



Cultural Protocols for Working, Living, Playing and Being on Butchulla Country (land, sea and sky)

Butchulla Native Title Aboriginal Corporation (BNTAC)

1 October 2023



First Principle

The BNTAC Board respectfully acknowledges the Butchulla First Nation as the traditional custodians of Butchulla Country (land, sea and sky), which includes all of K'gari and the Fraser Coast. In addition, we respectfully and peacefully assert our First Nations Native Title rights and responsibilities to Butchulla Country as custodians of this place. Furthermore, we also acknowledge elders past present and emerging as well as the significant and ongoing cultural, social, community, economic and spiritual relationship and connection that we have with Country (land, waters – salt/fresh and sky).

*Throughout this document, all references to the 'sea' include all bodies of water.

Butchulla Native Title Aboriginal Corporation (BNTAC) Cultural Protocols

© Butchulla Native Title Aboriginal Corporation (BNTAC) 2023
Written by Shawn Wondunna-Foley on behalf of BNTAC.

Licence



Licence: This work is licensed under the Creative Commons CC BY 4.0 Australia Licence. In essence, you are free to copy, communicate and adapt this work, as long as you attribute the work to Butchulla Native Title Aboriginal Corporation (BNTAC) 2023. You must keep intact any and all copyright notices in the works as indicated by the symbol ©.

To view a copy of this Licence, visit <http://creativecommons.org/licenses/by/4.0/>

Attribution/(s)

- Content from this work should be attributed as: **BNTAC Cultural Protocols**

Credit/(s)

- ChatGPT

For more information about this publication please contact Butchulla Native Title Aboriginal Corporation (BNTAC), by email to Veronica Bird | General Manager | BNTAC veronica@butchullantac.org.au or in writing to Butchulla Native Title Aboriginal Corporation (BNTAC), Office 1.11, University Sunshine Coast, Fraser Coast Campus – Pialba QLD 4655.

Table of contents

Application	3
Introduction	4
Welcome to Country Ceremony	5
Acknowledgement of Country Ceremony	6
Cultural Protocol Principles	7
How this Protocol works	9
Using this Protocol	11
Cultural Protocols	12
BNTAC Cultural Protocols Lessons Learned Log	26
Attachment 1 - BNTAC Cultural Protocol Acknowledgment Form	28
More information	29

Application

This Protocol applies to all people who are present on Butchulla Country (land, sea and sky).

For the purposes of this document only, employees are defined as:

- any BNTAC employee whether permanent, temporary, full-time, part-time or casual, and
- any volunteer, student, mentee, mentor, contractor, consultant or anyone who works in any other capacity for the organisation, or a social enterprise or other legal entity owned by BNTAC.

The 'Cultural Protocol' always applies when we are performing official duties including when conferences, training/workshop events, on business trips, meeting with community or external stakeholders or partners and attending work related social events occur on Butchulla Country (land, sea and sky).

Introduction

Welcome to Butchulla Country (land, sea and sky), also known as K'gari and the Fraser Coast, where the rich tapestry of culture and history intertwines with the natural beauty of the land, sea and sky. As you embark on your journey through this stunning region, it is crucial to understand and appreciate the significance of Butchulla Country (land, sea and sky) and its traditional custodians, the Butchulla First Nation and its people. To ensure a harmonious and respectful relationship with the land, the sea, the sky, the spirits, the ancestors, the 'old people' and its cultural heritage, we invite you to familiarise yourself with the BNTAC Cultural Protocols.

The BNTAC Cultural Protocols provide detailed guidelines that are of utmost importance for all visitors, residents, and workers on Butchulla Country (land, sea and sky). These protocols aim to foster an environment of respect and appreciation for the traditional custodians – the Butchulla people and our cultural heritage. By understanding and adhering to these cultural norms and customs, we can collectively celebrate the rich heritage of the Butchulla people and contribute to the preservation of their traditions for future generations.

These Cultural Protocols focus on the following:

- Acknowledgment and Respect
- Welcome to Country
- Sacred/Significant Sites and Cultural Heritage
- Language and Terminology
- Traditional Knowledge
- Gift-Giving and Protocol
- Environmental Custodianship
- Photography and Media
- Reciprocity and Gratitude

By following these BNTAC Cultural Protocols, we can collectively contribute to a harmonious and respectful relationship with the Butchulla people and our Country (land, sea and sky). As cultural protocols may evolve over time, let us remain receptive to updates and changes from the Butchulla community themselves. Together, we can celebrate and preserve the cultural heritage of Butchulla Country for generations to come, ensuring its significance and relevance for both the short and long term.

The adherence to the BNTAC Cultural Protocols brings a multitude of benefits to both the local people and future generations on Butchulla Country.

