

Circular 062:05:10



To: Lifesaving Operations Council Delegates + Alternate Delegates
Lifesaving Operations Council Executive Members
Lifesaving Operations State Officers
Club Presidents
Club Chief Instructors
Regional Officers
Club Secretaries
Club Chief Instructors
District Officers

From: Nigel Taylor ESM, Chief Executive Officer

Date: Thursday 20 May 2010

Subject: **Notification of Lifesaving Operations Annual General Council Meeting
Nominations and Elections for Lifesaving Operations Council Executive**

Action: Nominations to be received by 4.00pm – Wednesday 30 June 2010
Delegates + Alternative Delegates to be notified
Proxies to be appointed

For additional details on this Circular please contact:

Frances Evans on 03 9676 6947 or email frances.evans@lifesavingvictoria.com.au

Circulars are available at www.lifesavingvictoria.com.au/circulars

1. Notice is given of the Annual General Council Meeting of Lifesaving Operations Council to be held on:

**SATURDAY 7 AUGUST 2010
LIFE SAVING VICTORIA HEADQUARTERS
200 THE BOULEVARD, PORT MELBOURNE
MELWAY REF: 56:G3
COMMENCING AT 10.00am**

2. The following documents are enclosed:
 - Nomination Form;
 - LSOC Election By-Laws
 - Delegate Registration Form & Alternate Delegate Nomination Form to the LSOC;
 - Proxy appointment form;
 - LSV Confidentiality Deed – original and duplicate;
 - Current LSOC Delegates Listing
3. Nominations are called for the following positions on the Lifesaving Operations Council (By-Law 8.1.2(a)):
 - (a) Nominations for LSOC Officers are called for the following Positions:
 - (i) Director – Lifesaving Services
 - (ii) Council Representative, subject to **By-Law 8.1.4(j)**
 - (iii) Chair, subject to **By-Law 8.1.4(j)**
 - (iv) Training and Assessment Officers
 - (A) State Training & Assessment Supervisor
 - (B) State Training Strategy & Communication Officer
 - (C) State Resource Research & Development Officer
 - (D) State Training Membership Development Officer

- (E) District Officer – Bass
- (F) District Officer – Bayside
- (G) District Officer – Bellarine
- (H) District Officer – Flinders
- (I) District Officer – Gippsland
- (J) District Officer – Kingston
- (K) District Officer – Mornington
- (L) District Officer – Western
- (M) District Officer – Otway
- (N) District Officer – Port Phillip
- (O) District Officer – South Barwon
- (v) Lifesaving Services Officers
 - (A) State Emergency Management Officer
 - (B) State Lifesaving Communications Officer
 - (C) State Powercraft Officer
 - (D) State Service Efficiency and Standards Officer
 - (E) State Gear and Equipment Officer
 - (G) Regional Officer – Western
 - (H) Regional Officer – Surfcoast
 - (I) Regional Officer – Bellarine
 - (J) Regional Officer – Port Phillip
 - (K) Regional Officer – Kingston
 - (L) Regional Officer – Peninsula
 - (M) Regional Officer – Bass
 - (N) Regional Officer - Gippsland
- (vi) Two Lifesaving Services Representatives, subject to **By-Law 8.1.4(k)**.

4 Delegates to the LSOC

- (a) Each affiliated Life Saving Club may appoint one Delegate to the LSOC who must be a member of the affiliated Life Saving Club.
- (b) Despite **By-Law 8.1.3** and only for the purposes of **By-Law 8.1.4(m) and (o)**, each affiliated Life Saving Club may appoint an Alternate Delegate who:
 - (i) must be a member of the affiliated Life Saving Club; and
 - (ii) is either:
 - (A) the Chief Instructor (or equivalent position, eg. Director of Development) within the affiliated Life Saving Club: or
 - (B) an Assessor.
- (c) Appointments made by an affiliated Life Saving Club in accordance with **By-Laws 8.1.3(a) and (b)** remain current until further notice.

5 Clubs are required to provide details of Club Delegates who may vote in LSOC elections. Please complete and return the attached LSOC Delegate Registration Form and the LSOC Alternative Delegate Nomination Form.

Important Note: It is the responsibility of the nominee, proposer and seconder to ensure that the nomination submitted to LSV is a complete and valid nomination. The LSV Coordinator and other LSV staff are not in a position to obtain signatures of nominees, proposers or seconds.

