There are four key functions for the Online Portal:

- 1. **Public Map and Resources -** where you can access a GIS map containing information recorded in Register. You can view spatial and geographical layers, create maps, and import or export data (refer to Section 4 of the guide for more tips about using the map).
- 2. **Search the Database and Register -** where land users can submit cultural heritage searches for a particular area (refer to Section 2 of the guide for further information about how to complete search requests).
- 3. **Apply for Login -** where you can apply for access to the Database and Register. Refer to the following section for further information about how to apply for access.
- 4. *Information Submission -* where you can log in to the system and submit site information.

1.2 Applying for access to the Online Portal

There are two types of access to the Online Portal:

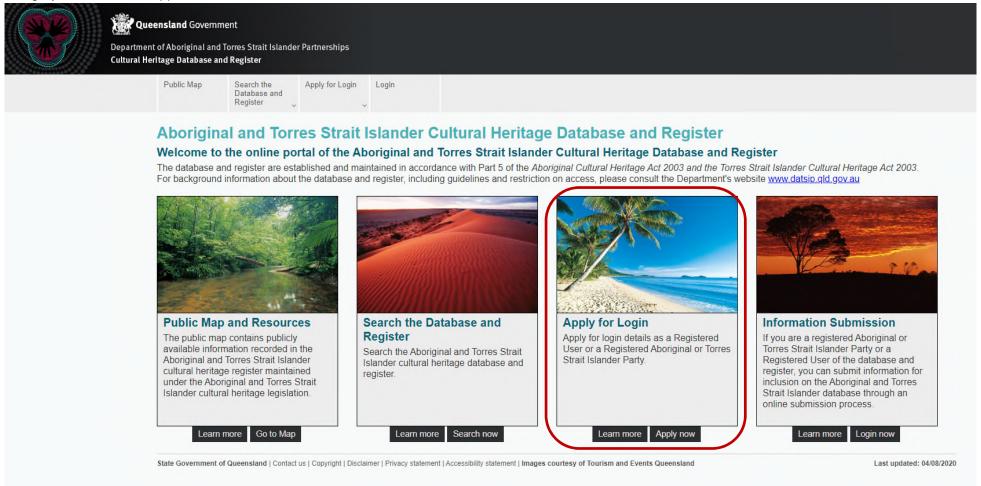
- 1. Land Users, including consultants, who regularly search the Database and Register for compliance purposes (Registered Users).
- 2. Aboriginal and Torres Strait Islander parties, as defined by the Cultural Heritage Acts, including their authorised representatives.

The type of access and information made available through the Online Portal is different for each of the above categories.

Registered Users can access a self-service cultural heritage search page that provides immediate results for the area being searched. Aboriginal and Torres Strait Islander parties can access a GIS map containing information and links to documents held by DATSIP in relation to any cultural heritage sites and places recorded in the Database for their area.

Users with access can also submit new information for inclusion on the Database through an online information submission process.

To apply for access, click on the *Apply for Login* button highlighted in red below and complete all mandatory fields ensuring that you have read the Terms and Conditions of access to the Database prior to submitting your application. You must submit the relevant documentation identified for the relevant category of user on the application form.



Once your application for a login is received by the Cultural Heritage Unit an email notification will be sent to you as a receipt. You will receive further notification from the Cultural Heritage Unit once your application has been processed.