



RACING AND WAGERING WESTERN AUSTRALIA
ABN 21 347 055 603

Licensing & Registrations
14 Hasler Road OSBORNE PARK WA 6017
Telephone (08) 9445 5558
Email: licreginfo@rwwa.com.au

NEW LICENCE APPLICATION – HARNESS TRAINER or TRAINER/DRIVER

Tick ☒ licence/s applying for

☐ A Grade Trainer

☐ A Grade Trainer/A Grade Driver

☐ A Grade Trainer/C Grade Driver

☐ B Grade Trainer

☐ A Grade Trainer/B Grade Driver

☐ B Grade Trainer/C Grade Driver (incl Urine Sample)

☐ C Grade Trainer

	TRAINER A or B or C Fee \$318.00 01/09/22 – 31/08/23 H TRAB	TRAINER A or B or C Fee \$159.00 01/03/23 – 31/08/23 H TRAB	TRAINER A or B plus DRIVER A or B Fee \$381.00 01/09/22 – 31/08/23 H TABDAB	TRAINER A or B plus DRIVER A or B Fee \$191.00 01/03/23 – 31/08/23 H TABDAB	TRAINER A or B plus DRIVER C Fee \$381.00 01/09/22 – 31/08/23 H DCTRAB	TRAINER A or B plus DRIVER C Fee \$191.00 01/03/23 – 31/08/23 H DCTRAB
RWWA Licence Fee	\$ 109.00	\$ 54.00	\$ 122.00	\$ 61.00	\$ 122.00	\$ 61.00
Public Liability Insurance (incl GST)	\$ 110.00	\$ 55.00	\$ 160.00	\$ 80.00	\$ 160.00	\$ 80.00
Personal Accident Insur (incl GST)	\$ 99.00	\$ 50.00	\$ 99.00	\$ 50.00	\$ 99.00	\$ 50.00
Urine Sample & Analysis (incl GST)	N/A	N/A	N/A	N/A	N/A	\$ N/A

THESE DETAILS MUST BE COMPLETED BY THE APPLICANT

Mr/Mrs/Ms/Miss **Surname:** _____ **Given Names:** _____

Date of Birth (Day) _____ (Month) _____ (Year) _____

Current Residential Address: _____
(PO Box not accepted) Street/Lot No. Street Name Location Post Code

Current Postal Address: _____
(If different to residential)

Current Phone Numbers	Home	Business	Mobile
Current Email address	@		
Current Stable address			
List Track/Training Centre/s used	1.	2.	3.

☐ ☒ TICK IF YOU **DO NOT WANT** YOUR CONTACT DETAILS DIVULGED OR PUBLISHED ON THE HARNESSWEB

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 YES show details here or attach separate report:	YES/NO
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 YES show details here or attach separate report:	YES/NO
3.	Have you ever been suspended, disqualified, warned off, fined or listed as a defaulter any Racing Controlling Body or Club? If YES show details here or attach separate report:	YES/NO
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 YES contact the Stewards to arrange an interview in order to maintain confidentiality (08) 9445 5110.	YES/NO
5.	If you are not fully employed as a driver, trainer or stable 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 YES show details here or attach a separate report.	YES/NO

Privacy - The information collected on this form will be used for the purposes of transacting Racing & Wagering Western Australia (RWAA) business.
Form: LRH-018d Page 1/4

APPLICANT'S DECLARATION

1. I hereby authorise Racing and Wagering Western Australia (RWAA) 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.
2. I acknowledge, if I am applying for a trainer's licence/permit that
 - (a) I will take out Workers Compensation insurance when I employ workers ("Workers" as defined in the Act) to assist me in my training activities
 - (b) The training of all Horses/Greyhounds in my care will be under my personal supervision
 - (c) I will notify RWAA immediately whenever a Horse/Greyhound leaves my control or comes under my control where it is my intention to prepare the Horse/Greyhound to participate in trials or races and
 - (d) I will permit the Stewards or Officials of RWAA to enter at any time and inspect my property and to exercise their powers under the Rules.
3. If I am applying for a trainer's licence/permit, I acknowledge my application will be rejected if I do not have public liability insurance.
4. If I am charged with an offence, by Police or one that is punishable by fine or imprisonment, I undertake to contact the Stewards immediately upon being charged.
5. If I have been convicted of an offence punishable by fine or imprisonment in the previous 12-months, I undertake to contact the Stewards (08 9445 5558) immediately and attach to this application a copy of my current Police Clearance Certificate and details of the Court ruling in relation to the offence.
6. I shall always conduct and present myself in a professional and proper manner and comply with RWAA Rules of Racing, 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.
7. I acknowledge that in the event of becoming disqualified, I remain bound by and subject to, the Rules of Racing for the period of my disqualification, and that my current licence is forfeited and upon expiration of the disqualification I must re-apply for a Licence. I recognize in these circumstances such application may be refused or made subject to special conditions.
8. I acknowledge having read and understood the Rules of Racing and further undertake to read Official RWAA Publications so as to keep myself informed of any amendments to the said rules. I agree to be always bound by the 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 RWAA.
9. 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.
10. I hereby declare that all particulars stated on this application are true and correct, that I have read all the conditions appearing in this Application and acknowledge and agree to abide by all such conditions.
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 Racing.
12. I agree that RWAA may record telephone conversations with you when you contact RWAA or are contacted by RWAA by telephone line in relation to any licence or racing related matter.

