

Tasmanian Greyhound Licence Application Requirements 2018/2019

The Director of Racing may grant any licence for such period and upon such conditions as deemed fit.

Any licence may be suspended, cancelled or refused by the Director.

Applicants MUST note:

- Standard processing timeframe is 7 – 10 working days for correctly submitted applications, unless the applicant is required to be interviewed by the Director of Racing.
- Lodging an application form and paying the applicable fee does not mean that applicants are licensed from that time.
- Applications must be approved by the Director and processed by the Office of Racing Integrity (ORI) before a licence becomes active. ORI will notify applicants in writing following approval of their application.

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General information applicable to All licence categories

The below listed Tasracing Licensing Requirements MUST be read carefully prior to completing an application for a licence.

1. **Rules of Racing** - Applicants for each category of licence should obtain a copy of the Rules of Racing.

2. National Police Record Check

For persons over the age of eighteen (18) years a current National Police Record Check must accompany an application for licence if the person is:

- a. Applying to be licenced in any category if not provided within two (2) years of the date of the application.
- b. Returning from a period of disqualification, if not provided within two (2) years of the date of the application.
- c. When the Director has reasonable cause to require any person to submit a National Police Record Check. Reasons could include provision of further detail of information provided in a Statutory Declaration; outcome of previously pending criminal charges, etc.

NB: For the purpose of item 2, if a Police Report has not previously been provided within two (2) years of the date of the application, currency shall be defined as having a date of issue no more than 3 months previous to the application being lodged.

3. Mandatory Training Requirements

To obtain and/or maintain a licence of any category, participants must comply with any training requirements as mandated by Tasracing from time to time. For information on current training requirements for any licence category, please contact Tasracing on (03) 6212 9333.

4. **Public Trainers** – Persons licensed in this category should be aware that a period of inactivity for more than three (3) years may result in an interview with the Director of Racing to show cause why this level of licence should be retained.

5. **International Applicants** - Applicants who are not the holders of Australian citizenship must provide the following with their application in addition to the requirements of the particular licence:

- Copy of passport.
- Copy of Visa which indicates permission to work in Australia.
- Clearance from the International Controlling Body where **last** licensed, which shows –
 - The licence/s held;
 - Offence history;

If applying for training licence, performance record including number of winners.

6. **Suitability of Licence Holders** - An applicant must be assessed as a **Fit and Proper Person** to be granted a licence.

All licence holders and applicants for licences must meet and continue to meet the requirements to be “fit and proper” to hold a licence in Tasmania. The following criteria for a “fit and proper” person will be applied.

“Fit”

To be considered “fit” a person must:

- Be physically fit to perform the duties of a particular license category;
- Have the stated skills and knowledge required for a licence;
- Be able to display the appropriate level of mental fitness to make correct decisions in relation to behaviour by demonstrating a continuing moral commitment to good behaviour and good character.

The Director may require an applicant to provide appropriate evidence of their fitness, skills and knowledge through testing, training and assessment or other means.

“Proper”

The requirements to be considered “proper” relate to the general level of integrity of the person. It is primarily concerned with general behaviour and conduct inclusive of:

- History;
- Reputation;
- Integrity;
- Honesty;
- Character.
- Regard to laws and community values

Propriety will be assessed on the basis of general behaviour and conduct by an applicant, or an executive officer of an applicant, in particular any evidence of:

- An applicant's previous racing disciplinary history;
- Any previous acts of dishonesty by the applicant or an executive officer of the applicant;
- Improper behaviour towards an official or employee of the Office of Racing Integrity or Tasracing and other licensed participants or animals;
- Any conduct or statement made by the applicant, or an executive officer of the applicant, that would impact on the applicant's reputation and more broadly on the reputation of other licence holders, the Director, an official or employee of the Office of Racing Integrity or Tasracing or the Tasmanian racing industry as a whole;
- An ability of the applicant, and any executive officers of the applicant, to consistently operate within the requirements of the racing legislation, a standard, policies of the Office of Racing Integrity or Tasracing, the Rules of Racing and any other laws and regulations in the State of Tasmania, another State or the Commonwealth, including any gambling and gaming legislation;
- Bad behaviour and/or misconduct by the applicant, or an executive officer of the applicant, including police records, court records and letters of complaint regarding the licence holder;
- A failure to adequately demonstrate sufficient and acceptable financial means to fulfil the requirements of the licence;
- Where a licence holder or applicant for a licence has been convicted of or pleaded guilty to an offence in Tasmania any state or territory of Australia or in any other county.

