



QUEENSLAND RACING
INTEGRITY COMMISSION



Queensland
Government

Standard for Licensing Scheme Harness

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A1 Date standard made

25 June 2020

A2 Effective date of standard

25 June 2020

A3 Purpose of standard

Section 64 of the *Racing Integrity Act 2016* (the RIA) requires the Queensland Racing Integrity Commission (the Commission) to have a standard for its licensing scheme. The RIA states the purposes of the Commission's licensing scheme are to ensure-

- the integrity of racing activities conducted as part of the code; and
- the safety of persons involved in racing or training licensed animals; and
- the welfare of licensed animals while involved in racing or training, or activities associated with racing or training.

The Licensing Standard provides for a system for assessing applicants seeking to participate in the Queensland racing industry and a system for ensuring the ongoing suitability of licensed animals and participants.

A4 Who is affected by the Standard

Any animal that is to participate in racing in Queensland must be licensed or registered by the Commission or in another State by another Australian Principal Racing Authority.

Standardbred horses will only be able to be licensed/registered in activities for the purposes of racing as prescribed in the RIA and the *Racing Act 2002* (the Racing Act) when in the care of a licensed participant. This extends to those participants working in close proximity to licensed animals in the preparation for and participation in race meetings controlled by the Commission such as drivers and stablehands. The Commission may also license participants for purposes other than racing licensed animals including racing bookmaker's clerks.

The Commission may license a person to participate in race meetings controlled by the Commission as well as training activities including driving and stable duties, if they:

- satisfy relevant competency levels for the role they are performing, as specified;
- demonstrate an understanding of, commitment to and compliance with the RIA the Racing Act, the Commission's standards, Racing Queensland's policies and the relevant rules of racing for the code of racing relevant to that person's occupation or function;
- demonstrate that they can carry out their occupation or duties in a manner that ensures the safety of persons involved in the racing industry and/or the general public; and
- maintain the required level of animal welfare and integrity while engaging in racing and training activities.

The Commission's licensing scheme establishes a system by which the Commission ensures that persons involved in the racing industry maintain sufficient standards of probity and competency.

The Commission will licence a person as a participant in the racing industry under one of the following licence categories:

License Type	Class	Duration of licence
Trainer	Grade A	3 years
	Grade B	3 years
Driver	Grade A	1 year
	Grade B	1 year
	Grade C	1 year
Stablehand	N/A	3 years

Please refer to Schedule 2 of this Standard Licensing Scheme for general assessment criteria for each licence type.

B1 Applications for a Licence

B1.1 Application Process

A person wishing to become licensed must comply with the following requirements:

- complete the approved application form relevant to the licence category they are seeking to be licensed for;
- complete any relevant declarations for the person's licence category;
- pay all relevant fees associated with the licence category;
- provide any relevant documents, including a criminal history check, as required under section 67 of the RIA (see below);
- provide sufficient evidence to the Commission to show that they are a fit and proper person to be issued a licence;
- provide sufficient evidence to the Commission of their ability to meet the relevant experience and criteria for the relevant licensing category (the relevant experience and criteria are stated in Schedule 2 of this Standard Licensing Scheme – see pages 15 and 16 of this Standard);
- acknowledge that the person is aware and understands their obligations, responsibilities and the offence provisions contained in the RIA;
- acknowledge that penalties for breaches of the Rules of Racing will be in accordance with the Rules of Racing and/or a Standard published by the Commission, which may be issued by way of a financial penalty, suspension or cancellation of a licence or other penalty as determined appropriate by the Commission;
- acknowledge and adhere to the specific licence conditions for the licence category; and
- acknowledge and adhere to any requirements contained in a Standard published by the Commission.

In completing the approved application form, the applicant must complete and provide (where applicable):

- any relevant personal information, prior license history, financial position, evidence of competence, work history and experience;
- satisfactory identification including passport photo;
- National Police Certificate;
- medical certificate (drivers);
- undertakings to comply with the RIA and the Racing Act;
- relevant declarations signed by the applicant, including an acknowledgement of the applicant's roles and responsibilities that is included in the approved application form;
- payment of non-refundable application fee.

