



# Driver Consent Form

## Driver Licence and Demerit Point Check

Heavy Vehicle Operator Safety Information Program (HVOSIP)

### Details

Driver full name

Driver licence number

Driver licence class

Driver licence card number

Operator name\*

Operator address

Postcode

### Consent

I consent to Roads and Maritime Services allowing the above-named Operator to check my driver licence and demerit point status on multiple occasions for so long as this consent remains in force and I am in their employment.

I have read the important Information below.

Signature of Driver

Date

/	/	
day	month	year

### IMPORTANT INFORMATION

#### Dictionary

**Operator** means a heavy vehicle operator who has been approved by Roads and Maritime to access information from the *Driver Licence and Demerit Point Check System*.

**Driver Licence and Demerit Point Enquiry System** is a secure system operated by Roads and Maritime through which a Operator can access the status of your driver licence and demerit points.

**Disclosure Agreement** is an agreement between a participating heavy vehicle operator and Roads and Maritime to outline how the information about your driver licence is accessed and used. The NSW Privacy Commissioner concurs with the terms of the agreement relating to privacy.

#### Background

Clause 112 of the *Road Transport (Driver Licensing) Regulation 2017* permits Roads and Maritime to release driver licence and demerit point status information with your consent. You can find a copy of clause 112B of the Regulation at: [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)

#### Purpose of the licence checks

The checks help the operator decide if it is lawful and safe for a driver to drive a particular vehicle.

### What information will an Operator obtain from a check?

If you provide your consent then the Operator will see your licence number, licence class and validity, demerit points status and whether any driving conditions have been imposed on your licence.

Because this information will be provided in 'near real-time' it is possible that the Operator could obtain new information about your licence or demerit points before you receive your own notification in the mail.

### What happens if you don't consent

Providing consent to the release of your personal information is voluntary. However without your consent the Operator may not be able to verify your driver licence and demerit point status and this may affect the Participant's decision to permit you to drive.

### Is there an alternative?

You may obtain your driving record from Roads and Maritime and provide that to the Operator. However if the Operator wants to check your licence regularly this might not be a convenient option.

### How long is consent valid?

Your consent will remain valid for 12 months but will end sooner if you cancel it or cease employment with the Operator.

### Cancelling consent

You may cancel your consent at any time by notifying your employer in writing. After that the operator is not be entitled to check your driver licence or demerit point status.

### Privacy safeguards

Roads and Maritime Services stipulates that a heavy vehicle operator can only access your driver licence and demerit point information if they have obtained your consent.

### Privacy complaints

If you are aware an Operator has obtained your driver licence and demerit information without your consent or has misused that information, then you should notify the Operator. If you are not satisfied with the outcome you can raise the matter with the following:

- Roads and Maritime Services, Accreditation Complaints  
Telephone: 13 22 13  
Email: [AccreditationComplaints@rms.nsw.gov.au](mailto:AccreditationComplaints@rms.nsw.gov.au)

Other channels are:

- Roads and Maritime Services, [privacy@rms.nsw.gov.au](mailto:privacy@rms.nsw.gov.au)
- Office of the Australian Information Commissioner, [www.oaic.gov.au/about-us/contact-us](http://www.oaic.gov.au/about-us/contact-us).

### Privacy collection notice by participant

The Operator is collecting your Personal Information for the purpose of assessing your suitability to drive a motor vehicle. Your Personal Information includes your name, driver licence number, licence class and currency and also your demerit point status. Consenting to the Operator accessing this Personal Information is voluntary but if you do not agree then it may affect the Operator's assessment of your suitability to drive. The Operator will hold your Personal Information and not otherwise use or disclose it except as permitted by law. You can contact the Operator at the above address to access your Personal Information or to complain about a breach of the Australian Privacy Principles so that we may investigate your complaint.

Return the completed form to your employer.