SERF Access Regulations and Policy

General

The SERF is located in a semi-rural, isolated area in the Samford Valley approximately 25km from the Brisbane CBD. The property is mostly vegetated and is home to a variety of flora and fauna including dangerous snakes, insects and wild dogs. All visitors to the site are required to take particular care, and use common sense when navigating around the property.

Facilities

Tank water is available for sanitary purposes only; however visitors are required to bring their own supply of drinking water. Limited toilet facilities exist and are located at the Barracks. A phone and small First Aid kit are available in the Barracks and there is mobile phone reception on the property.

Access Policy

In the interim, the SERF is only available to QUT staff and students and is open to any qualified QUT investigator who proposes research that is consistent with the property’s mission of research, teaching and learning, sustainability and long-term resource protection.

To visit the site for any research or teaching and learning purposes the following steps are required:

1. Submit an application either to conduct Research, an Educational field trip or for Other purposes via the IFE intranet site https://sharepoint.qut.edu.au/institutes/ife/.
2. Applications are to be accompanied by a Faculty approved risk assessment proforma, eg SEF MAPS from or other QUT faculty field work risk assessment form. These documents must be vetted and endorsed by the relevant Faculty WH&S Coordinator before submitting.
3. The application will be assessed by the IFE Distributed Sites Manager and, if approved, access will be made available. You must then complete the SERF online WHS induction before visiting the property. This test must be completed annually. The test can be found at: http://blackboard.qut.edu.au/webapps/portal/frameset.jsp?tab_tab_group_id=_5_1&url=%2Fwebapps%2Fblackboard%2Fcontent%2FlistContentEditable.jsp%3Fcontent_id%3D_4037104_1%26course_id%3D_89519_1
4. Regular (quarterly) project updates are to be filed by email.
5. The final report and/or data are to be made available to SERF Management and the SERF Research and Education Committee.

Access Regulations

1. All authorised persons entering the property are responsible for their own safety and the safety of others, in accordance with QUT’s Health and Safety Management Policy. Persons entering the premises must be conversant with this Policy. QUT is not liable for loss, damage or injury to persons not duly authorised to be on the property or where persons failed to adhere to the regulations detailed in this document.
2. All sporting activities are strictly prohibited. Any persons may be subject to appropriate legal action for any breach of this provision.
3. Research activities or class visits must be approved by the SERF Research and Education Committee or SERF Management prior to commencement. An approved faculty risk assessment endorsed by the relevant Faculty WH&S Coordinator must accompany any access form eg SEF MAPS from or other QUT faculty field work risk assessment form. The Risk Management Plan (or Faculty specific equivalent) must address all phases of the project including any requirements for removal and disposal of waste or redundant materials and clean up/rehabilitation of the research area on conclusion of the project. Where these documents have not been endorsed by the relevant WH&S Coordinator prior to submission or the Research and Education Committee or SERF Management consider project risks or related issues have not been adequately addressed, they are to be returned to the originator for rectification prior to approving the project.

4. All data and results obtained from research and education projects and visits must be made available to SERF Management for possible publication on the SERF website unless prior arrangements have been made.

5. Publications, reports or presentations resulting from SERF projects or data collection, must fully acknowledge SERF, the Institute for Sustainable Resources and QUT. Failure to do so will terminate access for on-going or future activities.

6. Access and keys to the property will only be issued on successful registration.

7. All visitors to the property must register with the Institute for Sustainable Resources and obtain a permit prior to entering the site. Visitors that fail to register will be considered as trespassing, regardless of their affiliation with QUT, and may be subject to appropriate legal action. In addition, unauthorised entry will automatically negate any claim on QUT for loss, damage or injury, however sustained.

8. It is the responsibility of the project supervisors, students and all persons entering the property to ensure they have the correct protective clothing and footwear for fieldwork and/or outdoor activities.

9. Until otherwise advised, all persons entering the property must supply their own drinking water as the water on the property is not considered fit for human consumption. Rainwater for cleaning and sanitation is available at the Barracks.

10. It is advisable for visitors to carry a mobile phone whilst on the property. For group visits or activities, a suitable First Aid kit should be supplied by the group leader or supervisor. Wherever possible, a trained First Aid person should accompany the group.

11. The property is to be left in a clean and tidy manner and all rubbish and waste is to be removed from the site. Failure to comply with the provision will result in action being taken against persons responsible via their Faculty or School. Such action may include recovery of any clean up costs incurred and a possible ban from future use of the property.

12. Ensure that all doors and windows are closed and locked. Any items left in the Barracks are at the risk of the owner.

13. The property is used for multiple research projects; persons must not disturb or interfere with any project occurring on the site.

14. The gates must be closed at all times.

A first aid kit is provided outside the “Barracks” next to the solar panels - details of any incident requiring the use of first aid supplies is to be noted in the enclosed First Aid Treatment Record.

Please contact the IFE on 3138 0195 or 3138 7711 for any enquiries.