



Harness Racing Victoria Licensing Policy

1. Licensing Policy

- 1.1. Section 45 of the *Racing Act 1958* allows the Board of Harness Racing Victoria (**HRV**) to, amongst other things, register, refuse to register or deregister any harness club, horse, owner, trainer, driver or rider in accordance with the rules of HRV (**Rules**).
- 1.2. Part 4 of the Rules relates to licensing of participants by HRV.
- 1.3. HRV may by licence regulate any activity connected with the harness racing industry [Rule 90(1)] and may require such documentation, information or fees as it determines to accompany any application for a licence [Rule 90(2)].
- 1.4. HRV may grant a licence for such period and upon such terms and conditions as it thinks fit, and may refuse a licence without assigning any reason whatsoever [Rules 90(4) & (5)].
- 1.5. HRV or the Stewards may vary the type, grade or class of a licence held by a person [Rule 90(7)].
- 1.6. Ultimately, the grant or otherwise of a licence is at the discretion of HRV.
- 1.7. The licensing criterion provided below has been set by HRV to assist persons wishing to apply to be licensed by HRV in the relevant licence categories.
- 1.8. Without limiting the powers of HRV provided in the Rules and in the *Racing Act 1958*, HRV may in its discretion:-
 - (i) vary or amend the licensing criteria at any time;
 - (ii) require additional information to accompany a licence application;
 - (iii) impose terms and conditions on the grant of a licence;
 - (iv) deem that a licensed person no longer satisfies the suitability criteria set out in Schedule 1 to this policy (**Suitability Criteria**) and is no longer eligible to hold a licence in accordance with this policy.
 - (v) take into account any other matter it considers relevant in determining a licence application.



2. Licensing Criteria

- 2.1. Before making application for a Driver or Trainer licence, an applicant must hold a Stablehand licence for a minimum of twelve (12) months or provide evidence of previous experience and competency.
- 2.2. All persons seeking to be licensed by HRV must be ordinarily resident in Victoria and provide evidence of such.
- 2.3. Consent to the release of police records is not required if the applicant is under the age of 18 years.
- 2.4. The criteria and requirements as outlined below can be varied at any time at the discretion of, or as so determined by, HRV.

Overarching requirement to meet Suitability Criteria

- 2.5. In addition to the specific eligibility criteria or requirements applicable to each category of licence or registration as set out in this policy or in the Rules, it is a condition of the grant of any licence by HRV that a person will only be eligible to be licensed by HRV if the person is of good reputation and character, and is a fit and proper person to hold the licence for which the applicant has applied.
- 2.6. In determining whether an applicant is of good reputation and character and is a fit and proper person, HRV will have regard to the Suitability Criteria, which are set out in Schedule 1 to this policy.
- 2.7. In making an application under this policy, an applicant must provide to HRV full and frank disclosure of all matters known to the applicant that are relevant to HRV's decision in granting a licence. This includes, but is not limited to, matters relevant to the determination of whether the person is of good reputation and character and is a fit and proper person, which itself includes matters relevant to the Suitability Criteria (disclosable matters).
- 2.8. While licensed, a participant must continue to meet the Suitability Criteria in order to be eligible to maintain their registration. The obligation to disclose all matters known to the applicant that would have been relevant to HRV's decision in granting a licence therefore continues at all times while a person holds a licence or registration with HRV.



2.9. If at any time HRV determines, in its sole discretion, that a person no longer meets the Suitability Criteria because he or she is no longer of good reputation and character, or is no longer a fit and proper person to hold a licence, all of the rights and privileges associated with registration held by the participant will automatically lapse, with the effect that the person becomes deregistered, until such time as the applicant is able to demonstrate to HRV, in its sole discretion, that he or she meets the Suitability Criteria.

