

# PAWA NSW Annual General Meeting & General Meeting October 2010

**Venue:** Camp Cypress, Baradine

**Date:** 14<sup>th</sup> October 2010

Annual General Meeting commenced 18:30 hrs

## **Acknowledgment of Country**

Chair: I would like to acknowledge the Gamilaroi people as the traditional owners of this land and pay respect to the Elders both past and present.

**Attendees:** Adam Bryce, Michael Mulholland, Daniel Trudgeon, Neil Reckord, Tegan Burton, Duncan Scott-Lawson, Linley Brill, John Hausia, Melanie Bannerman, Angela Seymour, Steve Woodhall, Koen Dijkstra, Andrew Wall, Gavin Newton, Kristy Harvey

**Apologies:** David Brill, Jo Edney, Michele Cooper, Meg Lorang, Jenifer Kingston, Dave Burns, Mel Hall, Jules Bros, Chris Pavich

## **1. Minutes of previous AGM**

Motion by DSL that minutes from previous AGM (November 2009) be adopted, seconded by SW, carried.

## **2. Chair's Report:** written report from Duncan Scott-Lawson

PAWA has been very active since the GM held at Green Gully in May 2010. The achievements of Dave Brill and his team with Equip Tanzania have been outstanding. The continual effort of the committee to facilitate the achievements also needs to be recognised.

I would like to thank Tegan Burton and Steve Woodall for 'keeping the ball rolling' during the periods I was overseas. Tegan and Steve's passion for PAWA during the establishment process and throughout our short life is unquestionable, and I thank you for your ongoing support and efforts.

### **Some of the achievements of PAWA since may 2010 are:**

- Continued development and work in Equip Amazon and Tanzania projects;
- PAWA Merchandise Order Form;
- Additional merchandise items - Keep Cup, and Equip postcards;
- B4H and City to Surf fundraising activities;
- DECCW newsletter on Bolivian Congress and WRD events;
- Letter to Director of the World Heritage Commission concerning DRC World Heritage Properties;
- Presentation provided to DECCW PWG Executive on PAWA programs
- Securing of 10K donation from PWG for PAWA programs;
- Representation and information provided at the Parks Forum and Young Leaders Forum, Sept 2010;
- Release of PAWA Press # 9;
- Local media releases in Dubbo and Blue Mountains concerning 2010 World Rangers Day;
- Articles submitted to Thin Green Line and Guardaparque newsletters (IRF);
- Facilitated 2 month visit by Argentinean Ranger Olalla Martinez as part of International Ranger Development Program;

- Awareness/fundraising night for 'Equip Tanzania' project, 4<sup>th</sup> Sept, Dubbo;
- Council of Australian Ranger Associations (CARA) AGM, Northern territory, Sept, and agreement to endorse MoU with Parks Forum.

#### **Governance and committee**

- DRAFT Committee Position Descriptions, sponsorship package/prospectus, Award Nomination process, project application and assessment forms, and Skype procedures for committee comment;
- Additional non-voting committee member – David Brill;
- PAWA presentation and AGM at Western Rangers Conference, Oct;

#### **Website / communication**

- Update of committee contacts;
- Development of Ranger profiles and addition to website;
- Google wave and calendar investigation;
- Additional links to other conservation agency/organisation websites;
- Contributions to PAWA facebook group;

#### **Current / future PAWA program developments**

- Maintain support for the Equip programs;
- Improve communication within committee (calendar/ Skype meetings etc.)
- Establish agreement and process for donation of DECCW equipment less than \$1K;
- Establish agreement and process for donation of DECCW superseded radio and computer equipment;
- Develop list of rangers killed on duty within NSW and ACT, to be provided to IRF;
- Maintain key stakeholder involvement with CARA;
- Develop MoU with Scottish Countryside Rangers Association for media sharing;
- Support TGLF media releases & activities within NSW;
- Develop promotional and media material and strategy;
- Develop membership and sponsorship packages;
- Investigate support program with Timor Leste.

### **3. Treasurer's Report: written report from Steve Woodhall**

#### Reporting period 1 June 2009 to 31 May 2010

The financial year for PAWA runs between 1 June and 31 May as this allows us to send out membership fee receipts in time for the upcoming income tax assessment.

Our sources of income have been from membership fees, merchandise sales, raffles, events, bank interest and donations.

Our outgoings have gone to merchandise purchases, meeting expenses, assisting overseas rangers to the VI IRF World Congress in Bolivia, promotional expenses, awareness raising events, the Equip programs, bank fees and the Ranger Dependant's Fund

The table below summarises the incomings and outgoings for the reporting period.

<b>Protected Area Workers Association NSW Treasurer's AGM Report 2009/10</b>	
<b>Assets/incomings 1 June 2009 - 31 May 2010</b>	
Bank Balance as at 1 June 2009	\$5,607.78
Subscriptions	\$3,535.00
Bank Interest	\$7.61
T shirt sales	\$465.00
World Ranger Day event*	\$1,285.00
TGL DVD sales	\$25.00
Sticker sales	\$24.00
Equip the Amazon Project**	\$200.00
<b>Total</b>	<b>\$11,149.39</b>
<b>Outgoings 1 June 2009 - 31 May 2010</b>	
T shirt production costs	\$873.40
Donations to Ranger Dependents Fund	\$416.00
Meeting expenses	\$364.12
ATIPITKATXI assistance to congress	\$1,537.12
PAWApress printing	\$984.49
Equip the Amazon excess baggage	\$205.82
Equip Tanzania equipment	\$445.60
Philanthropy Diary	\$50.00
Keep Cup purchase	\$1,100.56
Bank debit/credit fees	\$2.45
WRD expenses	\$124.87
<b>Total</b>	<b>\$6,104.43</b>
<b>Liabilities/commit's/unpres'd cheques</b>	
Nil	\$0.00
<b>Total</b>	<b>\$0.00</b>
<b>Totals</b>	
Incomings	\$11,149.39
Outgoings	\$6,104.43
<b>Nett balance for year 1 June 2009 - 31 May 2010</b>	<b>\$5,044.96</b>

\* includes entry fees, raffle ticket and sticker sales

\*\* excludes income from raffle at WRD 09 of \$855.00

### **Auditing of financial records**

I had chased down the name of a retired accountant who would be prepared to undertake our audits for a reduced fee, however this contact has fallen through. I will investigate and engage another qualified accountant, but one which may cost more, and get PAWA's records audited before the end of 2010.

## **Insurance**

An issue which is on the agenda for this meeting is PAWA purchasing public liability insurance. Whilst we have previously operated under the protective insurance blanket of NPWS for most events till now, it is time PAWA obtains its own insurance.

## **Merchandise sales**

PAWA has raised money through the sale of Tshirts, chocolate, Thin Green Line DVDs and stickers. This year we added KeepCup coffee cups to our merchandise list. Sale of Yachana chocolates has now ceased. Tshirts and KeepCups are specifically sold as fundraisers for PAWA, although at times they are given away as presents and mementos to VIPs. A second consignment of tshirts was acquired during this year and so Tshirt sales are yet to break even. KeepCups sales have recently covered their costs with the medium size cups being more popular than the small cups, although both sizes are selling fairly well.

## **Tax Deductibility (Deductible Gift) status**

I have received the information pack and application form from the Tax Department. I have not yet had the will power to wade into the process. Sean Wilmore of the Thin Green Line Foundation found obtaining tax deductibility status problematic, although I am glad to report the TGL Foundation was recently granted deductible gift status after a 2 year approval process. It is possible that PAWA may also encounter difficulties, however Sean's recent success is grounds for optimism that we will receive deductible gift status.

If any member knows a solicitor who has experience in assisting not for profit groups in obtaining deductible gift status, then I would love to hear from you.

## **Membership**

In September 2010 we signed up our 100<sup>th</sup> member, a milestone worth noting.

Of these 100 members, 77 members are currently financial, 13 are currently unfinancial, with the remaining 10 members having retired. Members have been classified as retired if they have formally notified PAWA of their resignation or if they have not renewed their membership despite at least two (and in many cases more) invitations.

Seven members have "Supporting" membership, with the remainder being "Ordinary" members. 54 members pay their membership fees via payroll deduction with the remaining 36 members paying by direct deposit (these figures include currently unfinancial members).

## **Database for tracking income, expenditure, merchandise stock control, reporting and messages to members**

I am currently tracking all of PAWA's membership, various income, expenditure and merchandise streams, receipt tracking, member renewal and other notifications and report preparation using excel spreadsheets and mail merge word documents. Whilst these are very handy tools, they are becoming cumbersome and time consuming, especially when it comes to membership renewal time, issuing receipts and reporting, as our activities and membership has grown.

I believe it is time PAWA considers acquiring a database program which will track and automate these activities and I have prepared some notes to discuss this as an agenda item at the meeting.

## **Current 2010/11 financial year update**

The current financial year is much larger in financial terms as, through the support of Deputy Director Sally Barnes, we received \$10,000 from the National Parks and Wildlife Service to assist us in our various activities.

This \$10,000 has been allocated in the following manner;  
Equip the Amazon Project \$3,500  
Equip Tanzania Project \$3,500  
Ranger Development Program \$1,000  
World Ranger Day events \$2,000

Good progress has been made on the expenditure of this funding.

We have extended the range of Thin green Line Foundation merchandise we offer for sale to include;

Power of One Packs	\$50
TGL Tshirts	\$35
Ranger in Danger books	\$13.95
Thin Green Line DVD	\$25

All proceeds from the sale of Thin Green Line Foundation merchandise goes directly to the Foundation to support it in its activities. The exception to this is that PAWA retains \$1 profit on the sale of Ranger in Danger books for our use.

As 9 October 2010 PAWA had \$15,375.27 in the bank.

Motion by DSL that Chair's report and Treasurer's report be accepted as presented, seconded by AB, carried.

#### **4. Election of vacated committee roles**

Officers up for election at this AGM were Vice-chair, Secretary and one Committee Member. Nominations were invited from all members, with a deadline for nominations of 14<sup>th</sup> September 2010.

Vice-chair: no nominations received prior to AGM. Nominations opened to the floor.  
SW nominated Tegan Burton, Tegan declined nomination.  
TB nominated David Brill, David accepted nomination (via comms. with Linley Brill), MB seconded nomination, elected unopposed.

Secretary: no nominations received prior to AGM. Nominations opened to the floor.  
JH nominated Melanie Bannerman, Melanie declined nomination.  
DSL nominated Tegan Burton, Tegan accepted nomination, SW seconded nomination, elected unopposed.

While only one of the three existing voting committee member terms was now up for re-election, it was recognised that the PAWA constitution allows for the committee to include up to six non-office bearing members as determined from time to time by the committee. It was therefore decided to elect up to four additional committee members at this AGM, bringing the total to six.

