



Track Adoption Agreement

Section 1 – Club Details

Club Name: _____

Contact Person: _____

Position in Club: _____

Contact Address: _____

Contact Phone No: _____ Mob: _____

Email Address: _____

Name of Track to which this agreements refers to: _____

Term of this agreement - Commencement Date: _____ End Date: _____

Section 2 – The Club and its members agrees to:

1. Carry out only agreed work on the nominated track as outlined in the Track Adoption Proposal.
2. Abide by any special conditions that have been set by DEC for the nominated track and the track maintenance work.
3. Advise the DEC Liaison Officer or their nominated representative 30 days in advance of any planned track maintenance work.
4. Ensure that any club members assisting in track maintenance work are registered DEC volunteers and have completed the DEC Volunteer Registration Form (DEC205).
5. Record all hours contributed by club members in track maintenance work on the DEC Quarterly Volunteer Returns (DEC209) and forward this completed form to the DEC 4wd Liaison Officer or their nominated representative at the end of each quarter (March, June, Sept, Dec).
6. Advise the DEC 4wd Liaison Officer or their nominated representative or any injuries and accidents that may occur during any track maintenance work.
7. Comply with relevant Occupational Health and Safety legislation, DEC Policy or Guidelines whilst undertaking any track maintenance work.
8. Provide the DEC 4wd Liaison Officer or their nominated representative, a written report at the end of each working day on work achieved during that time.
9. That participation by a club and its members in the Track Adoption Program does not confer on them the status of a DEC employee or representative.

Section 3 – The Department of Environment and Conservation agrees to:

1. Provide the following levels of assistance/support during the track maintenance work:
 - a. _____
 - b. _____
 - c. _____
 - d. _____
 - e. _____
2. Provide trail maintenance standards, technical advice, guidance and inspection as may be required during the track maintenance work and the life of this agreement.
3. Provide the necessary Community Involvement Programme forms (DEC 205 & DEC 209) to the club.
4. Provide access to any volunteer tools and equipment trailer that may be available within a particular district (subject to availability).
5. Provide induction safety induction training to the club and its members prior to the project commencing.
6. Provide signage indicating that the nominated track is being maintained by the club under Track Adoption Program.
7. Provide the following benefits to the club and/or its members:
 - a. _____
 - b. _____
 - c. _____
 - d. _____
 - e. _____
8. At the time of signing this agreement the Department of Environment and Conservation in good faith expect that the adopted track will remain open to the public for general access. If in the future the track becomes severely degraded or is found to impact on environmental, social or heritage values in an unsustainable way, changes to the current access rights may be required. Any changes would first be subject to communication and negotiation with Track Care and the adopting Club shown in this agreement.
9. To nominate a contact person and coordinator for this project who will be the liaison point between the club and DEC.

Section 4 – Both parties agree that:

1. The club and its members do not expect financial reimbursement for non-agreed expenses occurred during track maintenance work.
2. Overall management of the nominated track, including seasonal closures or closures due to wildfires and/or other natural events, or for management reasons remains with the Department of Environment and Conservation.
3. Either the club or its nominated representative or the Department of Environment and Conservation or its nominated representative, may terminate this agreement at any time due to any breaches of this agreement. Any termination of this agreement would first be subject to communication and negotiation with Track Care WA, DEC and the adopting Club shown in this agreement.

Section 6 – Attachments

List any attachments that relate to this agreement (Specified Condition, etc)

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____
- g. _____
- h. _____
- i. _____
- j. _____
- k. _____
- l. _____
- m. _____
- n. _____
- o. _____
- p. _____
- q. _____
- r. _____
- s. _____
- t. _____
- u. _____
- v. _____
- w. _____