3. Grade C Driver Licence

3.1. The holder of a Grade C Driver licence may only drive in trials, shows and gymkhanas.

3.2. A Grade C Driver licence may be issued at the discretion of HRV to a person who has:-

- (i) Attained the age of fifteen (15) years;
- (ii) Held a Stable hand licence for a minimum of twelve (12) months or provides evidence of previous experience and competency;
- (iii) Lodged a completed application form;
- (iv) Provided a certified copy of birth certificate, a Current Car Drivers Licence or such other proof of identity acceptable to the stewards;
- (v) Provided a proof of enrolment to commence mandatory training modules;
- (vi) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
- (vii) Provided a medical report completed by a medical practitioner
- (viii) Provided a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)
- (ix) Attended an interview to the satisfaction of the Stewards
- (x) Upon the above criteria being met an applicant may request a practical assessment of driving skills where a Grade C Permit would be issued and upon successful completion of this assessment the applicant may be granted a Grade C drivers licence.



4. Grade B Driver

- 4.1. The holder of a Grade B Driver licence may drive in trials, shows and gymkhanas, and is licensed to drive at graduation meetings and, other than races of a metropolitan class, at country or provincial meetings, including country or provincial class meetings at metropolitan sites.
- 4.2. A Grade B Driver licence may be issued at the discretion of HRV to a person who has:-
- (i) Attained the age of sixteen (16) years;
 - (ii) Lodged a completed application form;
 - (iii) Provided a certified copy of birth certificate a current car drivers licence or such other proof of identity acceptable to the stewards;
 - (iv) Provided proof of successful completion of the mandatory training modules;
 - (v) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
 - (vi) Provided a medical report completed by a medical practitioner
 - (vii) Attended an interview to the satisfaction of the Stewards
 - (viii) Provided a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)
 - (ix) Provided proof that a minimum of thirty (30) satisfactory trial drives shall be completed in a period of no less than six (6) months.*

* For a driver to obtain a satisfactory drive there shall be a minimum of four (4) horses in such trial.
 - (x) At least five (5) of the satisfactory trial drives are to be completed under the supervision of a HRV Steward at the following venues: Ballarat, Bendigo, Cranbourne, Geelong, Kilmore, Mildura, Maryborough, Shepparton, Tabcorp Park Melton, Terang or Swan Hill unless an otherwise prior arrangement has been made with HRV Stewards.
 - (xi) Attended an interview to the satisfaction of the Stewards



5. Grade A Driver

- 5.1. The holder of a Grade A Driver licence has the driving rights of both C & B Drivers and is licensed to drive at any meeting.
- 5.2. A Grade A Driver licence may be issued at the discretion of HRV to a person who has:-
 - (i) Attained the age of 16 years;
 - (ii) Lodged a completed application form;
 - (v) Provide a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)
 - (vi) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
 - (vii) Provided a medical report completed by a medical practitioner
 - (viii) Proof of completion of one hundred and twenty (120) TAB class drives to the satisfaction of the Stewards and driven a minimum of six (6) winning drives and held a B Driver's licence not less than twelve (12) months. In addition, a Grade B Driver's Card must also be submitted to HRV stewards with fifty (50) accredited satisfactory drives where applicable

6. Stablehand

- 6.1. The holder of a Stablehand licence is licensed to perform stable duties under the supervision or instructions of a licensed trainer as follows:-
- 6.2. Carry out track work, assist with the training, management, care and control of horses, assist with the pre-race preparation and post-race procedures affecting a horse.
- 6.3. A Stablehand licence may be issued at the discretion of HRV to a person who has:-
 - (i) Attained the age of fourteen (14) years;
 - (ii) Lodged a completed application form;
 - (iii) Provided a certified copy of birth certificate or such other proof of identity acceptable to the stewards;
 - (iv) Provided a letter of reference from a licensed trainer.



- (v) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
- (vi) Provide a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)

7. Grade C Trainer

- 7.1. The holder of a C Grade Trainers Licence is licensed to prepare, educate and exercise a horse but cannot nominate such horse to trial or race.
- 7.2. A Grade C Trainer licence may be issued at the discretion of HRV to a person who has :-
 - (i) Attained the age of eighteen (18) years
 - (ii) Lodged a completed application
 - (iii) Provided a minimum of two (2) work references attesting to the applicants horse handling ability. References from licensed trainers must include – the period they have knowledge of the applicant’s experience handling Standardbred horses and the duties undertaken
 - (iv) Provided a certificate of completion of an assessment at the Harness Racing Training Centre or other accredited training centre
 - (v) Provided proof of enrolment to commence mandatory training modules and satisfactorily completed a practical training assessment.
 - (vi) Provided a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that the applicant’s accounts are paid promptly
 - (vii) Provided a credit report by contacting a credit reporting body. A credit report can be obtained free of charge from a CRB within ten (10) days of them receiving your request.