**Nominations close at 4.00pm on Wednesday 30 June 2010.
All Nomination form/s must be accompanied with the LSV Confidentiality Deed – original and duplicate (completed and signed by the nominee).**

Please note that all LSOC Annual General Council Meeting forms are to be lodged with Frances Evans, Life Saving Victoria Coordinator at:

Mail: Frances Evans
Life Saving Victoria
PO Box 353
Port Melbourne DC 3205

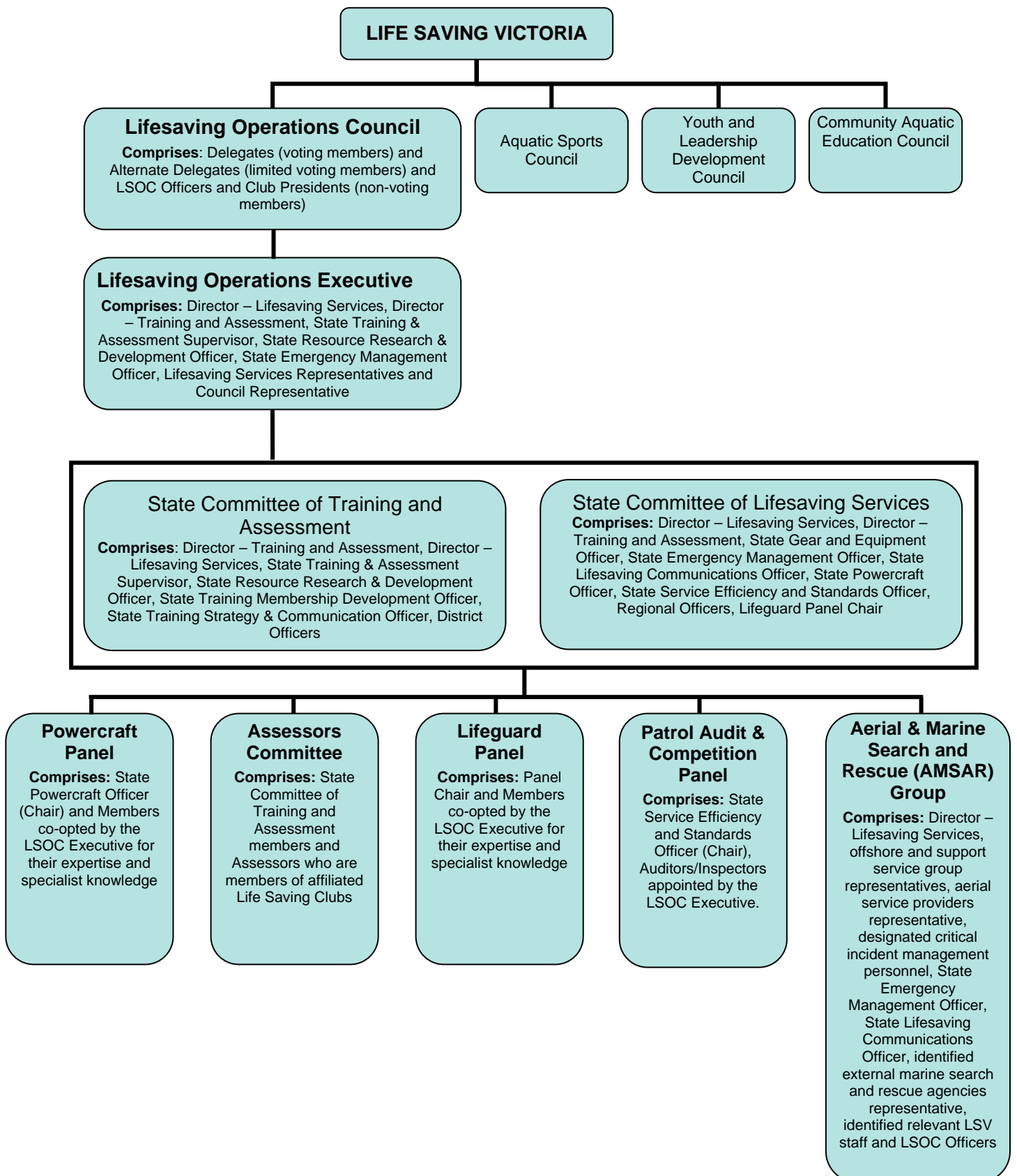
Direct Line: (03) 9676 6947
Email: frances.evans@lifesavingvictoria.com.au
Fax: (03) 9681 8211

PART 8 LIFESAVING OPERATIONS COUNCIL

By Law 8.1 Lifesaving Operations Council

8.1.1 Structure

The structure of the Lifesaving Operations Council (“LSOC”) is depicted in the following chart.



