



BY LAWS AND REGULATIONS

A. Membership

All members agree to be bound by the Constitution, Rules, By Laws and Regulations, Code of Conduct Policy of the Walhalla Goldfields Railway (*hereafter referred to as the Railway*) as made and amended from time to time by the Board of Management (*hereafter referred to as the Board*).

Ceasing to be a member of the WGR by a person shall forthwith extinguish all rights to or claims against the Railway.

Membership is not perpetual and the Board may at its discretion elect not to renew memberships - members may only renew membership at the discretion of the Board.

Membership entitles the holder to 4 return trips per financial year, copies of On Track free of charge, discount (up to 20%) on souvenirs and memorabilia that are not offered at already discounted or sale prices, 15% discount on special event trains for a member and their party provided if booked and paid for by member - (must be a current financial member and membership card must be shown when applying for discounts).

Membership fees are pro rated at 60% if paid from January to June each year.

Levels of Membership are as follows -

Junior (16 years of age and under, and are ineligible to vote or stand for Board positions).

Ordinary

Concession - *Health Care Card, Pensioner- Aged, Disability, Invalid, Seniors, Student(full time), DVA War Veteran/War Widow, Carer/companion.*

Family (2 Adults and 2 Children or 1 Adult and 4 Children) - Children 16 years and under (except Junior Memberships) are included as part of the Family membership.

Corporate (maximum of 6 nominees).

Corporate membership criteria

Can be applied for, issued to and held in the name of a legal entity or business. The privileges of membership belong to the Corporate Member and the Corporate Member must designate the specified number of individuals permitted by the membership, who upon approval by the Railway, will be entitled to exercise the privileges of membership. Each approved individual will be a "Member" for the purposes of this Plan until a new individual is designated or nominated by the Corporate Member and approved by the Railway; provided however that the Corporate Member shall remain the owner and holder of the membership. The designees may be changed by the Corporate member from time to time, but no more frequently than once every six months, subject to :

- 1) The approval of the Board of the substitute nominee in the same manner as all candidates for membership; and
- 2) Payment by the Corporate Member of a redesignation fee.

The Corporate Member shall be jointly and severally liable for each nominee, and for all charges under the corporate membership. Corporate memberships shall have no voting rights at AGM or SGM's. Corporate membership will include 6 return trips per year (to be shared by nominees) , copy of On Track free of charge and discounts on souvenirs and memorabilia that are not already discounted or sale priced, use of function room in Goods Shed for corporate social events at a special reduced rate.

Life Membership - candidates must be nominated in writing giving reasons why the person nominated should be considered worthy of receiving Life Membership. The reasons for life membership must take into account the criteria as stated below and must be received by the Secretary in time for consideration and ratification or otherwise by the Board at its meeting immediately prior to the AGM or SGM. Life members are eligible to vote and stand for any Board positions and receive unlimited travel on trains, free copy of On track and discounts on souvenirs and memorabilia that are not already discounted or sale priced.

Criteria for Life Membership - available to recognise the exceptional contribution of individuals to the Walhalla Goldfields Railway and it is therefore only to be awarded in exceptional circumstances and to members who have completed a minimum of ten years service. They should have demonstrated a significant, sustained and high quality service over an extended period of time enhancing the reputation and future of the railway. Points to be considered when a nomination is received include :

- Member's general attitude and overall demeanour should ensure that their attitude is one that reflects a dedication to the values of the Railway;
- Member's ability to demonstrate valued leadership and good role modelling that reflects credit upon the Railway;
- Member should have demonstrated significant and/or outstanding contributions made in the progress of the goals and objectives of the Railway over several years which are clearly recognised, respected, acknowledged and endorsed by members who know them;
- Member should have demonstrated commitment to the railway which does not seek personal reward.

B. Volunteers

Volunteers must fill in a Volunteer Application Form to be able to assist in a variety of work within the Railway.

Volunteers can work in a variety of roles that comprise any of the following (drivers, locomotive assistants, guards, station staff, rolling stock maintenance, track and bridge maintenance, building and station surround maintenance,) after a number of checks have been made - referee checks, National Police Check and Working with Children Check will be made at the Boards discretion.

Volunteers agree to be bound by the Constitution, Rules, By Laws and Regulations, Code of Conduct Policy of the Railway and must abide by the Safety Culture, Risk Management and the Rail Safety Worker Competence standards.

On the job training and instruction is provided by competent trainers in accordance with the Safety Management System and the Rail Safety Accreditation processes and where necessary are required to undergo the necessary Health Assessment and Examination Procedure.

Volunteers have access to reimbursement of reasonable expenses as determined and approved by the Board.

Any breach of the Constitution, Rules, By laws and Regulations and the Code of Conduct will require disciplinary action or if necessary, termination of the voluntary arrangement.

C. Sponsorship/Advertising

In a effort to help preserve and maintain our railway and infrastructure, sponsorship and advertising is crucial to our plans and much needed capital improvement work.

In offering the following sponsorships/advertising packages the Board affirms its commitment in promoting those businesses and at the same time offer unique benefits available via each of the packages (e.g. benefits - association with one of Australia's premier tourist railways, heightened awareness of the business in the market place and the local Gippsland community, opportunity for promotion at special events, product endorsement and merchandise opportunities, access to niche tourist markets and charter groups, maintaining an association of affinity and pride in a living historic attraction).