To request a copy of your credit report, contact these national CRB's:

CRB	WEBSITE	PHONE
Veda	My CreditFile.com.au (Equifax)	1300 762 207
D & B	D & B CheckYourCredit	1300 734 806
Experian	Experian Credit Services	1300 783 684



- (i) Bank account statements in the applicant's name for the preceding three (3) month period (to the date that the application is submitted to HRV).

Note - These bank account statements should also be submitted to your chosen Accountant/Bank Officer to form part of the Accountant Reference declaration accompanying the application form.

Alternatively, the applicant may provide the stewards alternative evidence that he or she has adequate financial resources to carry on training activities without material risk of being unable to pay his or her debts as and when they fall due;

- (ii) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
- (viii) Provided a certified copy of birth certificate, a current car drivers licence or such other proof of identity acceptable to the stewards;
- (iii) Attended an interview to the satisfaction of the Stewards
- (iv) Proof that the applicant leases owns or has access to stables suitable for the training of Standardbred horses.
- (v) Provided a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)

8. Grade B Trainer

8.1. The holder of a Grade B Trainer licence may train any registered horse which the person owns or partly owns or which is owned by the person's spouse, domestic partner, parent, sibling or child. The holder may also train up to a maximum of three (3) horses for outside clients (ie. not family related) at any one time by seeking written approval from the Chairman of Stewards.

8.2. A Grade B Trainer licence may be issued at the discretion of HRV to a person who has:-

- (i) Attained the age of eighteen (18) years
- (ii) Held a Stable hand licence for a minimum of twelve (12) months or provides evidence of previous experience or competence to the satisfaction of the stewards;
- (iii) Lodged a completed application form;
- (iv) Provided a minimum of two (2) work references attesting to the applicants horse handling ability. References from licensed trainers must include – the period they



have knowledge of the applicant's experience handling Standardbred horses and the duties undertaken.

- (v) Provided a credit report by contacting a credit reporting body. A credit report can be obtained free of charge from a CRB within ten (10) days of them receiving your request.

To request a copy of your credit report, contact these national CRB's:

CRB	WEBSITE	PHONE
Veda	My CreditFile.com.au (Equifax)	1300 762 207
D & B	D & B CheckYourCredit	1300 734 806
Experian	Experian Credit Services	1300 783 684

- (vi) Provided Bank account statements in the applicants name for the preceding three (3) month period (to the date of the application is submitted to HRV);

Note - These bank account statements should also be submitted to your chosen Accountant/Bank Officer to form part of the Accountant Reference declaration accompanying the application form.

Alternatively, the applicant may provide HRV with alternative evidence that he or she has adequate financial resources to carry on training activities without the material risk of being unable to pay his or her debts as and when they fall due;

- (vii) Provided a certified copy of birth certificate, a current car drivers licence or such other proof of identity acceptable to the stewards;
- (viii) Provided a certificate of completion of an assessment at the Harness Racing Training Centre or other accredited training centre
- (ix) Provided proof of enrolment to commence mandatory training modules and satisfactorily completed a practical training assessment.
- (x) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
- (xi) Attended an interview to the satisfaction of the Stewards
- (xii) Proof that the applicant leases, owns or has access to stables suitable for the training of standardbred horses.
- (xiii) Provided a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)



9. Grade A Trainer

- 9.1. The holder of a Grade A Trainer licence may train any registered horse.
- 9.2. A Grade A Trainer licence may be issued at the discretion of HRV to a person who has :-
- (i) Attained the age of eighteen (18) years
 - (ii) Lodged a completed application
 - (iii) Provided Two (2) references from Licensed trainers
 - (iv) Provided a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that the applicant's accounts are paid promptly
 - (v) Bank account statements in the applicant's name for the preceding three (3) month period (to the date that the application is submitted to HRV).