I _____ (FULL NAME) make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths, Affidavits and Statutory Declarations Act 2005

Made and subscribed by the above named and declared

on _____ (Day) _____ (month) _____ (Year) _____ Signature of Applicant

At _____ place

Before me _____ Signature of Witness* _____ Full Name of Witness*

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

PARENT OR GUARDIAN'S CONSENT
(If applicant is less than 18 years of age)

Parent or Guardian's Name: _____
Surname Given Names

Relationship to Applicant: _____

Address: _____
Number Street Suburb State Post Code

Contact Telephone Numbers: Home: _____ Mobile: _____

PARENT OR GUARDIAN'S DECLARATION

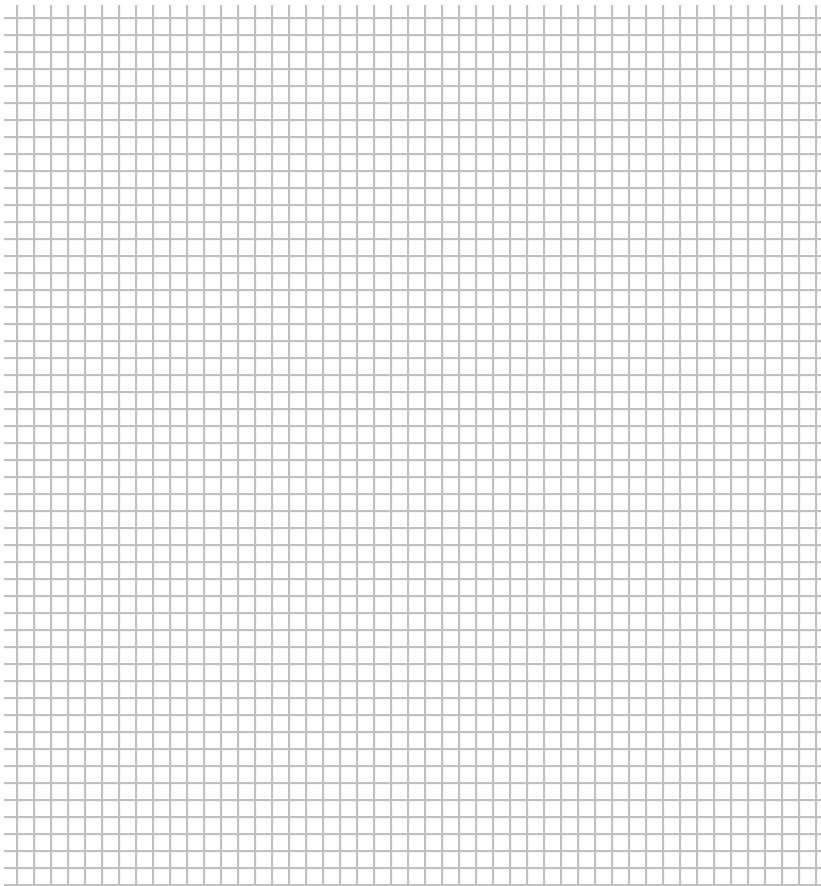
As the parent or guardian of the above mentioned, I consent to him/her being issued with the licence applied for.

Signature of Parent or Guardian: _____ Date: _____

APPLICANT FOR ANY GRADE OF TRAINER LICENCE MUST COMPLETE THIS SECTION

DETAILS OF STABLE CONSTRUCTION & SECURITY

Stable Type	Barn	WIWO	Open Yards	Yard/Stall
Number of	Boxes	Yards	Paddocks	
Construction of	Roof	Walls	Floor	
Security – Locks Applied to	Barn	Tack Room	Feed Room	Property
Security - Other	Dog/s	Lights	Alarms	Other (specify below)
Other Security Measures				

<p>PLAN OF STABLES (If insufficient space attach separate plan)</p> 	<p>STABLE OWNER / USERS DETAILS</p> <p>Name of Stable Owner:</p> <p>_____</p> <p>_____</p> <p>Address of Stable Owner:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Signature of Stable Owner authorizing use of the STABLES and PROPERTY (Delete PROPERTY if not applicable)</p> <p>_____</p> <p>Date: _____</p> <p>Names of other stable and property users:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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Applicants for any grade of Trainer licence must list details of the horses they train or intend to train
(Attach a separate list if there is insufficient space here).

Horse Names	Names of Owners or Lessees

CONDITIONS APPLICABLE TO A DRIVER'S LICENCE (Minimum age 15-years)

In making application for a driver's licence I acknowledge that any licence issued to me is subject to the following conditions:

1. That unless the material is already on file with RWWA, I shall furnish with this application two recent passport photographs, Certified Extract of Birth, a National Police Certificate and a Confidential Medical History & Examination Record and RWWA may at any time request me to furnish further copies of this material.
2. That if I am under 18-years of age I must complete the Parent or Guardian Consent section on Page 2 of this application.
3. That I shall submit to an interview by the Stewards in respect of this application.
4. That I shall produce to the Stewards or any other Authorised person upon demand my licence card or such other document issued by RWWA in the event of this application being successful.
5. That it is a term and condition of a driver's licence that all training modules specified by RWWA shall be completed satisfactorily prior to any upgrade of the licence and within 12-months of the issue of a "C" Grade licence.
6. That a Grade "C" licence shall entitle the bearer to drive at trials, shows, gymkhanas and carry out track work on registered tracks.
7. That a Grade "B" licence shall entitle the bearer to in addition to those rights indicate in (6) above, to drive at graduation meetings and, other than in races of a metropolitan class, at country or provincial meetings, including country or provincial class meetings at metropolitan venues.
8. That a Grade "A" licence shall entitle the bearer to in addition to those rights indicated in (6) & (7) above to drive at any meeting.
9. That if required by RWWA, I shall pay as directed a sum to effect insurance relating to this application in such amount and of such type as RWWA may decide.