Committee Member: Adam Bryce nominated, elected unopposed.

Committee Member: Melanie Bannerman nominated, elected unopposed.

Committee Member: Daniel Trudgeon nominated, elected unopposed.

Committee Member: Michael Mulholland nominated, elected unopposed.

Editorial comment: thank you to Mel Hall who is now standing down from the committee. Mel sent through the following message:

I won't be standing for re-election to the PAWA committee. Apologies for not being a particularly productive PAWA committee member over the past two years; competing priorities etc. Please keep up the good work promoting and supporting rangers/protected area workers and their projects. I of course will continue to be a PAWA member and look forward to getting updates on the activities of the committee through PAWA Press (and yes Michele I will get around to submitting an article sometime).

Annual General Meeting closed 19:10 hrs

General Meeting commenced 20:15 hrs

**Attendees and apologies:** carried over from AGM, Daniel Trudgeon now an apology

## 1. Minutes of previous general meeting

Motion by DSL that minutes from previous general meeting (May 2010) be adopted, seconded by SW, carried.

## 2. Matters arising from the minutes

#	Action	Who	Status	Comments
08-1	Apply to ATO for tax exemption and tax deductibility status.	SW DBri	Ongoing	Step 1 – acquire ABN – completed. Application paperwork received from tax Department. Still to read and put together application. Experience from Thin Green Line Foundation suggests getting tax exempt status may not be straight forward. Any volunteers to take on process of submitting application?
08-9	Draft recruitment poster.	MC	Ongoing	Poster series - some released, others still in development
08-10	Investigate how other state associations address insurance issue. Obtain additional quotes.	SW	Ongoing	
08-22	Appoint accountant to review books and submit to Dept Fair Trading.	SW	Ongoing	
08-28	Develop a 'sponsorship package' to be used for corporate support.	DSL TB	Ongoing	Waiting comments on Draft Sponsorship Policy from Committee. Example sponsorship prospectus' sourced from other orgs.
09-4	Pursue opportunities for links between PAWA and IAA	TL	????	
09-10	Provide information about potential funding sources or sources of HF radios	TB	Ongoing	Situation being actively monitored. Is also part of discussions with PWG radio upgrade program.
09-21	Liaise with Parks Forum re opportunities for links with PAWA	MC	Ongoing	Several members developed package for Young Leaders Forum, DSL presented to YLF, MC including PAWA info on YLF internet presence. TB working with CARA re MoU and associated projects.
09-26	Monitor situation with DECC radio upgrade program and undertake liaison role.	SW	Ongoing	In contact with Brett Dawson and Col Adams of radio network implementation committee. PWG project running in to 2012, likely to take time before equipment available.

09-27	Monitor progress of uniform replacement program and send out call for donations of old styles closer to time of change-over.	All	Ongoing	Roll-out of high-vis shirts has begun, staged due to resource constraints. Could be timely to promote donation of old styles NOW.
10-03	Prepare material for presentation to PWG Directors Group	SW MC	Completed	Nil further
10-13	Committee google group – tidy up members & settings, develop protocols for effective use	DB TB	Ongoing	Members/settings etc up-to-date. Protocols for use are pending.
10-14	Contact PWG Directors Group meeting co-ordinator re PAWA on May agenda	SW	Completed	Obtained time-slot on June agenda. Nil further
10-15	Contact Alan Henderson re representing PAWA to PWG Directors Group	SW	Completed	Presentation given to PWG Executive on 17 June 2010 by TB & SW. Very well received.
10-17	Formalise protocol for media releases and make available to all members	MC	Ongoing	In prep, with involvement of Stuart Cohen.
10-18	OnDecc newsletter re Bolivia – contact Kathleen Hellmann re providing content for a story, source suitable pictures, contact editors	MC SW	Completed	Participation in Bolivia featured in OnDECCW Issue 1 - 25 <sup>th</sup> June 2010. Note at least two direct responses. Nil further
10-20	Prepare draft Sponsorship Prospectus	TB	Ongoing	See 08-28 above.
10-22	Prepare guidelines for a PAWA photo competition	MC	Ongoing	DECCW staff flooded with phot ocomp requests so letting this rest before launching another.
10-24	Prepare material for PAWA Press & distribution through Aboriginal Network re ideas or leads for engaging with indigenous communities	MC	Ongoing	In contact with network organisers, have asked for PAWA Press to be available next meeting, will include cultural heritage component in that edition.
10-25	Identify potential leads in East Timor via Terry Korn (as ex-NPWS directors group link) and some local Bathurst people	SW LB	Completed	TB & SW to meet with Terry Korn 15th Oct 2010 to discuss future action plan.
10-26	Approach EPA in Bathurst re potential involvement in visit by Batalhão Ambiental	SW	Completed	EPRG happy to be involved. Will prepare presentation on their work and involve visitors in field work as feasible. Macquarie Area Manager also supportive of visit.
10-27	Work with the relevant parties in Brazil re details of visit by Batalhão Ambiental. Prepare briefing note/s for the Deputy Director-General PWG to request support	TB	Ongoing	Previous primary contact Ltnt CInl Sergio Roberto no longer with section. Currently establishing contact with new chief.
10-28	Continue investigating Google Calendar as a communication tool	SW	Completed	Nil further
10-29	Maintain liaison role with radio upgrade committee	SW		See 09-26 above
10-30	Include request for departmental endorsement in presentation to PWG Directors Group	SW	Completed	Nil further
10-31	Send broadcast email to all members asking for expressions of interest for position of Vice-chair	TB	Completed	Nil response
10-32	Confirm with Allan Fox his availability for an event in northern Sydney	TL	Completed	Not available. WRD 2010 activities modified accordingly.

10-33	Contact James Woodford re availability as keynote speaker	MC	Completed	Not available. WRD 2010 activities modified accordingly.
10-34	Provide a final proposal to the committee within two weeks	MC TL	Completed	WRD 2010 activities modified – focus on ranger profiles and local ranger events rather than large PAWA event.
10-35	Notify Blackheath event stakeholders of the change of plans	DSL	Completed	Happy to look at Trivia night linked in with 10 <sup>th</sup> anniversary of GBMWH.
10-36	Provide a firm proposal for committee consideration within two weeks (WRD Dubbo)	DBri	Completed	Fundraising / awareness raising event held in Dubbo on 4 <sup>th</sup> Sept 2010.
10-37	Consider the offer of one person being added as a non-voting committee member and advise accordingly	DBri	Completed	David Brill added as non-voting committee member.
10-38	Contact Jennifer Kingston to ascertain her interest in continuing as a non-voting committee member	DSL	Completed	Jennifer is still committed to assisting PAWA.
10-39	Maintain liaison role with organisers of Western Rangers Conference	LB	Completed	PAWA to present on 14 <sup>th</sup> and have AGM on 15 <sup>th</sup> Sept 2010.
10-40	Send out request for expressions of interest to attend CARA meeting	TB	Completed	DSL and SW participated in meeting in NT on 11 <sup>th</sup> -12 <sup>th</sup> Sept 2010.
10-41	Reply to Cameron Sharpe re PAWA participation at meeting	TB	Completed	As above.
10-42	Liaise direct with Stu Cohen to develop a PAWA media strategy	MC	Ongoing	
10-43	Comment on draft policy, protocol and guideline documents by 1 <sup>st</sup> June	All	Ongoing	Nil comments received to date.
10-44	Contact TGLF and obtain goods for sale on consignment	SW	Completed	PAWA is now selling “Power of One” packs, Ranger in Danger books, Tshirts, Thin Green Line DVD’s on consignment.
10-45	Add link to TGLF merchandise page on PAWA merchandise page	DBur	Ongoing	SW to organise with DBur.
10-46	Enquire with TGLF re having a link to PAWA on the TGLF website	SW	Ongoing	Email sent to Sean, awaiting reply.
10-47	Coordinate World Parks Day Trivia Night	KH	Ongoing	Trivia night now proposed for Thur 25 <sup>th</sup> Nov, with GBMWH.
10-48	Continue coordinating visit by Argentinean ranger Olalla Martinez and provide full report at conclusion.	TB	Ongoing	Visit completed, well received. Final report in prep.
10-49	Undertake preparation of video grab to be linked to PAWA website	SW	Completed	Video finalised and available on You Tube (special thanks to SW’s partner Tracy for all the hard work). SW has set up a PAWA You Tube channel for posting additional videos as required.
10-50	Investigate opportunities for media exposure or other options taking advantage of visit by international ranger	Hosts	Completed	Media release in Bathurst, story in DECCW regional newsletter, radio interview on Bay FM (Byron Bay).
10-51	Liaise with Brazil re potential footage	TB	Ongoing	
10-52	Liaise with PAMS re potential footage	DBri	Ongoing	
10-53	Contact National Parks Foundation to obtain example sponsorship prospectus	MC	Completed	Have contacted, said yes they would send, but nothing forthcoming.



10-54	Upload draft positions descriptions to committee discussion group	DSL	Completed	
10-55	Comment on draft position descriptions by 31 <sup>st</sup> August	All	Ongoing	Nil comments received to date.
10-56	Send message to PWG All Rangers email list on lead up to World Ranger Day	TB	Completed	Used to promote Ranger Profiles.
10-57	Include Equip achievements facts & figures in PAWA Press #9	MC	Passed	Ooopssss... not sure I did this
10-58	Clarify details of WRD event at Taronga with TGLF and report back to committee for decision	DSL	Completed	Sean Willmore knows PAWA support is available for events in Sydney or elsewhere in NSW. Large event currently proposed for January 2011. Ongoing liaison.
10-59	Design and purchase PAWA banner for use at PAWA events	MC	Ongoing	
10-60	Draft some slogan options and provide to committee for comment	MC	Ongoing	Several drafted and posted, awaiting comment from committee, nil received to date.
10-61	Develop standard PAWA template for powerpoint presentations	MC	Completed	Uploaded to google groups files. (Will need to change this as google groups is no longer providing this)
10-62	Develop standard 'Equip' text graphic	MC	Completed	Uploaded to google groups, being used by Equip Tanzania.
10-63	Develop standard Certificate of Appreciation template	MC	Ongoing	Draft currently in prep.
10-64	Include Certificate of Appreciation in sponsorship prospectus	TB	Ongoing	Noted as inclusion when drafted.
10-65	Liaise with organisers of Warrumbungles concert and coordinate PAWA presence at event	DBri	????	Crooked Mountain Concert Sat 13 <sup>th</sup> November – PAWA presence/stall?
10-66	Provide a template for donations data consistent with database	SW	Completed	Equip project co-ordinators now have this template available for use.