Note - These bank account statements should also be submitted to your chosen Accountant/Bank Officer to form part of the Accountant Reference declaration accompanying the application form.

Alternatively, the applicant may provide the stewards alternative evidence that he or she has adequate financial resources to carry on training activities without material risk of being unable to pay his or her debts as and when they fall due;

- (vi) Provided a National Police Certificate if required. Go to:- www.precisebackground.com/national-police-check-for-individuals.html
- (vii) Attended an interview to the satisfaction of the Stewards
- (viii) Held a Grade B Trainer licence for twelve (12) months or has been employed as a Stable Foreman by a Grade A Trainer for a minimum of twelve (12) months and produces a reference from such trainer
- (ix) Proof that the applicant leases owns or has access to stables suitable for the training of Standardbred horses. Provided a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)



10. Training Partnerships

10.1. HRV may issue a licence for a person to train in partnership in accordance with the provisions of Rule 90A(2.8).

10.2 HRV further requires that all applicants seeking to be licensed as a training partnership meet the following criteria:

- (i) Each member of the training partnership must hold the same grade of trainers licence. eg members hold a Grade B trainer or all members hold a Grade A trainer licence;
- (ii) In order to be granted a licence all members must meet the above criteria relative to the grade of trainer's licence sought;
- (iii) The grade of trainer's licence held by a person as a sole entity may be transferred to a training partnership;
- (iv) Each member of the training partnership must pay the applicable licensing fee.

11. General Licensing Policy

11.1 Re-applying for a licence if unsuccessful:

Applicants who are unsuccessful in obtaining a licence must wait a minimum of six (6) months from the date of HRV's decision before re- applying.

11.2 Determination that Suitability Criteria no longer satisfied

HRV may determine that a licensed person no longer meets the specific eligibility criteria or requirements applicable to the category of licence or registration held by the person, including the Suitability Criteria.

Given it is a condition of registration that a participant continues to meet the Suitability Criteria while licensed, a consequence of a determination by HRV that a person no longer meets the Suitability Criteria is that the person's licence automatically lapses, and the person becomes deregistered, until such time as the applicant is able to demonstrate to HRV, in its sole discretion, that he or she meets the Suitability Criteria.

Prior to making a determination as to whether a licensed person continues to meet the Suitability Criteria, HRV will provide the licensed person with:

- (i) details of the matters forming the basis of its consideration as to whether the licensed person continues to meet the Suitability Criteria; and



- (ii) a reasonable opportunity to be heard and to provide evidence in relation to those matters, and the determination that is appropriate in the circumstances.

The extent to which a licensed person will be given an opportunity to be heard prior to HRV making a determination as to whether the Suitability Criteria continues to be met will depend on the circumstances of the case.

Where HRV considers, in its sole discretion, that a determination as to whether a licensed person continues to meet the Suitability Criteria is required to be made on an urgent basis, without providing the licensed person with a full, or any, opportunity to be heard, HRV may make that determination on an interim basis, and then provide the licensed person with an opportunity to be heard as soon as possible.

11.3 Process where urgent determination has been made

When an urgent determination is required to be made by HRV that a licensed person no longer meets the Suitability Criteria, without providing the licensed person with a full, or any, opportunity to be heard, HRV will:

- (i) notify the person immediately of the determination;
- (ii) within five days provide the person with written reasons for the determination;
- (iii) advise the person of their rights to request in writing, a show cause hearing of the matter within 28 days of the request being received by HRV;
- (iv) provide the applicant with an opportunity to be heard and to provide evidence in relation to the matters forming the basis for HRV's determination, and the determination that is appropriate in the circumstances;
- (v) advise in writing the outcome and reasons for the decision resulting from any show cause hearing

11.4 VCAT

Decisions of HRV which relate to occupational racing licences, as that term is defined in Part IIIC of the Racing Act 1958, including a decision to refuse an application for a licence or a decision to revoke such a licence, may be reviewed by the Victorian Civil and Administrative Tribunal (VCAT). Appeals to VCAT must be lodged within 28 days of the decision being made. A Notice of Application for Review is available from VCAT (Ph: 1300 01 8228) or from its website www.vcat.vic.gov.au.



