



Birdwatching Permit Conditions and Hazards

1. DEFINITIONS

“Access Key” means a key issued to you by Melbourne Water upon successful application for a key:

- A general access key provides access to the General Access Areas; and
- A special access key provides access to the Special Access Areas.

“General Access Areas” means the “general access permit route” as marked on the Map and accessible via the “general access permit gates (1 to 6)” as marked on the Map.

“Guest” means any guests you bring onto the site, including minors under the age of 18.

“Long Term Permit” means (as applicable):

- A long term general permit which allows access to the General Access Areas (see section 3 below); and
- A long term special permit which allows access to the Special Access Area (see section 3 below).

“Map” means the Birdwatching Access Map provided by Melbourne Water outlining the birdwatching routes at the site.

“Permit” means a birdwatching access permit issued by Melbourne Water in accordance with these conditions, which may be either:

- A Short Term Permit; or
- A Long Term Permit.

“Permit Holder” means a person who holds a Permit.

“Personnel” includes Melbourne Water’s officers, agents, employees and contractors.

“Privacy” means the responsible collection and handling of your personal information (information which can reasonably identify you and other individuals).

“Site” means the Western Treatment Plant, as outlined on the Map.

“Short Term Permit” means (as applicable):

- A short term general permit issued to interstate and international visitors (only) which allows access to the General Access Areas (see section 4 below); and
- A short term special permit issued to interstate and international visitors (only) which allows access to the Special Access Areas (see section 4 below).

“Special Access Areas” means the “special access permit route” as marked on the Map and accessible via the “special access permit gate (8)” as marked on the Map.

“You” means a Permit Holder.

2. OVERVIEW REGARDING ACCESS AND PERMITS

To enter the site, you will need a valid Permit and an Access Key for the area to be visited (either the General Access Area or the Special Access Area as applicable).

To apply for a Permit, you must be over the age of 18.

The main access to the Permit areas is via Point Wilson Road, Point Wilson (refer to the Map).

You must not enter the site for the purpose of birdwatching unless you are a Permit Holder or are a Guest of a Permit Holder.

You and your Guests are required to wear appropriate protective clothing when on site. The minimum Personal Protective Equipment (PPE) requirements are long sleeves, long pants and closed shoes.

You and your Guest(s) must not enter the Special Access Areas (accessible via Gate 8 as marked on the Map) unless you are the holder of a Long Term Permit which allows access to the Special Permit Areas.

You and your Guest(s) must only use the “special access permit route” (if you hold a Permit which allows access to the Special Permit Areas) and the “general access permit route” (if you hold a Permit which allows access to the General Permit Areas) marked on the Map. Other routes must not be used as the roads on those routes may not be maintained and could be dangerous. You and your Guest(s) must not enter into paddocks or other areas which are fenced or otherwise closed off.

You and your Guest(s) must not access areas which are not owned or controlled by Melbourne Water (e.g. the Parks Victoria and Department of Defence areas marked on the Map).

You must lock all gates immediately after entry and exit.

The site is vast and you will require a car to access the Permit areas. (Motorbikes and bicycles are not permitted).

There are no toilet facilities at the site.

A Permit allows for one car (driver plus up to four Guests) to enter the site per visit. At least one person in the group must hold a valid Permit and an appropriate Access Key.

Your Permit is not transferable and you must not allow any other person to use your Permit to access the site.

Melbourne Water may cancel your Permit at any time without notice and without providing reasons.

Melbourne Water will cancel your Permit without notice if you fail to comply with the conditions outlined in this document.

Melbourne Water reserves the right to alter permit conditions at any time.

3. LONG TERM PERMITS

A Long Term Permit is valid for 2 years from the date the Permit is approved by Melbourne Water. Melbourne Water will contact you prior to your Permit expiry date to give you an option to renew your Permit if you wish.

The fee payable for a Long Term Permit is \$20.00 inclusive of GST.

You must pay an additional fee of \$20 (including GST) for the replacement of a lost, stolen or damaged Long Term Permit.

If you are applying for a Long Term Permit for Special Access Areas, you must attend an occupational health and safety induction before the Permit can be issued. Inductions are held at the Western Treatment Plant, Operations and Maintenance complex (as shown on the Map) on a fortnightly basis at 10:00am on Thursday. You must ensure that your Guest(s), obey the instructions and procedures outlined in the induction at all times while on the site.

4. SHORT TERM PERMITS

Once-off visitors (interstate and international visitors only) who do not hold a Long Term Permit and are not Guests of a Long Term Permit holder may obtain a Short Term Permit and loan Access Key.