The benefits of embracing and using these Cultural Protocols include:

- Cultural Preservation and Renewal
- Cultural Exchange and Understanding
- Sustainable Environmental Practices
- Enhanced Relationships and Collaboration
- Economic Opportunities

- Preserving Natural and Cultural Heritage
- Cultural Tourism and Education
- Community Wellbeing and Mental Health
- Empowerment and Self-Determination

The BNTAC Cultural Protocols promote respect and appreciation for Butchulla culture, heritage, and customs, ensuring the preservation of traditional practices for future generations. Engaging in cultural events fosters mutual understanding, while adhering to environmental custodianship principles safeguards the land and resources. Positive relationships and economic opportunities arise from cultural exchange and protecting sacred/significant sites preserves the region's natural and historical heritage. Embracing Butchulla cultural identity enhances community wellbeing, empowering Butchulla people to lead and make informed decisions towards a better quality of life and living outcomes. Overall, the protocols nurture a harmonious and supportive environment, securing a prosperous and sustainable future.

By showing respect and appreciation for Butchulla culture, heritage, and customs, local people actively contribute to the preservation and revitalization of their traditional practices. This ensures that their unique way of life, stories, and traditions are safeguarded for current and future generations, fostering a strong sense of cultural identity and pride among the Butchulla community. When people engage with cultural events, workshops, and activities organised by Butchulla people it provides an opportunity for local people to learn and understand more about their neighbours' customs and beliefs. This cultural exchange fosters mutual understanding, respect, and cooperation, ultimately promoting social cohesion and unity within the community.

Hence, by adhering to environmental custodianship principles, local people actively contribute to the preservation of the land, waterways, and natural resources. This approach ensures that the delicate ecological balance is maintained, benefiting current inhabitants and ensuring the availability of resources for future generations. As individuals and the community follow the protocols related to acknowledgment, respect, and reciprocity it establishes positive relationships between local people and the Butchulla community. This mindfully and purposely creates a spirit of collaboration and mutual support, leading to meaningful partnerships and shared initiatives that address common challenges and promote cultural exchange.

Thus, it is important to embrace and respect the Butchulla culture as it can also lead to economic opportunities. Through participating in cultural events, offering support, and promoting tourism centered around cultural experiences, local people can contribute to the economic growth of the Butchulla community. This, in turn, enhances the overall economic prosperity of the region. Using these protocols emphasises avoiding disturbance to sacred /significant sites and seeking permission before conducting activities so these actions preserve the natural and cultural heritage of the region. Future generations can continue to benefit from the profound historical, spiritual, and educational value these sites hold.

As more and more people from outside the region learn about and respect the Butchulla culture through these protocols, cultural tourism can flourish. This provides opportunities for local people to share their traditions and knowledge, promoting cross-cultural understanding and appreciation. A strong connection to cultural roots and identity will positively impact the mental wellbeing and resilience of the local community. By honouring and preserving the

Butchulla cultural heritage, individuals gain a sense of belonging and purpose, promoting overall community wellbeing and cohesion.

Respecting Butchulla traditional knowledge and practices empowers the community to have agency over their cultural heritage. This self-determination fosters a sense of pride and empowerment among the Butchulla people, leading to stronger community leadership and decision-making.

In essence, embracing and following the BNTAC Cultural Protocols not only benefits the local people by preserving their cultural heritage, creating understanding, and promoting sustainable practices but also ensures that all future generations will inherit a rich source of traditions, knowledge, and a harmonious relationship with the land, the sea, the sky and its custodians. The collective effort to honour and respect the Butchulla culture today lays the foundation for a culturally vibrant and sustainable future for generations to come.

Welcome to Country Ceremony

Short Version Welcome to Country (delivered by an Elder in the Butchulla community)

"Welcome to Butchulla Country (land, sea and sky) – thank you for being here today, where the land, sea, and sky hold the stories of our past, present and future. Let us all acknowledge this sacred wisdom now that flows through us, within us and alongside us all. As a traditional custodian of this place, we acknowledge the Traditional Owners, the Butchulla Nation and its people as custodians of K'gari and the Fraser Coast, I also pay respect to our ancestors, elders past-present-emerging, and spirits who guide us along our journey in life. I invite you to join me on this journey of cultural exchange and connection, creating and nurturing harmony and understanding between all who call this beautiful place home."

Long Version Welcome to Country (for use by an Elders in the Butchulla community)

"Welcome to Butchulla Country, a place blessed with ancestral knowledge, where the spirits of our ancestors and the wisdom of the land, sea, and sky intertwine. As an elder and custodian of this special place, I stand before you here today, humbly acknowledging the Traditional Owners/Custodians the Butchulla Nation and its people who have cared for this Country since long ago.

In the soft whispers of the wind and the gentle dance of the trees, our ancestors speak to us, guiding our steps as we traverse the land and the waterways. Each footprint is a connection to the countless generations that have walked this sacred ground before us, leaving imprints of their wisdom and love upon us.