11.5 Disqualified persons wishing to apply for a new licence:

If a person is disqualified, his or her licence automatically lapses [Rule 259(2)]. Persons wishing to apply for a new licence after disqualification must apply in the ordinary way and must meet the usual licensing criteria including the requirement that an applicant be of good reputation and character and a fit and proper person to hold a licence, as set out in the Suitability Criteria.

In addition, a disqualified person who is seeking to be re-licensed must, as part of the application procedure, attend before a Sub-Committee of the Board. The Sub-Committee of the Board may require the applicant to show cause as to why he or she should be granted a new licence in light of the previous disqualification.

The Stewards or HRV may also require any other person applying for a licence to attend before the Sub-Committee as part of their application procedure, regardless of whether such person is returning from a period of disqualification.

The Sub-Committee of the Board will be constituted by an independent Chairperson and may have up to three nominated members of the Board.

A person who has been disqualified for a period of 12 months or more, and is granted a licence, shall be granted either a Grade C Driver and/or Grade B Trainer Subject to the eligibility criteria outlined in this policy.

The Stewards or HRV may also require any other person applying for a licence to attend before the Sub-Committee as part of their application procedure, regardless of whether such person is returning from a period of disqualification.

11.6 Applicants who have not been licensed for 6 months or more:

A person who has not been licensed for a period of more than six (6) months must submit a current 'National Police Certificate' with their application for licence.

11.7 Visiting Trainers Permit

Trainers visiting Victoria for a period longer than seven (7) days must make application to HRV for a permit. Any trainers intending to stay longer than a period of three (3) months must make application for an extension of this period.



11.8 Attire & Presentation of Licensed Person

- (i) Trainers & Drivers must ensure that their racing colours are in good condition and are not worn outside the driver's trousers unless they are a tailored jacket.
- (ii) Driver's attire must be neat and tidy.
- (iii) White trousers only can be worn unless otherwise approved by HRV.
- (iv) Black or dark tan boots are to be worn except where the Stewards allow waterproof boots to be worn in wet conditions.
- (v) All registered/licensed persons must attend race meetings in neat and clean attire in accordance with the HRV Licensees Minimum Dress Standards Policy.
- (vi) Unacceptable attire:
 - Singlets
 - Beach attire, board shorts or football shorts
 - Track pants or overalls
 - Ragged, unclean or torn clothing (includes designer 'tears')
 - Clothing with offensive slogans
 - Thongs, sandals, ugg boots or footwear of an unacceptable standard

11.9 Career Penalty

A permit system has been introduced for B Grade drivers to compete in Career Penalty (CP) races at a Melton meeting on a Friday or Saturday night.

To be considered for a permit, the B grade driver must have the following criteria :

- (i) Held a B grade drivers licence for a minimum of nine (9) months;
- (ii) Completed at least sixty (60) race drives;
- (iii) Recorded at least three (3) winning race drivers;

The permit shall apply for the remainder of the relevant racing season, however may be revoked at any time by the Stewards.



11.10 Concession Drivers

A Concession Driver is a licensed driver who has held a licence for a period of less than five years from the date a Grade B licence was first granted.

A Concession Driver may, with the approval of HRV, claim a concession (subject to the exceptions hereinafter set out) in each of the first five years from the date of first being granted a Grade B licence; (a) in a career penalty or graduation penalty race, provided the driver has not driven 40 winners in career penalty and graduation penalty races in that year, or (b) in a metropolitan penalty race, provided the driver has not driven 10 winners in metropolitan penalty races in that year.

Drivers under the age of 23 are eligible to claim a concession until August 31 in the season in which they turn 23 provided that the five year maximum concession of 200 career penalty winners and 50 metropolitan penalty winners has not been utilised.

NOTE: Effective September 1, 2009, a driver's concession win total shall be inclusive of all wins in such year irrespective of whether or not a concession was claimed. A dead-heat for first placing shall not count as a win.

A concession may not be claimed in the following type of race:

- (i) any mobile race combining three or more classes except a race programmed as a divided stakes race;
- (ii) a discretionary handicap; (c) a 2YO age race; (d) a 3YO age race; (e) a claiming race; (f) a conditioned race.

