NSW National Parks and Wildlife Service

NSW Parks Eco Pass operator handbook

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Acknowledgement of Country

Department of Climate Change, Energy, the Environment and Water acknowledges the Traditional Custodians of the lands where we work and live.

We pay our respects to Elders past, present and emerging.

This resource may contain images or names of deceased persons in photographs or historical content.

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1. Introduction

1.1 NSW National Parks and Wildlife Service

NSW National Parks and Wildlife Service (NPWS) is part of the Department of Climate Change, Energy, the Environment and Water.

We look after over 7.6 million hectares of land across New South Wales, including:

- more than 895 national parks and reserves
- 4 World Heritage-listed sites
- various National Heritage sites, flora reserves, and 17 Ramsar wetlands.

These areas help protect biodiversity and preserve natural and cultural heritage.

Some parks provide shelter for threatened native species and important historic and cultural sites.

Others offer visitor facilities like picnic spots, boardwalks and lookouts for everyone to enjoy.

Visit the NPWS website for more information about what we do.

1.2 Parks Eco Pass program

Nature-based tourism and recreation are important to the NSW economy. As a commercial operator, you play a vital role in helping us share these special places.

Over 380 operators currently hold a Parks Eco Pass licence, offering activities like bushwalking, abseiling, cycling, surfing, kayaking, and cultural or educational tours.

We are looking for licensed operators who share our values, run professional and safe businesses, and deliver high-quality, memorable experiences and services. When you are committed to our parks, you help protect them for future generations.

The Parks Eco Pass program makes it easier to run your business across NSW national parks. Benefits include:

- one licence to operate in multiple parks
- a single fee structure across the state
- transferable licences if you sell your business
- up to 5-year licence terms
- free Aboriginal cultural awareness training
- promotional support via a dedicated tour page on our website
- support from a dedicated NPWS team.

Licensing helps maintain quality visitor experiences and services, and it ensures that activities do not harm the environment.

Objectives of the Parks Eco Pass program

In consultation with operators, industry and other interested groups, we continually develop and refine the Parks Eco Pass program.

Our objectives are to:

- provide an efficient, equitable, consistent and customer-focused program
- encourage ecologically sustainable and culturally appropriate visitor use
- promote best practice operating standards
- improve compliance and monitoring
- ensure organised groups are always appropriately and fairly managed
- partner with you to promote our parks and enable visitors to appreciate, understand and enjoy them.

Ensuring sustainability

If you run a commercial activity, you should ensure that your use of sites is sustainable and culturally appropriate.

You should:

- educate clients on how to interact with sites
- help build an understanding of natural and cultural heritage conservation practices for your clients
- provide engaging and relevant interpretation and education
- respect historic places
- promote respect for Aboriginal culture and sites
- observe rules designed to protect conservation values and public safety
- encourage active involvement in conservation activities
- adopt minimal-impact practices for all activities
- report damage, illegal activities and potential problems to NPWS.

1.3 Who needs a Parks Eco Pass?

Any business, organisation or individual undertaking a ‘guided’ experience associated with recreation, tourism or education, and ‘non-guided’ activities such as equipment hire or mobile vendors, must hold a Parks Eco Pass licence.

It is the nature of your activity, rather than your organisation’s main purpose, that determines whether you need a licence. For example, some not-for-profit organisations conduct tours or activities for financial return. In this situation, a licence is required.

Generally, if you are undertaking commercial activity, you will need a licence. Commercial activity includes some or all of the following elements:

- it has a principal commercial purpose or aim to profit
- it is ongoing or regular
- it has an entry, participation or membership fee that covers direct and indirect expenses
- the activity is free of charge in conjunction with another commercial product or service
- the activity is available to the public, rather than a specific membership group
- a service (such as a guide or experience) is provided and paid or compensated.

Private groups and individuals undertaking recreational or educational activities (and not conducting a business or commercial activity) do not require a Parks Eco Pass licence.

Commercial activities do not include activities that are better described as recreation, hobbies or sporting activities where no profit is being made.

Group activities, gatherings, non-commercial events and functions involving a certain number of participants require approval. If a group is larger than 40, usually you need consent. Refer to the relevant park's plan of management to determine the minimum number of people that triggers this requirement.

If you are unsure whether you need a licence, or you would like further information, please visit the Parks Eco Pass webpage or contact NPWS using the contact details in section 6.8.