CONDITIONS APPLICABLE TO A TRAINER'S LICENCE (Minimum age 18-years)

In making application for a trainer's licence I acknowledge that any licence issued to me is subject to the following conditions:

1. That unless the material is already on file with RWWA, I shall furnish with this application two recent passport photographs, Certified Extract of Birth, a National Police Certificate and a Confidential Medical History & Examination Record and RWWA may at any time request me to furnish further copies of this material.
2. I must provide a completed Confidential Declaration of Assets and Liabilities form.
3. That I shall submit to an interview by the Stewards in respect of this application.
4. That I shall produce to the Stewards or any other authorized person upon demand my licence card or such other document issued by RWWA in the event of this application being successful.
5. That it is a term and condition of a trainer's licence that all training modules specified by RWWA shall be completed satisfactorily within 12-months from the issue of the licence.
6. That this application is to include 5 references, 3 from industry participants and 2 credit references from suppliers (preferably from within the racing industry i.e.: Feed Merchants, Veterinary Surgeon's etc)
7. That I must own, lease or otherwise have available for use stables, which in the opinion of RWWA are suitable for the training of standard bred horses.
8. That if required by RWWA, I shall furnish evidence relating to my financial capacity to operate a training establishment.
9. That in order to be eligible for consideration for a "A" Grade license, I must first have satisfactorily completed all TAFE training modules applicable to a trainers licence Grade "B" and held such license for not less than 12 months, unless otherwise decided by RWWA.
10. That a Grade "C" licence entitles the bearer to prepare, educate and exercise a horse, but not nominate any horse for a trial or race.
11. That a Grade "B" licence entitles the bearer to train a horse which the bearer owns or partly owns or which is owned by the bearers spouse, other domestic partner, parent, sibling or child.
12. That a Grade "A" licence entitles the bearer to train any horse.
13. That in the event that RWWA grants a trainer's licence to train only in partnership, each partner shall be subject to any disability, fine, suspension, disqualification or other penalty that may be imposed under the rules on any partner.
14. That if required by RWWA, I shall pay as directed a sum to effect insurance relating to this application in such amount and of such type as RWWA may decide.
15. Trainers who employ workers to assist them in their training activity are compelled by WA statute law to take out appropriate workers compensation insurance for those workers. Penalties will result if a person deemed to be a worker is injured whilst working for you and there is no cover in place.

CONDITIONS APPLICABLE TO A STABLE HAND'S LICENCE (Minimum age 15-years)

In making application for a Stable Hand licence I acknowledge that any licence issued to me is subject to the following conditions:

1. That unless the material is already on file with the RWWA, I shall furnish with this application two recent passport photographs, Certified Extract of Birth, a National Police Certificate and a Confidential Medical History & Examination Record and RWWA may at any time request me to furnish further copies of this material.
2. That if I am under 18-years of age I must complete the Parent or Guardian Consent section on Page 2 of this application.
3. That I shall submit to an interview by the Stewards in respect of this application if required.
4. That I shall produce to the Stewards or any other authorized person upon demand my licence card or such other document issued by RWWA in the event of this application being successful.
5. That it is a term and condition of a Stable Hands licence that all training modules specified by RWWA shall be completed satisfactorily.
6. That the bearer of a Stable Hands licence is licensed, under the supervision or instruction of a licensed trainer, to carry out track work, assist with the training, management, care and control of horses, assist with pre-race preparation of, and post race procedures affecting a horse.
7. That if required by RWWA, I shall pay as directed a sum to effect insurance relating to this application in such amount and of such type as RWWA may decide.
8. That the issue of a non-driving stable hand licence precludes me from driving a horse on registered tracks.

CONDITIONS APPLICABLE TO A DRIVING STABLE HAND'S LICENCE (Minimum age 15-years)

In making application for a Stable Hand licence I acknowledge that any licence issued to me is subject to the following condition:

- 1: Applicant should be employed by a licensed trainer and hold a current RWWA non driving Stablehand licence before applying for an upgrade.

HARNESS LICENCE APPLICATION CHECKLIST

All Licence Applications

- Complete the application form in full ☒
- Payment of fees must accompany all applications ☐
- Parental / Guardian consent (if applicant under 18 years of age) ☐
- Provide a copy of a Birth Certificate or Certified Extract of Birth ☐
- Provide a current & original National Police Clearance if 18 or over (with an issued date of no more than six (6) months) ☐
- Provide 2 recent Passport sized photos ☐
- Ensure that application is signed and witnessed (no white ink or correction fluid allowed) ☐
- Complete the GST Declaration ☐

Trainers

- RWWA Confidential Medical Examination Report ☐
- RWWA Statement of Assets and Liabilities ☐
- Copy of three (3) months Bank Statements with a consistent minimum, each month of \$ 3000 in savings ☐
- Three (3) references from licensed industry participants ☐
- Two (2) credit references from suppliers(preferably from within the racing industry i.e.: Feed Merchants, Veterinary Surgeon's etc) ☐
- Provision of urine sample* ☐
- Application for Colours (if you wish to register colours) ☐

Drivers

- RWWA Confidential Medical Examination Report ☐
- Practical Assessment Report to be completed by Stewards ☐
- Provision of urine sample* ☐

Driving Stablehand

- Practical Assessment report to be completed by trainer ☐
- RWWA Confidential Medical Examination Report ☐
- Provision of urine sample* ☐

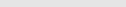
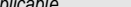
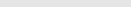
Please forward your completed documentation and fees to Licensing and Registrations.

