

OFFICE OF RACING INTEGRITY

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Tasmanian
Government

APPLICATION FOR GREYHOUND LICENCE REQUIREMENTS 2016/2017

THE DIRECTOR OF RACING MAY GRANT ANY LICENCE FOR SUCH PERIOD AND UPON SUCH CONDITIONS AS DEEMED FIT. ANY LICENCE MAY BE SUSPENDED, CANCELLED OR REFUSED BY THE DIRECTOR.

APPLICANTS SHOULD BE AWARE THAT LODGING THE APPLICATION FORM AND PAYING THE APPLICABLE FEE DOES NOT MEAN THAT YOU ARE LICENSED FROM THAT TIME. YOUR APPLICATION MUST BE APPROVED BY THE DIRECTOR AND PROCESSED BY THE OFFICE OF RACING INTEGRITY (ORI) BEFORE YOUR LICENCE BECOMES ACTIVE. YOU WILL BE NOTIFIED BY ORI FOLLOWING APPROVAL OF YOUR APPLICATION.

Standard processing timeframe is 7 – 10 days for correctly submitted applications unless the applicant is to be interviewed by the Director.

The below listed Tasracing licensing requirements must be read carefully prior to completing an application for licence.

PART A - LICENSING REQUIREMENTS

GENERAL INFORMATION APPLICABLE TO ALL LICENCE CATEGORIES

1. Applicants for each category of licence should obtain a copy of the Rules of Racing.
2. All applicants will be issued with documentation to allow capture of a photograph for licence identification purposes.
3. First time applicants, over the age of eighteen (18) years, applying to be licenced in any category, other than trainer are required to submit a Statutory Declaration with respect to personal criminal history information which includes details of any previous convictions, any matters which are currently before a Court of Law and any other offence which may be dealt with in a Court of Law.

4. NATIONAL CRIMINAL HISTORY RECORD CHECK

For persons over the age of eighteen (18) years a current National Criminal History Record Check must accompany an application for licence if –

- a. Applying to be licensed as a trainer if not provided within two (2) years of the date of the application.
- b. Returning from a period of disqualification, if not provided within two (2) years of the date of the application.
- c. When the Director has reasonable cause to require a person to submit a criminal record check.

NB: For the purpose of item 4, if a Criminal History Report has not previously been provided within two (2) years of the date of the application, currency shall be defined as having a date of issue no more than 3 months previous to the application being lodged.

5. Where applicable the following units comprise the TASRACING SKILL SET (4 UNITS)
 - RGRCMN201A – Following OHS procedures and environmental work practices.
 - RGRPSG201A – Handle Greyhounds.
 - RGRPSG205A – Attend Greyhounds at meetings
 - RGRCMN001A – Comply with the rules of racing and related protocols
6. To obtain and/or maintain a trainer's licence of any category, participants must attend any animal welfare training session approved by Tasracing.

Trainer Public

The holder of a *Trainer Public licence* may, train greyhounds owned by them and/or any registered person; nominate and scratch any greyhounds trained by them; be the registered owner or part owner of any greyhound; be a Manager or a member of a syndicate, catch, handle, parade or kennel any greyhound at trials or race meetings.

Trainer Public applicants must have held in the period directly preceding the application -

- An Owner-Trainer licence for not less than 12 months; or
- Held an equivalent licence in another code of racing for a period of at least two (2) years; or
- If previously licensed at this level in greyhound racing, must have held that licence for not less than two (2) years and been licensed not more than three (3) years prior to this application.

A *Trainer Public licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- Submitted a current National Criminal Record Check if required. (See above listed requirements)
- If not currently licensed as a trainer, submitted one (1) written reference from a currently licensed Trainer Public.
- Completed the training and submitted a Statement of Attainment for the Tasracing Skill Set (4 Units) or equivalent as approved by Tasracing within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
- Suitable kennels for the housing of greyhounds.
- Had their kennels inspected to the satisfaction of Stewards NB: This will be conducted following a successful interview with the Director of Racing.
- Had a successful interview with the Director of Racing. (only required for new applicants, upgrades or other persons determined by the Director).

Owner/Trainer

The holder of an *Owner/Trainer licence* may, train greyhounds that are owned or part owned by themselves or by the person's spouse, other domestic partner, parent, sibling or child; nominate and scratch greyhounds trained by them; be the registered owner or part owner of any greyhound; be a Manager or a member of a syndicate; catch, handle, parade or kennel any greyhounds at trials or race meetings.