1.4 Activities licensed under the program

Examples of commercial activities that may be licensed under the Parks Eco Pass program include, but are not limited to:

Guided activities

- Walking and hiking tours
- Camping
- Fitness training
- Trail running
- Coach and bus tours

Non-guided activities

- Picnic set-up service
- Equipment hire
- Transportation services
- Mobile food/beverage vending
- Supported camping

A full list of permitted activities can be found under 'Activity matrix permissibility' tab in the Parks Eco Pass activity and location conditions spreadsheet.

1.5 Customer commitments

Our customer commitments outline the behaviours we both commit to for a mutually trusting partnership.

We will support you to develop your business

We will:

- actively communicate with you and explain things clearly
- support you to develop visitor experiences
- listen to you and address any feedback.

We will act like a partner

We will:

- respond to you quickly
- be transparent about how long things take

- be easy to deal with
- be reliable
- act professionally

We will be fair

We will:

- hold everyone to the same rules and apply them without bias
- exercise a certain degree of flexibility when required
- help you meet your obligations
- pursue those who intentionally break the rules
- acknowledge when we are wrong.

What we expect from you

You need to:

- comply with the conditions of your licence
- act in accordance with our values
- provide high-quality experiences for our visitors
- meet your reporting obligations
- let us know when others are not compliant.

1.6 Steps to apply for a Parks Eco Pass licence

1. Visit the Parks Eco Pass webpage for information about NPWS licensing requirements.
2. Contact NPWS on 02 9585 6082 or email park.businesses@environment.nsw.gov.au to discuss your application, including details of activities and locations, and what support you might need in getting your business started.
3. Complete an online assessment covering safety, conservation, important conditions, how to use the licence and handbook, fees, and the NPWS values.
4. Prepare a business plan in the template provided.
5. Obtain a public liability insurance policy for a minimum value of $10 million. The Department of Climate Change, Energy, the Environment and Water must be named as an interested party as per section 3.6.
6. Complete the online application form, uploading a copy of:
   a. your business plan
   b. public liability insurance certificate of currency
   c. online training result page
   d. any other relevant documents.
7. We will send you a licence agreement with general, activity and site-specific conditions for you. Sign the agreement digitally and return it via email.

2. About your licence

2.1 Licence types

You will be issued with one of the following licence types depending on the activities you have been approved for:

- tour licence
- activity licence
- tour and activity licence
- mobile food/beverage vending licence
- transport licence.

2.2 Licence length

A Parks Eco Pass licence may be granted for a 1-, 3- or 5-year term.

Mobile food and beverage vending licences are available for a maximum term of 1 year and are subject to NPWS assessment and approval at its discretion. Applications are considered on a case-by-case basis, and NPWS is not obliged to grant a licence for any specific park or location.

2.3 Permitted activities in parks and reserves

Any commercial activity in a park or reserve must be permissible under the *National Parks and Wildlife Act 1974* and compatible with the park's plan of management.

- National Parks and Wildlife Act 1974
- NPWS plans of management

Activity permissibility and conditions for a particular national park or reserve reflect the management principles of that park or reserve. These principles help to manage conflicts with other users or to protect natural and cultural values.

Activity permissibility matrix

Not all activities are allowed in NSW national parks and reserves.

An activity matrix shows which activities may be permitted, not permitted, or not applicable in each park or reserve.

Check the 'Activity matrix permissibility' tab in the Parks Eco Pass activity and location conditions spreadsheet to see if your activity is allowed.

2.4 Licence conditions

Licence conditions specify how, when and where certain activities can be undertaken. They are designed to:

- minimise the activity's impact on natural and cultural sites
- manage potential issues associated with public visitor use
- minimise risks to public safety.

There are 3 kinds of conditions:

General conditions

The general licence conditions can be accessed via the links below.

- Tour – general licence conditions
- Activity – general licence conditions
- Mobile food/beverage vending – general licence conditions
- Transportation – general licence conditions

Location conditions

Location conditions reflect the specific needs of a park or reserve. They may be used to manage conflicts with other users or to protect natural and cultural values. For example, a site-specific condition might restrict use during certain times of the year to protect bird-breeding habitats.

Activity conditions

Activity conditions apply to a particular activity in all locations. Activity conditions promote safe practices and minimum standards for outdoor recreation activities. These conditions must be followed regardless of the location.

The Parks Eco Pass Activity and Location conditions spreadsheet provides activity and location conditions.