Please note that it is an offence under section 214 of the RIA for a person who knowingly makes a false statement in an application for a licence or any other document that a person is required by law to give to the Commission and may be subject to a maximum of 200 penalty units or two (2) years imprisonment.

As an applicant, it is important that you are aware of all of the offences that are contained in the RIA and the Racing Act, as they may relate to your actions as an applicant, or potential participant in the racing industry, and the penalties in some instances are significant.

Payment of the application fee should accompany the approved application form. Forms lodged without payment may be set aside pending receipt of fee.

Only completed applications which satisfy all of the relevant criteria mentioned above will be processed. Applications which are incomplete, in error or without payment may be returned without processing.

An applicant for a licence may be required to give notice of the application by advertisement in a newspaper, any other publication including electronic, or by signage because of the particular nature of the application.

Applicants may make representations in person, in writing or electronically to assist with their applications. Applicants in specified categories may be required to attend an interview.

Applications will be dealt with in a timely manner and in general:

- length of processing time is determined by the category or type of licence, the level of assessment required to make a decision and the completeness of the application received.
- further assessment or information may be required, and Inquiries may be made to confirm suitability to be licensed.
- receipts for payment will be issued upon request;
- receipt of the application will be recorded on an appropriate register.

B1.2 Fees

The Commission may charge for each category of licence:

- a non-refundable application fee payable upon application for a licence; and
- a licence renewal fee or a declaration processing fee, as required.

The Schedule of Fees for all licences issued under the Standard Licensing Scheme for Harness are contained in Schedule 3 (see page 18 of this Standard Licensing Scheme).

B1.3 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 Queensland. The following criteria for a “fit and proper” person will be applied:

"Fit"

To be considered “fit” a person must:

- be fit and able to perform the duties of the relevant licence;
- 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 Commission may require an applicant to provide appropriate evidence of their fitness, skills and knowledge through testing, training and assessment or other means. Schedule 2 of this Standard contains specific requirements that must be met for particular circumstances where a person is applying for a licence, including for persons who are applying to return to the industry after a period of absence.

"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; and
- character.

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 Commission or Racing Queensland 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 Commission, an official or employee of the Commission or Racing Queensland or the Queensland 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 Racing Queensland, the Rules of Racing and any other laws and regulations in the State of Queensland, 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 Queensland, any state or territory of Australia or in any other country.

A person may be requested to attend an interview with stewards of the Commission as part of the Commission's consideration of a person's propriety. This may be required, for example, where a person has made an application for a new licence after returning from a period of disqualification, or where a person's licence may have otherwise lapsed.

B1.4 Exclusion due to certain convictions

The Commission may deem that a person is not a "fit" and "proper" person and an applicant will **not** be granted 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 Queensland 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 criminal activity that led to the conviction occurred prior to 1 July 2016.

The Commission may at any time, including on application, request that a licence holder or applicant provide a current (dated within the last 12 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 of Queensland or another State, stated in a national police certificate, will be considered relevant to the application for a licence. An offence committed over ten (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 Commission may request an interview with the applicant to discuss the conviction.

B1.5 Grant, Issue and Form of a Licence

Licences are issued by the Commission. The Commissioner may delegate that authority in accordance section 26 of the RIA, as deemed appropriate.

A licence will be issued in the form of a licence card. When the licence is issued the licence holder will be provided with the details of the type of licence, the validity period and any special conditions. The licence may contain a photograph of the licence holder, where practical and appropriate to do so.

Applicants will be notified in writing of the outcome of their application. Where the application is refused or varied an information notice will be issued to the applicant.

The Commission may decline to give a verbal information about a decision. In cases where an application has been declined, the applicant may apply to the Commission for a statement of reasons. The Commission must provide the applicant with a statement of reasons in relation to the decision within twenty-eight (28) days.

Please note: An applicant licensed as a racing bookmaker's clerk may act as a clerk in the greyhound, harness and thoroughbred codes of racing. However, the racing bookmaker's clerk must only conduct activities on behalf of the racing bookmaker that they are conducting bookmaking activities for (i.e. a bookmaker's clerk may not conduct greyhound bookmaking activities independently from their racing bookmaker who only takes part in thoroughbred or Standardbred bookmaking activities).