* You will be contacted by telephone to arrange a time to be interviewed and to provide a urine sample.



Email: licreginfo@rwwa.com.au

Must be completed

Please tick ✓ where applicable		
<p>Harness <input type="checkbox"/></p> 	<p>Thoroughbred <input type="checkbox"/></p> 	<p>Greyhound <input type="checkbox"/></p> 

Are you a resident of Australia for income taxation purposes? ☐ **Yes** *Go to section B* ☐ **No** *Go to section D*

Is the horse racing activity conducted as a private recreational pursuit or hobby?

Where the participant is GST registered the following agreement is given:

[illegible]Date / /

Form: LRF-007



RACING AND WAGERING WESTERN AUSTRALIA

HARNESS TRAINERS INSURANCE NOTICE

It is a Racing and Wagering Western Australia (RWAA) requirement that all licensed trainers and drivers in Western Australia have public liability and personal accident insurance.

RWAA currently participates in a national scheme arranged by Harness Racing Australia (HRA) and brokers JLT in Melbourne.

The premium allocation consists of a fee charged to all WA licensed trainers and drivers, and is included with the licence.

Public Liability Insurance

The general purpose of public liability insurance is to provide protection for trainers and drivers against liability arising from injury to a third party (or damage to a third party's property) which was caused by the negligence of the trainer or driver.

Details of the policy include:

- The limit of indemnity is \$50 million for Public and Products Liability. A majority of Government bodies and local Councils are now requiring this level of indemnity in cases where trainers lease or have access to land or other property.
- Care, custody and control exposure such as claims made by owners for horses in the trainers' care, custody and control is limited to \$2 million.
- There is an excess of \$1,000 per claim applicable to this policy.
- This policy requires you to inform the RWAA immediately upon notice of a claim being made against you and under no circumstances should any admission of liability be made at any time.
- The HRA scheme, as with most public liability schemes, does not provide you with cover for claims made against you by any of your relatives who reside with you.

Personal Accident Insurance

Covers all registered trainers and drivers anywhere in the world whilst participating in any recognised and sanctioned activity associated with the sport of harness racing, including necessary travel to and from such activities.

Details of the policy include:

- Weekly benefits following injury. An excess period of 7 days applies.
- Lump sum benefits.
- Non-Medicare medical expenses.
- Limited dental, rehabilitation, and out of pocket expenses.
- Age range of the policy is from 14 to 85 years of age. Reduced benefits apply from age 65.

The HRA has a web site detailing full coverage available under each policy, information on how to make a claim and policy documents. Go to HRA website: www.harness.org.au/hra/hranational.htm and click on National Insurance under General Industry Items.

No other action is necessary and cover is automatically affected once your licence application has been approved by RWAA for the period covered by your licence.

STATEMENT OF ASSETS AND LIABILITIES CONFIDENTIAL DECLARATION

A S S E T S

Property/s in own name situated at:	
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
Total Cash in Hand:	\$
Total Cash in Bank:	\$
<i>Attach copy of bank statement/s.</i>	
Savings Account:	\$
<i>Attach copy of bank statement/s</i>	
Other Assets Details	
1.	\$
2.	\$
3.	\$
4.	\$
(A) TOTAL ASSETS	
	\$

L I A B I L I T I E S

Total Owing on Property/s:	\$
Total Bank Overdraft:	\$
Total Personal Loans:	\$
Total Credit Card Debt:	
Rent Payments: (Monthly payment = \$)	12-Months: \$
Hire Purchase Commitments Details:	
1.	\$
2.	\$
Other Liabilities Details: (e.g. veterinarians, feed merchants etc.)	
1.	\$
2.	\$
3.	\$
(B) TOTAL LIABILITIES:	\$
(C) EXCESS OF ASSETS OVER LIABILITIES (A minus B)	\$

A P P L I C A N T ' S D E C L A R A T I O N

I _____ of _____

Do solemnly make this declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths, Affidavits and Statutory Declarations Act 2005. Made and subscribed by the above named and declared

This _____ day of _____ 201__.

_____ Signature of Applicant

At _____

Before me _____ Signature of Witness

Name and Qualification _____

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

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}
- Defense 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 Officer manager
- Psychologist
- Public Notary,
- Public Servant {State or Commonwealth}
- Real Estate agent
- Settlement agent
- Sheriff or deputy Sheriff
- Surveyor
- Teacher
- Tribunal officer
- Veterinary surgeon

LICENCE/PERMIT - MEDICAL EXAMINATION REPORT

Part A & B

APPLICANTS NOTE:

- (1) Only return part A & B completed (This page) to Licensing & Registrations if you are passed "Fit".
- (2) Your Doctor must retain the completed parts C & D if you are passed "Fit".
- (3) If you are not passed "Fit" and wish to continue with your application you must return all parts completed, to Licensing & Registrations.