2.5 Selective licensing

A Parks Eco Pass licence does not give you exclusive or priority access to any activity or area in a national park or reserve.

However, in some cases, we may limit the number of licences for certain activities or locations. This is called selective licensing.

We do this to:

- ensure visitor safety
- protect cultural and natural values
- support sustainable park management
- improve the visitor experience.

Selective licensing is more likely in busy parks or areas with major infrastructure.

When licences are limited, they will be offered through a fair and open expression of interest (EOI) process.

The number and duration of these licences will depend on the goals for that area. Licences will include specific conditions based on the activity and location.

Supported camping licences are only issued as selective licences**.**

Selective licences are limited and subject to availability to align with park management objectives and visitor needs. The selective licensing process includes the following steps.

Identify the need to restrict the licence

We may decide to limit the number of licences for an activity or location to:

- protect public safety and cultural values
- manage park land and natural resources sustainability
- improve the visitor experience
- support new infrastructure projects.

Notification to existing operators

We will inform licensed operators if we decide to change from a standard licence to a selective licence for a specific activity or location.

EOI released to market

We will post an EOI on the NSW Government eTender website.

For current selective licences, the opportunity will be released up to 6 months before licence expiry.

Selective licence awarded

The selective licence will be awarded to the successful respondent from the EOI process. The licence will include activity and location-specific conditions.

When the licence ends, we will run a new EOI process.

2.6 Renewing your licence

Licences are not automatically renewed when they expire.

Renewing your licence will be simple if:

- you have followed the conditions of your current licence
- you have carried out and reported your licensed activities
- your activity and location haven't changed and match the parks plan of management.

You'll get a reminder email with a link to renew online. We may also contact you to help with the renewal, including any needed updates to activities or locations.

For selective licences, we will review the situation before starting a new selection process. We will give reasonable notice to allow time for planning and applications.

2.7 Cancelling or transferring your licence

The holder of a 3- or 5-year or selective licence may apply to transfer it to a new business operator if there is a change in business ownership and the remaining portion of the licence term is greater than 1 year. 1-year licences are not transferable.

A fee may be applicable to cover administration costs. To apply for a transfer in such circumstances, please contact NPWS. Section 6.8 provides contact details.

2.8 Insurance

To obtain a licence to conduct commercial activities, you must have and maintain a public liability insurance (PLI) policy that meets the following requirements:

- the limit of the PLI cover must be a minimum of $10 million
- the department must be named as an interested party as per the following exact text: ‘The Minister administering the National Parks and Wildlife Act 1974 on behalf of the State of NSW ABN 27 578 976 844’.

3. Fees and reporting requirements

3.1 Fees

Annual licence fees cover the agency costs of managing the Parks Eco Pass program.

Fees will increase on 1 July each year in line with the percentage change in the Consumer Price Index (All Groups, Sydney) for the March Quarter of the preceding financial year.Annual licence fees are due each year on the anniversary date of the licence.

Annual licence fees (including GST)

Table 1 Annual fees – financial year 2024–25

Licence duration	Park type	Fee (incl. GST)
1-year	High-value park	$550.00
1-year	Low-value park	$410.00
3-year	High-value park	$410.00
3-year	Low-value park	$310.00
5-year	High-value park	$385.00
5-year	Low-value park	$290.00

Table 2 Annual fees – financial year 2025–26

Licence duration	Park type	Fee (incl. GST)
1-year	High-value park	$570.90
1-year	Low-value park	$425.60
3-year	High-value park	$425.60
3-year	Low-value park	$321.80
5-year	High-value park	$399.65
5-year	Low-value park	$301.05

Table 3 Annual fees – financial year 2026–27

Licence duration	Park type	Fee (incl. GST)
1-year	High-value park	$584.05
1-year	Low-value park	$435.40
3-year	High-value park	$435.40
3-year	Low-value park	$329.20
5-year	High-value park	$408.85
5-year	Low-value park	$308.00

Per person fees

Per person fees apply to services such as guided tours, equipment hire, transportation, and picnic set-up. A per person fee must be paid for each client brought into the park by an operator.