As the sun rises over the horizon, casting its warm embrace upon the land, we honour the spirits that watch over us. We pay our respects to the elders who have passed on their teachings, keeping our cultural flame alight. With each sunrise, we awaken not only to a new day but to the responsibilities we carry as custodians of this Country.

The stories of our ancestors are etched into the very fabric of this land, woven into its landscapes and waterways. They are the heartbeat of this place, pulsating with resilience and strength. With every story shared, we create a song line and living legacy of our people, preserving our cultural heritage for future generations.

We extend our welcome to all who stand on this ground, inviting you to embrace the richness of our culture and the beauty of this land. As we open our way to you, we ask for reciprocity in return - respect for our traditions, our practices, our stories, and our way of life.

Together, let us walk this journey of cultural exchange, creating understanding and unity between all who live, work, play and choose to be on this Country. As we bridge the gap between past and present, we build a future where the ancient wisdom of our ancestors thrives alongside the innovations of modern times.

May our connections be strong, our spirits be uplifted, and our hearts be filled with the boundless love and respect we hold for Butchulla Country. Welcome, one and all, to this special place we call home."

Note: The long acknowledgment ceremony may be tailored and adapted to specific cultural practices and beliefs, as appropriate, while maintaining the core essence of paying respect to the ancestors, 'old people' and spirits within and upon Butchulla Country (land, sea and sky).

Acknowledgement of Country Ceremony

Good morning/evening — Ladies and gentlemen, distinguished guests, and fellow attendees, I stand before you today on the beautiful lands, seas, and skies of the Butchulla Country (land, sea and sky). As a non-First Nations person, it is with deep respect and humility that I acknowledge the Butchulla people, the Traditional Owners and Custodians of this land that we meet upon today. I pay my respects to their elders, past, present, and emerging, for their continuous care and connection to this special Country (land sea and sky).

I recognise the deep cultural heritage, stories, and traditions that have been nurtured here for countless generations. I am here to participant in this event and to listen, learn, and engage with the Butchulla community, creating mutual understanding and respect now and into the future.

In the spirit of ongoing collaboration, I commit myself to honour and uphold the protocols and cultural practices of the Butchulla people while we share this space. I gratefully acknowledge the opportunity to be present on Butchulla Country and I am mindful to tread lightly, valuing and protecting its natural beauty and cultural significance.

May we walk this journey together, guided by respect and unity, as we create a greater appreciation for the value and depth of Butchulla living culture, arts and heritage. Thank you.

Cultural Protocol Principles

The following is a list of key principles that form the foundation for our relationship with Country (land, sea and sky), they include;

1. Respect for Country (land, sea and sky)

The Butchulla people honour our Country (land, sea and sky) as a living entity deserving of utmost respect. They acknowledge the inherent rights and values of all elements within it, including the land, waters, plants, animals, and ancestral beings.

2. Cultural Knowledge and Lore

The protocols recognise the rich cultural knowledge and lore passed down through generations. Elders play a pivotal role in transmitting this wisdom, which informs decision-making and sustains the cultural heritage of the Butchulla people.

3. Sustainable Resource Use

Butchulla people engage in responsible resource use, ensuring that fishing, hunting, and gathering practices are carried out in a manner that maintains the balance and abundance of the Country (land, sea and sky).

4. Protection of Sacred-Significant Sites

Sacred-Significant sites hold deep spiritual significance for the Butchulla people. We are custodians of these places and as such have an inherent Native Title right and responsibility to ensure their preservation and protection from harm for future generations.

Key actions that BNTAC together with our partners and external stakeholders will implement to support these principles include:

- **Ceremonies and Acknowledgments:** Conduct ceremonies, rituals, and acknowledgments to express gratitude to the Country (land, sea and sky) and seek guidance and wisdom from Elders, Senior men and women, 'old people' spirits and ancestral Beings.
- **Cultural Learning and Sharing:** Encourage the sharing and passing down of cultural knowledge, stories, art, design, expression and practices through community gatherings, workshops, and mentorship programs.
- **Ecological Monitoring and Management:** Regularly monitor and manage the health of the Country (land, sea and sky) through scientific and traditional ecological knowledge to identify changes and address potential threats or risks to ecosystems.
- **Collaborative Decision-making:** Engage in meaningful consultations and collaborations with Butchulla Elders, community members, and relevant stakeholders while making decisions that may impact the Country (land, sea and sky).
- **Education and Awareness:** Promote awareness and understanding of Butchulla culture and the significance of the Country (land, sea and sky) through educational programs and public events.

These protocol principles are a testament to the profound wisdom and ongoing connection that the Butchulla people have with our Country (land, sea and sky). By adhering to these principles and actions, we aim to preserve this sacred bond and ensure the sustainability and vitality of the Country (land, sea and sky) for generations to come. As we respectfully work on salt and freshwater, we humbly acknowledge the traditional custodianship of the

Butchulla people and commit to acting as responsible custodians of this magnificent and irreplaceable natural heritage.