11.11 Licence Upgrades

All licensed persons wishing to upgrade their licence must apply in writing to the Chairman of Stewards and provide supporting documentation.

A Grade C Driver wishing to upgrade to Grade B Driver category must hold a Grade C Driver Licence for a minimum of six (6) months, be at least sixteen (16) years of age, and have completed at least thirty (30) satisfactory drives within twelve (12) months but in no less than six (6) months.

The thirty (30) drives must not be with the same horse and the applicant must be competitive in all drives.

In addition, they must not cause or contribute to interference and must show full control of the horse prior to, during, and after the trial.



In addition, the applicant must have successfully completed all mandatory training modules.

A Grade B Driver wishing to upgrade to Grade A Driver category must hold that licence for a minimum of twelve (12) months and have undertaken at least one hundred and twenty (120) TAB class country drives at licensed meetings and driven a minimum of six (6) winning drives. In addition, a Grade B Driver's Card must also be submitted to HRV stewards with fifty (50) accredited satisfactory drives where applicable.

A Grade B Trainer wishing to upgrade to Grade A Trainer category must hold that licence for twelve (12) months and have two (2) references from Grade A Trainers.

11.12 Reinstating Previous Driver Licence

Any person wishing to reinstate their driver licence who has not driven consistently in recent seasons in TAB races, will be required to satisfactorily complete a number of trial drives as determined by the Stewards. Upon the completion of the drives the licence category reinstatement will be at the discretion of the Chairman of Stewards in consultation with the Senior Stewards.

A driver who has previously been licensed to drive in races but who has not been licensed for the below periods shall complete the specified number of satisfactory trials prior to driving in a race:

- (i) Not licensed for 6 months: 5 satisfactory trials
- (ii) Not licensed for 12 months: 10 satisfactory trials
- (iii) Not licensed for greater than 2 years: 15 satisfactory trials
- (iv) The above trial drives shall be completed at the following venues:
Ballarat, Bendigo, Cranbourne, Geelong, Kilmore, Mildura,
Maryborough, Shepparton, Tabcorp Park Melton, Terang or Swan Hill

11.13 Reinstating Previous Trainers Licence

A trainer who has been previously licensed but who has not been licensed as a trainer for a period of 6 months or more shall provide the following documents prior to being relicensed:

Provide a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that your accounts are paid promptly OR a credit report by contacting a credit reporting body. You can obtain a copy of your credit report free of charge from a CRB within ten (10) days of them receiving your request.



HARNESS RACING VICTORIA

To request a copy of your credit report, contact these national CRB's:

CRB	WEBSITE	PHONE
Veda	My CreditFile.com.au (Equifax)	1300 762 207
D & B	D & B CheckYourCredit	1300 734 806
Experian	Experian Credit Services	1300 783 684

Bank account statements in your name for the preceding three (3) month period (to the date your application is submitted to Harness Racing Victoria).

Note - These bank account statements should also be submitted to your chosen Accountant/Bank Manager/Officer to form part of the Accountant Reference declaration accompanying the application form.



Schedule 1: Suitability Criteria

Criteria

- 1.1. When determining whether or not an applicant is of good reputation and character and a fit and proper person to hold a licence, HRV will consider this Suitability Criteria.
- 1.2. A person whose conduct or character is not in accordance with that which, in the opinion of HRV, is expected of a licensed person, may not be considered suitable and therefore may not be granted a licence or registration, or may be considered ineligible to continue holding a licence or registration.
- 1.3. In some circumstances, a single relevant factor or matter may be sufficient to conclude that an applicant does not meet the Suitability Criteria, whereas in other circumstances, a determination that an applicant does not meet the Suitability Criteria to be granted a licence or registration, or to continue holding a licence or registration, may be based on a pattern of conduct or the existence of multiple relevant factors or matters.