8.1.2 Nominations for LSOC Officers

- (a) Nominations for LSOC Officers are called for the following Positions:
 - (i) Director – Training and Assessment
 - (ii) Director – Lifesaving Services
 - (iii) Council Representative, subject to **By-Law 8.1.4(j)**
 - (iv) Chair, subject to **By-Law 8.1.4(j)**
 - (v) Training and Assessment Officers
 - (A) State Training & Assessment Supervisor
 - (B) State Training Strategy & Communication Officer
 - (C) State Resource Research & Development Officer
 - (D) State Training Membership Development Officer
 - (E) District Officer – Bass
 - (F) District Officer – Bayside
 - (G) District Officer – Bellarine
 - (H) District Officer – Flinders
 - (I) District Officer – Gippsland
 - (J) District Officer – Kingston
 - (K) District Officer – Mornington
 - (L) District Officer – Western
 - (M) District Officer – Otway
 - (N) District Officer – Port Phillip
 - (O) District Officer – South Barwon
 - (vi) Lifesaving Services Officers
 - (A) State Emergency Management Officer
 - (B) State Lifesaving Communications Officer
 - (C) State Powercraft Officer
 - (D) State Service Efficiency and Standards Officer
 - (E) State Gear and Equipment Officer
 - (F) Regional Officer – Western
 - (G) Regional Officer – Surfcoast
 - (H) Regional Officer – Bellarine
 - (I) Regional Officer – Port Phillip
 - (J) Regional Officer – Kingston
 - (K) Regional Officer – Peninsula
 - (L) Regional Officer – Bass
 - (M) Regional Officer - Gippsland
 - (vii) Two Lifesaving Services Representatives, subject to **By-Law 8.1.4(k)**.
- (b) The term of office for the Positions in **By-Laws 8.1.2(a)(i) and (ii)** shall be two years, elected in alternate years. All other Positions shall be for a term of one year.

- (c) Nominations are called for annually in the month of June or earlier as determined by the Board and must be in the registered office of Life Saving Victoria no later than 4.00pm on the 30 June each year, or the last working day immediately prior to 30 June on which the office is open.
- (d) Nominations for all Positions must be in writing, proposed and seconded and on the nomination form prescribed by the Board.
- (e) Proposers and seconders must be either:
 - (i) Officers of, or Delegates to the LSOC; or
 - (ii) a member of the committee of management (or equivalent body) of an affiliated Life Saving Club,
 but may not be the nominee.
- (f) The nominee must be a Member of the Company and accept the nomination by signing the 'Acceptance of Nomination' for the Position.

8.1.3 Delegates to the LSOC

- (a) Each affiliated Life Saving Club may appoint one Delegate to the LSOC who must be a member of the affiliated Life Saving Club.
- (b) Despite **By-Law 8.1.3** and only for the purposes of **By-Law 8.1.4(m) and (o)**, each affiliated Life Saving Club may appoint an Alternate Delegate who:
 - (i) must be a member of the affiliated Life Saving Club; and
 - (ii) is either:
 - (A) the chief instructor (or equivalent position, eg. director of development) within the affiliated Life Saving Club; or
 - (B) an Assessor.
- (c) Appointments made by an affiliated Life Saving Club in accordance with **By-Laws 8.1.3(a) and (b)** remain current until further notice.

8.1.4 Election of LSOC Officers

- (a) Elections for Positions are held at the Annual General Council Meeting, usually in the month of July. A quorum for LSOC meetings is fifteen Delegates present in person or by their proxy.
- (b) The Director whose term has not expired shall Chair the Annual General Council Meeting and act as the returning officer ("**Returning Officer**").
- (c) At the Annual General Council Meeting the Returning Officer may advise Delegates of:
 - (i) the total number of Delegates entitled to vote;
 - (ii) the number of Delegates in attendance;
 - (iii) the number of Delegates attending by proxy;
 - (iv) the total number of votes that may be cast (based on **By-Laws 8.1.4(c)(ii)** and **(iii)**);
 - (v) the names of the assistant returning officer(s) appointed by Returning Officer to count the ballots; and
 - (vi) the voting system and procedure, as specified in **By-Law 8.1.4(d)**.
- (d) In the event of there being more than one nomination for a Position, an election will be held. The election result will be determined as follows:
 - (i) where two nominations are received, the nominee with the majority of votes must be declared elected; or