### 3. Secretary's report: written report from Tegan Burton

Reporting period 1 May to 10 October 2010

Date	In/out	Name	Issue
<b><u>Specific correspondence</u></b>			
29/05/2010	Out	PWG - DECCW	Financial support for PAWA
2/06/2010	Out	PWG - DECCW	Financial support (revised invoice)
15/06/2010	In	Aust Business Reg.	Notification of ABN
18/06/2010	In	ATO	Advice of Tax File Number
21/06/2010	In	PAWA/Olalla	Record of transfer of funds
??/06/2010	In	Fair Trading	Changes to associations legislation
??/06/2010	In	ACT Brasil	ACT em Foco newsletter for partners
13/07/2010	Out	World Heritage Centre	Concerns re situation in DRC
27/07/2010	In	World Heritage Centre	Response to concerns re DRC
28/07/2010	Out	John Makombo	Congratulations (Nat Geog Soc Award)
4/08/2010	Out	PWG executive	Launch of Ranger Profiles
15/08/2010	Out	Boobook	PAWA to sign Boobook Declaration
16/08/2010	Out	IRF	Report for TGL newsletter
??/08/2010	Out	All members	Equip raffle - tickets & info
19/08/2010	In	APITIKATXI/ACT Brasil	Invitation to VI Indigenous Training
14/09/2010	Out	APITIKATXI/ACT Brasil	Response to invitation to training
8/10/2010	In	ACT Brasil	ACT em Foco newsletter for partners

### Broadcast messages

9/05/2010	broadcast	Call for Vice-chair
25/05/2010	broadcast	Guardaparque April-May
7/06/2010	broadcast	GM minutes, news & updates
10/06/2010	broadcast	Bikes 4 Tanzania / City to Surf
16/06/2010	broadcast	Guardaparque June
23/06/2010	broadcast	Thin Green Line April-June
20/07/2010	broadcast	PAWA Press #9
28/07/2010	broadcast	VII WRC selection (Tanzania) from IRF
29/07/2010	broadcast	Ranger Anthem from TGLF
30/07/2010	broadcast	WRD greetings from IRF
1/08/2010	broadcast	Launch of Ranger Profiles x8
17/08/2010	broadcast	Equip Tanzania fundraising dinner
21/08/2010	broadcast	Dates - AGM, nominations, Press
26/08/2010	broadcast	Guardaparque July-August
4/10/2010	broadcast	Thin Green Line July-September

Motion by SW that Secretary's report be adopted, seconded by LB, carried.

### **4. Extension Officer's Report:** written report from Michele Cooper

Busy year as always, apologies couldn't make the meeting, would love to have caught up with old friends from the world west and the committee! Short and sweet list below of things done and to do....

A strong plea for PAWA Press articles, pretty busy with work stuff so helping with content makes it that much easier to pump out the newsletter and also makes it more interesting for our members!

#### **Stuffs -**

- Winter Magic June 2010 – Blue Mts (Jacq Reid)
- Int Ranger Conf – Bolivia
  - PAWA poster
  - English and Portuguese version of PAWA Press Oct 2009
- Logo for the Mbarangandu WMA via PAMS
- 8 ranger profiles from around the world – World Ranger Day 2010
- Various media including Oli's visit
- OnDECCW – congress article
- Updated brochure and forms
- Merchandise order form
- PAWA Press #9 2010
- Design and review of power point for Exec
- Raffle poster
- FaceBook page – including content, uploading images
- Equip Tanz and Amazon logos
- Draft Equip Tanz brochure



#### **In progress –**

- PAWA Press 10 – **please submit articles!!!!!!**
- Banners -
  - retractable banner – 2x0.85m
  - double sided vinyl banner – 2x2x1m
  - sourcing images
  - request to committee to review suggested bylines – nil response



Motion by SW that Extension Officer's report be adopted, seconded by AB, carried.

## 5. Project Reports

### Equip the Amazon: written report from Tegan Burton

Language is currently posing a challenge – with the loss of our primary field-based contact, Marcelo Segalera, and his bi-lingual skills, all correspondence is essential occurring in Portuguese. I would like to take this opportunity to thank Marcelo for his invaluable contributions to getting this project off the ground and bringing together our first few years of activities. Arlison Kleber is now our primary field-based contact within ACT Brasil, although I have also been working with other colleagues depending on the issue under discussion. After seeing the passion and diverse skills of our colleagues first hand, I expect Equip the Amazon to continue in leaps and bounds.

PAWA received an invitation to participate in the first Indigenous Ranger Training to be run in the neighbouring state of Para and coordinated by APITIKATXI, with the support of ACT Brasil, which we declined in this instance.

I have been monitoring the availability of HF radios on the second hand market. So far even second-hand the units appear costly. We will also be looking forward to the donation of superseded laptops from DECCW.

The PAWA raffle drawn in Dubbo in September raised funds for our Equip programs, with proceeds being split 50:50 to the Amazon and Tanzania. This year we produced and distributed tickets specific to the raffle, giving a more professional appearance and helping to promote the Equip concept.

I was advised by Lynne Moyce, Manager, Stakeholder Liaison and Group Coordination, PWG that a case study on Equip the Amazon will be included in the DECCW Annual Report and was asked to review and build on some draft text. I will forward a copy of the final report as it appears in the Annual Report. I am optimistic that it will be included as the publications unit have been asking for suitable photos.

The final draft text was:

*Improving the recognition and safety of protected area workers in South America*

*Along with caring for our own national parks, DECCW staff are also supporting conservation efforts in the Amazon through membership of the Protected Area Workers Association NSW (PAWA).*

*Improving the professional standards, recognition and safety of protected area workers elsewhere in the world is an important focus of PAWA. As a result, twelve DECCW staff members travelled to Bolivia in November 2009 for the 6th World Ranger Congress and donated seven duffel bags containing 42 GPS units, 12 fire helmets, 24 fire uniforms, and numerous fire-rated gloves and field shirts.*

PAWA's <<http://www.pawansw.org/projectamazon.html>> Equip the Amazon project works in partnership with Brazilian agencies to help indigenous communities living in Tumucumaque (too-moo-koo-MAH-key) Indigenous Park to protect their land. Located in north-east Brazil, the park encompasses more than 4.2 million hectares of Amazon rainforest and is home to numerous indigenous communities, many of whom live traditional lifestyles with minimal influence from the outside world. With Tumucumaque lands are coming under increasing threats from deforestation to make way for agriculture, illegal mining and timber extraction.

*Equip the Amazon plays a significant role in helping local communities protect their land by providing them with much needed base-level resources essential for effective land management, and the training necessary for using and maintaining those resources. DECCW supports Equip the Amazon through the donation of superseded equipment such as GPS units, digital cameras and personal issue fire fighting equipment and through promotion of this project amongst staff and the broader community.*

### **Upcoming activities**

A visit by our Brazilian colleagues had been tentatively planned for September 2010 however this was the same period of the Indigenous Ranger Training in Para. A revised date of March 2011, post NSW summer / fire season, has now been proposed.

Ideally the visit will include three participants: indigenous representative from APITIKATXI (Juventino Kaxuyana); indigenous representative from ACT Brasil (João Asiwefê Tíriyo); representative from Batalhão Ambiental, Macapa, who will also speak English and have the additional role of translation.

Total funding requirements (essential and desirable) and potential funding sources are currently being identified by all partners.

### **Additional information provided at meeting**

The \$3500 donated by PWG will be used to support the visit here proposed for March 2011.

Tegan has given two presentations related to this project.

- 'Ranger Training Amapa Style' as a Links Lunchtime Seminar to PWG staff on 10<sup>th</sup> June
- 'Equipping the Amazon: building the capacity of local communities to engage in meaningful conservation' as a lecture to students of Global Environments: Conservation and Management at Charles Sturt University, Thurgoona on 10<sup>th</sup> September

Susie Smith, a DECCW staff member, has offered assistance to the project after reading about it in the staff newsletter on DECCW. (Susie travels annually to Brazil and speaks Portuguese.)

### **Discussion at meeting**

Michael Mulholland is keen to provide support to the project, please just let him know how he can assist or what kinds of activities are needed. (Thanks Mick!)

Excess luggage issues – Qantas previously advised Equip Tanzania Co-ord that they only waive fees for activities associated with Rotary. Perhaps if PAWA were to pursue links/partnerships with Rotary in the future we would also be able to take advantage of this.

## **Equip Tanzania: written report from Linley Brill**

### **Background**

The Agreement of Cooperation between the PAMS Foundation and the Protected Area Workers Association NSW was officially signed on 31<sup>st</sup> May 2010. Equip Tanzania has been officially operating for just over 4 months and has achieved some significant outcomes.

### **Provision of Equipment to the Village Game Scouts of the Selous-Niassa Wildlife Corridor** Equipment transported to Tanzania by Wayne Lotter April 2010

An initial batch of equipment was transported to Tanzania for distribution to the Village Game Scouts (VGS) by Wayne Lotter following the Healthy Parks Healthy People conference in Melbourne. This equipment included:

- 7 x Digital cameras with memory cards & camera bags
- 6 x Garmin 12xl GPS.

- 1 x GPS USB cable.
- 2 x Dolphin micro AA waterproof torches.
- 60 AA energizer rechargeable batteries.
- 2 x Energizer AA battery chargers.
- 7 x AUS/UK (Tanzania) travel adapters.

The above equipment has been distributed to the VGS as per Krissie Clark's *May Equipment Distribution Report* provided to the committee in early June 2010. The equipment has been extremely well received and greatly appreciated by the PAMS Foundation and the VGS. The equipment provided by PAWA in April has been used to kick start a new monitoring and anti-poaching program that is being conducted by village game scouts in the Mbarang'andu Wildlife Management Area.

#### Equipment sent by mail April - Sept 2010

Due to weight restrictions & excess luggage fees the remainder of the first batch of donated equipment was unable to be transported by Wayne Lotter. The remaining equipment was sent by Sea mail over the proceeding 2 weeks by the Equip Tanzania Coordinators. The equipment was sent in 4 separate parcels to increase the likelihood of at least some of the equipment arriving safely in Tanzania.

*Note* Registered international mail is not available to Tanzania as Australia Post cannot guarantee delivery of items to that country.

The equipment that was sent by Sea mail included:

- 1 x Garmin 12xl GPS
- 7 x first aid kits
- 5 x Dolphin micro AA waterproof torches
- 43 AA Energizer rechargeable batteries
- 5 x Energizer AA battery chargers
- & a book owned by Wayne Lotter and accidentally left behind in Australia.