B1.6 Interim Licence

The Commission may issue an interim licence to an applicant. The circumstances for issuing an interim licence may vary but in general the need to exercise this power will relate to:

- the changed circumstances of a licence holder and the urgency of the situation;
- the need to ensure the efficient conduct of a race meeting or training event including the approval of visiting licence holders;
- the need to ensure the welfare of animals; or
- ensuring that licence holders are instituting sound financial practices.

Stablehand's may be issued with a temporary licence subject to conditions including a fixed period to allow employers to replace staff at short notice and for new licence holders to start work as soon as possible.

B1.7 Conditions of a Licence

The Commission may impose conditions on any licence particular to a licence holder, a category of licence, a region or location, or in any manner it considers necessary.

The following conditions apply to all licences issued by the Commission, these are that a licence holder must:

- adhere to the requirements, at all times, set out in, the RIA, any Standards issued by the Commission, the Racing Act and the Rules of Racing;
- acknowledge and accept that the licence holder may be penalised under the Rules of Racing or a Standard issued by the Commission;
- make themselves available for any interview or inquiry, if requested;
- allow access and inspection of any stable or property used for training or keeping of licensed animals;
- allow the Commission's officials access to staff employed in connection with the licence;
- allow the Commission's officials access to any licensed animal and provide details of its location and training;
- notify the Commission within fourteen (14) days if charged with any criminal offence, is made bankrupt or becomes the subject of a court judgment requiring payment to a Queensland racing industry participant or provider; and
- possess a licence at all times while engaged in the training or racing of licensed animals and be capable of producing the licence upon request by an employee of the Commission or a steward.

The Commission may also require an applicant to obtain further training in respect of compliance with the animal welfare legislation in Queensland and matters relevant to the prevention of animal cruelty.

B1.8 Disciplinary Action against a Licence Holder

Should any licence holder fail to comply with any condition of their licence, they may be subject to disciplinary action.

The Commission may become aware that a licence holder has breached a condition of their licence in a number of ways, including but not limited to:

- during the course of a race day, for example, where a steward has made a formal determination that the licence holder has breached a rule of racing;
- during the course of an audit, for example, where an employee of the Commission believes a licence holder has breached a condition of their licence;
- as a result of a report or information written or verbal provided by a third-party including government agencies, animal welfare groups and bodies which indicates that a licence holder has failed to comply with the conditions of a licence.

The Commission may take any disciplinary action against a licence holder that it considers appropriate. In issuing a penalty, the Commission must have regard to any relevant provisions contained in the Rules of Racing and/or a Standard which relate to the offence committed by the licence holder.

Once the Commission has determined the relevant penalty, the Commission must provide an information notice to the licence holder regarding the penalty to be applied.

Disciplinary action may be taken by the Commission where a licence holder has been convicted of an offence against a law in Queensland. A licence holder may not be considered suitable to continue to hold a licence if:

- the licence holder has been convicted of an offence (***the conviction***), and the conviction remains on the licence holder's criminal record, against a law in Queensland 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 criminal activity that led to the conviction occurred prior to 1 July 2016.

A person who is convicted of an offence of animal welfare, cruelty to animals or match-fixing may also be warned off from tracks for life.

A licence holder who is convicted of an offence against a law in Queensland may also be subject to disciplinary action regardless of the nature of the offence. The Commission may issue a show cause notice to a licence holder who has been convicted of an offence against a law in Queensland as the licence holder may no longer be considered "fit" or "proper" to remain licensed.

B1.9 Show Cause Notice

The Commission may issue a show cause notice to a licence holder requiring them to attend a hearing and demonstrate why they should not be suspended, cancelled or have conditions imposed. Examples of reasons for this include:

- recommendations from an inquiry by stewards;
- evidence or allegations of a failure by the licence holder to comply with a requirement or condition of their licence or a requirement under any racing legislation, a standard, including this Standard for a Licensing Scheme or the Rules of Racing; or
- any reason that may otherwise be grounds for an immediate suspension of the licence.