Exclusion due to certain convictions

The Director may deem that a person is not a "fit" and "proper" person and thus not grant a licence if:

- The applicant has been convicted of an offence (the conviction), and the conviction remains on the licence holder's criminal record, against a law in Tasmania or another State or Country which relates to;
 - Dishonesty, fraud, forgery, match-fixing;
 - Animal welfare or cruelty to animals;
 - Trafficking or supply of drugs, illicit or illegal substances; and

The Director may at any time, including on application, request that a licence holder or applicant provide a current (dated within the last 3 months) National Police Certificate. Where a corporation is the applicant, all executive officers of the corporation may be required to submit such certificates.

All convictions, whether against a law in Tasmania or another State, stated in a national police certificate, will be considered relevant to the application for a licence. An offence committed over 10 years ago may also be considered relevant to the broader assessment of whether an applicant is "fit" and "proper" to be granted a licence.

Where a conviction is recorded, the Director may request an interview with the applicant to discuss the conviction.

7. Personal Information Protection Statement

By applying for a Licence, you are providing personal information to the Office of Racing Integrity, Tasmania (ORI), which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by ORI for the purpose of processing your application for a licence and/or registration and associated purposes, pursuant to the *Racing Regulation Act 2004*, associated legislation and the Rules of Racing as adopted by Tasracing from time to time. Failure to provide this information may result in your application not being processed or records not being properly maintained. ORI may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to ORI and you may be charged a fee for this service.

Licensing procedures

The Director of Racing, considers all licence applications and may be assisted in that process by a Stipendiary Steward (preferably the Chairman of Stewards) and a Licensing & Registration representative. The Director reserves the right to interview, in person, any applicant applying for either an initial licence or renewal.

The Director also reserves the right to interview-

- Any licensed person at any time who has been convicted in a court of law for a misdemeanour that, in the opinion of the Director, may prejudice the image of racing; or
- A person who has been charged and found guilty by the Stewards of any offence that again, in the opinion of the Director, may be detrimental to the image of racing; or
- Any licensed person, upon the recommendation of Stewards or Licensing and Registration Officer.
- **All persons** applying for a licence following the completion of a period of **disqualification** must appear, in person, for an interview before the Director.

New Applicant

- Person who is applying for a licence of any category in Tasmania for the first time; or
- Person who has been licensed previously in the greyhound code but not in the preceding season.

Renewal

- Person who was licensed with the same category of licence in the preceding racing season.

Licensing Guidelines

The following guidelines should be viewed as a general rule of thumb with each applicant being assessed on their individual merits with the Director reserving the right to have any person appear for interview.

Trainers:	First time applicants or persons applying for upgrades are to be interviewed by the Director of Racing.
Owners:	To be approved by the Director of Racing via a Chairman's Book.
Owner/Attendant:	To be approved by the Director of Racing via a Chairman's Book.
Attendants:	To be approved by the Director of Racing via a Chairman's Book.
Renewals:	All categories to be approved by the Director of Racing via a Chairman's Book.
Interstate Applicants:	Each interstate applicant will be assessed on their merits given the licence held and experience obtained through the appropriate jurisdiction where the individual has been licensed.

Licensing Review Guidelines

All licences are subject to review, at least on an annual basis, subject to the following guidelines:

- (a) Participants who continually are found guilty of breaches of the Rules of Racing.
- (b) Trainers whose greyhounds are not presented in a manner in which public confidence can be guaranteed.
- (c) Anyone whose actions are detrimental to the image of the industry and public perception.
- (d) Participants who have a level of activity which is not commensurate with their licence category.

The above guidelines refer to all licences, whether they are a new applicant, an upgrade or a renewal.

Fee Schedule (2018 - 19)

Licensing			
Category		Fee (\$)	
		1 year	3 years
Owner		No Fee – Subsidised by Tasracing	
Breeder	New or Renewal	No Fee (subsidised by Tasracing)	N/A
Attendant (New)		No Fee (subsidised by Tasracing)	No Fee (subsidised by Tasracing)
Attendant (Renewal)		34.00	82.00
Owner Attendant	New Applicant	No Fee (subsidised by Tasracing)	No Fee (subsidised by Tasracing)
	Renewal	34.00	82.00
Owner Trainer	New Applicant	64.00	113.00
	Renewal	39.00	93.00
Trainer Public		93.00	223.00
Syndicate		Total Fee (\$)	
		Initial Registration	57.00
		Annual Renewal	57.00
		Add or Delete Member	No Fee
Replacement Licence Card		25.00	

Licence Categories

OWNERS

Confederacy (Partnership)

Fee: N/A

A confederacy (Partnership) is a minimum of two (2) and a maximum of four (4) persons. All persons in a confederacy must be registered as an owner, owner/attendant, trainer public or owner/trainer.