Two additional parcels were sent by sea mail by the Coordinators in June and included 2 FIFA world cup soccer balls, 2 soccer ball pumps, 2 first aid kits, 4 stationary kits (including notepad, pens, pencils, sharpener & rubber), 2 Eveready AA torches and 1 petzel head lamp. The soccer balls were included to provide a fun reward for the PAMS Foundation's monthly reward based performance competition for the VGS.

None of these 6 parcels have arrived in Tanzania. This is an extremely disappointing outcome for both partner organisations. In hindsight, the Coordinators do not feel that Sea mail is a viable option for the transportation of Equipment to Tanzania.

A test parcel was recently sent by insured Air mail (which is quite expensive) by the Coordinators to see if this method was a viable option for light weight, medium cost items such as GPS units. A first aid kit and 2 x solar AA battery chargers were sent by this method as a trial. This parcel has also failed to arrive in Tanzania at this time. If it has not arrived when the PAMS Foundation next checks their mail then a claim will be lodged under insurance for the missing items.

The opportunistic transportation of equipment by individuals appears at present to be the only viable option for delivery of equipment to the VGS.

#### Equipment purchased using the donation from DDG PWG

The generous donation of \$3,500 from the DDG PWG to the Equip Tanzania program in June 2010 was used to purchase equipment in NSW for the Village Game Scouts.

The following list of equipment was purchased using these funds and transported to Tanzania by David Brill in September 2010.

- 2 x Pentax Optio E80 digital cameras with SD cards & camera bags
- 2 x Energizer AA battery chargers with 4 AA batteries incl.
- 8 x 4pk AA energizer rechargeable batteries
- 2 x Aus/ UK (Tanzania) plug adapters
- 7 x Eveready LED headlamps
- 7 x Bushnell Binoculars
- 1 x etrex Legend Garmin GPS with protective case and 12V power cable
- 1 x Stealthview Digital night vision monocular.

These items added up to a total of \$3191.67 leaving an amount of \$308.33 to be used for excess luggage fees & other transport costs if required. No additional fees were incurred during transportation so the remaining funds will be spent on purchasing some additional equipment later in the year (exact items still to be determined).

#### Additional Equipment transported to Tanzania by David Brill in Sept 2010

In addition to the above purchased items, a number of donated items were also transported to Tanzania for the VGS in September by David. These items include:

- 2 x laptop & bag (donated by DECCW & configured with freeware in Swahili by DECCW IT staff)
- 1 x Celestron Binoculars
- 1 x 12XL Garmin GPS
- 3 x St Johns first aid kit
- 1 x AA LED headlamp
- 1 x AAA LED headlamp
- 1 x environmental torch
- 1 x Low profile antenna for Garmin GPS
- 1 x vehicle charger for Garmin 12xl GPS
- 1 x backpack
- 3 x Firearms cleaning and maintenance kits including bore snakes for 22, 12 gauge & 375

*Note* A donated ASUS PC notebook and a Hewlett Packard iPAQ are also currently being used by David in Tanzania for the Parthenium project and for trialing the Cybertracker software with the VGS. This equipment will return to Australia.

#### **Training of VGS**

The VGS have received initial training on the use of the digital cameras and GPS units by Krissie Clark. There have been some ongoing issues relating to the use of this equipment due to the majority of the VGS not speaking or reading English. Krissie has been continuing to provide additional training where possible.

David has undertaken follow up training over the past 2 weeks with the VGS on the use of the cameras and GPS units. Training has been undertaken in the field with a representative of each of the 7 village units whilst on the joint patrols. This training has been conducted with the assistance of an interpreter and has worked very well.

The majority of the VGS that David has trained can now operate the cameras with a good degree of competence including using some of the additional features. The GPS training has been very successful and the VGS trained can now navigate the menus to record waypoints, enter co-ordinates and use the Goto function on the GPS's. It is hoped that these VGS will be able to go

back and train other members of their village units in the use of this equipment. David also provided training on how to operate the binoculars, headlamps and other donated equipment.

David has undertaken training with the VGS in law enforcement techniques including the collection and recording of evidence. Whilst in the field David has conducted basic training in patrol techniques including the use of forward scouts and methods of approaching potentially hostile individuals. This training was conducted to improve the safety of the VGS when dealing with potentially dangerous poachers. David has also conducted some training on the safe handling of firearms and the maintenance and cleaning of firearms using the donated cleaning equipment.

During the patrols David has trialed a number of Cybertracker templates with the VGS and the information gained from this trial will be used to inform and progress the Cybertracker project.

### **Donations for patrols**

A number of generous donations by individuals in Australia have been received to fund anti-poaching patrols by the VGS. Funds received by the PAMS Foundation have been sufficient to cover the costs of two village patrols and two joint anti-poaching patrols. The two joint anti poaching patrols have provided a forum for David to conduct important field training with the VGS.

### **PAMS Foundation/ PAWA regular reports**

The coordinators from the PAMS Foundation & PAWA have jointly developed a regular report that covers all current and emerging issues. This process is proving useful in streamlining communications, assisting in clarifying issues and prioritisation of activities. This is now the agreed process for most PAWA/ PAMS Foundation communications and committee members can forward any requests or information to Linley Brill for inclusion in the regular reports.

### **PAWA Raffle**

A PAWA Equip raffle was organised by Tegan Burton with assistance from Linley Brill. The funds raised from the raffle will be divided between PAWA's two Equip projects. Tickets were distributed to all PAWA members and over a thousand dollars was raised for PAWA's two Equip projects.

The raffle was drawn at the Equip Tanzania Fundraising Dinner on 4<sup>th</sup> September and the prize winners were as follows:

- 1<sup>st</sup> Prize Framed print "Natures intent" (donated by Chris McClelland) – winner Casey Towns & Shane Tonkin
- 2<sup>nd</sup> Prize Taronga Western Plains Zoo entry & Big Cat Encounter (donated by TWP Zoo) – winner Bob's Pets & Fish
- 3<sup>rd</sup> Prize Jenolan Caves Plug Hole Adventure Tour (donated by Jenolan Caves Trust) – winner Jacki Roberts
- 4<sup>th</sup> Prize Thin Green Line DVD – winner Trio Hair D-zine
- 5<sup>th</sup> Prize Timbet 2 Timbuck 2 CD– winner Ross Taylor

### **Equip Tanzania Fundraising Dinner**

A dinner was held in the auditorium in the Western Plains Cultural Centre on Saturday 4<sup>th</sup> September to coincide with threatened species day. The dinner was used to raise awareness of conservation threats in southern Tanzania as well as to raise funds to assist the VGS. Linley Brill presented on the Equip Tanzania project, Terry Korn presented on the evolution of Timor Leste's protected area system and Ross Taylor presented on rhino conservation. The presentations were informative, interesting and well received by the guests.

The evening was a great success although numbers were a little lower than hoped, partially due to localized flooding following heavy rains. The event has proven extremely valuable for networking and some valuable links have been established that could provide significant benefits for the program in the future.

The Coordinators would like to thank Melanie Bannerman, Duncan Scott-Lawson and Steve Woodhall for their assistance with running this event.

Approximately \$1,700 was raised on the night through the sale of the dinner tickets and donations. The cost of catering was covered by a donation from PWG and the Mayor of Dubbo provided a donation to cover the cost of the venue hire. A small amount of PAWA and TGL merchandise was also sold at the event. A proposal for expenditure of the funds raised on the night will be developed and submitted to the PAWA committee for consideration in the near future.

The winners of the Lucky Door Prizes on the night were:

Blue Mountains explorer bus pass	Bill Carrol
Framed print of Wedge Tailed Eagle	Jody Abbott

### **Bikes 4 Tanzania sub-project**

In June 2010 PAWA & the PAMS Foundation entered into a partnership with Bikes for Humanity Melbourne & Bikes 4 Humanity Sydney to provide a container of bikes & other field equipment to the Village Game Scouts in the Selous-Niassa Transboundary Conservation Area in Tanzania.

Bikes for Humanity Melbourne are managing the logistical arrangements of the container and provision of the bikes. Bikes 4 Humanity Sydney is working with PAWA on the fundraising aspects of the project.

A Bikes 4 Tanzania page has been set up under *Projects* on the Bikes 4 Humanity Sydney web site [http://www.bikesforhumanity.com.au/?page\\_id=717](http://www.bikesforhumanity.com.au/?page_id=717)

### ***City to Surf***

The main fundraising event for this sub-project was the City to Surf fun run in Sydney on Sunday 8<sup>th</sup> August 2010. A Bikes 4 Humanity team was established and 43 team members participated in the race. The Everyday Hero's Website was used to conduct the fundraising for this event and proved a very successful tool for this type of activity.

Over \$4,000 was raised at the City to Surf event and Reid McNamara from Bikes 4 Humanity Sydney has worked extremely hard on this project. The Coordinators would like to thank Reid for all his hard work. A luncheon was provided for team members after the race and the Coordinators would like to thank Tegan Burton for her assistance with setting up and catering for the post race luncheon.

### ***Bunning's BBQ***

Bikes for Humanity Melbourne generously extended their public & product liability insurance to cover fundraising for the Bikes 4 Tanzania project. Under the Bikes for Humanity insurance cover two Bunning's BBQs have been conducted and \$990 raised for the project.

### ***Other fundraising***

An art show in Bondi has been organised and a % of proceeds will be donated to the Bikes 4 Tanzania project.

### **Parthenium Control sub-project (funded by David Brill)**

Parthenium has only recently been detected in Tanzania with a localised infestation occurring around the Arusha area.

Following his arrival in Tanzania, David was initially based in Arusha where he was involved in a number of meetings with relevant government departments to raise awareness about the threat of Parthenium and to obtain the necessary approvals to carry out chemical control of the outbreak. Liaison with the relevant departments is ongoing and further work is required.



David has commenced mapping of the infestation using an Invasive Alien Plant template in Cybertracker designed by Marc Irvin. Mapping of the outbreak will continue when David returns to Arusha next week.

Krissie and David have located local suppliers for the herbicide, PPE and spray equipment however it is unlikely that any training or on ground control programs will be carried out until next year. Stage 2 of the Parthenium Control Project is planned to commence in April 2011 and David will return to Tanzania at this time to supervise the spraying program.

### **Cybertracker sub-project**

Only a small percentage of villagers in the corridor speak or read basic English. Many villagers have limited schooling and poor literacy is common. Krissie Clark speaks limited Swahili and an interpreter is required for training and meetings with the VGS.

Cybertracker is being investigated as a possible tool to assist the VGS with their monitoring and anti-poaching program. The Cybertracker software has the potential to allow the VGS to collect a wide variety of specialised data using a user friendly icon based interface. Data collected in this manner could be readily interpreted by both the VGS and the PAMS Foundation without the need of an intermediary translator. Data is collected in digital format avoiding the need for time consuming data entry from paper forms which occurs under the current system. Data collected in Cybertracker can also be readily imported into spreadsheets and databases for further analysis.