The person who receives the show cause notice must be given a period of time, no less than twenty-eight (28) days from the date of receiving the notice, to provide submissions to the Commission regarding the content of the notice and proposed actions contained in the notice.

The Commission must consider all relevant submissions made by the person within the relevant show cause period stated in the show cause notice.

B1.10 Immediate Suspension of a Licence

The Commission may immediately suspend any licence issued where:

- the Commission is notified that a licence holder is an excluded person or no longer eligible to hold a licence, or
- the Commission forms the belief that the safety of persons or animals are in danger, or
- a licence holder fails to pay a debt owed to the Commission within thirty (30) days or such other period of time agreed between the Commission and the licence holder, or
- a licence holder has been charged, found guilty of or pleaded guilty to an offence against a law in Queensland, whether or not a conviction has been recorded, including but not limited to:
 - an offence against the RIA or Racing Act;
 - dishonesty, fraud, forgery, match-fixing;
 - cruelty to animals;
 - assault, including aggravated and sexual assault;
 - trafficking or supply of drugs, illicit or illegal substances.

Examples of reasons for immediate suspension of a licence include:

- evidence of animal cruelty committed by a licence holder;
- failure to provide food, water, housing and appropriate treatment to a licensed animal indicating a lack of care for the welfare of the animal;
- failure to comply with a requirement of the RIA or Racing Act;

- evidence that a licence holder has intimidated another licence holder and that behaviour is likely to continue;
- evidence of a licence holder threatening a person should they inform the Commission of breaches of the racing legislation, a Standard or the Rules of Racing;
- a judgment of a court in relation to debts incurred as a result of participation in the Queensland racing industry.

Should the Commission immediately suspend a licence, the Commission must:

- inform the licence holder in writing as soon as possible within seven (7) days;
- provide reasons in writing to the person;
- advise the suspended person of their rights to request in writing, a show cause hearing of the matter within twenty-eight (28) days of the request being received by the Commission;
- provide the applicant with an opportunity to be heard and to call evidence in defence of the allegations should they request a hearing; and
- advise in writing the outcome and reasons for the decision resulting from any show cause hearing.

The Commission may, at its discretion, direct the licence holder to attend a hearing to show cause regarding why their licence should not be suspended.

Please note: The process of making a decision in relation to the immediate suspension of a licence is subject to the principles of natural justice.

Chapter 6, Part 2, Division 4 of the RIA provides for the appeal and review rights available to a licence holder who has had their licence immediately suspended.

B1.11 Surrender of a Licence

A licence holder may apply to the Commission in the approved form seeking to surrender their licence.

The Commission must consider the application and provide a notice to the licence holder of the decision regarding their application to surrender the licence within fourteen (14) days of receipt.

A request to surrender a licence will not terminate any audit commenced by the Commission into the affairs of the licence holder.

If the Commission believes a licence has been surrendered by a person in order to avoid disciplinary action against the person, no further applications will be accepted from that person until a satisfactory resolution of outstanding matters is achieved.

B1.12 Loss of a Licence

A licence holder must notify the Commission within seven (7) days of becoming aware of having lost their licence, in which case the Commission will provide a replacement licence within fourteen (14) days of the licence holder:

- notifying the Commission of the loss of the licence; and
- paying such fee as the Commission may prescribe for a replacement issue.

Notification of lost licences from a licence holder will be accepted where verification of the licence holder details are established whether in writing or verbally.

B1.13 Licence Renewal

A licence holder may, in a period prescribed by the Commission, make an application to renew a licence by (where applicable):

- lodging a complete application in the approved form including details of insurance;
- attaching a completed medical certificate, including but not limited to, if the licence holder engages in the driving of horses, on any racetrack or registered training track;
- reading, understanding and signing any relevant declarations (including any requisite staff declarations) including roles and responsibilities that are included within the form; and
- paying or providing evidence of payment of any required fees, levies, insurances and taxes applicable to the licence holder's category of licence.