- (ii) where there are more than two nominations, the election will be determined by an elimination ballot.
- (e) A person may only be elected to a maximum of two contested positions. Upon being elected to two contested Positions, all nominations for the person for other contested Positions are deemed to be withdrawn.
- (f) If:
 - (i) no nominations are received for a Position by the closing date in **By-Law 8.1.2(c)**; or
 - (ii) the only nomination received is deemed to be withdrawn in accordance with **By-Law 8.1.4(e)**,
 then the Chair shall call for nominations from the floor which comply with **By-Laws 8.1.2(d) and (e)** (other than the requirement for writing).
- (g) If no nominations are received in accordance with **By-Law 8.1.4(f)**, a nomination deemed to be withdrawn in accordance with **By-Law 8.1.4(e)** may be reinstated.
- (h) If:
 - (i) only one nomination is received for a Position; or
 - (ii) only one nomination is reinstated for a Position in accordance with **By-Law 8.1.4(g)**,
 then the nominee will be declared elected, provided the nominee is eligible to hold that Position.
- (i) Subject to **By-Law 8.1.4(j)**, elections for Positions must be held in the same order as the Positions are listed in **By-Law 8.1.2(a)**.
- (j) The election for the Position in **By-Law 8.1.2(a)(iv)** shall be held last and may only be occupied by:
 - (i) a person elected to a Position in **By-Law 8.1.2(a)(i)** or **By-Law 8.1.2(a)(ii)**; or
 - (ii) the person elected to the position in **By-Law 8.1.2(a)(iii)** unless that person has also been elected to a Position in **By-Law 8.1.2(a)(v) or (vi)**.
- (k) The Positions in **By-Law 8.1.2(a)(vii)** may only be occupied by a person elected to a Position listed in **By-Law 8.1.2(a)(vi)**.
- (l) Subject to **By-Laws 8.1.4(m), (n) and (o)**, Delegates referred to in **By-Law 8.1.3(a)** are eligible to vote in elections for all Positions in **By-Law 8.1.2(a)**.
- (m) Subject to **By-Law 8.1.4(o)**, where an Alternate Delegate has been appointed under **By-Law 8.1.3(b)** and is in attendance, then only the Alternate Delegate is eligible to vote in elections for Positions in **By-Laws 8.1.2(a)(i) and (v)**.
- (n) Only those Delegates referred to in **By-Law 8.1.3(a)** appointed by a Life Saving Club located in a Region corresponding to the Positions in **By-Law 8.1.2(a)(vi)(G) to (M)** may vote in elections for those Positions, except where there are no Delegates from the relevant Region in attendance, in which case all Delegates referred to in **By-Law 8.1.3(a)** may vote.
- (o) Only those Delegates referred to in **By-Law 8.1.3(a)** or Alternate Delegates referred to in **By-Law 8.1.3(b)** (where applicable) appointed by a Life Saving Club located in a District corresponding to the Positions in **By-Law 8.1.2(a)(v)(E) to (O)** may vote in elections for those Positions, except where there are no Delegates or Alternate Delegates from the relevant District in attendance, in which case all Delegates referred to in **By-Law 8.1.3(a)** or Alternate Delegates referred to in **By-Law 8.1.3(b)** (as the case may be) may vote.
- (p) The assistant returning officer(s) shall be responsible for:
 - (ii) initialling each ballot paper prior to it being issued;

- (ii) the distribution of ballot papers, accounting for each ballot paper issued and ensuring the total number of ballot papers issued and collected equals the number of ballots cast;
 - (iii) counting the ballots cast and advising the Returning Officer of the election result, including the number of informal ballots cast;
 - (iv) destroying the ballot papers at the conclusion of a poll, if required to do so by a resolution of the meeting
- (q) The Returning Officer may, and a nominee for a Position being elected may appoint a Member of the Company as an assistant returning officer.
- (r) All persons elected shall assume their Position at the close of the Annual General Council Meeting.

8.1.5 Vacant Positions on the LSOC

- (a) If
- (i) at the conclusion of the Annual General Council Meeting a Position remains vacant; or
 - (ii) a casual vacancy arises in a Position,
- then the vacancy may be filled at the next LSOC Executive meeting.
- (b) The LSOC Executive, at its discretion, will:
- (i) call for nominations to be voted on by the LSOC Executive for; or
 - (ii) make an appointment to,
- the vacant Position.
- (c) The election result or appointment will be digested as an agenda item for ratification the next LSOC meeting.
- (d) A person may occupy more than two Positions if the person is nominated and elected or appointed to the Position in accordance with **By-Law 8.1.5** or **By-Law 8.1.4(f)**.