Jeremy Clark and Marc Irvin are currently working on a project to provide the village game scouts with an icon based version of Cybertracker that will run on hand held PDA's. A number of Cybertracker templates are currently being trialled by David Brill during patrols with the VGS. The initial trial has shown a preference for a modified version of the Kruger template. Further modifications of this template will be undertaken to adapt it to suit the particular data collection needs of the VGS including the use of Swahili for any text menus and descriptions.

A field trial of Cybertracker is planned for May 2011 and will involve on ground field training and use of the software by selected teams of VGS for data collection during patrols. Marc & Jeremy are investigating options for obtaining robust PDA's for the field trial and initial enquiries have been positive.

### **Challenges faced by the Equip Tanzania Project**

- The coordinators are frustrated by the difficulties encountered with transporting equipment to Tanzania. Further options involving international couriers will be investigated as an alternative to using the mail system. Where possible funds should be provided directly to the PAMS Foundation to purchase items in Tanzania so as to avoid the costs of freight and loss of equipment. This would maximize the benefit of donated funds.
- Language issues remain a challenge when conducting training for the VGS. The need for interpreters adds additional costs to any training conducted.
- Many of the VGS have had limited prior exposure to technology. The VGS are adapting well to the use of the new technology but require ongoing mentoring support and training.
- The road system in Southern Tanzania is extremely poor and it takes an extremely long time to move from one area to the next. Very few motor vehicles exist in the corridor and the roads can only be traversed during the dry season by push bikes, motor bikes and 4WD vehicles. During the wet season many of the villages become totally isolated for extended periods of time. This makes distribution of equipment, data collection and regular communications time consuming, difficult and sometimes impossible.

### **Additional information and discussion at meeting**

A parcel has arrived! Still to confirm which parcel, ie whether it was one of the ones sent by Sea mail or by insured Air mail.

Bikes 4 Tanzania financial update – City to Surf raised \$4000, BBQ's raised \$1000, art auction raised \$5000 = \$10,000 in total (currently sitting with Bikes 4 Humanity) = fundraising goal now met, project is ready for action. The partners have been discussing the various pros and cons of sending a container of bikes or transferring cash for local purchase. They will be having a phone hook-up on Saturday to confirm the preference amongst the partners (ie B4H Sydney and Melbourne, and Linley Brill). The current preference being considered is the purchase and assembly of suitable bikes in country. B4H is willing to support this approach (if decided, will then direct bikes currently in storage in Melbourne back to their originally planned destination of Namibia).

This approach would see the purchase and assembly of approximately 97 bikes in country, followed by a number of events associated with distribution of the bikes.

Motion by LB that PAWA supports the purchase of 97 new bikes in country using funds from Bikes 4 Tanzania, and pays costs associated with distribution up to \$1000. Seconded by MB, carried.

Note that as per the Bikes 4 Tanzania partnership agreement, any remaining funds from the Bikes 4 Tanzania fundraising will be returned to B4H Sydney for redistribution.

Note that the raffle prize winners are to be included as a 'notice' in PAWA Press #10.

**Action:** Tegan to liaise with Michele re including Equip 2010 raffle results in PAWA Press #10.

**Action:** Linley to prepare post Fundraising Dinner report for PAWA Press #10 and for PAWA website. (Include thankyou's and recognition of support.

**Action:** Tegan to provide examples of previous event reports available on website to Linley.

**International Ranger Development:** written report from Tegan Burton

**First Ranger hosted – Olalla Martinez of Quebrada del Condorito National Park, Argentina.**

Full report currently in preparation. Draft will be submitted to committee for review/endorsement prior to final release and broader distribution. In the mean time, some quick points:

- two months, 21<sup>st</sup> June to 8<sup>th</sup> August 2010;
- facilitated by PAWA, extensive support from PWG Area and Regional staff, and \$1000 contribution by PWG for expenses;
- Olalla travelled 1760 kms just moving between each of the host locations (not including the flight returning her from Byron to Sydney), with additional travel within each host location;
- Hosted by 10 different PWG Area's for work, and . . . Rangers and their families for overnight hosting

**Pre-trip perceptions of Australia / expectations of trip**

*Australia seems to be a country with a system of protected areas strongly developed throughout its history that includes the wonderful and diverse types of wilderness areas that exist in the territory, from the marine coasts, the different kind of forests in the mountainous zones, to immense deserts. A country with an extremely extensive territory that takes ahead the protection of its natural environments through concrete management actions.*

*In this two months to be spent passing through several protected areas of the state of NSW I hope to know about the diverse natural environments of this region, how the protected area system is formed, how NGO's like PAWA participate, resources available for management, the strengths and threats of the organization, to know the organization and the roles of the different conservation staff, to collaborate on tasks and activities undertaken by rangers, how training occurs, the type of equipment used.*

*In addition, I long to share the day to day activities with my Australian colleagues, in order to understand from the inside their life and perceptions of work, to exchange information and anecdotes of different places. On the other hand, I also hope that this experience sets a precedent enabling a formal route by which exchanges between conservation staff of Australia and Argentina and other parts of the world may occur.*

*I believe that this experience will constitute a valuable learning opportunity for me as much in the professional as in the personnel, and with which I hope to be able to contribute to the growth of the system of protected areas of my country and to the connection between all the rangers around the world.*

### **Feedback from hosts**

Linley Brill, Dubbo Area - We have had a fantastic time hosting Ollie she has been great. I take her up to Coona to Peter Brookhouse tomorrow. We will miss her!

As well as doing some normal National park work Melanie somehow managed to arrange to get access to the zoo's Tassie devil enclosure to see their insurance population and breeding program (has been strictly off limits to all but a few keepers - definitely no public) and as we had shown Ollie Mallee fowl mounds in the Goonoo and she had helped with picking up the monitoring cameras we also arranged for her to see the mallee fowl captive breeding facilities at the zoo and she was able to see adult pairs up close.

Ollie also gave a great presentation to the Area staff this morning and the field staff were particularly animated in the discussions asking all sorts of questions which was great.

Andy Marshall, Hastings Area - Oli was a delight to have visit, and was eager to share ideas on a number of park management issues, some similar and others quite a different perspective. I'm sure we benefited as managers almost as much as she did. This observation prompted me to write to comment that the exchange opportunities PAWA was creating would not only benefit our PAWA international visitors, but also potentially hold great value to us as NPWS, and would be nice if NPWS continues to support these opportunities for the fertile exchange of novel ideas,... I certainly picked up some ideas from Oli which I hope to work into one of my programs, which would not have happened otherwise.

Holly North, Richmond River Area - Olalla had a good taste of the Northern Rivers, assisting Lisa Wellman, Liz Dargin and Holly North with pig baiting in Ballina NR with ParkAir 3 on Monday 26 July, patrolling Cape Byron Marine Park on Tuesday with Brett Hurley and Josh Slabb, learning about Arakwal co management at Byron Coast area with Nigel and Yvonne Stewart, Broken Head NR with Sean Court, and the volunteer program at Cape Byron with Andy Robinson on Wednesday. Olalla also gave a presentation about her park in Argentina (Parque nacional Quebrada del Condorito – which translates to Canyon of the little Condor NP) to Byron area staff on Wednesday.

On Thursday Olalla came with NRR staff to the regional fire prep day at Woody Head. Friday she accompanied me on a patrol of Bungawalbin NP, Broadwater NP and Richmond River NR. We saw 5 emus at Bungawalbin, and about 15 whales between Evans Head and the Richmond River. We also toured Australian Seabird Rescue, visiting the turtle tanks which currently have 5 green and 1 loggerhead turtle in rehabilitation. On the weekend we went surfing at Whites Beach on Saturday and Wategos on Sunday, as well as seeing lots of whales, a hammerhead shark, turtles, rays and common and bottlenosed dolphins at the Easterly Point at Cape Byron.

Olalla and I did an interview on BayFM Community Radio's "Radio Latino" program Sunday afternoon to promote World Ranger Day and PAWA's Equip projects, which are gathering donations of equipment and money to send field gear to rangers on the front line of biodiversity protection in countries such as Tanzania, Brazil and Jamaica.

## **Future activities**

Following the success of the initial program, I would like to see PAWA facilitate similar exchange / international development opportunities on an annual or biennial basis.

As per PAWA's meeting with PWG executive (see PWG Directors Group in general business), PWG are supportive of this initiative, although they would like to see a focus in our (Oceania) region and in Timor Leste in particular – as this will strengthen the links created when NPWS assisted in the establishment of that nation's first national park.

Recognising that it may not be feasible to engage in this way with a colleague from Timor Leste annually, there was scope for involving field-based colleagues from other parts of the world on occasion, particularly where this can be linked to other ongoing activities in that country (eg our current projects in Brazil and Tanzania).

## **Discussion at meeting**

The efforts of everyone to pull this project together and the contributions made by all the hosts (at a personal and professional level) was noted. The visit worked really well, with some good outcomes, it was a good example of successful project delivery which can be shown to the department to foster support for future activities.

It was suggested that when/if we are not able to bring colleagues from Timor Leste, PAWA could look to Papua New Guinea – some members have personal links with colleagues there, eg developed during the Kokoda Track program.

For 2012, it was suggested that PAWA could bring someone back from the WRC in Tanzania as a post-congress visit.

## **6. General Business**

### **PWG Directors Group – Steve Woodhall**

*(as per report provided to committee on 18<sup>th</sup> June)* I am very pleased to report that Tegan and I had a very constructive and productive meeting with the PWG Directors on 17 June. Apart from introducing them to PAWA, we asked for four areas of assistance:

*PWG approves the donation of suitable surplus equipment where individual items are valued at less than \$1,000 to the Protected Area Workers Association NSW (PAWA).*

The Directors were happy with this, but the rules need to be checked and the process sorted from their end. Mark Peacock (Director Western) and I will be liaising on this matter.

*PWG approves the donation of superseded radio network equipment to PAWA.*

The Directors were supportive of this. They weren't aware if there were any disposal plans for the gear already in place, but seemed happy to favourably consider donating the gear. This matter will require more work as the replacement program will be operating over the next couple of years. I have already discussed this with the Radio Officer coordinating the replacement program and Col Adams (ranger Bathurst) who is on the replacement program steering committee and they are both supportive.