Butchulla Law – Lore

1. **minyag galangoor gu djaa, kalim baya-m. - Butchulla**
(what good for land, first come). – Butchulla translation
(What is good for the land, must come first). SAE
2. **minyag waa nyinung, waa bunmalee dhama-n. - Butchulla**
(what not yours, do not take or touch) – Butchulla translation
(Do not touch or take anything, that does not belong to you) SAE
3. **wangou nyin gamindu biralunbar, nyin wumga-n. – Butchulla**
(if you have many, you give). – Butchulla translation
(If you have plenty, you must share). SAE

Joyce Bonner – Community linguist ©

How this Protocol works

The Cultural Protocols are a comprehensive framework that honours cultural values, practices, processes and preserves ecological health, individual and collective wellbeing and creates a shared togetherness within the fabric of the community. Through acknowledging ancestors and spirits on Country, ensuring acknowledgement, being mindful of people's place, holding space for important ceremonies and practices and way of life, these protocols play a vital role in protecting promoting the ongoing mind-body-spirit relationship between people, place and Country. The sacred connection between the Butchulla people and our land, sea, and sky is strengthened, fulfilling our Native Title rights and responsibilities as custodians, securing a sustainable future for generations to come.

Deeply significant for the Butchulla people and the broader community, the Cultural Protocols embrace practices that care for Country and preserve ancestral knowledge and ways of being on Country. By nurturing this spiritual connection to the land, sea, and sky, the Butchulla people pass down traditions and ensure profound custodial understanding and respect.

Implementing the Cultural Protocols, we maintain ecological health, nurture place-based wellness and wellbeing, promote a natural living presence that works in harmony and balance with the land, the waters and the sky. Effective protocols minimise risks and enhance the environment's and Butchulla people's wellbeing.

Beyond cultural acknowledgement and preservation, the benefits extend to the broader population. The protocols contribute to protecting the environment, mitigating impacts, and fostering sustainable practices for future generations.

The Cultural Protocols embody Butchulla cultural values, enriching our heritage and ensuring the wellbeing of all who cherish this special place. This practice sets a model for responsible coexistence with each other and nature, inspiring others to connect more deeply with Country (land, sea and sky) and contribute to the greater good of the environment and society as a whole.

Using this Protocol

The BNTAC Cultural Protocols provides detailed guidelines for visitors, residents, or workers on Butchulla Country on how to show respect and appreciation for the traditional custodians and our cultural heritage. This cultural protocol aims to guide people in understanding and adhering to the cultural norms and customs of the Butchulla people.

Acknowledgment and Respect

When stepping foot on Butchulla Country, it is essential to acknowledge the Butchulla people as the Traditional Owners and Custodians of the land. By showing respect for Butchulla culture, heritage, and customs, we can create a space where their stories and traditions are valued and celebrated.

Welcome to Country

Before any official or public event on Butchulla Country, it is customary to consider inviting a Butchulla elder or representative to perform a Welcome to Country ceremony. This traditional ceremony recognises the deep connection between the Butchulla people and the land, and it serves as a symbol of mutual respect and understanding.

Sacred/Significant Sites and Cultural Heritage

The Butchulla Country is dotted with sacred sites, artifacts, and culturally significant places that hold profound spiritual and historical importance. It is vital to be aware of these sites and avoid disturbing or damaging them. Seeking permission from the Butchulla people before conducting any research or activities that may impact their cultural heritage is a sign of respect and collaboration.

Language and Terminology

Using respectful and appropriate language when referring to the Butchulla people and their culture is paramount. Understanding the sensitivity surrounding certain topics and refraining from using derogatory or offensive terms demonstrates cultural sensitivity and empathy.

Traditional Knowledge

The Butchulla people possess an ancient and profound traditional knowledge deeply connected to the land. Recognising the significance of this knowledge and seeking permission and guidance before using any traditional practices are essential steps in honouring and preserving their cultural heritage.

Gift-Giving and Protocol

As you visit Butchulla communities or attend cultural events, consider bringing a small gift as a gesture of respect. Observing and following any specific gift-giving protocols that may be in place demonstrate your commitment to cultural understanding and reciprocity.

Environmental Custodianship

The land, waterways, sky and natural resources of Butchulla Country (land, sea and sky) are to be treated with the utmost care and respect. By following responsible environmental practices and avoiding actions that may harm Country (land, sea and sky) or disturb or hurt wildlife, we contribute to the sustainability of the land, the waters (salt-fresh), the sky and all the ecosystems that exist within it.

Photography and Media

Respecting the privacy and wishes of individuals is crucial when capturing photographs or videos of Butchulla people or cultural events. Obtaining explicit consent before doing so exemplifies cultural sensitivity and ensures the preservation of cultural traditions.

