



Harness Racing Victoria Licensing Policy

LICENCE APPLICATIONS

Part 4 of the Rules of Harness Racing Victoria relates to licensing of participants by Harness Racing Victoria.

HRV may by licence regulate any activity connected with the harness racing industry [Rule 90(1)] and may require such documentation, information or fees as it determines to accompany any application for a licence. HRV may grant a licence for such period and upon such terms and conditions as it thinks fit, and may refuse a licence without assigning any reason whatsoever.

[Rules 90(4) & (5)]

HRV or the Stewards may vary the type, grade or class of a licence held by a person. [Rule 90 (7)]

Ultimately, the grant or otherwise of a licence is at the discretion of the Board of HRV.

The licensing criteria provided below has been set by the Board of HRV to assist persons wishing to apply to be licensed by HRV in the relevant licence categories. Without limiting the powers of HRV provided in the Rules and in the Racing Act 1958, the Board of HRV may in its discretion:-

- vary or amend the licensing criteria at any time;
- require additional information to accompany a licence application;
- impose terms and conditions on the grant of a licence;
- take into account any other matter it considers relevant in determining a licence application.

LICENSING CRITERIA

Applicants please note:

Before making application for a Driver or Trainer licence, an applicant must hold a Stablehand licence for a minimum of twelve (12) months or provided evidence of previous experience.

All persons seeking to be licensed by HRV must be domiciled in Victoria and provide evidence of such.

Grade C Driver

The holder of a Grade C Driver licence may only drive in trials, shows and gymkhanas.

A Grade C Driver licence may be issued at the discretion of the Board of Harness Racing Victoria to a person who has:-

1. Attained the age of fifteen (15) years.
2. Held a Stablehand licence for a minimum of twelve (12) months or provides evidence of previous experience for consideration.
3. Lodged a completed application form together with :-
 - Certified Extract of Birth OR Driver Licence.
 - Enrolled with TAFE to commence mandatory training modules and satisfactorily completed a practical driving assessment.
4. National Police Certificate required. Go to:-
www.precisebackground.com/national-police-check-for-individuals.html
5. Lodged a medical examination completed by a medical practitioner.
6. Provision of a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)
7. Been interviewed to the satisfaction of the Stewards.
8. After three (3) months minimum with a registered trainer, applicant may request an assessment of driving skills.

2016/17 fee is \$405 incorporating the licence fee, personal accident and liability insurance and subscription to the Harness Racer bi-monthly magazine. Additional costs for Police Check and TAFE enrolment apply.

Grade B Driver

The holder of a Grade B Driver licence may drive in trials, shows and gymkhanas, and is licensed to drive at graduation meetings and, other than races of a metropolitan class, at country or provincial meetings, including country or provincial class meetings at metropolitan sites.

A Grade B Driver licence may be issued at the discretion of the Board of Harness Racing Victoria to a person who has:-

1. Attained the age of sixteen (16) years.
2. Lodged a completed application form together with :-
 - Certified Extract of Birth OR Driver Licence.
3. Successfully completed the mandatory TAFE training modules.
4. National Police Certificate required. Go to:-
www.precisebackground.com/national-police-check-for-individuals.html
5. Lodged a medical examination completed by a medical practitioner.
6. Been interviewed to the satisfaction of the Stewards.
7. Provision of a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)
8. A minimum of thirty (30) satisfactory trial drives shall be completed in a period of no less than six (6) months.
9. For a driver to obtain a satisfactory drive, there shall be a minimum of four (4) horses in such trial.
10. At least five (5) of the satisfactory trial drives are to be completed under the supervision of a Harness Racing Victoria (HRV) Steward at Tabcorp Park Melton or unless an otherwise prior arrangement has been made with HRV Stewards.
11. Trial drives shall be completed at the following venues:
Ballarat, Bendigo, Cranbourne, Geelong, Kilmore, Mildura, Maryborough, Shepparton, Tabcorp Park Melton, Terang or Swan Hill
12. Once the above requirements have been met to the satisfaction of the HRV Stewards, the driver will be required to attend an interview with the HRV Stewards prior to being granted a B Grade drivers licence.

** The criteria and requirements as outlined above can be varied at any time at the discretion of, or as so determined by HRV Stewards.*

2016/17 fee is \$490 incorporating the licence fee, personal accident and liability insurance and subscription to the Harness Racer bi-monthly magazine. In addition a \$4 fee per drive applies to all TAB races.