Table 4 Per person fees – financial year 2024–25

Park type	Fee (incl. GST)
High-value park	$3.50
Low-value park	$3.00

Table 5 Per person fees – financial year 2025–26

Park type	Fee (incl. GST)
High-value park	$3.65
Low-value park	$3.15

Table 6 Per person fees – financial year 2026–27

Park type	Fee (incl. GST)
High-value park	$3.75
Low-value park	$3.25

Contribution fees – food and beverage vendors

Table 7 Contribution fees – food and beverage vendors

Park type	% of revenue generated (incl. GST)
High-value park	10%
Low-value park	5%

Selective licence fees (including GST)

Section 2.5 includes more information about selective licences.

Table 8 Selective licence fees – financial year 2024–25

Park type	Annual Licence Fee (incl. GST)	Turnover Contribution Fee % of revenue generated (incl. GST)
High-value park	$1,200.00	10%
Low-value park	$800.00	5%

Table 9 Selective licence fees – financial year 2025–26

Park type	Annual Licence Fee (incl. GST)	Turnover Contribution Fee % of revenue generated (incl. GST)
High-value park	$1,245.60	10%
Low-value park	$830.40	5%

Table 10 Selective licence fees – financial year 2026–27

Park type	Annual Licence Fee (incl. GST)	Turnover Contribution Fee % of revenue generated (incl. GST)
High-value park	$1,274.25	10%
Low-value park	$849.50	5%

Discounts and promotional support

- We offer discounts for longer-term licences as set out in Table 1 to Table 3.
- We offer location-based discounts as set out in Table 1 to Table 10
- Aboriginal-owned operators are exempt from annual licence fees for the first 2 years.
- Certified businesses may receive a 10% discount (refer to section 6).
- We also offer promotional support. This includes one tour listing per operator on the NPWS website and other NPWS promotional channels.

3.2 Quarterly returns

Quarterly reporting requirements

Every 3 months, you must submit a quarterly report that includes:

- the number of clients you had
- the parks you entered each month (no need to include exact dates or activity types).

If your activity runs across multiple days with the same clients, you must count and report each day spent in the park and which parks you used.

How and when to submit

- Email your report to NPWS.
- Submit your report within 21 days after the end of each calendar quarter.
- If you had no business activity, you still need to send a nil quarterly report.

What to include in your report

- For tour, transport, equipment hire and picnic set-up operators, report the number of clients.
- For selective licence holders, provide visitor numbers (use the selective licence tab).
- For food and beverage vendors, report the number of days and hours operating on park.

Fee payment

- Per person fees are paid at the end of each financial year.
- NPWS will send you an invoice based on your quarterly reports.
- Payment is due within 7 days of the invoice date.

3.3 Turnover contribution fees

- A Statement of Gross Revenue must be submitted within 30 days following the end of the financial year. This statement must:
  - Clearly break down the proportion of revenue earned on-park and off-park.
  - Be accompanied by a certification from a qualified accountant.
- NPWS will send you an invoice based on your turnover contribution report for the portion of revenue earned on-park.
- Payment is due within 7 days of the invoice date.

3.4 Additional fees

You do not need to pay park entry fees for up to five (5) registered vehicles if you have a business vehicle linked Digital Parks Pass. However, you still need to pay for other activities like:

- camping
- entry to museums
- site or venue bookings
- discovery programs.

Camping fees

If you are licensed for camping activities, you must pay campsite fees on top of your per person fees.

All campsites must be booked through the NPWS camping and accommodation webpage, and you must follow the online booking terms and conditions.

3.5 How we use your fees

The per person fees NPWS collects from Parks Eco Pass operators help fund the maintenance and improvement of visitor facilities like tracks, trails, boardwalks, lookouts, and toilets.

This revenue also supports:

- safety for visitors and operators
- accessible infrastructure
- conservation and protection of our natural areas.

By paying these fees, you are helping to care for our parks and keep them enjoyable for everyone.

3.6 High-value parks

When determining whether a park is high value, we consider whether it has:

- visitor infrastructure projects
- an international attraction
- high or very high annual visitation.