Participation and Learning

Engaging with cultural events, workshops, and activities organised by the Butchulla community offers a unique opportunity to learn more about local traditions, art, design, approaches, perspectives and practices. Approach these interactions with humility and an open mind, as learning from Butchulla elders and community members enriches our understanding of the local cultural heritage.

Reciprocity and Gratitude

It is essential to show gratitude and appreciation to the Butchulla community for sharing their culture and knowledge with us. As visitors, residents, or workers on Butchulla Country, you can find ways to give back and support the community, demonstrating our respect and care for their invaluable contributions.

BNTAC Cultural Protocols

The following is a comprehensive outline of the Cultural Protocols for people living, working play and being Butchulla Country (land, sea and sky). The actual protocols may require customisation based on the specific circumstances of each event, activity or situation.

1. Acknowledgment and Respect

Actions

- a. Acknowledge the Butchulla people as the Traditional Owners/Custodians of the land before any gathering or event.
- b. Show respect for Butchulla culture, heritage, and customs by actively learning about their traditions, stories, and practices.
Use the traditional greeting "*Galangoor Nyin*" (lit "good day" in Butchulla language) when meeting Butchulla community members as a sign of respect and cultural recognition.
- d. Demonstrate active listening and empathy when engaging in conversations with Butchulla people to show genuine interest in their perspectives and experiences.
- e. When attending cultural events or gatherings, follow the lead of Butchulla community members in terms of appropriate behaviour, dress code, and etiquette.
- f. Avoid interrupting or speaking over Butchulla elders or community members during discussions or cultural exchanges, allowing them to share their knowledge and stories uninterrupted.
- g. Be mindful of the sacredness or significance of certain places or objects and refrain from touching or interfering with them without permission from the Butchulla community or its representative body.
- h. Respect the protocols surrounding gender roles and responsibilities within the Butchulla culture, seeking guidance if unsure about appropriate conduct in specific situations.
- i. Be open to receiving constructive feedback from Butchulla community members about your engagement with our culture and use it as an opportunity for growth and understanding.
- j. Use social media and other communication platforms responsibly, avoiding sharing or promoting content that could be disrespectful or culturally insensitive to the Butchulla people.

2. Welcome to Country

Actions

- a. Before any official or public event on Butchulla Country, consider inviting a Butchulla elder or representative to perform a Welcome to Country ceremony.
- b. Respect the protocols of the Welcome to Country and follow any guidelines or instructions provided.
- c. Express gratitude and appreciation to the Butchulla elder or representative after the Welcome to Country ceremony, acknowledging the significance of their presence and contribution.
- d. Attend cultural awareness workshops or training sessions to better understand the importance and meaning behind the Welcome to Country ceremony.
- e. Familiarise yourself with the traditional customs and protocols associated with the Welcome to Country, ensuring that you show appropriate respect and cultural sensitivity during the ceremony.
- f. When organising events, allocate sufficient time and resources for the Welcome to Country ceremony, recognising its value as an integral part of acknowledging the Traditional Owners/Custodians of the land.
- g. If you are unsure about any aspect of the Welcome to Country ceremony or the appropriate way to engage in it, seek guidance from the Butchulla community or cultural advisor/elder/liaison person.
- h. Encourage active participation from event attendees during the Welcome to Country ceremony, creating an inclusive atmosphere that honours the Butchulla culture, place of the event and heritage.
- i. Document and share the significance of the Welcome to Country ceremony with event attendees or participants to raise awareness and promote cultural understanding.

3. Sacred/Significant Sites and Cultural Heritage

Actions

- a. Be aware of and avoid disturbing or damaging sacred/significant sites, artifacts, or culturally significant places.
- b. Seek permission from the Butchulla people/BNTAC/BAC before conducting any research or activities that may impact our cultural heritage.
- c. Educate others about the importance of sacred/significant sites and cultural heritage, raising awareness of their significance and the need for their preservation.
- d. Encourage the use of traditional ecological knowledge and practices in land management and conservation efforts to protect sacred sites and cultural heritage.
- e. Participate in community-led efforts to document and record the cultural significance and history of sacred/significant sites and cultural heritage for future generations.
- f. When visiting sacred/significant sites, practice Leave No Trace principles, minimising the impact on the environment and leaving the area as you found it.
- g. Respect any restrictions or guidelines set by the Butchulla people/BNTAC/BAC regarding access to sacred/significant sites, honouring their wishes for the protection of these places.
- h. Support initiatives that aim to restore and preserve sacred/significant sites and cultural heritage, contributing time, resources, or expertise as appropriate.
- i. Report any potential threats or disturbances to sacred/significant sites or cultural heritage to the Butchulla community or relevant authorities promptly.
- j. Engage in ongoing learning about the history, stories, and cultural practices associated with sacred/significant sites, deepening your understanding and appreciation.