Syndicate Registration

Fee: \$57.00

Syndicates are a group of at least two (2) registered persons but no more than 20 registered persons who may own and race a greyhound in a name other than the names of the syndicate members.

A *Syndicate* registration is issued at the discretion of the Director of Racing to a group of persons who have:

- Lodged a completed application form accompanied with the prescribed fee.
- Nominated a first and second syndicate manager who must both be registered as an owner, owner/attendant, trainer public or owner/trainer.
- **All** syndicate members registered.

Syndicate Member

Fee: N/A

The holder of a *Syndicate Member* licence may only own greyhounds as part of a registered syndicate.

A *Syndicate Member's* licence is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Provided details as required on a syndicate application form as approved by the Director of Racing.

Breeder

Fee: Tasracing subsidised

The holder of a *Breeder Licence* may register a Breeding Female and arrange for the service or artificial insemination of a dam.

NB: Any person who has bred a litter in either the 2014/15, 2015/16 or 2016/17 season shall be deemed to be an **existing breeder**. A breeder's licence will be issued following submission of an application for a Breeder's licence during the 2017/18 season. A fee is not applicable.

A person who has not bred a litter during one of the above-mentioned seasons, will be deemed a **new applicant breeder**. The applicant must comply with all requirements listed below.

Any **new applicant breeder** who can demonstrate sufficient breeding knowledge and experience either prior to the above mentioned seasons or in alternate areas can apply to be recognised as an **existing breeder**. The application will be reviewed by the Director of Racing and the Regulatory Veterinarian who will have absolute discretion in determining if the application is to be approved.

Applicants should also read the Greyhound Breeder Licensing Fact Sheet on the ORI website - <http://dpi.pwe.tas.gov.au/racing/greyhound-racing/registration-and-licensing-greyhound>

A *Breeder* licence is issued at the discretion of the Director of Racing to a person who is currently licensed in the greyhound industry in Tasmania and who has:-

- Attained the age of eighteen (18) years.
- Completed and lodged the relevant application form with the prescribed fee (if a fee is applicable).
- Submitted a current National Police Record Check if required.
- Submitted and successfully completed the Breeder's Education Package Questionnaire Units required for the activities to be conducted.
- Suitable property for the breeding and housing of greyhounds if applicable.
- Had a satisfactory inspection of their property by Stewards, if required, once application is approved by the Director.

Owner	Fee: Tasracing subsidised
<p>The holder of an <i>Owner Licence</i> may own greyhounds or be a Manager or member of a syndicate. The licence holder is not permitted to catch, handle, parade, kennel or train greyhounds at any registered race track, trial track or licenced trainer's property.</p> <p>An <i>Owner</i> licence is issued at the discretion of the Director of Racing to a person who has: -</p> <ul style="list-style-type: none"> • Attained the age of eighteen (18) years. • Lodged a completed application form with the prescribed fee. • Submitted a current National Police Record Check if required. • If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity. <p>NB: Registration as an Owner will be for a period of five (5) years with an expiry date of 31 July in the relevant year.</p>	

ATTENDANTS

Attendant (Handler) - Provisional	Fee: See Fee Schedule
<p>The holder of an <i>Attendant Provisional</i> licence may catch, handle and parade or kennel any greyhounds at trials only under the supervision of a nominated licensed Trainer.</p> <p>An <i>Attendant Provisional</i> licence is issued at the discretion of the Director of Racing to a person who has:</p> <ul style="list-style-type: none"> • Attained the age of fourteen (14) years. <i>(Written parental consent is required if under eighteen (18) years of age)</i> • Lodged a completed application form with the prescribed fee. • If not already submitted, provided a Birth Certificate or an extract of same or other evidence of identity. • For persons over eighteen (18) years of age, submitted a National Police Record Check if required. (New applicants) <p>NB: The nominated Trainer must have completed and lodged a supervision and instruction agreement.</p>	

Attendant (Handler)	Fee: See Fee Schedule
<p>The holder of an <i>Attendant</i> licence may catch, handle and parade or kennel any greyhounds at trials or race meetings.</p> <p>An <i>Attendant</i> licence is issued at the discretion of the Director of Racing to a person who has:</p> <ul style="list-style-type: none"> • Attained the age of fourteen (14) years. <i>(Written parental consent is required if under eighteen (18) years of age)</i> • Lodged a completed application form with the prescribed fee. • If not already submitted, provided a Birth Certificate or an extract of same or other evidence of identity. • For persons over eighteen (18) years of age, submitted a National Police Record Check if required • Satisfactorily completed the Attendant Questionnaire, if not already undertaken (catching and handling duties). • Completed the mandatory training and submitted a Statement of Attainment within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed. • To be granted permission to be an attendant at race meetings, applicants must have undertaken attendant activities at trial meetings for a period of at least one (1) month and during that time caught a minimum of 20 greyhounds. Provide activity record sheet completed by the trainer they have been working for attesting to their ability to undertake this role including the number of times the person has attended trial meetings. 	