The following parks or reserves are high value:

- Arakoon National Park
- Barunguba Montague Island Nature Reserve
- Beowa National Park
- Blue Mountains National Park
- Bouddi National Park
- Broughton Island (Myall Lakes National Park)
- Budderoo National Park
- Dorrigo National Park
- Fingal Island (Tomaree National Park)
- Gardens of Stone State Conservation Area
- Glenrock State Conservation Area
- Kamay Botany Bay National Park
- Kosciuszko National Park
- Ku-ring-gai Chase National Park
- Lane Cove National Park
- Morton National Park
- Mount Jerusalem National Park
- Mungo National Park
- Murramarang National Park
- Nightcap National Park
- Royal National Park
- Sea Acres National Park
- South Solitary Island Historic Site
- Sydney Harbour National Park
- Tomaree National Park
- Walgun Cape Byron State Conservation Area
- Whian Whian State Conservation Area
- Wollumbin National Park
- Worimi Conservation Lands
- Yuraygir National Park

4. Aboriginal cultural heritage

4.1 Aboriginal interpretation

General interpretation

Authentic Aboriginal tourism experiences must be created and led by Aboriginal people or developed in partnership with them. NPWS is committed to ensuring these experiences respect Aboriginal culture, honouring local knowledge, traditions and cultural protocols.

Aboriginal culture is the cultural and intellectual property of Aboriginal people. All experiences must protect authenticity and integrity.

General interpretation includes:

- the traditional name of a place and its meaning
- the traditional names of the local Aboriginal communities
- NPWS signage.

Detailed interpretation

To deliver detailed Aboriginal cultural and heritage interpretation, you must:

- engage an Aboriginal person/s to undertake the interpretation (unless the appropriate representatives of the relevant Aboriginal community have given specific authorisation to the person delivering the detailed Aboriginal Cultural Heritage interpretation and have approved the content of that interpretation)
- obtain a letter of support every time you renew your licence from an Aboriginal organisation that represents the local community (for example, a local Aboriginal land council, or a prescribed body corporate) for your delivery of Aboriginal cultural heritage interpretation
- only promote yourself as a provider of Aboriginal cultural heritage interpretation if you have engaged an Aboriginal person/s to deliver the content
- ensure it is culturally appropriate for photographs, videos, art, music and any other medium depicting Aboriginal sites, places, people or culture to be used for promotional purposes.

Licensed operators can only promote themselves as offering Aboriginal heritage interpretation if they work with a member of the relevant Aboriginal community or have the required approval.

If you do not meet these conditions, you may only provide general information about Aboriginal cultural heritage.

4.2 Joint management agreements and Part 4A parks

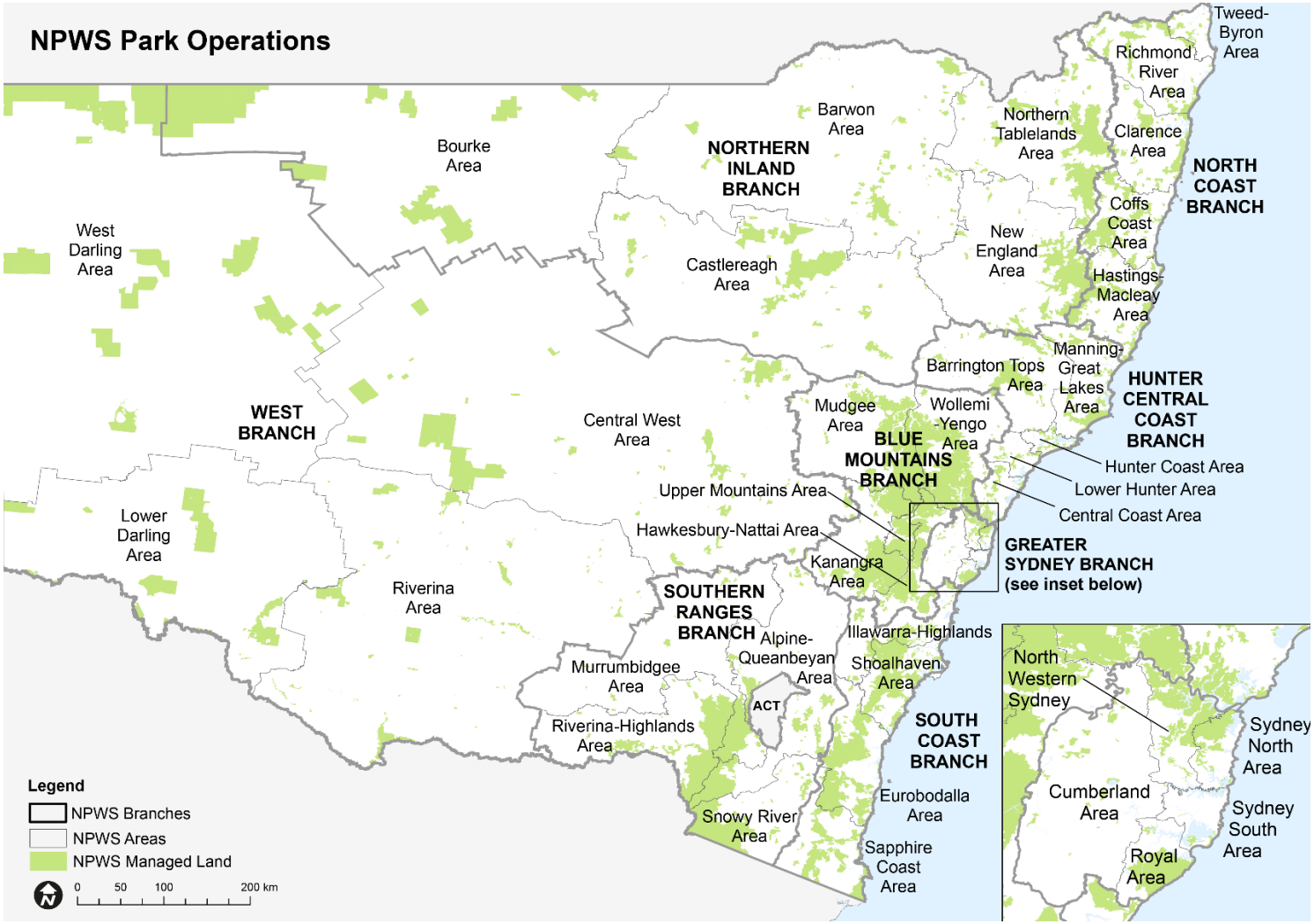
If a national park or reserve is jointly managed, the park's board must review and approve any licence applications. For parks under a Part 4A Aboriginal Land agreement, special consultation and approval steps are required.