The following points apply:

- licence holders who owe a debt to the Commission or are placed on the forfeit list may not be eligible for renewal until all debts are paid;
- any licence holder who fails to renew their licence, by submitting a renewal to the Commission prior to the date of expiry of the licence, will be deemed to have had their licence cancelled.

B1.14 Lapsed and Expired Licences

In addition to a licence that has lapsed under the Rules of Racing (for example, see section 259(2) under the Australian Harness Rules of Racing), a licence is taken to have lapsed when the expiry date has been passed.

A person who has previously held a licence which has lapsed, must make an application for a new licence.

B1.15 Serving of Notices

Any notice to be given under this Standard or the Rules of Racing may be served upon a person either by:

- delivering the notice to the person;
- sending it through the post in a prepaid envelope addressed to such person at:
 - their current address; or
- their current email address.

Any notice sent by post shall be deemed to have been served in the usual course of post, and in proving such service it shall be sufficient to prove that the letter containing the notice was properly addressed, stamped, and posted.

B1.16 Right of Review

Chapter 6, Part 2 Division 4 of the RIA provides for the appeal and review rights available. This is described generally below.

A decision of the Commission to make any of the following decisions (an original decision) is a decision capable of being internally reviewed (see section 240 of the RIA):

- refuse to grant or renew a licence;
- take disciplinary action relating to a licence;
- censure a licence holder; or
- take an exclusion action against a person.

An interested person may, within fourteen (14) days from the day the person receives the information notice about the original decision, apply to the Commission for an internal review of the original decision (see section 243 of the RIA). The application must:

- be in the approved form;
- include enough information to enable the Commission to decide the application; and
- apply within fourteen (14) days of receiving the relevant information notice about the original decision.

Once the decision has been internally reviewed, the person will receive a further information notice which will confirm, amend or substitute another decision for the original decision.

An aggrieved person who has received notice of the internal review decision may then apply to the Queensland Civil and Administrative Tribunal for an external review of the decision (see section 246 of the RIA).

C1 Other Arrangements for Inter-State or Visiting Licences

C1.1 Inter-state or Visiting Licence Arrangements

The Commission recognises licences issued by other Principal Racing Authorities under the National Rules of Racing as a starting point for the issuing of visiting licences or reciprocal Queensland licences, if appropriate. The normal requirements for Queensland licences will apply.

C1.2 Mutual Recognition Agreements

The Commission provides for the requirements of the Trans-Tasman Mutual Recognition Arrangement and the Mutual Recognition Agreement. Successful applications under these agreements will be implemented by the Commission.

Requirements for the approval of stables, registration of staff and animals must still be met under this Standard Licensing Scheme and the Rules of Racing.

In general, the Commission will recognise licences issued in New Zealand on completion of an application as a visiting licence holder. The category of licence to be issued will be that applicable in Queensland for Queensland licence holders with similar qualifications, background and experience. As stated by the legislation, conditions may be attached in order to achieve equivalence.

D1 Audit Program for Licence holders

The Commission undertakes a regular audit program for every category of licence based on risk management principles. Audit activity applies to licensed animals and participants for the purpose of deciding if they are suitable to continue to be licensed.

An audit of licensed animals and participants may be commenced as a result of the following matters, **including but not limited to**:

- a random audit of a category of licence or regional area;
- a written complaint provided by a third party to the Commission regarding a licence holder;
- information gathered by a Commission employee which evidences that a licence holder may have failed to comply with the conditions of their licence;
- routine activity by the Commission's officers indicating the need for an audit of a class of persons or a category of licence; or
- requests from or responses to the Minister for Racing or another government agency.

The Commission may conduct an audit of a licence holder in relation to the following matters, **including but not limited to**, whether a licence holder:

- has the relevant qualifications or experience to hold a licence;
- is disqualified from holding a licence;
- has complied with their licence conditions including special conditions;
- continues to be a fit and proper person.

Should the Commission audit a licence holder and determine at the conclusion of the audit that the licence holder no longer meets the requirements of the licence (either generally or specifically) or is not a suitable person to be licensed, the Commission must take action against the licence holder.

