



## ARTIFICIAL INSEMINATION TECHNICIAN (HARNESS) NEW LICENCE APPLICATION

Please complete and submit this application form with the following:

- i. A recognised Certificate of Qualification to be able to perform Acts of Artificial Insemination on a registered Standardbred,
- ii. A fee of **\$487.00 (no GST)** for a **Lifetime Licence**, with the payment due before any Acts of Artificial Breeding can be performed on any registered Standardbred in Western Australia.
- iii A current National Police Clearance.

Mr/Mrs/Ms/Miss <b>Surname:</b> _____		<b>Given Names:</b> _____	
<b>Date of Birth</b> (Day) _____ (Month) _____ (Year) _____			
<b>Current Residential Address:</b> _____			
<small>Street/Lot No.</small>	<small>Street Name</small>	<small>Location</small>	<small>Post Code</small>
<b>Current Postal Address:</b> _____			
<small>(If different to residential)</small>			
<small>Street/Lot No.</small>	<small>Street Name</small>	<small>Location</small>	<small>Post Code</small>
Current Numbers Phone & Fax	Home	Business	Mobile
Current Email address	@		
Current Property address			

### ALL APPLICANTS MUST ANSWER THESE QUESTIONS

1.	Have you previously been licensed or registered in any capacity by any Racing Controlling Body or Club? If <b>YES</b> show details here or attach separate report:	<b>YES /NO</b>	
2.	Have you ever been refused a licence or registration or had a licence revoked or cancelled by any Racing Controlling Body or Club? If <b>YES</b> show details here or attach separate report:	<b>YES /NO</b>	
3.	Have you ever been suspended, disqualified, warned off, fined or listed as a defaulter any Racing Controlling Body or Club? If <b>YES</b> show details here or attach separate report:	<b>YES /NO</b>	
4.	Are you the subject of a charge or have you ever been convicted of any criminal offence punishable by fine or imprisonment or have you ever been or are you now subject to a bond or recognizance? If <b>YES</b> contact the Licensing and Registrations Office to arrange an interview in order to maintain confidentiality (08) 9277 0777.	<b>YES /NO</b>	
5.	If you are not fully employed as a driver, trainer, stable hand or stud hand, state your other employment, employer name/s and employer address/s.		
1.			
2.			
6.	Are you or have you ever been declared as bankrupt? If <b>YES</b> show details here or attach a separate report.	<b>YES /NO</b>	

## APPLICANT'S DECLARATION

I \_\_\_\_\_ of \_\_\_\_\_  
the above named Applicant do solemnly and sincerely declare that the information tendered in this Application is correct and accurate and that I have read all of the conditions appearing in this Application and acknowledge and agree to abide by all such conditions.

I also hereby authorize Racing and Wagering Western Australia to check any details of information given in this statement, including but not limited to, criminal convictions, financial commitments etc. as the Authority in its absolute discretion deems necessary.

1. I confirm that I will not conduct any activities governed by this application until such time as this application is approved by RWWA.
2. Notwithstanding the granting of an AI Technicians license, I accept that a Steward or other RWWA official may attend to observe any activity governed by such license for the purpose of ensuring my competency and suitability to remain licensed or for any other purpose and that I may be required to provide information in relation to such activities to assist any enquiries being properly conducted by the Stewards or RWWA Officials.
3. I will permit the Stewards or officials of RWWA to enter at any time and inspect any premises used in connection to my license and to exercise their powers under the Rules.
4. I shall at all times conduct and present myself in a professional and proper manner and comply with the Rules of Harness Racing RWWA, Official's instructions and the powers afforded to them and that failure to do so can place my current and future involvement in the industry in jeopardy.
5. I acknowledge having read and understood the said Rules and further undertake to read the Official RWWA publications so as to keep myself informed of any amendments to the said Rules or any other Regulations, Conditions and Directions made by RWWA.
6. I agree to be bound at all times by the said Rules in force from time to time and any other lawful Rules, Regulations, Conditions and Directions as may from time to time be formed, made or given by Stewards or Officials of RWWA.
7. I confirm that I am aware of and agree to conduct the activities of an AI Technician in full accordance with the Rules of Racing and all regulations that apply to such activities. I acknowledge that a failure to do so may result in the cancellation of my licensed status of AI Technician.
8. I acknowledge that in the event of becoming disqualified, my license is forfeited and upon expiration of the disqualification I must re-apply for a license, and in these circumstances such application may be refused or made subject to special conditions.
9. In the event that my license is cancelled, refused, withdrawn or otherwise made invalid, I will immediately cease performing any duties governed by this license and accept that I may be liable for further punishment in the event that I do not.
10. I will provide the Licensing & Registrations Department with written advice of any changes to the details I have advised in this application within 48-hours of the change.
11. I acknowledge that the Stewards are empowered to punish any person who makes any false or misleading statement or declaration in respect of any matter in connection with the administration or control of Harness Racing. I make this solemn declaration conscientiously believing the same to be true and by virtue of the provision of Section 106 of The Evidence Act 1906.