Once-off visitors can request a Short Term Permit online via the Melbourne Water website. Short Term Permits are available for collection from the Werribee Visitor Information Centre located at the Werribee Zoo from Monday to Sunday between 9am – 5pm or Melbourne Water from Monday to Friday between 9am-4pm. Valid identification documentation is required.

Loan Access keys must be returned before 4:00pm on the same day that they are issued and provide entry to the General Access Areas only. Once off-visitors who wish to gain entry to the Special Access Areas must attend an occupational health and safety induction before a Short Term Permit providing access to the Special Access Areas can be issued. Inductions are held at the Western Treatment Plant, Operations and Maintenance complex (as shown on the Map) on a fortnightly basis at 10:00am on Thursday. You must ensure that your guest(s) obey the instructions and procedures outlined in the induction at all times while on the site.

Further information can be obtained from the Werribee Visitor Information centre on (03) 8734 6006 or email tourism@wyndham.vic.gov.au; or the Western Treatment Plant on 131 722 or email birdwatching@melbournewater.com.au.

5. KEYS

You will need an Access Key to be able to open the locked access gates indicated on the Map.

You must pay a refundable deposit of \$50.00 before a Long Term Permit Access Key can be issued or provide evidence of identity (e.g. drivers' licence or passport) before a Short Term Permit Access Key can be issued.

To have your deposit refunded, you must return your Access Key to Melbourne Water within two weeks from your Long Term Permit expiry date. If you do not comply with this requirement, your deposit will not be refunded.

You must pay an additional deposit of \$50.00 for the replacement of lost or stolen Access Keys.

You must not lend your Access Key to any other person.

All Access Keys remain the property of Melbourne Water and must be returned to Melbourne Water on request.

Melbourne Water reserves the right to change the locks and issue new Access Keys at its discretion.

On request by Melbourne Water, you must present your Access Keys in person at the site.

6. ARRANGING ACCESS

Melbourne Water has sole discretion to refuse to allow access to the site at any time.

For safety reasons, before visiting the site you must contact Melbourne Water on (61 3) 9325 2525, and provide the following information:

- Your name and Long Term Permit number (if applicable).
- The requested access date and time.
- The registration number, make, model and colour of the vehicle you will be using.
- The names of any Guests who will accompany you.
- A mobile telephone number which Melbourne Water can use to contact you if an emergency occurs while you are on the site (**Nominated Mobile**).

7. LIABILITY AND RISK

You and your Guests enter the site at your own risk and Melbourne Water will not accept any liability for any personal injury or property damage sustained by you or your Guests.

You agree to indemnify and keep indemnified Melbourne Water and its Personnel from and against all claims, liabilities, losses, damages, costs or expenses arising from or in connection with a breach of these conditions by you or your Guests.

You release Melbourne Water from all claims of any kind (including claims for personal injury or damage to property) and from all liability which may arise in connection with you or your Guests accessing the site.

8. PERMITTED ACTIVITIES

You may only access the site for the purpose of birdwatching and you must not engage in any other activities while you are on the site.

The following activities are strictly prohibited:

- Commercial tours without Melbourne Water's written consent;
- Use of remote controlled model planes or 'Drones';
- Motorcycles, push bikes,
- Walking tours through the birdwatching area.

9. PROTECTION OF BIRDS AND ANIMALS

The site is a declared Wildlife Sanctuary and you must not handle, hunt, capture, kill or otherwise disturb any animals or birds.

You must not use "call-playback" for any species of crane or rail while you are on the site.

10. COMPLIANCE WITH DIRECTIONS

On request by Melbourne Water Personnel:

- (a) You must show your Long Term Permit card (if applicable); and
- (b) You and your Guests must identify yourselves and provide evidence of your identity (e.g. a drivers' licence).

While on site, you and your Guests must comply with all directions given by Melbourne Water Personnel or emergency services personnel.

While on site, you must keep your Nominated Mobile turned on and with you at all times so that Melbourne Water can contact you if there is an emergency.

11. SUPERVISION OF GUESTS

You agree that you are solely responsible for your Guests while they are on the site.

You must ensure your Guests remain in your immediate presence and that they comply with these conditions at all times.

You must ensure that all Guests under the age of 18 are supervised by an adult at all times.

If you take Guests into the Special Permit Access Areas, you must ensure those Guests comply with all induction instructions and procedures.