8.1.6 Proxy voting

- (a) A proxy appointed to attend and vote on behalf of a Delegate at an LSOC meeting has the same rights as the Delegate.
- (b) For an appointment of a proxy to be valid:
- (i) it must be signed by:
 - (A) the Delegate; or
 - (B) a member of the committee of management (or equivalent body) of the Delegate's affiliated Life Saving Club as notified to LSV from time to time; and
 - (ii) received at the registered office of LSV or by the Chair:
 - (A) prior to the notified commencement time of the meeting; or
 - (B) if the meeting has been adjourned, prior to the notified commencement time of the resumption of the meeting.
- (c) Unless LSV or the Chair has received written notice of the matter before the start or resumption of the meeting at which a proxy votes, a vote cast by the proxy will be valid even if, before the proxy votes:
- (i) the appointing Delegate dies;
 - (ii) the Delegate is mentally incapacitated; or
 - (iii) the Delegate revokes the proxy's appointment

- (d) If a Delegate and her/his proxy are at the same meeting, only the Delegate may vote.
- (e) A person may not exercise more than two votes at any LSOC meeting.

8.1.7 State Committees and the Full State Committee of Lifesaving Operations

- (a) There shall be two state committees of the LSOC:
 - (i) the State Committee of Training and Assessment as described in **By-Law 8.5**; and
 - (ii) the State Committee of Lifesaving Services as described in **By-Law 8.4**, together the "State Committees".
- (b) The State Committees may meet jointly as the Full State Committee of Lifesaving Operations ("**FSC**").
- (c) The FSC shall:
 - (i) have the duties of the State Committees;
 - (ii) be comprised of the members of the State Committees; and
 - (iii) be chaired by the Chair of the LSOC.
- (d) A person who is a member of both State Committees may only exercise one vote at a meeting of the FSC.

8.1.8 Panels

- (a) The LSOC Executive may establish Panels.
- (b) Panel members may be appointed by the LSOC Executive or the LSOC.
- (c) The conduct of panels and those responsible for coordinating them is defined in the respective By-Laws governing those panels or panels generally.

8.1.9 Delegations

- (a) The LSOC Executive is vested with the authority to delegate the duties of LSOC Officers, other than the duties of the Directors.
- (b) The LSOC Executive may appoint assistant district officers, assistant regional officers or assistant state officers, as it sees fit, and on a needs basis.
- (c) Despite **By-Law 8.1.9(a)**, in the event of:
 - (i) a casual vacancy in an LSOC Officer Position;
 - (ii) leave of absence of a LSOC Officer; or
 - (iii) a matter of urgency,the relevant Director may perform the duties of the LSOC Officer provided the action of the Director is ratified at the next LSOC Executive meeting.
- (d) The Directors may, by mutual agreement, delegate duties and obligations under Standard Operating Procedures ("**SOPs**") and LSOC policies to each other.

8.1.10 Correct citing of position titles

LSOC Positions are cited as they appear in **By Law 8.1.2(a)**.

8.1.11 Confidentiality

- (a) Nominees for Positions are required to sign the LSV Confidentiality Agreement (in duplicate) prior to the election, to be held in escrow by LSV.
- (b) If:

- (i) the nominee is elected to an LSOC Position, the agreement shall be released from escrow and signed and dated by LSV (in duplicate) and one counterpart given to the person elected; or
- (ii) the nominee is not elected to a Position the agreement shall be returned (in duplicate) to the unsuccessful nominee.

8.1.12 Working with Children Check

Within 7 days of being elected, LSOC Officers must submit to LSV:

- (a) a copy of their Working with Children Check card; or
- (b) a copy of their receipt of application for a Working with Children Check.

8.1.13 Conflict of Interest – Declaration at Time of Nomination

A person nominating for any Position on the LSOC shall declare any interest in any contract, agreement, activity or other matter in which a conflict of interest arises or may arise as detailed in the Conflict of Interest Policy.

8.1.14 Induction for officers

All LSOC Officers shall receive an induction, which shall be planned by the Directors and relevant staff. The induction will include familiarisation with LSV policies, procedures, By-Laws and SOPs, as well as relevant information relating to the operations and activities of the LSOC and any other information deemed relevant.

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**LIFESAVING OPERATIONS COUNCIL
NOMINATION FORM**

THIS NOMINATION FORM MUST BE RECEIVED AT THE REGISTERED OFFICE OF
LIFE SAVING VICTORIA BY

WEDNESDAY 30 JUNE 2010 BY 4.00PM

NOMINATION FOR POSITION OF: _____

NOMINEE'S NAME: (in block letters) _____

ADDRESS: _____

_____ Postcode _____

CONTACT: (H) _____ (B) _____

DETAILS:(M) _____ (F) _____

EMAIL:

PROPOSER'S NAME (in block letters) _____

Must be either: LSOC Officer or Delegate, member of the Committee of Management (or equivalent body) of an affiliated Life Saving Club.

