

# First Nations Buildings and Facilities Co-Names Procedure

## Section 1 - Preamble

(1) Charles Darwin University ('the University', 'CDU') acknowledges and respects the traditional and ongoing connection First Nations people have with Country. The University values First Nations knowledges and seeks to embed and celebrate the transformative leadership of First Nations people. To recognise and celebrate this ongoing connection and these knowledges, the University will co-name all new buildings and facilities with traditional place names.

## Section 2 - Purpose

(2) This procedure outlines the process for consulting with First Nations peoples to select appropriate co-names for new buildings and facilities.

## Section 3 - Scope

(3) This procedure applies to staff involved in the planning and development of new University buildings and facilities.

## Section 4 - Procedure

(4) The University operates in many places and on the traditional Country of many First Nations peoples. When planning new buildings and facilities, the University will identify which nation or nations are traditional custodians of the land on which it is building.

(5) The Deputy Vice-Chancellor First Nations Leadership will work with cultural and linguistic authorities to select an appropriate name in a First Nations language.

(6) Only one First Nations co-name will be chosen for each building or facility.

(7) The First Nations co-name will be chosen within three months of the Senior Executive Team Business Committee approving construction of the building.

(8) The University will provide proper acknowledgement, which may include remuneration, to the cultural and linguistic authorities involved in name selection.

(9) When choosing a First Nations language name, the following factors may be considered:

- a. Traditional place names and notable geographic features in the local area
- b. Educational themes and concepts relevant to the training and research that will take place in the building or facility
- c. The priorities and goals of First Nations people involved

d. Other relevant factors, as decided by the University and First Nations people involved.

(10) First Nations Leadership, the organisational units that will have primary use of the new building or facility, and the cultural and linguistic authorities will collaborate to select a name to recommend to University Council, via the Finance and Infrastructure Development Committee.

(11) University Council is responsible for considering and approving naming recommendations.

(12) Where a building or facility will exist on land over which multiple First Nations peoples have traditional custodianship, cultural and linguistic authorities from all relevant groups should be consulted. All relevant First Nations peoples should agree on the final recommendation to University Council.

(13) Once a name for the new building or facility has been selected and approved, the University will communicate the name, its correct pronunciation, and a translation and explanation of the word or term.

(14) The University will display signage at each building or facility with a First Nations co-name explaining the name and its cultural significance.

(15) Entrance signage to each new building or facility will acknowledge the First Nations custodians of that land.

## Section 5 - Non-Compliance

(16) Non-compliance with Governance Documents is considered a breach of the [Code of Conduct – Staff](#) or the [Code of Conduct – Students](#), as applicable, and is treated seriously by the University. Reports of concerns about non-compliance will be managed in accordance with the applicable disciplinary procedures outlined in the [Charles Darwin University and Union Enterprise Agreement 2025](#) and the [Code of Conduct – Students](#).

(17) Complaints may be raised in accordance with the [Code of Conduct – Staff](#) and [Code of Conduct – Students](#).

(18) All staff members have an individual responsibility to raise any suspicion, allegation or report of fraud or corruption in accordance with the [Fraud and Corruption Control Policy](#) and [Whistleblower Reporting \(Improper Conduct\) Procedure](#).

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	19th December 2022
<b>Review Date</b>	19th December 2023
<b>Approval Authority</b>	Vice-Chancellor
<b>Approval Date</b>	18th December 2022
<b>Expiry Date</b>	22nd September 2025
<b>Responsible Executive</b>	Ruth Wallace Deputy Vice-Chancellor First Nations Leadership
<b>Implementation Officer</b>	Anthony Hornby Director Property and Facilities
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