



Approved at the COTMA Conference General Meeting September 2010

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

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

The W Class trams have been sourced from trams stored surplus to operating requirements at Preston Tramway Workshops and the former Newport Railway Workshops and in the ownership of VicTrack. Spares include tram body parts and mechanical and electrical equipment removed from trams provided by VicTrack for this purpose.

Additionally tramway infrastructure items include overhead parts, trolley wire, span wire, components, point and crossing castings, rail and any other miscellaneous items that may from time to time become available to VicTrack that can at its discretion be donated to not for profit groups for heritage purposes.

Requests from COTMA member tramways for parts and infrastructure items are required to be directed via COTMA to gain its support for the request. COTMA if supporting the request will present it to VicTrack for approval.

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

- The equipment and items are held in trust by COTMA members.
- The equipment and items are to be used by COTMA members at their own locations in furtherance of activities to restore or maintain their tramcars or to provide infrastructure on which to operate.
- No parts or infrastructure items are to be sold to other COTMA members, to any other external party or for scrap. If items are life-expired and suitable only for re-cycling to a scrap dealer, VicTrack is to be advised prior to disposal.
- Equipment and items may be swapped between or transferred at no cost to another COTMA member. Any such transfer/swap must be formally documented and retained by both parties.

- The equipment or items are not to be used to replace like-for-like parts or infrastructure items (owned by the member museum) that are proposed to be sold, scrapped or disposed of to another party for profit.
- Spare parts may replace life expired parts on tramcars with disposal of the removed material allowed so long as they have no future operational use by other COTMA members.
- Parts may be used on tramcars to replace inferior parts to allow for improved and uniform maintenance procedures. Removed material may be disposed of so long as they have no future operational use by other COTMA members.

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

Signed

VicTrack

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Signed

COTMA

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