4. Language and Terminology

Actions

- a. Use respectful and appropriate language when referring to the Butchulla First Nation and its people and our culture, art, design, practices etc.
- b. Be mindful of the sensitivity surrounding certain topics and refrain from using derogatory, slang or offensive terms.
- c. Learn and use common greetings and phrases in the Butchulla language, demonstrating an effort to acknowledge and preserve the Indigenous language.
- d. Ask for guidance or clarification from Butchulla community members regarding the appropriate use of specific cultural terms and expressions.
- e. Avoid making assumptions or generalisations about the Butchulla culture based on stereotypes or misconceptions.
- f. When communicating with Butchulla community members, use inclusive language that acknowledges their diverse identities and experiences.
- g. Seek permission before using or sharing traditional stories, songs, or cultural expressions, respecting the cultural ownership of such knowledge.
- h. Engage in cultural humility, recognising that you may not fully understand all aspects of the Butchulla culture and being open to learning and growth.
- i. Share information and resources that promote cultural sensitivity and understanding with others to foster a respectful and inclusive environment.
- j. Reflect on your own language use and attitudes, seeking to create a positive and respectful environment that values diversity and cultural richness.

5. Traditional Knowledge

Actions

- a. Recognise the significance of Butchulla traditional knowledge, Intellectual Property (IP) and its connection to the land, the water (salt-fresh) and sky.
- b. Seek permission and guidance from the Butchulla people before using any traditional knowledge or practices.
- c. Engage in active listening and learning from Butchulla elders and knowledge holders, demonstrating respect for our wisdom and experiences.
- d. Recognise the role of traditional knowledge in sustainable land management, conservation, and cultural practices, and advocate for its integration into relevant initiatives.
- e. Participate in cultural exchange programs or workshops that facilitate the sharing of traditional knowledge between the Butchulla community and others.
- f. Acknowledge and credit the Butchulla people when using or citing traditional knowledge in academic or professional work.
- g. Support efforts to document and preserve traditional knowledge, ensuring that it is passed down to future generations.
- h. Engage in conversations and discussions with the Butchulla community to understand the significance and application of traditional knowledge in various aspects of life.
- i. Collaborate with the Butchulla people in research projects or initiatives that involve traditional knowledge, ensuring ethical and culturally sensitive practices.
- j. Share your own knowledge or skills with the Butchulla community, promoting reciprocal learning and appreciation of different forms of knowledge.

6. Gift-Giving and Protocol

Actions

- a. When visiting Butchulla communities or attending cultural events, consider bringing a small gift as a sign of respect. This gift may include your living presence, a thought gift of good will and positive energy, spiritual acknowledgement of the place and holding space in your mind-body-spirit for mutually beneficial and share outcomes. In addition, it may mean participating in a smoking ceremony or simply being an observer at the event, activity or function.
- b. Observe and follow any specific gift-giving protocols that may be in place.
- c. The gift of simply acknowledging the spirit within yourself, others and all living things on Country (land, sea and sky)
- d. Before bringing a gift, inquire or seek guidance from the Butchulla community about culturally appropriate and meaningful gift choices.
- e. Offer words of gratitude and appreciation when presenting a gift, expressing your respect and honour for the Butchulla people and their culture.
- f. If participating in a smoking ceremony or other traditional rituals, approach with humility and an open heart, showing reverence for the cultural significance of the ceremony.
- g. Respect any gift-giving customs or traditions that may be specific to certain events or occasions within the Butchulla community.
- h. If unsure about gift-giving, ask for advice or suggestions from a Butchulla elder or community member, ensuring your gesture aligns with cultural norms.
- i. Reflect on the intention behind your gift, focusing on building meaningful connections and fostering mutual understanding.
- j. Consider contributing to community initiatives or supporting local businesses during your visit as a way of giving back to the Butchulla community.

7. Photography and Media

Actions

- a. Obtain explicit consent before taking photographs or videos of Butchulla people or cultural events.
- b. Respect the privacy and wishes of individuals who prefer not to be photographed.
- c. Prioritise the cultural significance of events or ceremonies over capturing photographs or videos, recognising that some moments may be sacred and not appropriate for documentation.
- d. Be aware of any culturally sensitive locations or practices where photography and videography are restricted and abide by these restrictions with utmost respect.
- e. If sharing photographs or videos of Butchulla cultural events or people on social media or public platforms, do so with consideration for privacy and cultural appropriateness.
- f. Seek guidance from the Butchulla community on how to appropriately share or disseminate photographs or videos that involve their culture, ensuring accuracy and context.
- g. Avoid sharing images or footage that may perpetuate stereotypes or misrepresent the Butchulla culture, history, or traditions.
- h. When documenting events or stories involving the Butchulla community, provide opportunities for them to review and approve the material to ensure accuracy and respect.
- i. Encourage others to follow the same guidelines and protocols for photography and media when visiting or interacting with the Butchulla community.