Each jointly managed park has its own process, so timelines and requirements may vary. Contact the NPWS before applying to get help reaching the right board or committee.

Applications for jointly managed parks can take up to 12 weeks longer than standard ones.

For more details, visit the Aboriginal joint management of parks webpage.

5. National Parks and Wildlife Service branches and areas map



6. Miscellaneous

6.1 Accreditation

You do not need to be certified by a relevant accreditation body to apply for a Parks Eco Pass.

However, accreditation helps you stand out from other operators – especially when working in environmentally sensitive areas.

If you are certified by a relevant accreditation body, you may get a 10% discount on your annual licence fee.

This discount only applies if you provide your accreditation before applying – we do not backdate discounts.

Your accreditation must match your activity. For example:

- outdoor activity providers need outdoor industry accreditation
- tour operators need tourism industry accreditation.

If your activity requires mandatory accreditation, you will not be eligible for the 10% discount.

We only recognise accreditation programs that meet NPWS requirements. Currently, the following programs meet these requirements:

- Eco Tourism
- Australian Tourism Industry Council – Quality Tourism Accreditation
- Australian Camps Association
- National Accommodation, Recreation and Tourism Accreditation
- Professional Fishing Instructors and Guides Association.

6.2 Use of subcontractors

If you hire a subcontractor to help with your business, they must follow all the conditions of your Parks Eco Pass licence. You must give them a copy of your licence and explain the rules before they work in NSW national parks and reserves.

As a licence holder, you are responsible for any problems or breaches caused by your subcontractor. Serious issues may lead to your licence being suspended or cancelled.

Subcontractors cannot take bookings for tours. You must handle all bookings and report the number of clients brought onto park to NPWS.

If a subcontractor wants to take their own bookings, they must apply for their own Parks Eco Pass licence.

6.3 NPWS Parks Eco Pass logo

When you receive a Parks Eco Pass licence, you will be given the NPWS Parks Eco Pass logo to use in your promotional materials like brochures, websites and signs. However, you cannot use the logo on clothing, vehicles or uniforms.

When using the logo, follow the guidelines in your licence agreement and include a statement that you are a licensed operator.

NPWS can provide a logo template with size specifications. You may not use any other NPWS or NSW Government logos in promotional materials.

6.4 Operating in locations not on park

Running tours in protected areas managed by local, Commonwealth, or other state or territory governments may require an additional permit or licence.

Before planning any activities, contact the relevant authority to make sure you have the right approvals to operate in those areas.

6.5 Permission for specific events

A licensed operator may still need consent for a specific event (commercial or otherwise) that differs from the activities specifically permitted under their licence.