this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
\_\_\_\_\_  
*Signature of Applicant*

at \_\_\_\_\_

before me \_\_\_\_\_ Signature of Witness \_\_\_\_\_ Full Name of Witness\*

\* Witness must be the list of professions from the Oaths, Affidavits and Statutory Declarations Act 2005.



RACING AND WAGERING WESTERN AUSTRALIA

## Licensing & Registrations

14 Hasler Road, Osborne Park

WA 6017

Telephone (08) 9445 5558

Facsimile (08) 6314 4792

On 1 January 2006 the Parliament of Western Australia proclaimed On 1 January 2006 the Parliament of Western Australia proclaimed the ***Oaths, Affidavits and Statutory Declarations Act 2005*** which makes changes to the manner in which oaths, affidavits and statutory declarations are administered and witnessed

Professions that can witness statutory declarations include:

- Academic {post-secondary institution}
- Accountant
- Architect
- Australian Consular Officer
- Australian Diplomatic Officer
- Bailiff
- Bank Manager
- Chartered secretary
- Chemist
- Chiropractor
- Company auditor or liquidator
- Court officer {Judge, magistrate, registrar or clerk}
- Defence Force officer
- Dentist
- Doctor
- Electorate Officer {State – WA only}
- Engineer
- Industrial organisation secretary
- Insurance broker
- Justice of the Peace {any State}
- Lawyer
- Local government CEO or deputy CEO
- Local government councillor
- Loss adjuster
- Marriage Celebrant
- Member of Parliament {State or Commonwealth}
- Minister of religion
- Nurse
- Optometrist
- Patent Attorney
- Physiotherapist
- Podiatrist
- Police officer
- Post Office Manager
- Psychologist
- Public Notary
- Public Servant {State or Commonwealth}
- Real Estate agent
- Settlement agent
- Sheriff or deputy Sheriff
- Surveyor
- Teacher
- Tribunal officer
- Veterinary surgeon



# RWWA LICENSED PERSONS - USE OF SOCIAL MEDIA POLICY

## Introduction

This document outlines the expectations of RWWA, and provides guidance, with regards to the use of Social Media by persons who are licensed within the Racing Industry in all three codes of Racing.

## Purpose

Social Media, including blogs, chat rooms, forums, facebook, twitter, youtube and other public media are a popular and ever-changing way for persons to interact with each other and share comment and opinions on issues.

RWWA acknowledges that Social Media is an important medium for persons within the Racing industry to engage with others, voice their opinions and be involved in debate on industry issues.

This Policy provides licensed persons with guidance as to the expectations of RWWA where Social Media comment/discussion/content or publication relates to anything in connection with Racing. It is designed to protect the interests of Racing and RWWA and the persons associated with them.

This Policy requires that when using Social Media persons are clear about their responsibilities in regard to the image of Racing, and ensure that any references to Racing are factually correct and accurate and do not breach confidentiality or integrity requirements. Person must show respect for the individuals and groups with which they may interact.

This Policy does not apply to personal use of Social Media by licensed persons where the user makes no reference to Racing or Racing related issues.

## Scope

This Policy applies to all persons defined as Licensed within the Policy.