The holder of an *Owner/Attendant* licence may own greyhounds; be a Manager or member of a syndicate; catch and/or handle and parade or kennel any greyhounds at trials or race meetings. The licence holder **is not permitted** to train greyhounds.

An *Owner/Attendant* licence is issued at the discretion of the Director of Racing to a person who has: -

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- Submitted a National Police Record Check if required.
- Satisfactorily completed the Owner/Attendant Questionnaire or Catcher's Questionnaire, if not already undertaken (dependent on what level the licence is to be endorsed).
- Completed the mandatory training and submitted a Statement of Attainment within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
- To be granted permission to be an attendant at race meetings, applicants must have undertaken catching/attendant activities at trial meetings for a period of at least one (1) month and during that time caught a minimum of twenty (20) greyhounds. Provide activity record sheet completed by the trainer they have been working for attesting to their ability to undertake this role including the number of times the person has attended trial meetings.

TRAINERS

Owner/Trainer

Fee: \$64.00/\$113.00

The holder of an *Owner/Trainer licence* may, train greyhounds that are owned or part owned by themselves or by the person's spouse, other domestic partner, parent, sibling or child; nominate and scratch greyhounds trained by them; be the registered owner or part owner of any greyhound; be a Manager or a member of a syndicate; catch, handle, parade or kennel any greyhounds at trials or race meetings.

Owner/Trainer applicants must have held in the period directly preceding the application-

- An Attendant or Owner-Attendant licence for not less than 6 months; or
- Held an equivalent licence in another code of racing for a period of at least one (1) year.

OR

- Hold, or previously have held (with a Controlling Body), a greyhound owner-trainer licence (or its equivalent or higher level) for a minimum of one (1) year, and been licensed as such no later than three (3) years from the date than a (full) application is submitted to the Office of Racing Integrity.

An *Owner/Trainer licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- Submitted a current National Police Record Check if required. (See Page 3)
- New applicants - Submitted financial records for the previous 6 months.
- New applicants - Submitted a copy of Local Council Kennel Licence/Registration for applicants who have more than 2 greyhounds.
- If property is leased, submit written approval from the property owner to have kennels and greyhounds at the property.
- Satisfactorily completed the Trainer Questionnaire.
- Submitted one (1) written reference from a currently licensed Trainer.
- Completed the mandatory training and submitted a Statement of Attainment or equivalent as approved by Tasracing within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
- Suitable kennels for the housing of greyhounds.
- Had their kennels inspected to the satisfaction of Stewards once application is approved by the Director of Racing.
- Had a successful interview with the Director of Racing. (only required for new applicants, upgrades or other persons determined by the Director)

The holder of a *Trainer Public licence* may, train greyhounds owned by them and/or any registered person; nominate and scratch any greyhounds trained by them; be the registered owner or part owner of any greyhound; be a Manager or a member of a syndicate, catch, handle, parade or kennel any greyhound at trials or race meetings.

Trainer Public applicants must have held in the period directly preceding the application -

- An Owner-Trainer licence for not less than 12 months; or
- Held an equivalent licence in another code of racing for a period of at least two (2) years;

OR

- Hold, or previously have held (with a Controlling Body), a Public greyhound trainer licence (or its equivalent or higher level) for a minimum of two (2) years, and been licensed as such no later than three (3) years from the date that any (full) application is submitted to the Office of Racing Integrity.

A *Trainer Public* licence is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- If not previously submitted, provided a Birth Certificate or an extract of same or other evidence of identity.
- Submitted a current National Police Record Check if required. (See Page 3)
- For new applicants - Submitted financial records for the previous 6 months.
- For new applicants - Submitted a copy of Local Council Kennel Licence/Registration for applicants who have more than 2 greyhounds.
- If property is leased, written approval from the property owner to have kennels and greyhounds at the property.
- If not currently licensed as a trainer, submitted one (1) written reference from a currently licensed Trainer Public.
- Completed the mandatory training and submitted a Statement of Attainment or equivalent as approved by Tasracing within 12 months for new applicants or prior to the commencement of the next racing season for persons already licensed.
- Suitable kennels for the housing of greyhounds.
- Had their kennels inspected to the satisfaction of Stewards NB: This will be conducted following a successful interview with the Director of Racing.
- Had a successful interview with the Director of Racing. (only required for new applicants, upgrades or other persons determined by the Director).