

Visitor Access Protocol for the Murchison Radio-astronomy Observatory (MRO) and the Boolardy Accommodation Facility

Australia Telescope National Facility - Operations

Updated 4th September 2017 by John Reynolds

1. PURPOSE & INTENT

The purpose of this memo is to outline categories of visitors and the procedures for access to the Murchison Radio-astronomy Observatory (MRO) and the supporting site of the nearby Boolardy Accommodation Facility.

This memo supplements the access arrangements granted under the Indigenous Land Use Agreement (ILUA) for the MRO, and under the Site Licence Agreements between CSIRO and the various guest projects sited at the MRO (e.g. MWA and Edges).

Access to the MRO is limited in order to maintain radio quietness of the MRO, enable compliance with existing agreements, including the ILUA, and to limit the disruption to normal work at the MRO.

2. CATEGORIES OF VISITORS AND GRANTING ACCESS

1) CSIRO staff and affiliates with essential business supporting ASKAP or other telescope hosted on the MRO, or the MRO & Boolardy infrastructure

Essential business will be defined by the relevant Research Director, ASKAP Project Leader, SKA Centre Director, the CBIS Executive Manager (WA/SA/NT), or other business unit manager, in consultation with the Research Director Australia Telescope National Facility (ATNF) Operations.

Visits will be authorised by the relevant CSIRO Manager. In this context, the *Manager* is a staff member or CSIRO affiliate who has responsibility for:

- conduct of an activity;
- management of Staff members or CSIRO affiliates; and/or
- allocation of resources.
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A *CSIRO affiliate* is a person associated with CSIRO but who is not a Staff member, namely

- contractor or consultant; or
- secondee or visiting scientist; honorary or post retirement or volunteer fellow; or
- student or trainee.

2) Licensees (e.g. MWA staff, Edges staff) and their agents

- a) Access for specific purposes is granted under Site Licence Agreements.

3) Stakeholders, Education, Outreach and Media Visits (including SKA Project Office; other CSIRO staff members that do not fall under category 1 above)

- a) Visits require authorisation of the Research Director ATNF Operations
 - b) Approval will be based on the strategic importance of the visit as assessed and recommended by the relevant Research Director, ASKAP Project Leader, SKA Centre Director.
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4) Public

- a) The public is invited to tour the MRO on organised tours that may be conducted once or twice a year.

5) Access for members of the Wajarri Yamatji Claim Group

- a) Members continue to have access to the MRO, in accordance with the MRO Indigenous Land Use Agreement (ILUA) Access Protocol.

3. PROCEDURES

- The Research Director ATNF Operations has delegated responsibility for the overall management of access to the MRO on behalf of CSIRO.
 - Overall management of the Boolardy Accommodation Facility is shared within CSIRO Astronomy and Space Science (CASS) and CSIRO Business and Infrastructure Services (CBIS).
 - All persons staying at the Boolardy Accommodation Facility and/or visiting the MRO, including 1-day visits must book online using the [ATNF Reservation System](#).
 - Priority for Boolardy accommodation will be given to persons (including Licensees) with essential MRO and Boolardy works. Other visitors may be able to arrange accommodation at the nearby homesteads if Boolardy Accommodation Facility is not available.
 - All work activities and requests for on-site staff resources at the MRO must be co-ordinated through the ATNF Operations ASKAP Team Leader.
 - All persons visiting the Boolardy Accommodation Facility or the MRO (including CBIS staff and affiliates) must complete a Heritage Induction. This induction is carried out by the CSIRO Aboriginal Liaison Officer based in Geraldton. Heritage Inductions are valid for 2 years.
 - All activities at the MRO and Boolardy are to be conducted as per the CSIRO [HSE Risk Management Procedure](#) and HSE [Risk Management Guideline](#) or as per the relevant Site License Agreements. Groups working onsite must have adequate first-aid training.
 - All activities at the MRO and Boolardy are to be conducted in a manner that will ensure compliance with the CSIRO MRO/Boolardy Radio Emissions Management Plan.
 - All persons driving to/from Geraldton and the MRO or Boolardy should have appropriate 4WD training.
 - Regular MRO working hours are from midday to 5:30pm on Monday, 7:30am to 5:30pm Tuesday-Thursday and 7:30am to midday on Friday. Where visits occur outside these hours, payment for any overtime costs incurred to make CSIRO staff available to facilitate access will be the responsibility of the relevant CSIRO project, CSIRO business unit or external group seeking access.
 - Note: All access to the Boolardy Pastoral Station Lease (i.e. areas outside the Boolardy Accommodation Facility) for work or other activity must be cleared and managed through CBIS on behalf of CSIRO. This is additional to the above procedure.
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Work Flow for visits to MRO and Boolardy Accommodation Facility