*PWG enters into a partnership with PAWA for the delivery of an annual International Ranger Development program and finances the program to a value of up to \$5,000 per annum.*

The Directors were very supportive of this initiative. They are keen to focus on the Oceania area and East Timor in particular. Sally's preference was to concentrate on the East Timorese Rangers for a couple of years as this will create & strengthen NPWS/East Timor links and make it easier to argue for funding for an ongoing and established program. There was some scope for bringing

rangers from other parts of the world in the future. Alistair Henchman made us aware that Kosciuszko NP has had an exchange program going with Bhutan for the last 10 years.

*PWG finalises the International Exchange program for operational staff.*

This one didn't get up. Sally said it wasn't the right time given the present funding climate. Paying for airfares for rangers to go OS would need approval from Lisa Corbyn and the Minister. She did say "come back in 12 months", so the idea isn't dead. Talking to Tegan afterwards, fostering ranger exchanges is a Parks Forum initiative and they are looking at different models, so there is some scope to piggyback on their program and examine different options.

During the presentation we got good discussion and positive feedback from the Director's. I certainly got the feeling they were happy with the things we are doing and they are prepared to be supportive. As Sally said at the end, "3 out of 4 aint bad" and I tend to agree with her. We've made a positive start with the directors and while there will be some negotiating of details, I think we should end up with some good things happening. I'd just like to say thanks to everyone who helped me get the presentation and background info together. You certainly improved on my efforts.

### **DECCW donations <\$1K – Steve Woodhall**

DDG memo, for purpose of advising staff of agreement that superseded equipment with a value of less than \$1000 may be donated to PAWA, to be drafted. Awaiting return of Mark Peacock (Director Western Branch) from leave before further action (Mark was nominated as the primary contact for PAWA following on from the presentation to the Directors group).

Memo to include nominated contact points / PAWA representatives around the state. Adam Bryce in Western and Tegan Burton in Metropolitan in the first instance, additional to be included as available.

**Action:** Steve to draft DDG memo re superseded equipment and submit to Mark Peacock.

**Action:** Duncan to identify willing contact points for equipment donations in coastal north and coastal south.

### **DECCW donations – laptops – Chris Pavich**

Having some difficulty connecting with Graham Simmonds to determine likely numbers and possible ETA's for more give-away laptops. When I have managed to speak with him he has been +ve, but emails don't get much response. I feel though that yes, more will come our way, but can't say any more than that.

Following provision of pre-meeting material, Linley spoke to Jeremy Clark in DECCW IT (who is also a PAWA member). He advised that laptops come in as they are replaced and that they need to be tested for functionality before they can be provided to PAWA. There is currently no central return location, however Jeremy will now pursue establishing this as there is now an identified need.

Ideal mechanism for delivery of laptops to projects areas is transportation by hand, linking in to upcoming trips.

**Action:** Linley to approach Jeremy Clark re interest in taking on a 'project leader' role for laptop donations.

**Action:** Duncan to discuss project updated with Chris Pavich.

**Action:** Tegan and Linley (as Equip coordinators) to send requests for laptops to project leader (eg numbers requested, timeframes for delivery/travel). (Final approval for delivery as per requests or otherwise to be sought from committee prior to allocation.)

Motion by LB that PAWA agrees that, subject to availability, four laptops will be released to Tanzania in May 2011 and six to Amazon in March 2011 (or a ratio thereof). Seconded by DSL, carried.

## **DECCW donation – radio equipment – Steve Woodhall**

Discussed with Col Adams from the radio implementation committee. The current situation is:

- Radio implementation committee is aware of our interest in acquiring redundant equipment.
- No decision has yet been made on the disposal of replaced equipment
- Still unsure whether the HF network in the west of the state will be replaced or simply refurbished. (HF radios are the primary request by our Amazonian colleagues)
- State wide implementation has slowed as funding is tight and resourcing for the new Murray Area has to be catered for in the project.

Comment - the concept of donating radio gear to PAWA was raised at the meeting with the PWG Director's Group at the presentation in June. Although the matter was not discussed in detail, it was favourably received, so there is potential for agreement with the proposal.

Motion by SW that PAWA formally approaches PWG to request the donation of superseded radio equipment to PAWA. Seconded by DSL, carried.

**Action:** Steve to draft letter to PWG formally requesting donation of superseded radio equipment.

## **Tracking database – Steve Woodhall**

Issue: It is proposed that PAWA acquire a database for handling its financial and membership details to replace the current system of excel spreadsheets and mail merge documents.

Background: I am currently tracking all of PAWA's membership, various income, expenditure and merchandise streams, receipt tracking, member renewal and other notifications and report preparation to members using excel spreadsheets and mail merge word documents. Whilst these are very handy methods, they are becoming cumbersome and time consuming, especially when it comes to membership renewal time, issuing receipts and reporting as our activities and membership has grown.

I believe it is time PAWA considers acquiring a database program which will track and automate these activities.

I have been investigating the use of Filemaker Pro software for such a purpose. This software is very similar to Microsoft Access, with the added advantages of working on both Windows and Apple operating systems, can be networked (using Windows and Apple operating systems concurrently), can be accessed and updated via the internet and data (such as merchandise price and stock level numbers) can be displayed on the website as well if required. It also handles other functions such as emailing from directly within the program, report preparation (including graphs), task management and event management. Filemaker Pro information at <http://www.filemaker.com/products/filemaker-pro/index.html?nav=products-pro>

Designing a new database or modifying existing free Filemaker databases for PAWA's use has been beyond my personal attention span and skill. I believe we should canvass the membership to see if there are reasonable database skills to build or modify an appropriate database for PAWA's needs.

I have investigated versions of MYOB AccountEdge. While this is a very good business program, it doesn't appear to handle membership details, requires the purchase of separate windows and Apple OS versions (bad for when the Treasurer changes and their home computers are using different operating systems), lacks networking and internet accessibility (more expensive version

required). Others may have more experience with MYOB and have a better understanding of the software.

Motion by SW that PAWA provides the Treasurer with a laptop (from donated stocks), with Windows and MYOB (to be purchased), for the Treasurer's use. Seconded by DSL, carried.

### **CARA update – Duncan Scott-Lawson**

The PAWA Vice-chair has the principle function of maintaining communication with CARA. This position is currently vacant due to the recent resignation of Fluer Urquhart. In the absence of a PAWA Vice-chair, Steve Woodall and I attended the CARA Annual General Meeting in Litchfield National Park, NT in September 2010. The weekend was attended by representatives from all state and territory associations except Western Australia. Discussion around the table included what is CARA, its relationship with the IRF and ARF, what is expected from the CARA facilitator and member associations. The discussion was positive, with the representatives of each of the participating associations being given time to detail their position.

The main discussion points and outcomes were:

- Discussion and signing of an MoU with Parks Forum. Individuals were identified to develop project briefings on national and international Ranger exchange, national ranger survey, and sponsorship to Parks Forums national conferences and development of a joint national protected areas conference. These briefings will be provided to a CARA working group (IRF Oceania Representative, VRA Chair Peter Cleary, and the CARA facilitator) who will then be working with Parks Forum to develop the 'project areas' into the future.
- Development of a DRAFT position description for the CARA facilitator, identifying key tasks, and relationship to the IRF representative, state/territory associations and to assist in consistent approach to the position. This included: organising the annual CARA AGM; co-ordination of media articles concerning World Rangers Day; facilitate distribution of each association's newsletters; initiate information from each association to be forwarded to Guardaparque and Thin Green Line newsletters (IRF); and involvement with the Parks Forum MoU.

This was an exciting opportunity to meet some old and new faces within the Australian ranger industry and discuss the operations of CARA and a way to progress the development of the ranger profession in Australia. There were some familiar faces from the IRF WRC in Bolivia including Kristen Appel (NT), Barry Batchelor (TAS), Paul Slinger (VIC), and our Steve Woodall (NSW). It was great to meet up with familiar faces and continue to develop strong professional and personnel relationships with common minded people.

As mentioned earlier, PAWA will be the 2011 facilitator for CARA. This is an exciting opportunity for PAWA members to be involved in the continual development of the ranger profession in Australia.

### **CARA survey – Tegan Burton**

Message from Paul Slinger, VRA Vice-President and CARA lead for national ranger survey in partnership with Parks Forum:

Hope everyone has recovered from the football madness that has plagued the country over the last few weeks. Now its cricket and Comm Games. Just a follow up on the ranger survey. Firstly did I send everyone a copy of the draft? I think I did. If not see attached. Secondly is it possible to get feedback on it by the end of October. We would like to progress this with Parks Forum as soon as possible. Please add any comments or changes to the document and I will collate them. If you think there needs to be more questions to assist us in making it more relevant please add them. Look forward to the feedback.

For discussion at meeting: PAWA to review and provide feedback ASAP

**Action:** any comments on the draft CARA survey to be provided to Duncan by 29/10/10.  
**Action:** Duncan to compile comments on draft CARA survey and forward to Paul Slinger.

## **IRF update – Tegan Burton**

*(As per regional report for Jul-Sep Thin Green Line newsletter)*

The last few months have certainly been exhausting but also satisfying as I've played my part in the IEC busily working away on a suite of things ranging from improving internal communications by testing out e-meetings to getting some serious projects up off the ground.

I would like to congratulate all our colleagues, both IRF and non-IRF, involved in having an IRF presence at the recent World Heritage Committee session in Brasilia, Brazil. We initially went to the WHC meeting with the hope of effecting change in the situation facing our colleagues in the Democratic Republic of Congo. Not only did our presence raise the profile of that situation, we have also walked away with a fantastic opportunity to partner with the IUCN in the development and implementation of a proposed Natural Heritage Fund. This fund will: target the evaluation of management effectiveness; source and deliver funds to fill gaps in management and build capacity; recognise conservation success; and support rangers and their families who have sacrificed their health or their lives for conservation. I am really excited about the opportunities this will bring for the whole of the IRF, being the IEC and all our member associations, and look forward to working with our IRF representative Wayne Lotter on this significant project.

I am also excited by progress on the draft IRF Strategic Plan, which aims to clearly outline our overall direction and goals for 2011 - 2016, and how we're going to get there. Member associations should expect to see the draft coming out in late September. I strongly encourage everyone at this time to review and comment on the draft Plan. Once endorsed, successful implementation of this plan will depend not only the leadership of the IEC but on the active involvement of all IRF member associations. Now is the time to make sure it reflects the goals of your association and to become familiar with current and potential actions you can become involved in.

Another World Ranger Day has come and gone . . . and sadly it has again passed with further colleagues falling in the line of duty. Let's all work together to support their families and colleagues, to minimise further such events, and to celebrate the ongoing work of rangers around the world and their invaluable role in preserving our protected areas.