APPLICANT MUST COMPLETE PART "A"

PLEASE TICK LICENCE/PERMIT APPLIED FOR ✓

A

THOROUGHBRED	Jockey	Apprentice Jockey	Track Work Rider	Trainer Riding Track Work
HARNESS	Driver	Trainer & Driver	Trainer	Stable Hand

Have you at any time received, applied for or do you currently receive any form of accident or disability benefit or pension? eg Worker's Compensation/Personal Injury Claim/Disability Pension etc. If so provide details _____

Are you currently or regularly taking any prescription medicine that would be categorised as a banned or prohibited substance under the Rules of Racing for any condition? If so provide details. (Should you have any doubts, please refer to page 3 and discuss with your Examining Doctor before responding.) _____

Mr/Mrs/Ms/Miss

SURNAME: _____ GIVEN NAMES: _____

A P P L I C A N T S D E C L A R A T I O N

I declare that all the particulars stated on this Report and attachments are complete and correct and that I have not withheld any relevant information or provided any false or misleading information, statement or declaration. I acknowledge that if I provide any false or misleading information, statement or declaration in this Report or attachments I am liable to refusal, suspension or cancellation of my licence or permit. I also declare should any of the Conditions contained herein become evident during the currency of my licence or permit I agree to abstain from carrying on any activity regulated by or associated with the licence or permit and immediately advise the Stewards, and if required submit myself to examination by a Medical Practitioner approved by Racing & Wagering WA (RWWA). I also authorise a Medical Practitioner approved by RWWA to obtain information from relevant Clinical reports and X-ray and Pathology reports from any Medical Practitioner I have attended. I also authorise RWWA to refer relevant information to other medical personnel to use the information for the purposes of assessing my suitability to be granted or retain a licence or permit. I acknowledge that I am required to provide immediate written notification to Licensing & Registrations of any changes which may affect my fitness to carry out the activities associated with my licence/permit.

SIGNATURE OF APPLICANT

DATE

EXAMINING DOCTOR MUST COMPLETE PART "B"
FITNESS FOR LICENCE/PERMIT APPLIED FOR

B

I have today personally examined the applicant in accordance with parts C & D of this Report, which included taking into account his/her answer to the questions in Part A "Have you at any time received, applied for or do you currently receive any form of accident or disability benefit or pension? eg Worker's Compensation/ Personal Injury Claim/Disability Pension etc. the , and hereby declare that (please check appropriate box:

☐ In my opinion the applicant **HAS NO SYMPTOMS OR CONDITIONS** that **MIGHT** render him/her unfit for the issue of the licence/permit applied for and therefore **IS FIT** without restriction for the issue of the licence/permit applied for.

Further, I do not consider any further reports or tests are required of this applicant. I found nothing unfavourable in the applicant's personality as revealed by history, appearance and behaviour.

☐ In my opinion the applicant has the following symptoms or conditions*** that may render him/her **UNFIT** for the issue of the licence/permit applied for and I recommend that the applicant be referred to the RWWA Medical Officer for further examination. (NB: Applicant must return entire document if this option is applicable)

Symptom/Condition: _____

NB: *** Where an applicant requires on-going treatment with medication, or is otherwise taking such medications that are prohibited under the Rules of Racing (see details over) this may render them unfit for the issue of a licence and it is therefore appropriate to complete the above section.

NAME & ADDRESS OF EXAMINING MEDICAL PRACTITIONER

SIGNATURE OF EXAMINING DOCTOR

DATE

MEDICAL EXAMINER NOTE:

- (1) If the examining Doctor cannot declare the applicant's fitness to hold the licence/permit applied for, **all parts must be completed and returned to the applicant if he/she wishes to continue with the application.** The Examining Doctor may retain a copy.
- (2) If the applicant is under any treatment involving medications/substances prohibited by the RWWA Rules of Racing as outlined on page 3, this may render them unfit for licence, in which case this should be indicated accordingly above.
- (3) If the applicant is passed "Fit" parts, "C" & "D" must be retained by the Examining Doctor.
- (4) Please see EXAMINING DOCTORS NOTE regarding the licence/permit types.
- (5) Use of the words "Fit" or "Fitness" refers to the "Fitness" of the applicant to carry out the activities regulated by the licence/permit applied for.

PROHIBITED/BANNED SUBSTANCES

The respective Rules of Racing for Thoroughbreds and Harness below, outline those substances that are prohibited or banned in riders, drivers, Jockeys, Track Work Riders and other categories specified within the Rules.

The following are a guide to banned substances which also includes "drugs of abuse" within the scope of that expression as used in the document published by Standards Australia AS4308-1995 or its equivalent.

Lysergic acid diethylamide (LSD) (0µg/L);

All barbiturates (0µg/L);

All diuretics (0µg/L);

Probenecid: (0µg/L)

Alcohol (at a concentration in excess of 0.02% on a breath analyser);

All stimulants – substances in this group include, but are not restricted to, Amphetamine (150µg/L): Methylamphetamine (150µg/L): Methylenedioxymphetamine (MDA) (150µg/L): Methylenedioxymethylamphetamine (MDMA) (150µg/L): Methylenedioxymethylamphetamine (MDMA) (150µg/L): Methylphenidate (0µg/L): Modafinil (0µg/L): Cocaine (100µg/L): Ephedrine (10,000µg/L).

Substances in this group excluded are: Levo-amphetamine: Levo-methylamphetamine: Phenylpropanolamine: Pseudoephedrine.

All anorectics – substances in this group include, but are not restricted to, Phentermine (500µg/L): Diethylpropion (0µg/L): Sibutramide (0µg/L).