PROPOSER'S SIGNATURE _____

SECONDER'S NAME (in block letters) _____

Must be either: LSOC Officer or Delegate, member of the Committee of Management (or equivalent body) of an affiliated Life Saving Club.

SECONDER'S SIGNATURE _____

ACCEPTANCE OF NOMINATION

I accept nomination for the Position specified above and if elected, agree to carry out all duties of the position to the best of my ability. I attach the LSV Confidentiality Deed (original and duplicate) completed and signed and understand that within seven (7) days of election, I must produce a copy or receipt of my Working with Children Card check.

NOMINEE'S SIGNATURE _____

DATE _____

OFFICE USE ONLY

DATE OF RECEIPT IN OFFICE

RECEIVED BY (Print Name)

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2010 LIFESAVING OPERATIONS COUNCIL DELEGATE REGISTRATION FORM

The _____ LSC
Name of Affiliated Life Saving Club

duly appoint the following person as LSOC Club Delegate

Name of Club Delegate

Contact details:

Address _____

AH Phone _____ Mobile _____

Email

Club Endorsement

Position: Club President or Secretary or Treasurer	_____	Date _____

	Name	
	Contact Number	
	Signature	

OFFICE USE ONLY

DATE OF RECEIPT IN OFFICE

RECEIVED BY (Print Name)



**2010 LIFESAVING OPERATIONS COUNCIL
ALTERNATIVE DELEGATE NOMINATION FORM**
(for the purpose of LSOC Election By-Law 8.1.4(m) and (o))

The _____ LSV
Name of Affiliated Life Saving Club

duly appoint the following person as LSOC Club Delegate

Name of Alternative Club Delegate

Contact details:

Address _____

AH Phone _____ Mobile _____

Email

Club Endorsement

Position: Club President or Secretary or Treasurer	_____	Date _____
	Name	

	Contact Number	
	Signature	

OFFICE USE ONLY

DATE OF RECEIPT IN OFFICE

RECEIVED BY (Print Name)

_____ _____



PROXY APPOINTMENT FORM

I, _____

of _____
(insert name of affiliated Life Saving Club)

being a Delegate or a member of the committee of management (or equivalent body) of the above-named Life Saving Club, hereby appoint:

(insert name of proxy)

of _____

or, failing that person, _____
(insert name of alternative proxy)

of _____
(insert name of affiliated Life Saving Club)

as Proxy to vote on behalf of the above named Life Saving Club's Delegate to:

(insert name of Council or State Committee (as applicable))

at a meeting of the Council, to be held on _____
(insert date of meeting)

and at any adjournment thereof, or until further notice.

Proxy Endorsement: _____
(Signature of the Delegate or member of the committee of management (or equivalent body) of the Delegate's affiliated Life Saving Club).

Date: _____
(insert date signed)

The above named Proxy is instructed to vote in favour of # / or against # any meeting resolution.
Strike out whichever is not applicable.

Unless otherwise instructed, the Proxy may vote as the Proxy thinks fit.

