

## Lodging Spatial Data in the VAHR

The Cultural Heritage Management Plan process in Victoria requires the lodgement of spatial data in the Victorian Aboriginal Heritage Register (VAHR) at the completion of a project. Other reports or heritage investigations may also result in the production of spatial data, which should be lodged in the VAHR to assist in the management of Aboriginal cultural heritage. When lodging this spatial data, it is important that the right information is provided and it is properly prepared for inclusion in the VAHR.

### What spatial data needs to be lodged in the VAHR?

For a Cultural Heritage Management Plan (or other relevant report) the following must be provided to AAV as projected spatial data (eg. Shapefile in Geographic GDA94 is preferred):

- the activity area represented by a polygon;
- ground survey areas (if any) represented by a polygon;
- subsurface testing or excavation pits or transects (if any) represented by point or polygon; and
- the extent of each Aboriginal place found, discovered and/or subject to investigation (if any) represented by a polygon, normally provided when the Victorian Aboriginal Heritage Register form is lodged.

**Do not** supply other spatial data, such as roads, rivers, contours, allotment boundaries, landscape features or buildings.

### HINT # 1 – Include all the ‘file extensions’

All the necessary ‘file extensions’ for the specified area must be provided, or the spatial data will not open. The following examples show what file extensions are commonly needed:

For an ESRI Shapefile -

- \*.dbf file
- \*.prj file
- \*.shp file
- \*.shx file

For a MapInfo file -

- \*.TAB file
- \*.DAT file
- \*.MAP file
- \*.ID file

For a CAD drawing file -

- \*.dwg file
- (note: must be projected using the GDA94 Coordinate System)

### HINT # 2 – Make sure polygons are the right size

When supplying polygons for excavated areas, ensure the polygon is the same size as the excavation undertaken and reported in the report.

For example:

- For a 1m x 1m test pit, supply a (square) polygon that is 1m x 1m
- For a 2m x 3m trench, supply a polygon that is 2m x 3m in size

Generally, only polygon spatial data is accepted. However, point data may be provided for small excavation areas.

For any excavations less than 1m x1m in size, either supply point data or buffer points with a 1m diameter circle to create a polygon.

### HINT # 3 – Specify what is in each file

If the filename is not obvious, specify what is in the file, and (where relevant) mention the CHMP number. For ground survey areas or subsurface excavation areas, the method of assessment should also be noted as an attribute in the spatial data or explained in an email/document.

For example, CHMP 99999 has each piece of spatial data supplied as a WinZip file:

Filename	Description	Method
99999aa.zip	Activity Area	
99999sa.zip	Ground Survey	Pedestrian
99999c1.zip	Excavation	Manual – controlled
99999c2.zip	Excavation	Manual – uncontrolled

99999c1.zip contains the following files for an ESRI Shapefile:

99999aa.dbf  
 99999aa.prj  
 99999aa.shp  
 99999aa.shx.

*'Methods' recorded in the digital Archaeological Survey Coverage layer:*

#### **Method**

- Pedestrian
- Remote Sensing
- Auger
- Manual excavation - uncontrolled (eg. shovel pit)
- Manual excavation - controlled (eg. stratigraphic excavation by trowel)
- Mechanical excavation - uncontrolled
- Mechanical excavation - controlled

These methods are derived from the standard "Archaeological Survey and Excavation Attributes Form" available on the AAV website.

Before sending spatial data to AAV, it may also be worth checking that the data:

- shows the intended information, and is generally contained within the CHMP activity area (or report's subject land);
- matches the information shown on the maps and described in the CHMP (or report); and
- has a projection (using GDA94).

#### **Further Information**

If you would like more information please contact the Victorian Aboriginal Heritage Register:

Ph. (03) 9208 3275  
 VAHR@dpcd.vic.gov.au

Please direct your enquiry to the **GIS team**

#### **Aboriginal Affairs Victoria**

Department of Planning and  
 Community Development  
 GPO 2392  
 Melbourne Victoria 3001  
 Tel: 1800 762 003

[www.aboriginalaffairs.vic.gov.au](http://www.aboriginalaffairs.vic.gov.au)