Grade A Driver

The holder of a Grade A Driver licence has the driving rights of both C & B Drivers and is licensed to drive at any meeting.

A Grade A Driver licence may be issued at the discretion of the Board to a person who has:-

1. Attained the age of sixteen (16) years.
2. Lodged a completed application form together with :-
 - Certified Extract of Birth OR Driver Licence
3. Successfully completed the mandatory TAFE training modules.
4. Provision of a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)
5. National Police Certificate required. Go to:-
www.precisebackground.com/national-police-check-for-individuals.html
6. Lodged a medical report completed by a medical practitioner.
7. Completed one hundred and twenty (120) TAB class drives to the satisfaction of the Stewards and driven a minimum of six (6) winning drives and held a B Driver's licence not less than twelve (12) months. In addition, a Grade B Driver's Card must also be submitted to HRV stewards with fifty (50) accredited satisfactory drives where applicable.

2016/17 fee is \$490 incorporating the licence fee, personal accident and liability insurance and subscription to the Harness Racer bi-monthly magazine. In addition a \$4 fee per drive applies to all TAB races.

Stablehand

The holder of a Stablehand licence is licensed to perform stable duties under the supervision or instructions of a licensed trainer as follows:-

Carry out trackwork, assist with the training, management, care and control of horses, assist with the pre-race preparation and post-race procedures affecting a horse.

A Stablehand licence may be issued at the discretion of the Board of Harness Racing Victoria to a person who has:-

1. Attained the age of fourteen (14) years.
2. Lodged a completed application form together with :-
 - Certified Extract of Birth OR Driver Licence.
 - Letter of reference from a licensed trainer.
3. Consented to a release of police records if eighteen (18) years or older. Go to:-
www.precisebackground.com/national-police-check-for-individuals.html
4. Provision of a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)

2016/17 fee is \$99 incorporating the licence fee. For applicants under eighteen years of age, the licence fee is \$44

Grade B Trainer

The holder of a Grade B Trainer licence may train any registered horse which the person owns or partly owns or which is owned by the person's spouse, other domestic partner, parent, sibling or child. The holder may also train up to a maximum of three (3) horses for outside clients (ie. not family related) at any one time by seeking written approval from the Chairman of Stewards.

A Grade B Trainer licence may be issued at the discretion of the Board to a person who has :-

1. Attained the age of eighteen (18) years.
2. Held a Stablehand licence for a minimum of twelve (12) months or provides evidence of previous experience for consideration.
3. Lodged a completed application form together with :-
 - Two (2) references from Licenced trainers.
 - Provide a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that your accounts are paid promptly.
 - Bank account statements in your name for the preceding six (6) month period (to the date your application is submitted to Harness Racing Victoria).
 - Note - These bank account statements should also be submitted to your chosen Accountant/Bank Manager to form part of the Accountant Reference declaration accompanying the application form.
 - Certified Extract of Birth OR Driver Licence.

- A certificate of completion of a one (1) day assessment at the Harness Racing Training Centre.
- Enrolled with TAFE to commence mandatory training modules and satisfactorily completed a practical trainer assessment.

4. National Police Certificate required. Go to:-

www.precisebackground.com/national-police-check-for-individuals.html

5. Been interviewed to the satisfaction of the Stewards.

6. A lease or owns stables suitable for the training of standardbred horses.

7. Provision of a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)

2016/17 fee is \$345 incorporating the licence fee, public liability and personal accident insurance and subscription to the Harness Racer bi-monthly magazine. In addition, a \$5 fee per race start applies to all TAB races.

Grade A Trainer

The holder of a Grade A Trainer licence may train any registered horse.

A Grade A Trainer licence may be issued at the discretion of the Board to a person who has :-

1. Attained the age of eighteen (18) years.

2. Lodged a completed application form together with :-

- Two (2) references from Licensed trainers.
- Provide a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that your accounts are paid promptly.
- Bank account statements in your name for the preceding six (6) month period (to the date your application is submitted to Harness Racing Victoria).
- Note - These bank account statements should also be submitted to your chosen Accountant/Bank Manager to form part of the Accountant Reference declaration accompanying the application form.

3. National Police Certificate required. Go to:-

www.precisebackground.com/national-police-check-for-individuals.html

4. Been interviewed to the satisfaction of the Stewards.

5. Held a Grade B Trainer licence for twelve (12) months OR has been employed as a Stable Foreman by a Grade A Trainer for a minimum of twelve (12) months and produces a reference from such trainer.

