

South West region – Busselton & Bunbury

WATERWISE GARDEN IRRIGATOR PROGRAM

Program Guidelines



Version 2 : April 2020

Managed & administered by:



Supported by:



BUSSELTON WATER

WATERWISE GARDEN IRRIGATOR PROGRAM

The Waterwise Garden Irrigator Program (WGIP) is a self-study training & endorsement program which aims to optimise the water-use efficiency of domestic watering systems, facilitated by Irrigation Australia (IAL).

This is an individual-based program therefore companies employing multiple staff and/or contractors who wish them to be endorsed are to enter the program on an individual basis.

Participation in the Waterwise Garden Irrigator Program (WGIP) is open to:

- **ALL domestic irrigation installation businesses** with a current ABN Number
- **Sole traders**
- **Newcomers** to the industry with little knowledge who wish to learn best practice are encouraged to also apply, and will be offered mentoring during their study/exam phase (but may require a more time to undertake the entry process)
- **Former members** of the program can re-apply, by simply completing an on-line assessment

PROGRAM GUIDELINES

GUIDELINE 1 – SUBMIT ONLINE APPLICATION & PAYMENT

Fee Structure:

Category	IAL membership (Individual)	WGIP Fee*	Sub-Total	Dual Memberships **
IAL Member	\$145	\$250	\$395	\$125
Non-IAL Member	\$0	\$500	\$500	\$250

* Application fee includes study & exams and the first 12 months of Waterwise membership. Ongoing renewal fees apply.

** Individuals who hold current financial membership in a Waterwise Garden Irrigator Program in a different region may be eligible for a 50% discount for participation. Merchandise branded to a South West water utility may only be used in the relevant service area.

To apply for IAL (Individual) membership visit:

<https://www.irrigationaustralia.com.au/membership-information/new-membership-2017/individual-student-retired-membership>

To submit WGIP application visit:

<https://www.irrigationaustralia.com.au/membership/type/wgip-sw-membership-application>

Payment can be made online via credit card / direct deposit.

Should any applicant fail to meet the entry criteria to the Program, funds paid would be refunded in full.

Transfer:

If an endorsed individual changes employment, the individual may have the option to transfer their program membership to the new business. The new business will be liable for a transfer fee of:

\$55 (inc. GST) for IAL members

\$110 (inc. GST) for non-IAL members

GUIDELINE 2 - APPLICANTS MUST BE PROCESSED THROUGH THE PROGRAM ADMINISTRATOR.

The Application will be reviewed against the selection criteria by the WGIP Administrator and if the selection criteria have not been met, the WGIP Administrator will contact the applicant to discuss further. Newcomers to the industry will be asked for former work experience and qualifications.

GUIDELINE 3 – STUDY AND ASSESSMENT PHASE

Study:

On approval of application from WGIP Administrator, the manuals a). Specification and b). Design are issued electronically to the individual to commence the study phase. An application is issued an 8-week duration from date of issue of the manuals to complete the study phase, however, this can be extended or shortened to accommodate the individuals' business workload.

Assessments:

At the conclusion of the study phase, applicants will be issued with on-line access details to attempt the multiple-choice assessments in both Design and Specification Principles within a 4-week timeframe.

A pass mark of 100% is required for each module for entry to the program.

Study & Assessments must be completed within 12 months of application date to avoid forfeiting application fee.

GUIDELINE 4 - INSTALLATION OF IRRIGATION SYSTEMS FOR ALL WORK COMPLETED THROUGH THE WGIP TO THE IAL'S DESIGN PRINCIPLES AND SPECIFICATION

Each WGIP endorsed business agrees to install garden watering systems according to the design principles and specifications as detailed in the governing manuals.

GUIDELINE 5 – RANDOM AUDITS

Auditing is carried out randomly every 12 months by an independent consultant engaged by IAL.

The appointed auditor (or auditors) will be provided with a checklist of points based on the Design Principles and Specification manual upon which their assessment of each installation will be made.

This checklist will define any deficiencies that may be found as being either 'major' or 'minor' breaches.

This audit process cannot, in itself, be an endorsement of every aspect of every garden watering system and cannot be used as evidence in the event of any dispute between any WGIP member and their client.

Following the audit, a report will be submitted to the installing business. Should it be deemed there be any 'major' breach of the design principles or specification the installing business will be advised and be required to remedy such deficiency within a two-week period from the date of receipt of such advice. The client will be advised of any 'minor' breach within the system. Should there be more than one such 'minor' breach the installer may be required to make good such deficiency within a four-week period following such notification.

Any 'major' breach or two or more 'minor' breaches may result in a \$220 penalty (inc. GST) levied against the installing business. This is levied to cover the administration cost such a breach or breaches may cause including possible follow-up audits to ensure that appropriate remedial works have been carried out. Where such breaches have occurred, the percentage of jobs audited thereafter for that installer may be increased to ensure compliance.

Any installer or installing business endorsed under the program, for which auditing of systems installed by this installer or this business shows consistent failure to meet all the design principles and compliance with the specification for the program, may have their membership of the program suspended by the Program Administrator or have their membership cancelled. In such event no refund of membership fees will be paid.

The business under whose name membership is awarded is responsible for the actions of its installers. Consequently, that business is liable to make good any breach or breaches identified by the audit process and within the time period specified, whether or not the installer of the original system is available to make good any such breach.

Payment of any such penalty shall be made within 30 days of receipt of notice of penalty. Failure to pay within this period may result in suspension from the program.

Should any installer or installing business be suspended or expelled from the program then neither may install garden watering systems under the program and should remove all advertising or reference to the program in any advertising or correspondence. Any promotional or identification material provided to the installer or installing company remains the property of the Program and should be returned to the Program Administrator on demand. Unauthorised use of any program material including names and logos shall be seen as a breach of copyright. A suspended or expelled member will have right of appeal to the aforementioned Appeals Board. Any appeal must be made in writing through the Program Administrator within 30 days of expulsion.

GUIDELINE 6 - ONGOING PROFESSIONAL DEVELOPMENT

Annually each member will be required to undertake one of the following professional development tasks. These tasks will be determined each year by the Waterwise Sub-committee and form part of the member's commitment to these program guidelines.

These tasks can be in the form of:

- Attendance to any IAL training workshop
- Attendance to an eligible event (Member's Breakfast / Site Visit)
- Attendance to a Conference / Trade Show / Expo / Field Day
- Completing an on-line exam

GUIDELINE 7 - AGREE TO COMPLY WITH ALL THE GUIDELINES, PROCESSES AND REGULATIONS OF THE WGIP PROGRAM

The Waterwise Garden Irrigator Program offers the means to ensure that garden watering systems are installed to the highest standards of water-use efficiency.

In applying for entry to the WGIP program, the individual will be requested to accept that they have read, understood and will comply with these guidelines.

Any queries relating to the Waterwise Garden Irrigator Program Guidelines can be directed to the Program Administrator on (08) 9368 3136 or adminsupport@irrigation.org.au