



**PROTOCOL FOR W CLASS TRAM EQUIPMENT
AND TRAMWAY INFRASTRUCTURE
OBTAINED BY COTMA MEMBERS FROM VICTRACK**

This protocol is applicable to W Class tram equipment and tramway infrastructure items that have been obtained by Council of Tramway Museums of Australasia (COTMA) members by virtue of the donation of such material by VicTrack on behalf of the Victorian Government.

The W Class tram equipment has been obtained from trams stored surplus to operating requirements at Preston Tramway Workshops and at the former Newport Railway Workshops. Equipment includes tram body parts and mechanical and electrical equipment.

Tramway Infrastructure items include overhead parts, trolley wire, span wire, components, point and crossing castings, rail and any other miscellaneous items that may become available to VicTrack that can at the discretion of VicTrack be donated to not for profit groups for heritage purposes.

Requests for equipment and infrastructure items is to be via COTMA where support for requests is to be given before approval will be given by VicTrack for the donation.

It is agreed by COTMA members who have received this equipment or items that:

- The equipment and items are held in trust by COTMA members.
- The equipment and items are to be used by COTMA members at their own locations in furtherance of their activities to restore or maintain their tramcars or to provide infrastructure on which to operate..
- No equipment or items are to be sold to other COTMA members, to any other external party or for scrap. If items are life-expired and suitable only for recycling to a scrap dealer, VicTrack is to be advised prior to disposal.
- Equipment and items may be swapped between or transferred at no cost to another COTMA member. Any such transfer/swap must be formally documented and retained by both parties.
- The equipment or items are not to be used to replace equipment or items (owned by the member museum) that has been sold or disposed of to another party.

If any COTMA member wishes to deal with the equipment or items outside the scope of this protocol VicTrack must be first advised and approval obtained.

Signed

Signed

VicTrack

COTMA

/ /2008

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Accepted forMuseum

by

Name:

Signature.....

Position

/ /2008