6. A lease or owns stables suitable for the training of standardbred horses.

7. Provision of a digital photograph (Taken at HRV Office or email to photoid@hrv.org.au)

2016/17 Fee is \$345 incorporating the licence fee, public liability and personal accident insurance and subscription to the Harness Racer bi-monthly magazine. In addition, a \$5 fee per race start applies to all TAB races.

Training Partnerships

Harness Racing Victoria (HRV) may issue a licence for a person to train in partnership in accordance with the provisions of Australian Harness Racing Rule (AHRR) 90A(2.8) which states:

90A

(2.8) (a) The Controlling Body may grant a trainer's licence to a person to train only in partnership with up to three persons.

(b) Subject to sub-rule 2.8(c) each partner shall be subject to any penalty that may be imposed under the Rules on any other partner.

(c) If a partner other than the partner upon whom the penalty is imposed satisfies the Stewards that the penalty was not imposed for a breach of any Rule directly related to the training of a horse then the Stewards may determine that the penalty does not apply to that partner.

(d) (i) A partner shall give notice in writing to the Stewards of his intention to withdraw from or dissolve the partnership.

(ii) Upon receipt of such notice the Stewards may order that any horse trained by the partnership shall not be eligible to race until the Stewards are satisfied that the horse is being trained in accordance with the Rules.

HRV further require that all applicants seeking to be licensed as a training partnership meet the following criteria:

- Each member of the training partnership must hold the same grade of trainers licence. E.g. All members hold a Grade B trainer or all members hold a Grade A trainer licence;
- In order to be granted a licence all members must meet the above criteria relative to the grade of trainers licence sought;
- The grade of trainers licence held by a person as a sole entity may be transferred to a training partnership;
- Each member of the training partnership must pay the applicable licensing fee;

GENERAL LICENSING POLICY

Re-applying for a licence if unsuccessful:

Applicants who are unsuccessful in obtaining a licence must wait a minimum of six (6) months from the date of the Board's decision before re-applying.

VCAT

Decisions of the Board of Harness Racing Victoria which relate to occupational racing licences, as that term is defined in Part IIIC of the Racing Act 1958, may be reviewed by the Victorian Civil and Administrative Tribunal (VCAT). Appeals to VCAT must be lodged within 28 days of the decision being made. A Notice of Application for Review is available from VCAT (Ph: 9628 9756) or from its website www.vcat.vic.gov.au.

Disqualified persons wishing to apply for a new licence:

If a person is disqualified, his or her licence automatically lapses [Rule 259(2)]. Persons wishing to apply for a new licence after disqualification therefore must apply in the ordinary way and must meet the usual licensing criteria.

In addition, a disqualified person who is seeking to be re-licensed must, as part of the application procedure, attend before a Sub-Committee of the Board. The Sub-Committee of the Board may require the applicant to show cause as to why he or she should be granted a new licence in light of the previous disqualification.

The Stewards or HRV may also require any other person applying for a licence to attend before the Sub-Committee as part of their application procedure, regardless of whether such person is returning from a period of disqualification.

The Sub-Committee of the Board will be constituted by an independent Chairperson and may have up to three nominated members of the Board.

A person who has been disqualified for a period of 12 months or more, and is granted a licence, shall automatically only be granted the highest licence of a Grade C Driver and/or Grade B Trainer and shall meet the relevant requirements detailed above prior to any upgrade of licence being considered.

Applicants who have not been licensed for 6 months or more:

All person who have not been licensed for a period of more than six (6) months must submit a current 'National Police Certificate' with their application for a licence.

Driver Relicensing

A driver who has previously been licensed to drive in races but who has not been licensed for the below periods shall complete the specified number of satisfactory trials prior to driving in a race:

Not licensed for 6 months: 5 satisfactory trials

Not licensed for 12 months: 10 satisfactory trials

Not licensed for greater than 2 years: 15 satisfactory trials

The above trial drives shall be completed at the following venues:

Ballarat, Bendigo, Cranbourne, Geelong, Kilmore, Mildura, Maryborough, Shepparton, Tabcorp Park Melton, Terang or Swan Hill

Trainer Relicensing

A trainer who has been previously licensed but has not been licensed for a period of 6 months or more shall provide the following documents prior to being relicensed:

- Provide a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that your accounts are paid promptly.
- Bank account statements in your name for the preceding six (6) month period (to the date your application is submitted to Harness Racing Victoria).
- Note - These bank account statements should also be submitted to your chosen Accountant/Bank Manager to form part of the Accountant Reference declaration accompanying the licence application form.