There are a few big items or projects that are approaching broader release, so to speak:

- IRF Draft Strategic Plan 2011-16 – awaiting final endorsement by IEC for release to all member associations for the purpose of review and gathering feedback/comments;
- IUCN / WCPA / IRF are partnering to develop a 'natural heritage fund'
  - The focus of the Fund will be on globally important protected areas that require additional funding to improve their management in order to meet global standards. These carefully selected sites are referred to as the Target 100. The Fund will also include a Ranger Solidarity Component that will support Rangers incapacitated in the line of duty, and the families of Rangers who were killed in the line of duty.
  - Current intention is to launch in at least 5 regions in 2011 . . . through a number of smaller launch events in different parts of the world . . . could take advantage of the WCPA and IRF Networks, more broadly involve WCPA and IRF members, and could tie in to local interests . . . graft the launch onto an already planned event, such as a regional parks congress, a regional meeting of protected area directors, a regional biodiversity event, or something similar.
  - I am currently liaising with Penny Figgis (WCPA Vice-chair Oceania) on launch options in our region. There will be opportunity (and indeed a need) for IRF/CARA/state association involvement in any such launch events
- The Rangers without Borders project has received in-principle support from the IEC and now needs a champion/team leader so the idea can be taken forward. A number of options or models have been suggested and now require further investigation as the next step towards implementation.



## **Ranger deaths (NSW and ACT) – Chris Pavich**

The following more than 25 year old events may not be known by many NPWS / DECCW officers, unlike the Ku-ring-gai HR and more recent fire and other tragedies:

- Ian Mahood - HO Project Officer killed in NPWS helicopter crash while surveying goats and Brush-tailed Rock Wallabies in Warrumbungle NP early December 1981.
- Rangers Chris Perry and Leon Ahearn – both died in 1983 (or about – I can check the dates) of Leukaemia. While I was visiting the two bed-ridden rangers shortly before they died, nurses at St Vincent's Hospital told me this particular Leukaemia was commonest amongst those working in agriculture who regularly used certain herbicides, which included some of those used by Rangers Perry and Ahearn. Both these rangers had worked together in the early 1980's weed-spraying from Yarrangobilly Caves and Talbingo /Blowering. I was working there as a Temporary Ranger at the time, before being re-located to Tibooburra. Anecdotal evidence suggests that staff were at times directed to use herbicide cocktails at higher concentrations than on the label, and that PPE was not always on-hand or required to be used.

An idea flagged for future discussion – funding a solid memorial eg at head office.

**Action:** Chair (ie will be added to description of role of Chair) to coordinate the collection of information about work-related deaths of protected area workers in NSW/ACT.

**Action:** Duncan to develop draft template for collection of information about deaths (eg meeting IRF/TGLF/Google Memorial requirements).

**Action:** Tegan to provide Duncan with list of identified needs, for inclusion in design of template.

**Action:** Neil Reckord to investigate options or models for a 'benevolent fund' and present proposal to PAWA committee.

## **Blue Mountains Slide Night – Duncan Scott-Lawson**

Note that PAWA member Neil Stone coordinated a bushwalkers slide night held at Blackheath on Saturday 9<sup>th</sup> October and used the opportunity to raise funds for PAWA's Equip projects on the night. Almost \$300 was raised through donations.

**Action:** Steve to confirm exact amount donated through slide night.

## **Blue Mountains Trivia Night – Duncan Scott-Lawson**

Originally proposed for World Parks Day but postponed due to other commitments. Approached Greater Blue Mountains World Heritage to see if PAWA could link in with their 10<sup>th</sup> Anniversary events in Late November. Current proposal is a Trivia night on Thursday 25<sup>th</sup> November:

- Kate Hammil and Neil Stone organising questions and logistics for trivia questions, media releases etc;
- Carrington Hotel, Katoomba ([www.thecarrington.com.au](http://www.thecarrington.com.au)) can supply the Ballroom (9 table max 10 people ea), some local media support, and a PA system for \$200 (World Heritage may sponsor \$100, with PAWA providing the other \$100). Drinks are available from the Carrington... still discussing the issue of meals/ finger food etc. Potentially invite people to arrive early 6pm-7pm, have a meal at the Carrington, then enter the Trivia night for 7-9pm, or pay for finger food and charge more for entry.
- Steve Alton is happy to develop posters for the event etc.
- Charge an entry fee and have raffles, auction, door prizes etc.

Motion by DSL that PAWA provides \$100 towards the Blue Mountains Trivia Night. Seconded by AB, carried.

## **Fundraising – Linley Brill**

Issue: In order to continue to provide support to the Equip projects and other PAWA programs PAWA requires additional sources of funding.

Background: PAWA has undertaken a number of fundraising activities to date and some events have been more successful than others. In addition, some events require a significantly greater level of resources and effort than others. I would like to suggest a brief discussion on the relative value of the various activities undertaken by PAWA so far including the pro's and con's of the activities and their value for raising public awareness and education.

For discussion at meeting: It would be good to discuss what we have learnt from running activities so far and how we could improve these types of events in the future. It would also be good to have the opportunity to ask other PAWA members for ideas on what fundraising activities they have done with other organisations as well as brainstorming for ideas of activities that PAWA could conduct in 2011.

Motion by LB that PAWA agrees to the following Bunnings BBQ's in order to raise funds for Equip Tanzania – one more event in 2010, up to six events in 2011. Seconded by DSL, carried.

Note that these events will be held under the banner of Bikes for Humanity until PAWA obtains insurance. Thereon, they will be held under the banner of PAWA.

**Action:** Linley to compile a 'cheat sheet' for how to have a Bunnings BBQ, for inclusion in PAWA Press and for general distribution to members.

Neil also noted the importance of identifying the specific cause, and telling the story of the cause, when undertaking fundraising activities.

## **Linking in with the Discovery program – general discussion**

The DECCW Discovery program has monthly / annual themes – it would be good to get 'rangers' in to the themed program, eg targeting World Ranger Day / 31<sup>st</sup> July. PAWA (IRF) can provide all the relevant materials or information.

**Action:** Michele to contact the DECCW Discovery Coordinator (Rosie) to investigate opportunities for 'rangers' to be included as a Discovery theme.

Note that this can also occur at a local/Regional level, for example guides taking activities in northern Sydney on 31<sup>st</sup> July 2010 were given a copy of the IRF World Ranger Day information sheet and encouraged to make mention of the day during their activity.

## **Public and product liability insurance – Linley Brill & Steve Woodhall**

Issue: PAWA has been operating since establishment without public liability or product liability insurance. As PAWA conducts more activities and sells more products, the risk of something going wrong increases and PAWA has no protection against litigation.

Background: There is insurance that is specifically designed for not-for-profit organisations, charities and community groups to cover fundraising, meetings and other group activities. Suitable insurance cover for PAWA could be obtained for between \$600 - \$1,500 p.a. based on turnover of less than \$100k p.a. and the amount we wish to be insured for. It is anticipated we will have a clearer premium estimate for the meeting.

Having public liability insurance would provide cover for both members and the public when undertaking PAWA activities and it would also increase the options available to PAWA in relation to using venues, undertaking fundraising and conducting events.

Many venues require an organisation to have a minimum of between \$10,000,000 & \$20,000,000 public liability insurance. PAWA is currently unable to undertake many fundraising activities because we do not have the necessary public liability insurance required for operating in public locations.

Product liability insurance would cover PAWA for any injury caused by defect in the products we sell such as the Keep Cups and would also cover PAWA for food sold at stalls, fundraising BBQ's etc.

Motion by DSL that PAWA expends up to \$1000 on public and product liability insurance with \$10mill coverage. Seconded by LB, carried.

**Action:** Steve to obtain quote and purchase product and public liability insurance.

## **Sponsorship strategy & prospectus – Duncan Scott-Lawson & Tegan Burton**

- Duncan is awaiting committee comment on Sponsorship policy, (specific issue within this policy is whom we don't want sponsorship from eg timber extraction industry).
- Duncan has floated the sponsorship prospectus with Steve Alton and he is interested to assist, as long as we provide all text, pictures and draft lay-out of the material.
- Duncan is developing a list of potential industry partners eg Paddy Palin, BCF, Mountain Designs etc.
- Tegan has obtained the 2008-09 Australian Directory of Philanthropy and is identifying potential funding sources. Many, although not all, require applicants to have Deductible Gift Recipient (DGR) or Tax Concession Charity (TCC) Status.
- Tegan has also obtained copies of other sponsorship prospectus' (eg Parks Forum, TGLF) and will model a draft prospectus around similar principles.

Draft sponsorship policy was previously posted on the committee google group by DSL.

**Action:** Tegan to re-send draft sponsorship policy to committee (including new members) and to Equip coordinators.

**Action:** all committee and others with particular interest to provide comments to Duncan by 15/11/10.

Note that once the details of the sponsorship policy have been agreed to, Tegan will finalise a draft prospectus and work with Michele to produce a glossy brochure or booklet.

## **Logo options & usage – general discussion**

Some members have identified a need for clarification of what logo or image to use and when, and also discussed the advantages of having a colour logo which can be used as a flashy banner or drawcard for promotional material, rather than just the standard b&w logo.

Members are to note that all material being produced in the name of PAWA is to include the standard b&w logo. If using other images, such as the Equip graphic or a colour graphic, the material should be dual-badged.

It is acknowledged that a coloured PAWA graphic or brand would help with promotional material, however it is not appropriate to use the coloured banner which currently appears across the top of the PAWA website – it was never intended for such a purpose, it doesn't reflect what PAWA does or stands for, and there is no guarantee that PAWA has permission for use of the various images.

**Action:** Michele to develop a coloured PAWA graphic for use in conjunction with b&w logo.

## **Media / promotions strategy – Duncan Scott-Lawson**

I have contacted Stuart Cohen, and indicated the operations of PAWA and the programs we are involved in. Stuart indicated that:

- Develop a media strategy is a good idea and will assist in development of small media releases, PAWA Press, Guardaparque, TGLF articles;
- The Amazon and Tanzania programs are big ticket items and major media release (beyond paper media) can be developed;
- Need to have a follow-on process for the media releases ie sponsorship/support/membership mechanisms.

Stuart is happy to help with media releases. Project managers develop a draft and submit to Stuart, who will determine the appropriate media outlets and complete the process. Key stage is completing the sponsorship prospectus and membership package. (Drafts also need to go through the Extension Officer.)

### *Visual media*

Have contacted people with film, and are happy to provide raw material to develop something for PAWA. Have contacted Oz-travel film company to get university contacts to see if they will be interested, no reply received. Jules Bros is also assisting and chasing contacts. Ongoing.

