



Approved Trainer Application Form

NSW Livestock Loading Scheme (NSWLLS)

Important Information

- All supporting information must be provided.
- Details that are missing or incorrect may result in delays or the application not being processed.

1. Applicant Details

Applicant's full name

Applicant's Employer or Organisation (*Trading name, name of partnership or Registered Business name*)

Australian Company Number (ACN)

Registered office / business address

Postcode

Postal address (*if applicable*)

Postcode

Business phone number

Mobile phone number

Email address

2. Applicant Referees

Please provide details for two persons who are able to provide references regarding your training experience and skills.

(i) Name

Position

Relationship to applicant

Phone number

(ii) Name

Position

Relationship to applicant

Phone number

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Contact Details

Roads and Maritime Services, Freight Branch
Locked Bag 928 North Sydney NSW 2059

www.rms.nsw.gov.au | T 02 8837 0365 | F 02 8588 4153 | E melville.kane@rms.nsw.gov.au

3. Publication Details

Please indicate if you wish to be listed on Roads and Maritime Services website list of approved trainers.

Tick applicable

I want to be on the list
(complete area details below)

I do not want to be on the list
(I plan to conduct in-house training only)

If you want to be on Roads and Maritime Services website list of approved trainers, please indicate the areas in which you are available to provide training.

- | | |
|--|---|
| <input type="checkbox"/> Sydney | <input type="checkbox"/> Central West NSW |
| <input type="checkbox"/> Hunter | <input type="checkbox"/> South West NSW |
| <input type="checkbox"/> South Coast NSW | <input type="checkbox"/> Victoria |
| <input type="checkbox"/> North Coast NSW | <input type="checkbox"/> Queensland |
| <input type="checkbox"/> North West NSW | <input type="checkbox"/> South Australia |

4. Applicant Declaration

Giving false and misleading information is a serious offence. Penalties apply.

I, the applicant, hereby authorise Roads and Maritime to disclose information and documentation relating to my application. I hereby declare that all details provided in this application are true and correct.

Applicant's signature

Date signed

day	/	month	/	year
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Privacy Statement

The Roads and Maritime Services (Roads and Maritime) is subject to the *Privacy and Personal Information Protections Act 1998*, the *Health Records and Information Privacy Act 2002* and the *Privacy Act 1988* (Cth) which requires the Agency to comply with the Information Privacy Principles. Roads and Maritime is committed to protecting your privacy. We will only use your information for the purpose for which you have provided it and for directly related purposes. Roads and Maritime will not disclose your personal information to third parties, unless you consent or in other circumstances where such disclosure is required or authorised by law. Operators are responsible for obtaining the consent of the driver to provide information to the Agency.

5. Supporting Information Checklist

Please attach the following documents to your application form;

(a) Evidence of identity

A certified copy of your drivers' licence, passport or other photographic evidence of identify.

(b) Qualifications

A certified copy of your Certificate IV in Assessment and Workplace Training or equivalent.

(c) Written statement of relevant experience

A brief written statement (one page) outlining your experience in:

- providing training courses related to heavy vehicle operations and livestock transport.
- organising and administering training courses, including processing trainee applications and certificates.
- include examples of training courses you have delivered.

(d) Relevant insurances

Certified copies of certificates of currency for:

- public liability insurance policy (up to \$10 million for a single occurrence)
- professional indemnity insurance policy (up to \$1 million per occurrence)

Please note: All supporting information must be provided. Details that are missing or incorrect may result in delays or the application not being processed.

6. Submitting Details

Completed form and all supporting documents are to be forwarded to Roads and Maritime Freight Branch details on page 1.