The Events Team manages events that trigger one or more of the criteria in Table 11.

Table 11 Triggers for management of events

Criterion	Trigger condition
Number of people	151 or more (except for school cross-country and school picnics – 300 or more)
Venue use	Exclusive use only
Park tenures	Crosses multiple NPWS areas
Event impact rating	Risk of high impact to the environment and/or other park users
Whole-of-government event (such as New Year's Eve)	Yes

'Small-scale events' are visitor-related organised group activities or gatherings involving fewer than 150 persons, requiring non-exclusive use and having low impact on park users and/or normal park operations. Small-scale events are managed by Local Area teams.

Contact the Events Team for further details of consent requirements and to obtain an event consent:

- phone 02 9585 6570
- email events.nationalparks@environment.nsw.gov.au.

6.6 Park alerts and subscriptions

You can sign up for a customer account on the NPWS website. This will help you plan trips and keep up to date with park closures.

You can subscribe to notifications for alerts regarding park closures.

You must check the alerts for NSW national parks website before visiting a park.

6.7 Industry support

Destination NSW provides free business advice and support to all tourism operators in New South Wales. They can help with product development and marketing through:

- the NSW First program, which offers advice on topics like pricing, marketing, distribution, commissions, PR and becoming market ready (for example, website design and familiarisation tours)
- the Get Connected program, a free website membership that lets you promote your tourism product on visitnsw.com, sydney.com and australia.com.

For further information, visit the Destination NSW website or call 02 9931 1111.

The NSW Government Service NSW Business Bureau provides support to businesses on a range of topics with one-one-one support available over the phone and online resources.

6.8 Contact information

If you have any questions about the Parks Eco Pass program, please contact NPWS:

- phone 02 9586 6082
- email park.businesses@environment.nsw.gov.au

Appendix: Definitions and key terms

In this handbook, unless the context otherwise requires the following definitions apply:

Aboriginal cultural tour – a tour that has Aboriginal cultural content or visits culturally sensitive sites.

Application – a request to licence a commercial activity in NPWS parks or reserves.

Client – a person attending a tour or activity of a licensed operator.

Commercial activity – an activity conducted on a commercial basis.

Commercial operator – a person or entity (includes companies and incorporated bodies) carrying out commercial activities within an NPWS park or reserve.

Conditions – the conditions set out in this handbook, the Activity and Location Conditions and in the Parks Eco Pass licence.

CPI means the Consumer Price Index (All Groups, Sydney) published by the Australian Bureau of Statistics, or any index that replaces it.

Delegate – a person delegated a function of the Minister under s. 21(1) of the NPW Act, or a person to whom a function or functions of the CEO have been delegated under s. 21(2) of the NPW Act, as the case requires.

Department – the Department of Climate Change, Energy, the Environment and Water and includes any agency or authority replacing the same.

Digital NSW Park Pass – the digital pass issued by the department to a motor vehicle registration for entry to fee-collecting parks.

Fee-collecting parks – parks that require fees or charges payable for entry by persons by motor vehicle to a park (**park entry fee**). These are listed at NPWS 'Fee-collecting national parks' website or as amended from time to time.

Guide tag – the Parks Eco Pass identification tag to be carried by the licensed operator, issued to the licensee by the licensor.

Handbook – the Parks Eco Pass Operator Handbook and any amendments made from time to time.

Licence – a Parks Eco Pass licence and all schedules to and variations of the licence.

Licensed operator – a person or entity (includes companies and incorporated bodies) that holds a Parks Eco Pass licence with NPWS.

Minister – the minister administering the *National Parks and Wildlife Act 1974* (NSW), or a delegate of the minister.

NPW Act – the *National Parks and Wildlife Act 1974* (NSW) as amended from time to time.

NPWS – the NSW National Parks and Wildlife Service.

Operations – the commercial operations that may be undertaken by an operator pursuant to the licence.

Parks Eco Pass – the NSW National Parks and Wildlife Service program for licensing operators of commercially guided tours, non-guided activities, and recreational and educational activities, in parks.

Secretary – the Secretary of the Department of Climate Change, Energy, the Environment and Water and includes any person for the time being acting as such or in such alternative position or office as the licensor may notify from time to time.

Vehicle – any mode of transport including but not limited to cars, buses, vessels, horses, cycles or motorcycles.

Visitor – any person entering lands managed by NPWS who is not an employee of the department entering in the course of their duties.