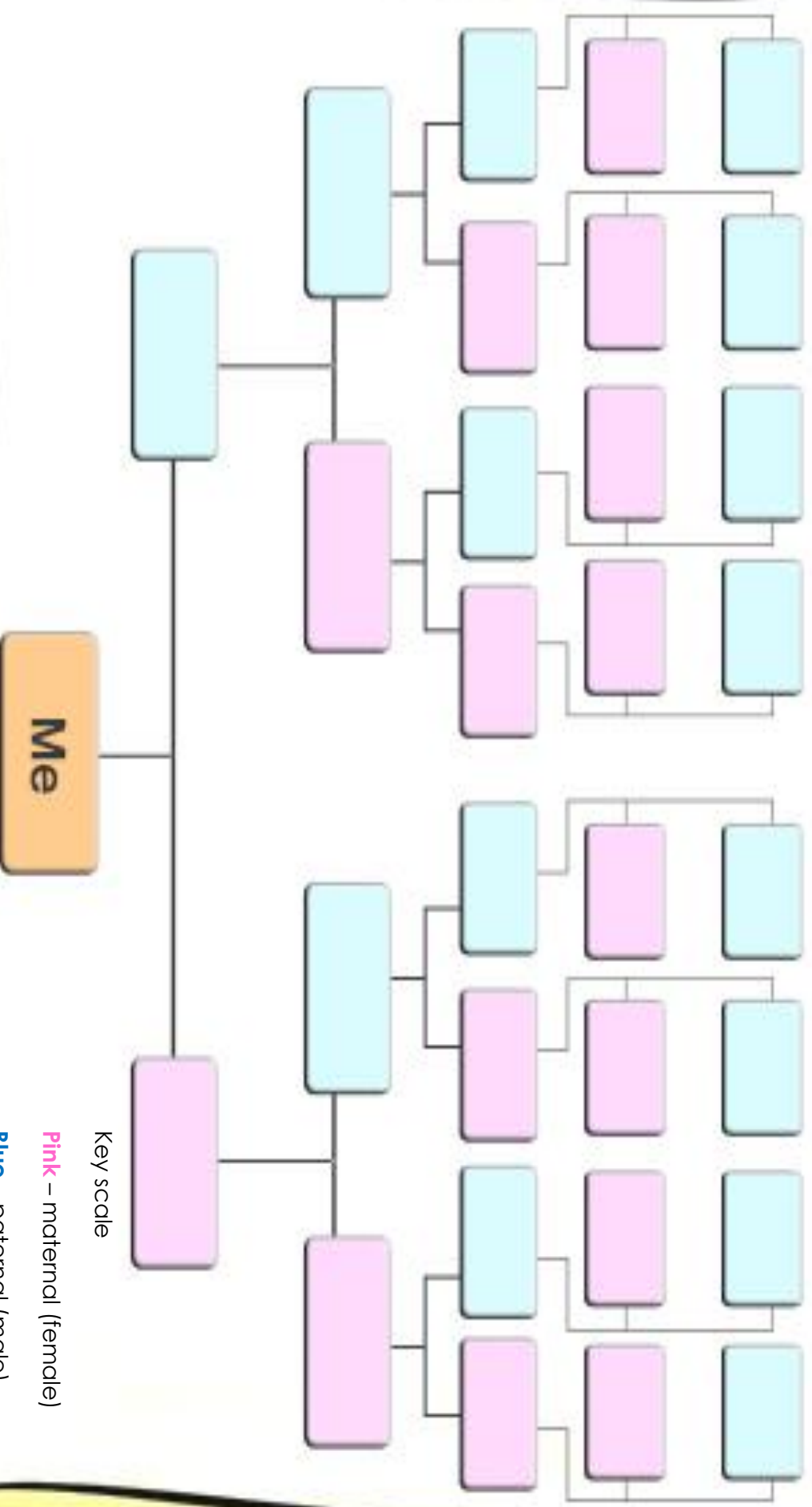
<p>Your initial Secondary Documents will score 40 points, any additional documents will be awarded 25 points each</p>	<p>Category B</p> <ul style="list-style-type: none"> <li>• Current License or Permit (Current, Australian Government Issued Only)</li> <li>• Working with Children/Teachers Registration Card</li> <li>• ASIC/MSIC Card</li> <li>• Public Employee Photo ID Card (Current, Australian Government Issued Only)</li> <li>• Department of Veterans' Affairs Card</li> <li>• Centrelink Pensioner Concession Card or Health Care Card</li> <li>• Current Tertiary Education Institution Photo ID</li> <li>• Reference from a Doctor (must have known the applicant for a period of at least 12 months)</li> </ul>	<p>40/25</p>
<p>Each Supplementary Document will be awarded 25 points</p>	<p>Category C</p> <ul style="list-style-type: none"> <li>• Birth Extract (full)</li> <li>• Superannuation Statement</li> <li>• Proof of Age Card (Government Issued) • Seniors Card</li> <li>• Medicare Card/ Private Health Care Card Electoral Roll Registration</li> <li>• Council Rates Notice Motor Vehicle Registration or Insurance</li> <li>• Property Lease/ Rental Agreement Documents</li> <li>• Property Insurance Papers Professional or Trade Association Card</li> <li>• ATO Assessment</li> <li>• Utility Bills (e.g. Telephone, Gas, Electricity, Water)</li> <li>• Credit/Debit Card</li> <li>• Bank Statement/Passbook</li> </ul>	<p>25</p>
<p>If you wish to use more than one of these documents they must be from different organisations</p>	<p><b>SPECIAL PROVISIONS ONLY TO BE USED IF 100 POINT CHECK ABOVE CANNOT BE MET</b></p>	<p>25</p>
<p>Aboriginal people, Torres Strait Islander people or resident in a remote area/community</p>	<p>Please complete the "NPCS Proof of identity/Verification under the Special Provision in the NPCS Application/Consent Form for Aboriginal people and Torres Strait Islander people Form" and attach it to this document</p>	<p>100</p>