All opiates and opioids – substances in this group include, but are not restricted to, Morphine (0µg/L), save as specified by AR.81C): Codeine (0µg/L), save as specified in AR.81C): Oxycodone (0µg/L): Fentanyl (0µg/L): Alfentanil (0µg/L): Pethidine (0µg/L): Methadone (0µg/L): Heroin (0µg/L): Monoacetylmorphine (0µg/L): Hydromorphone (0µg/L): Buprenorphine (0µg/L). Substances in this group excluded are: Dihydrocodeine: Dextromethorphan: Pholcodine: Propoxyphene: Tramadol

All dissociative anaesthetics and related substances – substances in this group include, but are not restricted to: Ketamine (0µg/L): Phencyclidine (0µg/L): Tiletamine (0µg/L).

Gamma-hydroxybutyrate (GHB) and pro-drugs of GHB (1,4-butanediol: gammabutyrolactone) (10,000µg/L).

Benzylpiperazine (500 µg/L) and phenylpiperazine (0µg/L) and their derivatives (0µg/L).

Tryptamine derivatives (0µg/L) (e.g. dimethyltryptamine: alphamethyltryptamine: hydroxydimethyltryptamine and related substances)

All benzodiazepines – substances in this group include: but are not restricted to: Diazepam (200µg/L): Nordiazepam (200µg/L): Oxazepam (200µg/L): Temazepam (200µg/L): Alprazolam (100µg/L, as alpha-hydroxyalprazolam): Clonazepam (100µg/L, as 7-aminoclonazepam): Flunitrazepam (100 µg/L, as 7-aminoflunitrazepam): Nitrazepam (100µg/L, as 7-aminonitrazepam): Bromazepam (0µg/L): Clobazam (0µg/L): Flumazenil (0µg/L): Lorazepam (0µg/L): Midazolam (0µg/L): Triazolam (0µg/L): and substances with similar structure or pharmacological activity – benzodiazepine receptor agonists (zaleplon: zolpidem: zopiclone).

NOTE

RWWA recognises that some medications which may fall into the above categories are essential for the treatment of substantial illness, condition or ailment suffered by an applicant for licence. Where such medication is prescribed by a medical practitioner who is a recognised specialist in the relevant field of medicine permission may be granted in consultation with the RWWA Medical Officer for that person to be granted a licence. In such circumstances full details of the condition and medication must be outlined to the Stewards for approval prior to the person engaging in activity governed by a licence.

EXAMINING DOCTORS NOTE

KEY PHYSICAL FACTORS REQUIRED OF AN APPLICANT FOR ANY LICENCE/PERMIT ARE – STRENGTH, MOBILITY, REFLEXES, EYESIGHT AND HEARING.
PLEASE ALSO REFER TO PAGE 3 REGARDING PROHIBITED OR BANNED SUBSTANCES.

T H O R O U G H B R E D A P P L I C A N T S



- Jockey & Apprentice Jockey: Require overall fitness to control a thoroughbred horse whilst riding it in races and trials.
- Track Work Rider: Require overall fitness to control a thoroughbred horse whilst riding it in fast or slow work in close proximity to other riders and horses in training.
- Trainer who rides Track Work: Require overall fitness to control a thoroughbred horse whilst riding it in fast or slow work in close proximity to other riders and horses in training.

H A R N E S S A P P L I C A N T S



- Driver & Trainer/Driver: Requires overall fitness to control a standardbred (Pacer/Trotter) horse whilst driving it from a sulky in races and trials.
- Trainer: Requires overall fitness to control a standardbred (Pacer/Trotter) horse whilst driving it from a sulky in fast or slow work in close proximity to other horses.
- Stable Hand: Requires overall fitness to control a standardbred (Pacer/Trotter) horse whilst driving it from a sulky in fast or slow work in close proximity to other horses.

CONFIDENTIAL

Part C & D

LICENCE/PERMIT - MEDICAL EXAMINATION REPORT

ONCE COMPLETED, AND THE APPLICANT IS DECLARED "FIT", PARTS C & D **MUST BE RETAINED BY THE EXAMINING DOCTOR**. IF THE EXAMINING DOCTOR CANNOT DECLARE THE APPLICANT "FIT" AND THE APPLICANT WISHES TO CONTINUE WITH THE APPLICATION, ALL PARTS MUST BE COMPLETED AND RETURNED TO THE APPLICANT FOR REFERRAL TO THE RWAA MEDICAL OFFICER.

- THE APPLICANT MUST COMPLETE PARTS A (PAGE 1) AND C (PAGES 4 & 5).
- THE EXAMINING DOCTOR MUST COMPLETE PARTS B (PAGE 2) AND D (PAGES 6 & 7).