12. RULES REGARDING SPECIFIC HAZARDS

Hazard	Details and Rules
Roads & vehicles	<ul style="list-style-type: none">• Most roads on the site are not sealed.• You must not drive at a speed of more than 60 kilometres per hour and you must comply with all other speed limits sign-posted on the site.• You must drive in a safe manner which is appropriate, having regard to road and weather conditions.• You must stay alert as livestock may be present on roads and lagoon banks.• You must not get close to the lagoon ponds. There is a risk of slipping into the ponds.• You must not attempt to drive through flooded roads.• You must not park your vehicle in a manner which obstructs roads or other access tracks.• You must drive with caution, as roads on the site are shared by a wide variety of vehicles, plant and machinery, and some roads have limited visibility.

Electricity and fire	<ul style="list-style-type: none"> • You must keep away from all electrical installations and fences. • There are high, medium and low voltage power supplies on the site and electric fences are widely used – avoid contact with them. • You must not bring any naked flame or other potential sources of ignition (e.g. cigarettes) onto the site.
Wastewater, recycled water and sludge	<ul style="list-style-type: none"> • You must avoid all contact with wastewater (raw sewage) and sludge as they are a health hazard and contain pathogens. • You must avoid contact with recycled water. This is treated effluent that still may contain some pathogens. • Apply good hygiene practices (i.e. wash hands before eating). • You must not enter lagoon ponds as they can be up to 8 metres deep and there is a risk of drowning. • You must exercise extreme caution near lagoons as drying sludge can form a crust which may look solid but could give way and cause drowning. • Wastewater gases are flammable and can be lethal in confined spaces.
Drinking water	<ul style="list-style-type: none"> • You should not drink from the taps on site. Water quality at the site may vary in some areas and may not meet drinking water standards. You must provide your own drinking water.
Equipment and assets	<ul style="list-style-type: none"> • You must keep away from all equipment on the site. • Some equipment on the site is automated and may start without warning (e.g. aerators, flares, blower systems and control gates). • You must not enter any confined spaces.
Environment, animals & birds	<ul style="list-style-type: none"> • You must exercise appropriate caution as animals, birds, reptiles and insects are present on the site (including dangerous snakes, spiders and bees). • You must exercise caution near trees as there is a risk of falling timber. • You must not remove any soil, plants or other organic matter from the site. • Carrying firearms or crossbows on the site is an offence and may lead to prosecution. You must not bring these items (or other weapons) on the site. • You must not carry out any activities other than bird watching (i.e. you must not camp, light fires, dig for worms, look for mushrooms, cut or remove trees). • You must not collect or eat shellfish (including mud oysters) on the site (including the foreshore) as this may be dangerous. • You must not bring dogs, cats or other domestic pets on the site.

	<ul style="list-style-type: none"> • You must not handle sick or dead animals / birds or their faeces. • You must take all your rubbish with you when leaving the site.
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13. PRIVACY STATEMENT

Melbourne Water respects the privacy of your personal information. When you apply for a bird watching permit, we collect personal information (name and contact details including email address and phone numbers) to administer permits, communicate with permit holders, issue and collect gate keys, and ensure safety and security for permit holders and their guests. This information is stored securely in our online permit application process (see www.pega.com) and may also be conveyed in emails. Our staff and Council staff may also ask to sight (but not collect) proof of identity documents such as a driver's licence or passport. Melbourne Water will not collect your banking details.

The information will be used and accessed by staff who manage our permits, site access and security. It may be shared with staff of Wyndham City Council (Werribee Visitor Information Centre) for the purpose of issuing gate keys. It may also be provided to emergency services in the event of a site incident.

The *Privacy and Data Protection Act 2014* gives people the right to seek access to their personal information at Melbourne Water. To find out how, or to see our general privacy policy, visit our website, melbournewater.com.au, or contact our Privacy Advisor on 131 722 or enquiry@melbournewater.com.au

14. CONTACT DETAILS

Site address

Melbourne Water
Western Treatment Plant Office Complex

As of Wednesday 21 February 2018 access to the Western Treatment Plant Office Complex will change. The new entry and exit point to the Western Treatment Plant will now be via Exploration Avenue off Geelong Road/Princes Highway, between New Farm Road and Newmarket Road. Melbourne Water Signage will be in place to safely guide you through the new access point.

Postal address

Melbourne Water
Western Treatment Plant
P.O. Box 4342
Melbourne, VIC 3001

Telephone 131 722
Email: birdwatching@melbournewater.com.au

Emergency: (61 3) 8734 4222 or (000)