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Child Under 18	<ul style="list-style-type: none"> <li>Birth Certificate/Birth Extract (full)</li> <li>Australian Passport (current, or expired within the previous two years, but not cancelled)</li> <li>Australian Citizenship Certificate</li> <li>International Passport (current, or expired within the previous two years, but not cancelled)</li> <li>Other document of identity having same characteristics as a passport e.g. diplomatic/refugee (Photo or Signature)</li> </ul> <p>Statement from an educational institution, signed by the principal or deputy principal, confirming that the child attends the institution (statement must be on the institution's letterhead)</p>	100
<b>Total Points</b>		
Points must equal or exceed a total of 100	Total Points Scored:	

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# Family Tree Chart



Key scale

Pink – maternal (female)

Blue – paternal (male)

Signed Declaration (1) by an Elder

Appendix E

I ..... also known as .....  
[Insert your full name] [Insert your maiden name, community or traditional name, if you have one]

Street Address: .....

Suburb: ..... Postcode: .....

Declare that I am recognised Elder in the community in which I live, and I endorse the Aboriginal and/or Torres Strait Islander identity of

Applicant: .....

I can be contacted on this Mobile or Phone number:

.....

should the Board need additional information

Signed: .....

Date: .....





Signed Declaration (2) by \*\*\*\*\*Other

Appendix E

\*\*\*\*\* Other: Please tick  which is applicable to you

- Another Elder in the Blue Mountains Community
- Traditional Custodian of the Blue Mountains
- ACRC Staff Member
- An ACRC Member
- A Blue Mountains Community Member who is an Aboriginal and/or Torres Strait Islander person
- A friend of the family who is an Aboriginal and/or Torres Strait Islander person.

I ..... also known as .....

*[Insert your full name]*

*[Insert your maiden name, community or traditional name, if you have one]*

Street Address: .....

Suburb: ..... Postcode: .....

Declare that I am recognised in the community in which I live, and I endorse the Aboriginal and/or Torres Strait Islander identity of

Applicant: .....

I can be contacted on this Mobile or Phone number: ..... should the Board need  
 .....  
 additional information.

Signed: .....

Date: .....