Life Saving Operations Council Delegates Listing May 2010

CLUB	LSOC Delegate		LSOC Proxy Delegate		LSOC Alternative Delegate	
Altona LSC	John	Kotsakis	Roger	Lloyd	Thom	Korab
Anglesea SLSC	Ryan	Hartshorne	David	Marsh	Emily	Watsford
Apollo Bay SLSC	Bob	Wood			Chris	Ward
Aspendale LSC	Dawn	Clark			Brad	Taylor
Bancoora Surf LSC	Nathan	Morton	Edward	Pope	Ben	Pope
Barwon Heads/13th Beach SLSC	Peter	Sutas	Phil	Hughes		
Beaumaris LSC	Marg	Hewett	Mark	Scott		
Black Rock LSC	Michael	Moncrieff			Matt	Bryant
Bonbeach LSC	Debra	Jordan			Caroline	Nagel
Brighton Life LSC	Colin	Ellicott	Danielle	Smith	Danielle	Smith
Cape Paterson SLSC	Jess	Bowman			Darcy	Manks
Carrum Surf LSC	Philip	McEvoy			David	Hyde
Chelsea Longbeach SLSC	Michael	Clancy				
Dromana Bay LSC	Sandra	vander Pal			Peter	Doyle
Edithvale Life LSC	Lesley	McGurgan	Dianne	Montalto	Kerry	Bell
Elwood LSC	Chris	Baker	Alison	Porter	David	Rylance
Fairhaven SLSC	Imogen	Dingle	Ned	Douglas	Vanessa	Lewanski
Frankston LSC	Craig	Stoodley			Craig	Stoodley
Gunnamatta SLSC	Greg	Goulet	Joe	Watt		
Half Moon Bay SLSC	Soren	Luckins			Soren	Luckens
Hampton LSC	Darren	McLeod			Darren	McLeod
Inverloch SLSC	Harvey	Jones				
Jan Juc Surf SLSC	Scott	Tannahill	Rebecca	Schot-Guppy	Luke	Van Meel
Kennett River Surf SLSC	Brett	Johnston			Ross	Dakin
Lakes Entrance SLSC	Cameron	King			Jane	Ireland
Lorne SLSC	Scot	Kerr			Scot	Kerr
Mallacoota SLSC	Kathleen	Cator				
Mentone LSC	David	Blanks	Helga	Stott	Jim	Stott
Mildura LSC	Greg	Rhodes				
Mordialloc LSC	Michael	Barbarino			James	Evans
Mornington LSC	Derrick	Wilkinson			Kevin	Spooner
Mount Martha LSC	Gary	March	Despi	O'Connor	Tim	Harper
Ocean Grove SLSC	Sean	McGee	Geoff	Waters	Katie	Soldani
Point Leo SLSC	Simone	Williams			Simone	Williams
Point Lonsdale SLSC	Tom	Lee	Matthew	Ponsford		
Port Campbell SLSC						
Port Fairy SLSC	Alan	King			Helen	Finnigan

Port Melbourne LSC	Brett	Armstrong			Darrel	Gill
Portland SLSC	Phil	McGibbon			Katrina	Antony
Portsea SLSC	Jonathon	Tostevin	Simon	Wilson	Phillipa	Skinner
Rosebud and McCrae LSC	Donna	Gadsby	Sally	Porta		
Sandridge LSC	Banjo	Anderson			Alistair	Thom
Sandringham LSC	Stewart	Carmody	Cassie	Thomas	Brent	Law
Seaford LSC	Tony	Seals	Taylor	Justin	Kerry	McGrath
Seaspray SLSC	David	Morgan			David	Morgan
Sorrento SLSC	Ken	de Heer			Stefan	Bagg
South Melbourne LSC	Alison	Porter			David	Porter
St Kilda LSC	Barton	Roberts				
Torquay SLSC	Alan	Dell			Lizzie	Johnson
Venus Bay SLSC	Alan	Lotto			Kimberley	Stewart
Waratah Beach SLSC	Robert	O'Brien	Julian	Meagher	Michele	Burns
Warrnambool SLSC	Rebel	Noter			Rebel	Noter
Williamstown LSC	Sebastian	Phoenix			Iain	Dickson
Wonthaggi LSC	Joan	Scott	Michelle	Sterchi	Margaret	Fry
Woodside Beach SLSC	Rebecca	Michau	Roger Lloyd	Lloyd		
Woolamai Beach SLSC	Michael	Sullivan			Michael	Pearce
Wye River SLSC	Jo	Nelson			Lisa	Knight

Confidentiality Deed - Original

Parties	Recipient and LSV	
Recipient	Name	
	Address	
LSV	Name	Life Saving Victoria ABN 21 102 927 364
Governing law	Victoria	
Date of deed		

1. **Obligation of confidence**

- 1.1 The Recipient acknowledges that during the Recipient's period of Work for LSV, Confidential Information will come to the attention of the Recipient.
- 1.2 The Recipient agrees that it will:
- (a) maintain the confidential nature of the Confidential Information;
 - (b) not, without the prior written consent of LSV, disclose any of the Confidential Information to any person; and
 - (c) not use or reproduce any of the Confidential Information for any purpose other than in connection with the Recipient's Work.
- 1.3 Clause 1.2 does not apply to:
- (a) any Confidential Information:
 - (i) which is in or becomes part of the public domain other than through breach of this deed;
 - (ii) which the Recipient can prove by contemporaneous written documentation was already known to it at the time of disclosure by LSV;
 - (iii) which was developed by the Recipient independently of the disclosure by LSV; or
 - (iv) which the Recipient acquires from a third party entitled to disclose it; and
 - (b) any Confidential Information to the extent which it is required to be disclosed by the Recipient under any law.
- 1.4 The Recipient agrees, when the Recipient's Work ceases, or on request from LSV, to:
- (a) promptly return to LSV the Confidential Information; and
 - (b) delete any Confidential Information that has been entered into a computer, database or other electronic means of data or information storage by the Recipient, provided that the computer, database or other electronic means of data information storage is not the property of LSV.