(PLEASE PRINT ALL DETAILS)

C

PLEASE TICK LICENCE/PERMIT APPLIED FOR ☒

THOROUGHBRED	Jockey	Apprentice Jockey	Track Work Rider	Trainer Riding Track Work
HARNESS	Driver	Trainer & Driver	Trainer	Stable Hand

Mr/Mrs/Ms/Miss

SURNAME: _____ GIVEN NAMES: _____

DATE OF BIRTH (Day) _____ (Month) _____ (Year) _____

DETAILS OF PERSONAL MEDICAL HISTORY

Have you experienced or do you suffer any of the conditions listed below? (Circle Yes or No)

CONDITION

1. Nervous disorders including nerves, Depression, nervous breakdown, mental or emotional instability, Anxiety state or attempted suicide.	Yes	No
2. Headaches or Migraine	Yes	No
3. Fits, convulsions, turns, blackouts, fainting, giddiness or Epilepsy.	Yes	No
4. Lung or chest infections, Pneumonia, Bronchitis, Asthma or Tuberculosis.	Yes	No
5. Heart disease, blood pressure, Rheumatic fever or Angina pectoris	Yes	No
6. Indigestion, pain after eating, Gastric or Duodenal ulcers, Hiatus Hernia, Gall Bladder disease, recurrent Diarrhoea or Appendicitis.	Yes	No
7. Kidney or Bladder problems, Cystitis (Inflammation of the bladder) or Stones.	Yes	No
8. Diabetes, Goitre, Thyroid disease or any disease of the Lymphatic Glands.	Yes	No
9. Anaemia or blood disease.	Yes	No
10. Perforated eardrums, deafness, Tinnitus (Noises in the ears), earache, ear discharge or blocked ears.	Yes	No
11. Sinusitis, frequent head colds, blocked nose, hay fever or allergies	Yes	No
12. Back, spine or neck injuries or pain or Arthritis.	Yes	No
13. Fractures or dislocations.	Yes	No
14. Head injury, concussion or unconsciousness.	Yes	No
15. Skin disease, Eczema or Dermatitis.	Yes	No
16. Speech defect.	Yes	No
17. Surgical procedures or hospital admission.	Yes	No
18. Any other sickness or injury not mentioned above.	Yes	No
19. Have you ever made a claim for Workers Compensation?	Yes	No

PHYSICAL EXAMINATION REPORT

THE MEDICAL PRACTITIONER WHO EXAMINED THE APPLICANT MUST COMPLETE & RETAIN PART D (PAGES 5 & 6).

APPLICANT'S SURNAME: _____ GIVEN NAMES: _____

1. Height (Metres - Barefoot)		2. Weight (Kilograms - In underclothes)		3. Body Mass Index (Weight ÷ Height ²)	
-------------------------------	--	---	--	--	--

EYES

EXAMINER'S COMMENTS

4. Lids & Cornea - Normal?	Yes	No
Visual acuity for distance	Right	Left
5. Uncorrected	6/	6/
6. Corrected	6/	6/
7. Movement - Normal	Yes - No	Yes - No
8. Fields (Confrontation test) - Normal	Yes - No	Yes - No
9. Are contact lenses or spectacles worn?	No	Yes

EAR NOSE & THROAT

10. Nose - Normal?	Yes	No
Ears	Right	Left
11. External auditory canal - Normal?	Yes - No	Yes - No
12. Tympanic membrane - Normal?	Yes - No	Yes - No
13. Conversational voice @ 2.5 metres binaural - Normal?	Yes - No	Yes - No

MUSCULO SKELETAL SYSTEM

14. Spinal Function - Normal?	Yes	No
15. Strength & Range of movement in upper or lower extremities - Normal?	Yes	No
16. Joints - Normal?	Yes	No
17. Limbs - Normal?	Yes	No
18. Any orthopaedic appliances worn?	No	Yes

CENTRAL NERVOUS SYSTEM

19. Pupillary Reflexes - Normal	Yes	No
20. Tendon/Reflexes - Normal	Yes	No
21. Cranial nerves - Normal	Yes	No
22. Any sign of gross sensory disturbance?	No	Yes
23. Any sign of paresis, tremor or tics?	No	Yes

CARDIO VASCULAR SYSTEM

24. Pulse rhythm & character - Normal	Yes	No
25. Heart sounds - Normal	Yes	No
26. Pulse rate: BPM Normal?	Yes	No
27. Peripheral pulses - Normal?	Yes	No
28. Blood Pressure	Sitting (Systolic) / (Diastolic)	Standing (Systolic) / (Diastolic)
29. Note: If BP is greater than 140 (Systolic) or 90 (Diastolic) record BP after applicant has been lying down for 5-minutes.	Lying (Systolic) / (Diastolic)	

RESPIRATORY SYSTEM**EXAMINER'S COMMENTS**

	Yes	No
30. Respiratory system – Normal?		

DIGESTIVE SYSTEM & ABDOMEN

31. Oropharynx – Normal	Yes	No
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32. Spleen – Normal	Yes	No
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33. Liver – Normal	Yes	No
--------------------	-----	----

34. Other abdominal organs – Normal	Yes	No
-------------------------------------	-----	----

35. Is Hernia present?	No	Yes
------------------------	----	-----

GENITO URINARY

36. Urine - Glucose - Normal?	Yes	No
-------------------------------	-----	----

Albumin - Normal?	Yes	No
-------------------	-----	----

Other Abnormalities?	No	Yes
----------------------	----	-----

37 Testes – Any abnormality affecting fitness?	No	Yes
--	----	-----

SKIN

38. Skin - Normal?	Yes	No
--------------------	-----	----

39. Any body marks or scars?	No	Yes
------------------------------	----	-----

OTHER

40. Thyroid gland – Normal?	Yes	No
-----------------------------	-----	----

41. Lymph glands – Normal?	Yes	No
----------------------------	-----	----

42. Speech - Normal?	Yes	No
----------------------	-----	----

FEMALE APPLICANTS

43. Dysmenorrhoea?	No	Yes
--------------------	----	-----

44. Menorrhagia?	No	Yes
------------------	----	-----

45. Is the applicant pregnant?	No	Yes
--------------------------------	----	-----

OTHER

46. Is there evidence of drug or alcohol abuse?	No	Yes
---	----	-----

47. If the applicant is over 50 years of age, please consider but do not perform, fasting blood lipids, glucose & stress ECG.		
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NAME OF EXAMINING DOCTOR

