



Notification of Fieldwork

This form must be completed in order to notify the Queensland Museum (QM) of impending archaeological fieldwork, where it is anticipated the subsequent material will be deposited at the Museum. (It should be noted, that completion and acceptance of this form in no way guarantees that the QM will accept custody of any or all of the material described in this form.)

Details of Site Manager

Name of Site Manager: _____

Institution / Organisation: _____

Postal address: _____

Telephone: _____ Email: _____

Project details

Name of project: _____

Date of fieldwork commencement: _____

Anticipated date of fieldwork conclusion: _____

Name and details of permit holder (if different from Site Manager): _____

Type of fieldwork:

- | | | |
|---|--|-------------------------------------|
| <input type="checkbox"/> Survey | <input type="checkbox"/> Trenching | <input type="checkbox"/> Evaluation |
| <input type="checkbox"/> Watching brief | <input type="checkbox"/> Field walking | <input type="checkbox"/> Excavation |

Site details

Site name: _____

Site ID: _____

Geographic location: _____

Easting: _____ Northing: _____ (Coordinates must be in GDA)

Latitude: _____ Longitude: _____

Map sheet: _____

Indigenous consent

Name(s) and contact details of Registered Aboriginal / Torres Strait Islander party (as identified in the Qld State Cultural Heritage Register)

If no Registered Aboriginal / Torres Strait Islander party, name(s) and contact details of other relevant Aboriginal representatives:

(Ensure copies of all documentation between the Site Manager and Traditional Owners indicating support /consent to the identified fieldwork are attached)

Site Impact Approval		
	QLD Government authorisation (select one)	Reference numbers & dates:
<input type="checkbox"/>	Impacts to this site were authorised under a Cultural Heritage Management Plan (CHMP)	CHMP Number: _____ Date issued/signed: _____ Permit ID number: _____
<input type="checkbox"/>	The impacts to this site were authorised by a project approved by the Department of Environment and Heritage Protection (EHP)	Project Number: _____ Date of project approval: _____ Permit ID number: _____
<input type="checkbox"/>	Other (describe):	

Description of material to be excavated

Type of archaeological materials expected:

Number of expected standard sized boxes (as per Appendix 3: Standards for Presentation of Finds and Documentary Evidence, section 4.3.2):

0 <10 <20 <30 <40 <50 >50

Conservation problems anticipated:

(E.g. waterlogged material, organic material, metals, hazardous material)

(The definition of **hazardous** being a material which, alone or in combination with others, is or could become toxic, irritant, explosive, flammable, corrosive, or noxious, and for which special precautions are required; such as asbestos)

Human remains anticipated: Yes No

Oversized documents / plans / objects anticipated: Yes No

Submit the notification form in hard copy to:

Curator of Archaeology
Queensland Museum
PO Box 3300
South Brisbane
QLD 4101

Or via email to:

nicholas.hadnutt@qm.qld.gov.au

To be completed by Queensland Museum on receipt of notification:

Site accession number: _____ Date issued: _____

'QMN Appendix 3: 'Standards for Presentation of Finds and Documentary Evidence'
provided to Site Manager

QM staff member: _____

Signature: _____ Date: _____