8. Participation and Learning

Actions

- a. Engage with cultural events, workshops, and activities organised by the Butchulla community to learn more about our traditions, ideas, approaches, perspectives, art, expression and practices.
- b. Be open to learning from Butchulla elders and community members and approach interactions with humility and an open mind.
- c. Actively participate in cultural events and activities with a willingness to immerse yourself in the experience, respecting the significance and traditions involved.
- d. Listen attentively to the stories, teachings, and wisdom shared by Butchulla elders and community members, showing appreciation for their knowledge and expertise.
- e. Ask questions in a respectful and curious manner to deepen your understanding of Butchulla traditions and practices, creating meaningful dialogue and exchange of ideas.
- f. Respectfully observe any protocols or rules established during cultural events and workshops, ensuring you contribute to a safe and inclusive environment for everyone present.
- g. Take notes or record important information shared during cultural learning experiences to review and reflect upon later, reinforcing your commitment to learning and understanding.
- h. Engage in collaborative activities that promote cultural exchange and intercultural learning, creating opportunities for mutual growth and appreciation.
- i. Share your own culture and experiences, when appropriate, as a way to build bridges of understanding and strengthen cultural connections.
- j. Express gratitude and thanks to the Butchulla community for providing opportunities to learn and engage in our traditions, showing genuine appreciation for people's willingness to share the culture.

9. Reciprocity and Gratitude

Actions

- a. Show gratitude and appreciation to the Butchulla community for sharing our culture and knowledge with you.
- b. Consider ways to give back or support the community in return for the insights and experiences shared.
- c. Offer to assist with community initiatives, events, or projects that align with your skills and abilities, contributing to the wellbeing and growth of the Butchulla community.
- d. Share your newfound knowledge and experiences with others, promoting cultural understanding and appreciation among your own networks.
- e. Participate in cultural preservation efforts, such as supporting language revitalisation programs or initiatives aimed at safeguarding traditional practices.
- f. Actively promote and advocate for the recognition and protection of Butchulla cultural heritage within the broader public/community, helping raise awareness about its significance and value at a local level.
- g. Respect and adhere to any specific requests or protocols set by the Butchulla community regarding the use and dissemination of cultural knowledge and practices.
- h. Engage in acts of kindness, compassion and support towards individuals within the Butchulla community, creating a sense of inclusion, cohesion, social unity and mutual care.
- i. Contribute to the economic growth and sustainability of the Butchulla community by supporting local businesses, artists, designers, creators and cultural practitioners.
- j. Express your appreciation for the opportunity to participate in cultural events or ceremonies by offering a heartfelt “thank-you” to the Butchulla hosts or organisers.

By following the BNTAC Cultural Protocols, we can collectively contribute to a harmonious and respectful relationship with the Butchulla people and our Country (land, sea and sky). As cultural protocols may evolve over time, let us remain receptive to updates and changes from within the Butchulla community itself. Together, we can celebrate and preserve the cultural heritage of Butchulla Country for generations to come, ensuring its significance and relevance for both the short and long term.

BNTAC Cultural Protocol Checklist

Completing the Butchulla Protocols Checklist is of utmost importance as it reflects our commitment to creating a harmonious and respectful relationship with the Butchulla community, our culture, and our Country. By adhering to these protocols, you demonstrate your sincere acknowledgment and respect for the Traditional Owners/Custodians of the land, the Butchulla people. This checklist serves as a guide for you and others to actively engage in preserving and renewing cultural heritage, ensuring that their traditions and practices are safeguarded for current and future generations.

Through these protocols, we are able to nurture and build mutual understanding, respect, and cooperation between in the community, building a stronger sense of social cohesion and unity. Moreover, by valuing the delicate ecological balance and preserving the land, waterways (salt and fresh), and natural resources, we contribute to the sustainable wellbeing of all life and ensure that the same resources will be available for generations to come.

Embracing and respecting the Butchulla culture also open doors to economic opportunities for both the community and the region as a whole. By participating in cultural events and supporting tourism centered around cultural experiences, we contribute to the economic growth of the Butchulla community, creating a positive impact on the region's prosperity.

Completing the Butchulla Protocols Checklist reflects our commitment to responsible and ethical practices in research, activities, and engagements. Seeking permission and guidance before conducting any research or activities that may impact their cultural heritage showcases your recognition of our cultural knowledge and its significance. Furthermore, using respectful and appropriate language when referring to the Butchulla people and our culture promotes a respectful and positive exchange, contributing to a more inclusive and harmonious society.

By being active participants in cultural events, workshops, and activities organised by the Butchulla community, we not only gain insights into our traditions and practices but also develop a deeper understanding and appreciation for our unique way of life. Our open-mindedness and humility in approaching these interactions promote a genuine exchange of knowledge, creating mutual learning and short and long-term respect.

Ultimately, the completion of the Butchulla Protocols Checklist allows us to embody the spirit of reciprocity and gratitude. By showing our appreciation for the insights and experiences shared, we acknowledge the significance of our cultural heritage and the importance of maintaining a sustainable future for all. In doing so, we honour our Native Title rights and responsibilities as custodians, establishing meaningful partnerships and collaborations that support the wellbeing of the Butchulla community and the broader region.