Relevant matters

- 1.4. In considering this Suitability Criteria, HRV will consider the following matters:
 - (i) Whether the applicant has ever been convicted of any criminal offence (in Australia or any foreign jurisdiction).
 - (ii) Whether the applicant is or has been the subject of criminal proceedings (in Australia or any foreign jurisdiction).
 - (iii) Whether the applicant has been the subject of any adverse finding by a judge in any civil proceedings, or has settled civil proceedings brought against him/her relating to any matter which could reasonably be said to materially affect his/her suitability to hold a licence or registration.
 - (iv) Whether the applicant has provided any false or misleading information in support of an application for registration, or failed to disclose an adverse matter described in this Suitability Criteria that later becomes known to HRV, either before or after being granted a licence.
 - (v) The applicant's record of compliance with the regulatory requirements of HRV, including the Rules, or of any other sport in which he/she has participated or has otherwise been involved, including the applicant's performance in animal welfare related activities.



- (vi) Whether or not the applicant has been dismissed from any previous employment or position of trust or has been asked to resign or resigned on grounds connected with his/her honesty or integrity.
- (vii) Whether the applicant has or had lifestyle, health or social issues, which are likely to:
 - (a) significantly impair his/her ability to safeguard the welfare of any horse or meet the regulatory requirements of HRV; or
 - (b) render the applicant a threat to the health, welfare or safety of others involved in harness racing, or to the integrity of the sport.
- (viii) Whether the applicant has engaged in conduct or there are circumstances which may render the applicant susceptible to pressure from persons seeking to corrupt harness racing and whether the applicant is likely to or may engage in such conduct. In this regard, an applicant's suitability includes assessment of the fitness and propriety of those with whom he/she is or may be associated or connected with in their personal or business dealings.
- (ix) Whether the applicant has ever been disrespectful, rude or otherwise engaged in poor behaviour to officials, stewards or employees of HRV or any other sporting body.
- (x) Whether the applicant has been the subject of adverse media publicity in respect of any of the above matters. In this regard, particular weight will be placed on any adverse publicity relating to:
 - (a) corruption or race fixing; and
 - (b) conduct detrimental to the welfare of animals.



Surrounding circumstances

- 1.5. When determining whether an applicant, or participant already licensed or registered, is of good reputation and character and a fit and proper person to be licensed, HRV will consider not only the existence of a relevant matter and the conduct underlying it, but also the circumstances surrounding the matter and conduct, including:
- (i) The attitude of the applicant or licensed person to the relevant matter or conduct.
 - (ii) The gravity of the conduct and the extent to which it is related to or connected with the harness racing industry (whether in Victoria, Australia or any foreign jurisdiction);
 - (iii) Whether the relevant matter relates to conduct that has been engaged in or repeated by the applicant or licensed person on previous occasions.
 - (iv) The period of time since the conduct the subject of the relevant matter occurred or was engaged in;
 - (v) any other aggravating or mitigating factors which are relevant to the matter or the conduct underlying it.



Schedule 2: Fees for 2018 - 2019

Licence Fees U/76

Driver A & B	\$490
Driver C	\$405
Trainer A & B	\$345
Trainer C	\$245
Trainer/Driver A & B	\$635
Trainer A & B / Driver C	\$535

Licence Fees O/76

Driver A & B	\$455
Driver C	\$365
Trainer A & B	\$270
Trainer C	\$200
Trainer/Driver A & B	\$545
Trainer A & B / Driver C	\$455

Stable-hand Fees

Under 18	\$44
18 +	\$99



Schedule 3: Approved Training Modules

PUACOM001C	Communicate in the workplace
RGRCMN001A	Comply with the rules of racing and related protocols
RGRCMN002A	Investigate job opportunities in racing and related industries
RGRCMN201A	Follow OHS procedures and observe environmental work practices
RGRCMN202A	Achieve requirements for industry induction
RGRPSH201A	Handle horses
RGRPSH202A	Assist with transportation of horses
RGRPSH203A	Perform basic driving tasks
RGRPSH204A	Prepare to drive jog work Complete
RGRPSH207A	Perform stable duties
RGRPSH208A	Attend horses at track work
RGRPSH209A	Attend horses at race meetings and trials

Effective from 1 December 2018 – Clause 10.36. Effective from 12 December 2018

Effective from 1 March, 2019 - C Grade Trainers and C Grade Permit