**FIRST NATIONS MEDIA COMMUNITY ARCHIVES**

**CULTURAL MANAGEMENT POLICY TEMPLATE**

**DISCLAIMER: While all care has been taken in the preparation of this material, no responsibility is accepted by First Nations Media Australis, its staff, volunteers or Board of Directors, for any errors, omissions or inaccuracies. The material provided in this resource has been prepared to provide general information only. It is not intended to be relied upon or be a substitute for legal or other professional advice. No responsibility can be accepted by First Nations Media Australia for any known or unknown consequences that may result from reliance on any information provided in this publication**

# Cultural Management Policy

# TEMPLATE

.

## 1 Purpose

The [ORGANISATION] Archive Cultural Management Policy is aimed at supporting staff, community members and other persons such as researchers understand the protocols and permissions applied by the Archive in managing media in the Archive.

## 2 Policy

2.1 The Archive will establish a Cultural Custodian group representing the law for the First Nations content held in the Archive.

2.2 The Cultural Custodian group will advise the Archive Manager on key aspects of the Archive’s cultural operation, and receive costs reimbursement for provision of services.

2.3 The Archive will implement cultural protocols for access to media as advised by the Cultural Custodians group.

2.4 The identified cultural restrictions will apply to media in whatever form it is made available for access.

## 3 Implementation Responsibility

The <name of organisation> CEO and Archive Manager are responsible for ensuring the implementation of this policy.

**ASSOCIATED POLICIES**

* Archive Access Policy
* Digital Storage Policy
* Disposal Policy: Physical Media
* Staffing Policy

## Authorisation

<Signature of Board Chair>

<Signature of Manager>
<Date of approval by the Board>
<Name of Organisation>