Please complete the following checklist:

No.	Protocols	Actions <i>(Describe and list which individual actions where undertaken and completed)</i>	Yes/No <i>(Effective)</i>
1	Acknowledgment and Respect		
2	Welcome to Country		
3	Sacred/Significant Sites and Cultural Heritage		
4	Language and Terminology		
5	Traditional Knowledge		
6	Gift-Giving and Protocol		
7	Photography and Media		
8	Participation and Learning		
9	Reciprocity and Gratitude		
List any areas that require improvement and create a quality improvement plan to work on these identified issues/items/topic/concerns or areas.			

As part of a good practice strategy, it is important to review and update individual and collective action as it relates to implementing BNTAC's Cultural Protocols on Country (land, sea and sky). Ensure Cultural Protocol roles and responsibilities are discussed before commencing the event, activity or function as this will lead to a seamless flow of energy within any process. Self-care, safety, inclusion and cultural integrity are paramount during any process.

BNTAC Cultural Protocol Lessons Learned Log

Lessons Learned Log

Cultural event name:	<i>Insert Name</i>
Cultural Location/ Reference:	<i>Insert Name</i>
Lessons learned session date:	<i>Insert Date</i>
General Manager:	<i>Insert Name</i>
Position:	<i>Insert Title</i>
Phone No:	<i>Insert Phone Number</i>

Document Review

This document has been reviewed and is approved by:

Role	Reviewer	Title/position	Signature	Date
Prepared by	<i>Insert details</i>			

Attendees:

Name	Title/position	Organisation

Key questions

- Which management, control and quality processes:
 - What went well.
 - What went badly.
 - What was lacking or what needed improvement.
- A description of any abnormal events causing deviations to the process or desired outcome.
- Notes on the performance of specialist methods and tools used.
- Recommendations for future enhancement or modification of the cultural protocol process.
- Realistic measurements on how much effort was required to execute the cultural protocol activity.
- Notes on effective and ineffective quality reviews and other tests, including the reasons for their effectiveness (either good or bad).

Items to be included or focused could include but may not be limited to:

- Acknowledgment and Respect
- Welcome to Country
- Sacred/Significant Sites and Cultural Heritage
- Language and Terminology
- Traditional Knowledge
- Gift-Giving and Protocol
- Environmental Custodianship
- Photography and Media
- Reciprocity and Gratitude

Lesson Learned Items

Person/(s) raising observation:				
#	Item / Issue Identify (e.g., good / service)	Observation (see notes below) (What happend or what was observed)	Lesson/(s) Learned (What are the lessons learned from this issue or incident?)	Preventative Action (to mitigate or lower risk in the future) (What will staff / organisation put in place now or moving forward)
1				
2				
3				
4				

Attachment 1 - BNTAC Cultural Protocols Acknowledgment Form

Employee/Contractor Name:
Business Area/Section:
Position/Title:

I, _____ (employee's/contractor's full name), acknowledge that I have received a copy of the Butchulla Native Title Aboriginal Corporation (BNTAC) Cultural Protocols. I have read, understood, and wholeheartedly agree to adhere to the principles, values and standards outlined in these Protocols.

The BNTAC Cultural Protocols serve as a vital guide for ethical behaviour, a moral compass and living integrity in all aspects of our work, reflecting our commitment to upholding cultural integrity, honouring traditional governance, and promoting an inclusive and cohesive community. By signing this acknowledgment form, I affirm my dedication to embracing and respecting the Butchulla culture and customs in my interactions, decisions and actions while representing BNTAC.

I recognise the significance of these Cultural Protocols in preserving and renewing the Butchulla traditions for current and future generations. As an employee/contractor, I understand that these protocols are an integral part of my responsibilities, and I am committed to seeking guidance and clarification from an appropriate BNTAC manager/supervisor if faced with any ethical dilemmas or uncertainties.

I am aware that adherence to the BNTAC Cultural Protocols is essential, and I acknowledge that any breach may result in disciplinary action, in accordance with BNTAC's policies and procedures, which could lead to the termination of my employment or services contract.

By signing below, I affirm that I have read and comprehended the BNTAC Cultural Protocols, and I pledge to wholeheartedly uphold their principles and values throughout my tenure with BNTAC.

Employee/Contractor Signature: _____	Date: / /
---	-----------

For more information

If you need assistance about how this BNTAC Cultural Protocols relates to you, please contact your supervisor or manager.

For further advice about the operation of this Protocol, you may wish to contact:

Veronica Bird | BNTAC

General Manager

M: 0447 953 987

E: veronica@butchullantac.org.au

Copies of this document for BNTAC Employees, plus additional supporting information can be accessed at www.bntac.org.au