Owner/Trainer applicants must have held in the period directly preceding the application-

- An Attendant or Owner-Attendant licence for not less than 6 months; or
- Held an equivalent licence in another code of racing for a period of at least one (1) year.
- If previously licensed at this level in greyhound racing, must have held that licence for not less than one (1) year and been licensed not more than three (3) years prior to this application.

An *Owner/Trainer licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- Submitted a current National Criminal Record Check if required. (See above listed requirements)
- Satisfactorily completed the Trainer Questionnaire.
- Submitted one (1) written reference from a currently licensed Trainer.
- Completed the training and submitted a Statement of Attainment for the Tasracing Skill Set (4 Units) or equivalent as approved by Tasracing within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
- Suitable kennels for the housing of greyhounds.
- Had their kennels inspected to the satisfaction of Stewards once application is approved by the Director of Racing.
- Had a successful interview with the Director of Racing. (only required for new applicants, upgrades or other persons determined by the Director)

Owner/Attendant

The holder of an *Owner/Attendant licence* may own greyhounds; be a Manager or member of a syndicate; catch and/or handle and parade or kennel any greyhounds at trials or race meetings. The licence holder **is not permitted** to train greyhounds.

An *Owner/Attendant licence* is issued at the discretion of the Director of Racing to a person who has: -

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- Submitted a Statutory Declaration regarding criminal history. (New applicants)
- Satisfactorily completed the Owner/Attendant Questionnaire or Catcher's Questionnaire, if not already undertaken (dependent on what level the licence is to be endorsed).
- Completed the training and submitted a Statement of Attainment for the following units within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
 - RGRCMN201A Following OHS procedures and environmental work practices
 - RGRPSG201A Handle Greyhounds
- To be granted permission to be an attendant at race meetings, applicants must have undertaken catching/attendant activities at trial meetings for a period of 6 months and provide written advice from the trainer they have been working for attesting to their ability to undertake this role including the number of times the person has attended trial meetings.

Owner

The holder of an *Owner Licence* may own greyhounds or be a Manager or member of a syndicate. The licence holder **is not permitted** to train, handle or catch greyhounds.

An *Owner licence* is issued at the discretion of the Director of Racing to a person who has:-

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.

Catcher/Attendant (Handler) - Provisional

The holder of a *Catcher/Attendant Provisional licence* may catch, handle and parade or kennel any greyhounds at **trials only** under the supervision of a nominated licensed Trainer.

A *Catcher/Attendant Provisional licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of fourteen (14) years. (*Written parental consent is required if under eighteen (18) years of age*)
- Lodged a completed application form with the prescribed fee.
- If not already submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- For persons over eighteen (18) years of age, submitted a Statutory Declaration regarding criminal history. (New applicants)

NB: The nominated Trainer must have completed and lodged a supervision and instruction agreement.

Attendant (Handler)

The holder of an *Attendant licence* may catch, handle and parade or kennel any greyhounds at trials or race meetings.

An *Attendant licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of sixteen (16) years. (*Written parental consent is required if under eighteen (18) years of age*)
- Lodged a completed application form with the prescribed fee.
- If not already submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- For persons over eighteen (18) years of age, submitted a Statutory Declaration regarding criminal history. (New applicants)
- Satisfactorily completed the Attendant Questionnaire, if not already undertaken (catching and handling duties).
- Completed the training and submitted a Statement of Attainment for the following units within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
 - RGRCMN201A Following OHS procedures and environmental work practices
 - RGRPSG201A Handle Greyhounds
- To be granted permission to be an attendant at race meetings, applicants must have undertaken catching/attendant activities at trial meetings for a period of 6 months and provide written advice from the trainer they have been working for attesting to their ability to undertake this role including the number of times the person has attended trial meetings

Catcher

The holder of a *Catcher* licence may catch any greyhound at trials or race meetings.