- 1.5 The Recipient acknowledges that disclosure of any Confidential Information other than in accordance with this deed:
- (a) may cause irreparable injury to LSV, accordingly LSV may seek and obtain relief; and
 - (b) may result in termination of the Recipient's Work:
 - (i) as an employee of LSV for serious misconduct in accordance with the terms of relevant employment contract; or
 - (ii) as a director or officer of LSV in accordance with the LSV Constitution and the By-Laws.

(c) Definitions

The following words have these meanings in this deed unless the contrary intention appears.

Confidential Information means all Information disclosed to the Recipient by LSV for or in connection with the Recipient's Work including information which is designated or indicated as being the proprietary or confidential information of LSV.

Information means any technical knowledge, concepts, ideas, designs, programs, processes, procedures, innovations, inventions, and other information (including financial, market intelligence and data base information) and supporting or associated documents.

LSV means Life Saving Victoria Limited ABN 21 102 927 364 and its employees, directors and officers.

Work means the performance of duties and/or the provision of services by a Recipient as required by to the Recipient's position or role as:

- (a) an employee of LSV remunerated on a full time, part time or casual basis; or
- (b) a director or officer of LSV elected or appointed by members of LSV on a voluntary basis without monetary compensation or reward.

Executed as a Deed

SIGNED by the **Recipient** in the presence of:

.....
Signature of witness

.....
Name of witness

)
)
)
)

.....
Signature of Recipient

SIGNED by **LIFE SAVING VICTORIA** by its authorised representative:

)
)
)
)

.....
Signature of authorised representative

.....
Name of authorised representative

Confidentiality Deed - Duplicate

Parties	Recipient and LSV	
Recipient	Name	
	Address	
LSV	Name	Life Saving Victoria ABN 21 102 927 364
Governing law	Victoria	
Date of deed		

2. **Obligation of confidence**

- 1.1 The Recipient acknowledges that during the Recipient's period of Work for LSV, Confidential Information will come to the attention of the Recipient.
- 1.2 The Recipient agrees that it will:
- (a) maintain the confidential nature of the Confidential Information;
 - (b) not, without the prior written consent of LSV, disclose any of the Confidential Information to any person; and
 - (c) not use or reproduce any of the Confidential Information for any purpose other than in connection with the Recipient's Work.
- 1.3 Clause 1.2 does not apply to:
- (a) any Confidential Information:
 - (i) which is in or becomes part of the public domain other than through breach of this deed;
 - (ii) which the Recipient can prove by contemporaneous written documentation was already known to it at the time of disclosure by LSV;
 - (iii) which was developed by the Recipient independently of the disclosure by LSV; or
 - (iv) which the Recipient acquires from a third party entitled to disclose it; and
 - (b) any Confidential Information to the extent which it is required to be disclosed by the Recipient under any law.
- 1.4 The Recipient agrees, when the Recipient's Work ceases, or on request from LSV, to:
- (a) promptly return to LSV the Confidential Information; and
 - (b) delete any Confidential Information that has been entered into a computer, database or other electronic means of data or information storage by the Recipient, provided that the computer, database or other electronic means of data information storage is not the property of LSV.

- 1.5 The Recipient acknowledges that disclosure of any Confidential Information other than in accordance with this deed:
- (b) may cause irreparable injury to LSV, accordingly LSV may seek and obtain relief; and
 - (b) may result in termination of the Recipient's Work:
 - (i) as an employee of LSV for serious misconduct in accordance with the terms of relevant employment contract; or
 - (ii) as a director or officer of LSV in accordance with the LSV Constitution and the By-Laws.

(c) Definitions

The following words have these meanings in this deed unless the contrary intention appears.

Confidential Information means all Information disclosed to the Recipient by LSV for or in connection with the Recipient's Work including information which is designated or indicated as being the proprietary or confidential information of LSV.

Information means any technical knowledge, concepts, ideas, designs, programs, processes, procedures, innovations, inventions, and other information (including financial, market intelligence and data base information) and supporting or associated documents.

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- (a) an employee of LSV remunerated on a full time, part time or casual basis; or
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Executed as a Deed

SIGNED by the **Recipient** in the presence of:

.....)
Signature of witness)	Signature of Recipient
)	
)	

.....)	
Name of witness)	

SIGNED by **LIFE SAVING VICTORIA** by its authorised representative:

)
)	Signature of authorised representative
)	
)	

.....
Name of authorised representative