## DEFINITIONS- for the purpose of this Policy:

“Licensed Person” means any Thoroughbred, Harness Racing or Greyhound;

AI Technician	Bookmaker’s Clerk	Driver’s Agent	Owner
Attendant	Breeder	Farrier	Rider’s Agent
Apprentice Jockey	Catcher	Handler	Stablehand
Bookmaker	Driver	Jockey	Strapper
Studmaster	Track Rider	Trainer	Veterinary Surgeon

*NB: Person’s mentioned above that do not hold a specific license with RWWA, are bound by the Rules of Racing in accordance with section 45(6) of the Racing and Wagering Act 2003 and for the purposes of this policy are therefore defined within the policy as “Licensed Persons”.*

“Racing/Racing Industry” means Thoroughbred, Harness or Greyhound Racing wherever in the world it is conducted.

“RWWA” means Racing and Wagering Western Australia.

“Social Media” means, but is not limited to, the personal or business use of:

- Social networking sites e.g. Facebook, MySpace, Bebo, Friendster and LinkedIn;
- Micro blogging sites e.g. Twitter;
- Weblogs, like Wordpress and Blogger, including corporate blogs, personal blogs or blogs hosted by media outlets;
- Online newspapers allowing comments;
- Wikis and online collaboration sites, like Wikipedia;
- Forums and discussion boards and groups, e.g. Whirlpool, Yahoo! groups or Google groups, including racing and sports related forums;
- Online multiplayer gaming;
- Instant messaging (SMS);
- Video and photo sharing websites e.g. Flickr and You Tube;
- Any Mobile app that allows reviews, comments or geo-tagging.

“Social Media platforms/channels” means Social Media platforms or Social Media channels are the sites used for Social media purposes, like Facebook, Twitter, blogs etc.

“Publish/Publications/Posts” means publishing, publications, posts and posting in this document all mean anything written, uploaded or otherwise published on a Social Media platform.

“Engage/Engagement” means actively publishing content of any type (text, photos, videos etc.) on Social Media channels as a reaction to other online publications.

“Content” means any text, image or video that is ready for publication or has been published on a Social Media platform.

## Use of Social Media

Licensed Persons must not use Social Media to:

- Make/Publish any comments, which may be deemed to be detrimental to the image of Racing, or which may bring Racing into disrepute;
- Be disrespectful or abusive to any individuals or communities with which they interact/engage with;
- Use the identity of another licensed person or Racing official;
- Contravene any Rules of Racing;
- Disclose any information that is not readily available to the Public or disclose any confidential information (eg matters which are the subject of an ongoing Stewards inquiry or investigation);
- Publish any information in relation to Racing that is not factual or informed;
- Post material, content or comment, that is obscene, offensive, defamatory, disparaging, racist, threatening, harassing, bullying, discriminatory, hateful or abusive to another person or entity including Racing and RWWA, its employees, officials, other participants, contractors, partners and competitors.

Licensed Persons when using Social Media must:

- Adhere to the Terms of Use, and seek to conform to the cultural and behavioral norms, of the Social Media platform being used;
- Identify themselves as a licensed person if they are referring to any matter involving RWWA, its people, its officials, other licensed persons or competitors and/or other racing related individuals or organizations;
- Not publish/post any content, in relation to Racing, that is false, misleading or unsubstantiated;
- Respect copyright, privacy, financial disclosure and other applicable laws;
- Be polite and respectful of other individuals and communities opinions;
- Ensure that anything published is free from harassment regarding racial, ethnic, religious, physical or sexual characteristics or sexual orientation;
- Not make an assumption that their identity as a Licensed Person, within the Racing Industry, may not be revealed.

**A breach of this Policy may result in that person, or persons, being called to appear before the RWWA Stewards to face the possibility of disciplinary action. As a result of these proceedings a Charge(s) may be laid under the Rules of Racing with penalties of fines, suspensions, disqualifications or cancellations of licenses being invoked.**

Any queries in relation to this Policy should be directed to the RWWA Stewards Department.

*(Paragraph in italics added to “Licensed Person” definition 25/2/13)*

# DISCRIMINATION / SEXUAL HARASSMENT STATEMENT



## DISCRIMINATION AND SEXUAL HARASSMENT

RWWA wishes to remind all industry participants of their rights and responsibilities with regard to discrimination and sexual harassment.

**Discrimination and sexual harassment are unacceptable and unlawful forms of behaviour.**

All people have the right to work in an environment that is free of sexual harassment, victimisation and discrimination.

