

# ELIGIBILITY FORM

## For Tasmanian Government Aboriginal and Torres Strait Islander programs and services

*Service Tasmania Office use only*

Product Code AEF

Program/Service identified ☐

Applicant details complete ☐

Receipt ☐

Copy of Form to customer ☐

Original copy & receipt sent to Communities Tas ☐

You do not need to complete this form if you have previously been eligible for Tasmanian Government Aboriginal and Torres Strait Islander programs and services.

For more information, contact the agency responsible for the program you are applying for, visit [www.communities.tas.gov.au](http://www.communities.tas.gov.au) or contact the Department of Communities Tasmania on 6165 8366.

**Return your completed form to the agency responsible for the program you are applying for, or to any Service Tasmania shop.**

### Guidelines for applicants

To be eligible to access Tasmanian Government Aboriginal and Torres Strait Islander programs and services, you must be an Aboriginal or Torres Strait Islander person. This means you must:

1. have Aboriginal and/or Torres Strait Islander ancestry;
2. self-identify as an Aboriginal person and/or Torres Strait Islander; and
3. be recognised as an Aboriginal person and/or Torres Strait Islander by the Aboriginal or Torres Strait Islander community in which you live or have lived.

Tasmanian Government agencies require you to complete this form to determine your eligibility for:

- Tasmanian Government Aboriginal and Torres Strait Islander specific programs and services; and
- representation on Tasmanian Government committees, boards and groups where the person is required to be an Aboriginal person or Torres Strait Islander.

The form includes:

- a statutory declaration (page 2); and
- a confirmation statement from an Aboriginal organisation (page 3).

A statutory declaration is a legal document, and making a false declaration is a criminal offence.

The confirmation statement must be completed by a registered Aboriginal organisation, governed by a board or committee and comprising at least 50 per cent Aboriginal and/or Torres Strait Islander membership, whose primary purpose is to support Aboriginal and/or Torres Strait Islander people.

### Confidentiality

Personal information will be collected, managed and used by Tasmanian Government agencies, in accordance with the *Personal Information Protection Act 2004*, for the purpose of determining your eligibility to access Aboriginal and Torres Strait Islander specific programs and services delivered by the Tasmanian Government.

# Statutory Declaration

You can request access to your personal information that is held by the relevant Tasmanian Government agency by written application to the Personal Information Custodian at email address

[secretary@communities.tas.gov.au](mailto:secretary@communities.tas.gov.au)

Making a false statement in a statutory declaration is a crime punishable under section 113 of the *Criminal Code Act 1924*. The maximum penalty under the Criminal Code is 21 years imprisonment.

## Program or service

Name of program or service you are applying for:

## Applicant details

Full name(s): Date of birth: / /

Previous names:

Phone number: Mobile phone:

Current address:

Suburb: State: Postcode:

Email:

## Declaration

I, ..... (Full name)

of ..... (Address)

Occupation: ..... do solemnly and sincerely declare that:

1. I am of Aboriginal and/or Torres Strait Islander ancestry;
2. I identify as an Aboriginal and/or Torres Strait Islander person;
3. I am accepted as such by the Aboriginal or Torres Strait Islander community in which I currently live or formerly lived; and
4. All information provided in the Applicant details is correct and true.

I make this solemn declaration under the *Oaths Act 2001*.

Declared at ..... (place) on ..... / ..... / ..... (date)

..... (Signature of applicant)

Before me ..... (Justice, Commissioner for Declarations or authorised person)

**Persons before whom this declaration may be made are listed on page 4.**

You must provide a statement that you are accepted as an Aboriginal person and/or Torres Strait Islander from an Aboriginal organisation. This statement can be provided **by a registered organisation governed by a board or committee predominately comprising Aboriginal and/or Torres Strait Islander people whose primary purpose is to support Aboriginal and/or Torres Strait Islander people<sup>1</sup>.**

Organisations can **complete the Confirmation Statement below, or provide one of the following** stating you are accepted as an Aboriginal person and/or Torres Strait Islander by the community in which you live, or have lived:

- A letter or fax, on an organisation's letterhead and signed by an authorised person<sup>2</sup>;
- An email, from an organisation's email address and completed by an authorised person; or
- A certificate from an Aboriginal organisation, signed by an authorised person.