SIGNATURE OF EXAMINING DOCTOR

DATE

EXAMINING DOCTOR NOTE:

- IF THE APPLICANT IS "Fit", PART "A" AND "B" (PAGE 1) MUST BE COMPLETED AND RETURNED TO THE APPLICANT FOR LODGEMENT WITH HIS/HER APPLICATION. PART "C" AND "D" (PAGES 3 – 6) MUST BE RETAINED BY THE EXAMINING DOCTOR.
- IF THE APPLICANT IS NOT "Fit" AND WISHES TO CONTINUE WITH THE APPLICATION ALL PARTS MUST BE COMPLETED AND RETURNED TO THE APPLICANT FOR REFERRAL TO THE RWWA MEDICAL OFFICER. THE EXAMINING DOCTOR MAY RETAIN A COPY.
- PLEASE NOTE PROVISIONS WITH RESPECT TO PRESCRIPTION MEDICINES OR SIMILAR WHICH MAY BE CONTRARY TO THE RULES OF RACING. (SEE PAGE 3).

PROHIBITED SUBSTANCE RACE DAY SAMPLE COLLECTION (SC) PROCEDURE

Trainers should be aware of the following information and requirements for their nominated witness regarding race day sample collection procedures.

WITNESS FOR A TRAINER

- The Trainer's witness must hold a licence or permit with RWWA. (Therefore, unless an owner of the horse holds a licence or permit with RWWA he/she cannot act as a witness for the Trainer).
- A horse selected for post-race SC may be permitted to drink water from a hose or freshly drawn water in a bucket. The horse should **not** be given any medication or be permitted to drink water from a bucket that has been left unattended and possibly adulterated.
- The witness must stay with the horse for the entire SC procedure.
- The witness must observe the sample collection, packaging and documentation.
- The witness must be available, at all stages, to answer questions from the Sample Collection Officer.
- The correct labeling, signing and packaging of all samples and paperwork is vital.
- The witness must sign the Sample Identity card where designated.
- The witness may ask questions regarding the procedure to be satisfied that the sample collection, packaging and documentation are in accordance with the standard operating procedures.
- The use of mobile telephones, drinking, smoking, and eating are not permitted in the sample collection area.

**DR. JUDITH MEDD
RWWA RACING INDUSTRY VETERINARIAN
NOVEMBER 2010**

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, e.g. 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 | • Club membership and affairs |
| • Accommodation | • Application forms |
| • Education | • Advertising |
| • Provision of goods and services | • Superannuation and insurance |
| • Access to places and vehicles | • 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

RWWA LICENSING POLICY

The RWWA Integrity Assurance Committee (IAC) did resolve on the 20 August 2007 to adopt the following policy.

RWWA Licensing Policy

In determining whether a person is suitable, appropriate or a “fit and proper person” to hold a licence, or remain licensed with RWWA, the RWWA Board or its delegate may take into account any relevant matter relating to the person and including the following:

- (a) That the person has satisfactorily met and continues to meet, the knowledge, ability and experience requirements relevant to that category of licence as determined from time to time by the licensing body.*
- (b) Any conviction of the person of any offence under any Rules of Racing not restricted to these RWWA Rules of Racing; and*
- (c) Any conviction of the person of an offence punishable by imprisonment regardless of whether imprisonment was applied;*
 - (i) against another law of the Commonwealth; or*
 - (ii) against a law of a State or Territory; and*
- (d) Whether the person is, or has been, an undischarged bankrupt or is taking advantage of the laws relating to bankruptcy; and*
- (e) Whether any false or misleading information or document has been provided in relation to the person at the time of application or renewal of licence;*
- (f) Whether the person has previously been refused a licence by any licensing authority;*
- (g) Whether or not the person is likely to breach a licence condition;*
- (h) Whether the person has omitted to disclose or has not fully disclosed information that is relevant to an application for licence or renewal;*
- (i) Whether the person has any association with persons or groups that are undesirable to the reputation of the racing industry; and*
- (j) Without limiting any other paragraph, whether the person has failed to pay an amount or such other account for which the person is or was liable for as confirmed by an order of a Court or Magistrate having jurisdiction in such matters.*

Any person found at any time to not be a “fit and proper person” may, in accordance with the relevant Rules of Racing, have any licence or registration held by them at time cancelled or have any application for licence or registration refused.

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
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
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

ABN21 347 055 603

Licensing & Registrations

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.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Card Expiry Date	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Name on Card _____

Amount \$ _____

Card Holders Signature _____

Date _____

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

Account No. _____

Contact Telephone Number. _____

Invoice No/s. _____



Need support now? We're here to help 24/7



Racing and Wagering WA in conjunction with People Sense has made available a free, independent and confidential mental health and wellbeing support service to Licenced Racing Trainers, Harness Drivers, Stable Hands, Stable Forepersons, Track Work Riders, Greyhound Attendants and Licenced Farriers/Riders Agents.

Racing Assist offers 24 hour phone support and up to six free face-to-face counselling sessions run by trained professionals.

100% PRIVATE & CONFIDENTIAL

1300 307 912

racingassist.com.au