RWWA, as the regulatory body for racing in Western Australia, provides support services, to promote working environments which are free of sexual harassment and discrimination. These services include the following:

- Contact with Industry Representatives
- Availability of course material for trainees and apprentice jockeys
- Contact with independent bodies, eg. Human Rights and Equal Opportunities Commission, Anti-Discrimination Commission

A range of options exists to ensure all those involved in the industry have at least one channel of complaint with which they feel comfortable.

**RWWA will not tolerate sexual harassment and discrimination in the Western Australian racing industry.**

Our Stewards will enforce the Rules of Racing and will refer complaints to appropriate authorities which may include the police where appropriate.

## WHAT IS DISCRIMINATION?

**Discrimination occurs when someone is treated unfairly or badly compared to others, often because they are seen as different. It is against the law to discriminate against people because of:**

- Sex (whether male or female)
- Marital or parental status
- Race
- Age
- Impairment (whether physical, intellectual, psychiatric or mental disability, injury or illness, including whether they are HIV+ or use a guide dog, wheelchair or some other remedial device)
- Religion
- Political belief or activity
- Trade union activity
- Lawful sexual activity (whether they are gay, lesbian, heterosexual or bisexual)
- Pregnancy or breastfeeding

It is also against the law to discriminate against a person because they associate with or are related to someone who has any of these attributes or personal characteristics.

Unlike sexual harassment, which is against the law in all circumstances, discrimination is only against the law if it covers one or more of the grounds listed above and it occurs in any of the following areas:

- Employment
- Accommodation
- Education
- Provision of goods and services
- Access to places and vehicles
- Club membership and affairs
- Application forms
- Advertising
- Superannuation and insurance
- Sport

Additionally, the Racial Hatred Act covers public acts which are done because of race, colour, national or ethnic origin of a person and are reasonably likely to offend, insult, humiliate or intimidate that person or group.

## WHAT IS SEXUAL HARASSMENT?

**Sexual harassment is any unwanted, unwelcome or uninvited behaviour of a sexual nature that makes a person feel humiliated, intimidated or offended.**

Sexual harassment can take many different forms and may include physical contact, verbal comments, jokes, propositions, the display of offensive material or other behaviour, which creates a sexually hostile working environment.

**Examples of sexual harassment include:**

- lewd jokes, comments or innuendo
- sexual comments, advances or propositions
- unzipping or undoing attire
- offensive, obscene language or crude gestures
- persistent questions or insinuations about a person's private life
- display of sexist literature
- nude/pornographic pictures (including screensavers)
- offensive, obscene language or crude gestures
- obscene telephone calls, faxes or emails

**Sexual harassment can involve behaviour that would also be an offence under the criminal law.** For example, physical assault, indecent exposure, sexual assault, stalking or obscene communication.

Sexual harassment is not behaviour that is based on mutual attraction, friendship and respect. If the interaction is consensual, welcome and reciprocated it is not sexual harassment.

### **COULD DISCRIMINATION OR SEXUAL HARASSMENT AFFECT YOU? YES**

Everybody who is engaged in activities related to the Western Australian Racing Industry must be aware of their responsibilities and rights with regard to discrimination, including sexual harassment.

Everybody includes owners; trainers; jockeys; RWWA's employees; contractors; trainees and all other associated persons who are engaged in activities in all areas of the racing industry in Western Australia.

### **WHAT ARE YOUR RIGHTS?**

- Everyone has the right to work in an environment which is free of harassment
- Sexual harassment is against the law
- Sexual harassment is against the Rules of Racing
- Confidential complaint procedures are available

### **WHAT DOES THE LAW SAY?**

**Sexual harassment is prohibited in Australia** by the *Federal Sex Discrimination Act* and anti-discrimination laws in all States and Territories. The *Sex Discrimination Act* prohibits sexual harassment and other forms of discrimination in areas such as employment, the provision of services, education and accommodation.

Sexual harassment is a legally recognised form of sex discrimination. Sexual harassment can be a breach of an employer's common law duty to take reasonable care for the health and safety of employees. It can also be a breach of occupational health and safety legislation.

### **WHAT ARE THE RULES OF RACING?**

Stewards are empowered to investigate misconduct or allegations of misconduct and to lay charges and impose penalties under certain Rules of Racing.