A *Catcher* licence is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of fourteen (14) years. (*Written parental consent is required if under eighteen (18) years of age*)
- Lodged a completed application form with the prescribed fee.
- If not already submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- For persons over eighteen (18) years of age, submitted a Statutory Declaration regarding criminal history. (New applicants)
- Satisfactorily completed the Catcher Questionnaire (catching duties).
- Completed the training and submitted a Statement of Attainment for the following units within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
 - RGRCMN201A Following OHS procedures and environmental work practices
 - RGRPSG201A Handle Greyhounds
- To be granted permission to catch at race meetings, applicants must have undertaken catching activities at trial meetings for a period of 6 months and provide written advice from the trainer they have been working for attesting to their ability to undertake this role including the number of times the person has attended trial meetings.

Syndicate Member

The holder of a *Syndicate Member* licence may only own greyhounds as part of a registered syndicate.

A *Syndicate Member's* licence is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Provided details as required on a syndicate application form as approved by the Director of Racing.

Syndicate Registration

Syndicates are a group of at least two (2) registered persons but no more than 20 registered persons who may own and race a greyhound in a name other than the names of the syndicate members.

A *Syndicate* registration is issued at the discretion of the Director of Racing to a group of persons who have:

- Lodged a completed application form accompanied with the prescribed fee.
- Nominated a first and second syndicate manager who must both be registered as an owner, owner/attendant, trainer public or owner/trainer.
- **All** syndicate members registered.

Confederacy (Partnership)

A confederacy (Partnership) is a minimum of two (2) and a maximum of four (4) persons. All persons in a confederacy must be registered as an owner, owner/attendant, trainer public or owner/trainer.

PART B – LICENSING PROCEDURES

The Director of Racing considers all licence applications and may be assisted in that process by, a Stipendiary Steward (preferably the Chairman of Stewards) and Licensing & Registration representative. The Director reserves the right to interview, in person, any applicant applying for either an initial licence or renewal.

The Director also reserves the right to interview

- any licensed person at any time who has been convicted in a court of law for a misdemeanour that, in the opinion of the Director, may prejudice the image of racing; or
- a person who has been charged and found guilty by the Stewards of any offence that again, in the opinion of the Director, may be detrimental to the image of racing; or
- any licensed person, upon the recommendation of Stewards or Licensing and Registration Officer.
- **All persons** applying for a licence following the completion of a period of **disqualification** must appear, in person, for an interview before the Director.

NEW APPLICANT

- Person who is applying for a licence of any category in Tasmania for the first time; or
- Person who has been licensed previously in the greyhound code but not in the preceding season.

RENEWAL

- Person who was licensed with the same category of licence in the preceding racing season.

LICENSING GUIDELINES

The following guidelines should be viewed as a general rule of thumb with each applicant being assessed on their individual merits with the Panel reserving the right to have any person appear before it.

Trainers:	First time applicants or persons applying for upgrades are to be interviewed by the Director of Racing.
Owners:	To be approved by the Director of Racing via a Chairman's Book.
Owner/Attendant:	To be approved by the Director of Racing via a Chairman's Book.
Attendants:	To be approved by the Director of Racing via a Chairman's Book.
Catchers:	To be approved by the Director of Racing via a Chairman's Book.
Syndicate Members:	To be approved by the Director of Racing via a Chairman's Book.
Renewals:	All categories to be approved by the Director of Racing via a Chairman's Book.
Interstate Applicants:	Each interstate applicant will be assessed on their merits given the licence held and experience obtained through the appropriate jurisdiction where the individual has been licensed.

LICENSING REVIEW GUIDELINES

All licences are subject to review, at least on an annual basis, subject to the following guidelines:

- (a) Participants who continually are found guilty of breaches of the Rules of Racing.
- (b) Trainers whose greyhounds are not presented in a manner in which public confidence can be guaranteed.
- (c) Anyone whose actions are detrimental to the image of the industry and public perception.
- (d) Participants who have a level of activity which is not commensurate with their licence category.

The above guidelines refer to all licences, whether they be a new applicant, an upgrade or a renewal.

PERSONAL INFORMATION PROTECTION STATEMENT

You are providing personal information to the Office of Racing Integrity, Tasmania (ORI), which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by ORI for the purpose of processing your application for a licence and/or registration and associated purposes, pursuant to the *Racing Regulation Act 2004*, associated legislation and the Rules of Racing as adopted by Tasracing from time to time. Failure to provide this information may result in your application not being processed or records not being properly maintained. ORI may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to ORI and you may be charged a fee for this service.