The Board will determine the value of each package plus cost of signage on an annual basis.

Levels of Sponsorship/Advertising

Platinum	Unlimited adult return travel, locomotive signage, prominent position signage/advertising, listing and advertising in On Track and on web site, display of business cards at stations, use of Goods Shed for functions at no charge (e.g. \$2500 plus cost of signage).
Gold	8 free adult return travel, carriage signage, listing and advertising in On Track and web site, position advertising/signage, display of business cards at stations, use of Goods Shed for functions at minimal charge (e.g.\$1500 plus cost of signage).
Silver	6 free adult return travel, standard advertising signage on relevant buildings, listing and advertising in On Track and web site, display of business cards at stations (e.g. \$1000 plus cost of signage).
Bronze	4 free adult return travel, listing and advertising in On Track and web site, display of business cards at stations (e.g. \$500).

D. General

Any amendment to these terms and conditions or to any such rules, policies and regulations will be advised to each member/ volunteer by notice or in writing and shall take effect from the date specified or if no date specified shall take effect immediately upon such advice to each member/volunteer.

The Board is authorised and empowered to make, amend and enforce the terms and conditions and any such rules, policies and regulations in connection with the use of facilities of the railway.

Members/volunteers acknowledge and accept that the Board has the power from time to time to enforce the exclusion from railway property, with or without the members/volunteers consent in accordance with the rules, policies and procedures.

The Railway is not responsible for any lost or stolen items or damage to property or vehicles of members/volunteers or their guests or visitors.

Any damage caused wilfully or negligently will be paid for by the member/volunteer or guest/visitor causing such damage.

Members/volunteers are responsible for damage or injury caused by their children or guests.

Complaints/Suggestions - a member/volunteer who wishes to complain about any matter relating to the Railway or make a suggestion for improvements of any kind at the Railway may do so in writing to the Secretary.

E. Access to/Functions on Railway Property

The Board reserves the right, in its sole and absolute discretion, to make any use of railway facilities available to members/volunteers and to other such persons and upon such terms as the Board may from time to time prescribe.

All members/volunteers and guests use the facilities of the Railway entirely at their own risk.

The railway does not accept responsibility for damage or injury absolutely resulting from the use of the facilities howsoever caused.

Security Surveillance - the Railway has installed security surveillance cameras at both Walhalla and Thomson for the primary purpose of protecting the property of the railway and to ensure the safety of members and the general public. Unless permitted by the Privacy Act or otherwise required by law, the railway will not, without the prior written consent of any person concerned, use the information recorded by those cameras for any other purpose. The railway will take all steps reasonably necessary to protect the personal information it collects from these cameras from misuse and loss and from unauthorised access, modification or disclosure.

Access to non public areas (bridges, yards, tracks, workshop, storerooms, carriage and loco sheds or construction site) is not permitted without obtaining permission of a member in charge and if granted members/volunteers, guests, visitors, contractors must wear a safety vest at all times while on the track environment and yard property.

F. Fares

Fares to be charged for travel on railway services will be determined by the Board.

The Board may grant concession fares as it deems appropriate (e.g., Pensioner (Age, disability, invalid), Health Care Card, Seniors, Student (full time), DVA War Veteran/War Widow.

Charter/Group fares will be determined by the Board from time to time (a charter/group must be no less than 10 persons unless authorised by a Executive member of the Board).

Charges for special trains, events will be determined by the Board.

Adult fares are for persons aged 17 years or over.

A child fare is for persons between the ages of 3 years and 16 years - children under 3 years are free of charge.

A carer/companion in charge of a person with a disability will be free of charge.

A Family ticket consists of 2 adults and 2 children OR 1 adult and 4 children.

Any refund payable to a passenger in the event of the Board's inability to provide or complete a journey shall be determined by an authorised person of the Board.

Board guests may be carried on any regular train and may be issued with a complimentary ticket.

G. Miscellaneous

Domestic animals may be permitted on a train provided it is properly controlled by a leash or other device.

Trains have provision for wheelchair access to trains at both Walhalla and Thomson stations (restricted to access on Guards van only).

Prams are permitted on trains provided they do not cause any inconvenience to the other passengers.

Smoking is not permitted on trains or platforms of the Railway where a notice stating that smoking is prohibited.

No alcohol is permitted to be consumed on trains or premises of the railway (unless as authorised by the Board for special events or functions).

Privacy - the Railway acknowledges and respects the privacy of individuals.

The Railway will adhere to the National Privacy Principles in collecting information from members/volunteers and in storing and maintaining that information. Any personal information collected by the Railway will be protected by the Railway using all means possible to protect such information from misuse or loss.

The Railway will not disclose your personal information to any other organisation or member/volunteer, if so requested by the member/volunteer, unless it is required by law to do so or it is requested by a relevant authority in relation to any unlawful activity, investigation or reports. Any member/volunteer has the right to access personal information held by the Railway concerning themselves by giving reasonable notice in writing to the Secretary.

No member/volunteer may make a copy of entries in the Register of Members - restricted to inspection only and such details will only show name, address and date of entry in register.