### **WHO IS RESPONSIBLE?**

#### **Are individual persons responsible? YES.**

- Persons, including employers, employees and contract workers are personally liable for their own acts of sexual harassment
- A person is personally liable for any act of victimization or discrimination
- A person is personally liable for causing, instructing, inducing, aiding or permitting another to discriminate (including discrimination involving sexual harassment)

#### **Are employers responsible? YES.**

- An employer is vicariously liable\* for any acts of harassment or discrimination committed by employees or agents in connection with their duties unless "all reasonable steps" were taken by the employer to prevent harassment and discrimination occurring
- Lack of awareness that an employee or agent sexually harassed or discriminated against another will not discharge and employer's vicarious liability\*

\*Vicarious liability is an employer's legal responsibility for wrongs committed by employees in the course of work.

### **HOW TO MAKE A COMPLAINT**

Seek a complaint channel that you both trust and feel comfortable with. Investigate internal complaint channels. External complaint channels include:

- Human Rights and Equal Opportunities Commission
- State Equal Opportunities Commission
- Sexual Assault Resource Centre

## **WHO CAN YOU CONTACT?**

### **The RWWA Racing Integrity Division at**

70 Grandstand Road  
ASCOT WA 6104  
Phone: (08) 9445 5333

### **Greyhound Racing Stewards**

Phone: (08) 9445 5237

### **Thoroughbred Racing Stewards**

Phone: (08) 9445 5570

### **Harness Racing Stewards**

Phone: (08) 9445 5157

## **HUMAN RIGHTS AND EQUAL OPPORTUNITY COMMISSION**

Level 3, 175 Pitt Street, Sydney  
SYDNEY NSW 2000  
Phone: (02) 9284 9600  
Facsimile: (02) 9284 9611  
General Enquiries: 1300 369 711  
Complaints Hotline: 1300 656 419  
Email: [complaintsinfo@humanrights.gov.au](mailto:complaintsinfo@humanrights.gov.au)  
Web: <http://www.humanrights.gov.au>

## **EQUAL OPPORTUNITY COMMISSION**

Level 2, Westralia Square  
141 St Georges Terrace  
PERTH WA 6805  
Phone: (08) 9216 3900  
Facsimile: (08) 9216 3960  
Country Callers (FREECALL): 1800 198 149  
Email: [eoc@equalopportunity.wa.gov.au](mailto:eoc@equalopportunity.wa.gov.au)  
Web: <http://www.eoc.wa.gov.au>

## **SEXUAL ASSAULT RESOURCE CENTRE (SARC)**

Phone: (08) 9340 1820  
Facsimile: (08) 9381 5426  
Crisis Line (24 hours): (08) 9340 1828  
Counselling Line (24 hours): (08) 9340 1899  
Country Callers (FREECALL): 1800 199 888

## **CRISIS CARE**

Department of Community Development  
Counselling Line (24 hours): (08) 9223 1111  
Country Callers (FREECALL): 1800 199 008

## **LIFELINE WA**

57 Murray Street  
PERTH WA 6000  
Counselling Line (24 hours): 131 114  
Web: <http://www.lifelinewa.org.au>



RACING AND WAGERING WESTERN AUSTRALIA

ABN 21 347 055 603

### Licensing & Registrations Department

14 Hasler Rd Osborne Park 6017

Telephone (08) 9445 5558

Fax (08) 6314 4792

# HOW TO PAY

Phone



Please call the telephone number on your document

Or

Credit Card

Accepted Credit Cards:



Please complete the details below then detach the slip and return it with your completed application

Detach and Return with your application



RACING AND WAGERING WESTERN AUSTRALIA

## CREDIT CARD AUTHORISATION SLIP

Credit Card Type please tick  VISA  MASTERCARD

Card No.											Card Expiry Date	/
----------	--	--	--	--	--	--	--	--	--	--	------------------	---

Name on Card \_\_\_\_\_

Amount \$ \_\_\_\_\_

Card Holders Signature \_\_\_\_\_

Date \_\_\_\_\_

I agree to RWAA charging my credit card account for the amount shown above

Account No. \_\_\_\_\_

Contact Telephone Number. \_\_\_\_\_

Invoice No/s. \_\_\_\_\_