### *Media sharing with Scottish Countryside Rangers Association (SCRA)*

During my recent travels overseas I was able to spend some time with the Chair from the SCRA, Naill Lobley and discuss the development of sharing newsletter articles. We discussed a preferred process and to be discussed with our committees. I don't believe an MoU is required, although clear communication and responsibilities need to be identified. The PAWA process may be our Extension Officer would be responsible for providing 2 articles from our PAWA Press annually to the SCRA contact (at present SCRA President). The SCRA contact is required to reciprocate (or initiate) the arrangement. It will be PAWA decision what articles we provide to SCRA. This duty will be added onto the PD of the Extension Officer.

**Action:** Duncan to advise SCRA that PAWA Extension Officer is contact point for newsletter content sharing.

## **PAWA Press #10 – Tegan Burton**

The deadline for PAWA Press #10 was originally announced as 12<sup>th</sup> October however in order to allow for reporting on AGM / projects, and additional inspiration hitting people following the meeting, the revised deadline is Friday 22<sup>nd</sup> October.

As per the Extension Officer's report . . . 'helping with content makes it that much easier to pump out the newsletter and also makes it more interesting for our members!' Could every committee member please submit at least one article, with pics, either relating to a PAWA project OR something you've been up to at work.

And to make life easier for you in 2011, the due dates for articles will be:

Friday 11<sup>th</sup> March  
Friday 10<sup>th</sup> June  
Friday 14<sup>th</sup> October

## **Travel with a Cause – Duncan Scott-Lawson**

During the CARA AGM, Sept 2010 in NT, the Tasmanian Ranger Association member Barry Bachelor advised of a not-for-profit Australian travel company ([www.travelwithacause.com.au](http://www.travelwithacause.com.au)). Travel with a Cause Inc (TWAC) is a fully registered, insured international travel agency specifically created to pour its profits into third world & developing countries and, other "[worthy causes](#)" as defined by our mission statement. Previously they have concentrated on humanitarian efforts in Zambia and South Africa and have recently engaged in a new environmental project in

Fiji (tagituba). Generally 20% of profits go to each project, and it is possible to identify what project you wish your monies to go towards.

I have discussed with Dave Evan (Director, Ph: 1300 122 873, email: [laptop@travelwithacause.com.au](mailto:laptop@travelwithacause.com.au)) concerning the work they undertake and am very supportive. PAWA can assist by placing a link on our website, promoting through our membership and PAWA Press, and into the future potentially establish an MoU to consolidate our support, and/or joint programs with our Oceania Rangers.

For discussion at meeting: interest in PAWA 'partnering' with Travel with a Cause

**Action:** Duncan to provide additional information about Travel with a Cause to committee for consideration.

### **Wildlife / Biodiversity Support – Duncan Scott-Lawson**

Dave Monahan contacted me concerning wildlife issues and the involvement of PAWA (specifically the Grey-headed Flying-fox issue in the central west). Through discussion with Dave, we identified a possible support role for wildlife issues that PAWA may become involved in. The position will be a non-executive, information support role. Should PAWA become aware of any wildlife issue (through the wider community or an issue raised by our membership), we can use this person to investigate and provide information to the member (or committee if required). Dave has volunteered for this role should the PAWA committee see appropriate.

For discussion at meeting: endorsement of a 'wildlife officer' or similar within PAWA

Motion by TB that PAWA identifies a 'Wildlife Ambassador/s'. Seconded by DSL, carried.

**Action:** Duncan to prepare text describing role of Wildlife Ambassador and inviting members to express interest in role, for inclusion in PAWA Press #10.

### **Western / Coastal Branch PWG Exchange – Duncan Scott-Lawson**

Duncan put forward the idea of promoting exchanges between Western and Coastal PWG staff. There was general interest in the concept however feedback from some members present during the meeting was that it is not currently the most opportune time to pursue such a proposal with the Western executive. Something to keep on the back burner.

### **Committee communications – Steve Woodhall**

Google is removing the 'files' function (along with other current functions) from their 'groups' program. This will have implications for committee and membership communications.

**Action:** Steve and Dave Burns to investigate options to fill gap created by changes to Google Groups and maximise communication efficiency generally.

### **Equip Tanzania – additional discussion**

Linley proposed that the proceeds from the Equip Tanzania dinner and raffle be used to purchase '21 backpacks at \$50 AUD each. Total \$1050 AUD. This will provide 3 backpacks to each village. 45 water bottles @ \$10 each. Total cost \$450 AUD. This will provide 6 water bottles to each village with 3 spare. Total cost is \$1500 AUD.' These items have been identified on the ground, and endorsed by PAMS, as the next highest priority after bikes, and the provision of bikes has now been resolved by the Bikes 4 Tanzania project. If the funds can be transferred while David is still in East Africa, he can immediately arrange for their purchase and delivery to the VGS.

Motion by LB that the proceeds from the Equip Tanzania dinner and raffle be used to purchase water bottles and backpacks for the VGS, and that the relevant funds be transferred to David Brill while still in East Africa for actioning. Seconded by SW, carried.

Motion by LB that the proceeds from the December Bunnings BBQ be used to purchase 3x GPS units for the iPAQ's being used for the Cybertracker trial. Seconded by MM, carried.

## 7. Actions arising from this meeting

#	Action	Who	Status	Comments
08-1	Apply to ATO for tax exemption and tax deductibility status.	SW DBri	Ongoing	
08-9	Draft recruitment poster.	MC	Ongoing	
08-10	Investigate how other state associations address insurance issue. Obtain additional quotes.	SW	Ongoing	
08-22	Appoint accountant to review books and submit to Dept Fair Trading.	SW	Ongoing	
08-28	Develop a 'sponsorship package' to be used for corporate support.	DSL TB	Ongoing	
09-4	Pursue opportunities for links between PAWA and IAA	TL	Ongoing	
09-10	Provide information about potential funding sources or sources of HF radios	TB	Ongoing	
09-21	Liaise with Parks Forum re opportunities for links with PAWA	MC	Ongoing	
09-27	Monitor progress of uniform replacement program and send out call for donations of old styles closer to time of change-over.	All	Ongoing	
10-13	Committee google group – tidy up members & settings, develop protocols for effective use	DB TB	Ongoing	
10-17	Formalise protocol for media releases and make available to all members	MC	Ongoing	
10-20	Prepare draft Sponsorship Prospectus	TB	Ongoing	
10-22	Prepare guidelines for a PAWA photo competition	MC	Ongoing	
10-24	Prepare material for PAWA Press & distribution through Aboriginal Network re ideas or leads for engaging with indigenous communities	MC	Ongoing	
10-27	Work with the relevant parties in Brazil re details of visit by Batalhão Ambiental. Prepare briefing note/s for the Deputy Director-General PWG to request support	TB	Ongoing	
10-29	Maintain liaison role with radio upgrade committee	SW		
10-42	Liaise direct with Stu Cohen to develop a PAWA media strategy	MC	Ongoing	
10-43	Comment on draft policy, protocol and guideline documents by 1 <sup>st</sup> June	All	Ongoing	
10-45	Add link to TGLF merchandise page	DBur	Ongoing	

	on PAWA merchandise page			
10-46	Enquire with TGLF re having a link to PAWA on the TGLF website	SW	Ongoing	
10-47	Coordinate World Parks Day Trivia Night	KH	Ongoing	
10-48	Continue coordinating visit by Argentinean ranger Olalla Martinez and provide full report at conclusion	TB	Ongoing	
10-51	Liaise with Brazil re potential footage	TB	Ongoing	
10-52	Liaise with PAMS re potential footage	DBri	Ongoing	
10-55	Comment on draft position descriptions by 31 <sup>st</sup> August	All	Ongoing	
10-59	Design and purchase PAWA banner for use at PAWA events	MC	Ongoing	
10-60	Draft some slogan options and provide to committee for comment	MC	Ongoing	
10-63	Develop standard Certificate of Appreciation template	MC	Ongoing	
10-64	Include Certificate of Appreciation in sponsorship prospectus	TB	Ongoing	
10-65	Liaise with organisers of Warrumbungles concert and coordinate PAWA presence at event	DBri	Ongoing	
10-66	Liaise with Michele re including Equip 2010 raffle results in PAWA Press #10	TB		
10-67	Prepare post Fundraising Dinner report for PAWA Press #10 and for PAWA website	LB		
10-68	Provide examples of previous event reports available on website to Linley	TB		
10-69	Draft DDG memo re superseded equipment and submit to Mark Peacock	SW		
10-70	Identify willing contact points for equipment donations in coastal north and coastal south	DSL		
10-71	Approach Jeremy Clark re interest in taking on a 'project leader' role for laptop donations	LB		
10-72	Discuss project updates with Chris Pavich	DSL		
10-73	Equip coordinators to send requests for laptops to project leader	TB LB		
10-74	Draft letter to PWG formally requesting donation of superseded radio equipment	SW		
10-75	Provide comments on draft CARA survey to Duncan by 29/10/10	All		
10-76	Compile comments on draft CARA survey and forward to Paul Slinger	DSL		
10-77	Chair to coordinate the collection of information about work-related deaths of protected area workers in NSW/ACT	DSL		

10-78	Develop draft template for collection of information about deaths (eg meeting IRF/TGLF/Google Memorial requirements)	DSL		
10-79	Provide Duncan with list of identified needs, for inclusion in design of template	TB		
10-80	Investigate options or models for a 'benevolent fund' and present proposal to PAWA committee	NR		
10-81	Confirm exact amount donated through slide night	SW		
10-82	Compile a 'cheat sheet' for how to have a Bunnings BBQ, for inclusion in PAWA Press and for general distribution to members	LB		
10-83	Contact the DECCW Discovery Coordinator (Rosie) to investigate opportunities for 'rangers' to be included as a Discovery theme	MC		
10-84	Obtain quote and purchase product and public liability insurance	SW		
10-85	Re-send draft sponsorship policy to committee (including new members) and to Equip coordinators	TB		
10-86	Provide comments to Duncan by 15/11/10	All		
10-87	Develop a coloured PAWA graphic for use in conjunction with b&w logo	MC		
10-88	Advise SCRA that PAWA Extension Officer is contact point for newsletter content sharing	DSL		
10-89	Provide additional information about Travel with a Cause to committee for consideration	DSL		
10-90	Prepare text describing role of Wildlife Ambassador and inviting members to express interest in role, for inclusion in PAWA Press #10	DSL		
10-91	Investigate options to fill gap created by changes to Google Groups and maximise communication efficiency generally	SW DBur		

## 8. Next general meeting:

March 2011 – South – Alps (DSL to follow up) or Coast (TB to follow up)

## 9. Next Annual General Meeting:

September 2011 – Central (close to Sydney, to accommodate CARA AGM at same time)

Meeting closed 23:50 hrs

Tegan Burton  
Secretary PAWA  
6 November 2010