The statement should show your full name and the signing organisation, as well as:

- your date of birth and your address; and
- the name, signature and position of the representative(s) signing the statement and the date it was signed.

<sup>1</sup> If the organisation providing your confirmation has not previously been accepted by the Tasmanian Government for the purpose of confirming eligibility under the Eligibility Policy, the Department of Communities Tasmania may apply criteria to consider whether the organisation can be accepted under the Policy.

## CONFIRMATION STATEMENT

It is hereby confirmed by ..... (name of organisation)  
that ..... (full name of applicant)  
of ..... (address)  
born ..... / ..... / ..... (date of birth) is an Aboriginal person and/or a Torres Strait Islander

and is recognised and accepted by the Aboriginal or Torres Strait Islander community in which this person has lived or continues to live.

**Signatory One:** \_\_\_\_\_ **Signatory Two:** \_\_\_\_\_

Name of Signatory One: \_\_\_\_\_ Contact number: \_\_\_\_\_

Name of Signatory Two: \_\_\_\_\_ Contact number: \_\_\_\_\_

Date: \_\_\_\_\_

**A statutory declaration under the *Oaths Act 2001* may be made before:**

People who are Commissioners for Declarations because of their profession

- Chiropractor
- Dentist
- Legal practitioner
- Medical practitioner
- Nurse
- Optometrist
- Patent attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Trade Marks Attorney
- Veterinary Surgeon

People who are Commissioners for Declarations because of an appointment they hold

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
- Bailiff
- Bank officer with 5 or more continuous years of service
- Building society officer with 5 or more years of continuous service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for affidavits
- Commissioner for declarations
- Credit union officer with 5 or more years of continuous service
- Employee of the Australian Trade Commission who is:
  - a) in a country or place outside Australia; and

- b) authorised under paragraph 3(c) of the *Consular Fees Act 1955*; and
  - c) exercising his or her function in that place.
- Employee of the Commonwealth who is:
  - a) in a country or place outside Australia; and
  - b) authorised under paragraph 3(c) of the *Consular Fees Act 1955*; and
  - c) exercising his or her function in that place.
- Fellow of the National Tax Accountant's Association
- Finance company officer with five or more years of continuous service
- Holder of a statutory office not specified elsewhere
- Judge of a court
- Justice of the peace
- Magistrate
- Marriage celebrant registered under Subdivision C of division 1 of Part IV of the *Marriage Act 1961*
- Master of a court
- Member of Chartered Secretaries Australia
- Member of the Engineers Australia other than at the grade of student.
- Member of Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence Force who is:
  - a) an officer; or
  - b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982*; or
  - c) a warrant officer within the meaning of that Act.
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the Institute of Public Accountants
- Member of:
  - a) the Parliament of the Commonwealth; or
  - b) the Parliament of a State; or
  - c) a Territory legislature; or

- d) a local government authority of a State or Territory.
- Minister of Religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
- Notary public
- Permanent employee of the Australian Postal Corporation with 5 or more years continuous service who is
- employed in an office supplying postal services to the public
- Permanent employee of:
  - a) the Commonwealth or Commonwealth authority; or
  - b) a State or Territory or State or Territory Authority; or
  - c) a local government authoritywith 5 or more years continuous service who is not specified elsewhere
- Person before whom a statutory declaration may be made under the laws of the State or territory in which the declaration is made
- Police officer
- Registrar or Deputy Registrar of a court
- RSPCA Inspector
- Senior Executive Service Officer of
  - a) the Commonwealth or Commonwealth authority; or
  - b) a State or Territory or of State or Territory authority.
- Sheriff
- Sheriff's officer
- Teacher employed on a full time basis at a school or tertiary education institute