E1 Collection of Data and Personal Information

The Commission must maintain a register of all licence holders, their details, history and records of activity in the racing industry.

Licence holders must promptly notify the Commission of:

- changes of address;
- changes of stabling or location of licensed animals;
- changes to the executive of any licensed corporation.

Notification of changes of details from a licence holder will be accepted where verification of the licence holder's details are established whether in writing or verbally.

Note: As a statutory body, the Commission is subject to the requirements of the *Right to Information Act 2009* and the *Information Privacy Act 2009*.

The Standard Licensing Scheme may require a licence holder to consent to their personal information being used for various purposes to assist the Commission in carrying out its functions. This personal information will not be disclosed without further consent being sought from the licence holder, with the exception of where another law compels the Commission to disclose the information to a law enforcement agency or other body.

F1 Provision for matters about rules of racing

The Standard Licensing Scheme will impact on matters relevant to the Rules of Racing for the Harness Code of Racing.

G1 Related Standards

Standard for suitability of persons to apply or hold Racing Bookmaker's Licenses under the RIA.

H1 Approval

Ross Barnett

Commissioner

Queensland Racing Integrity Commission

Schedule 1 – Definitions

This Standard adopts the terminology used in Schedule 1 of the *Racing Integrity Act 2016* and the *Racing Act 2002*. These Acts may be accessed via the internet at <https://www.legislation.qld.gov.au>, under the "R" tab.

Other terminology used in this Standard includes:

"Accountant Reference" means a reference provided by a Chartered Accountant or a Certified Practising Accountant regarding the financial affairs of an applicant.

"Conviction" refers to an offence, means being found guilty of the offence, on a plea of guilty or otherwise, whether or not a conviction is recorded.

"Criminal Record Check" means a National Police Certificate or recognised equivalent.

"Disqualified Person" means a penalty that imposes restrictions on a person by a controlling body or stewards or pursuant to the Rules of any approved controlling authority for harness, thoroughbred or greyhound codes of racing.

"Driver" means a person who is on a racecourse, racetrack or a registered or unregistered training track for the purpose of driving a horse and to undertake the duties as per Licence Type under Schedule 2.

"Forfeit list" means a list of names of persons who owe a debt to the Commission, Racing Queensland or a licensed club in Queensland which debt has arisen from a person's involvement in thoroughbred, harness or greyhound racing in Australia.

"Immediate Family Members" means a Trainer's

- legal spouse;
- de facto spouse of they have co-habited for more than two (2) years, confirmation by way of a Statutory Declaration, must be submitted in writing;
- children or step-children over eighteen (18) years;
- parent or step-parent;
- siblings or step siblings;
- grandparents or step-grandparents; and
- other family members approved by the Commission.

"Licensed animal" includes any animal required to be registered with the Commission under the Rules of Racing.

"Official Trial" means a trial —

- that is approved and advertised by the Principal Racing Authority;
- that is conducted in accordance with the conditions set by the Commission;
- that is supervised by the Commission; and
- for which official entries are taken and results are officially recorded.

"Prospective Owner Reference" means a reference from a person or syndicate who has a bona fide intention to become an owner of a horse or horses in connection with the applicant should the applicant obtain a trainer's licence.

"Racing Act" means the *Racing Act 2002*.

"Racing Integrity Act" means the *Racing Integrity Act 2016*.

"Racing Legislation" means the relevant racing legislation in Queensland, including the:

- *Racing Act 2002*;
- *Racing Integrity Act 2016*,
- Racing Regulation 2013;
- Racing Integrity Regulation 2016; and
- any other relevant legislative instruments including Transitional Regulations relevant to the abovementioned legislation.

"Racing Disciplinary History Assessment" means an assessment by the Commission of an applicant's or trainer's racing disciplinary record in Queensland or other relevant jurisdictions as required. Relevant considerations in this assessment include, but are not limited to:

- an applicant's or trainer's history of compliance with the Rules of Racing;
- any penalties received by an applicant or trainer for breaches of Rules of Racing;

the existence of convictions against an applicant or trainer; and any pending investigations into an applicant or trainer breaching the Rules of Racing.

“Rules of Racing” means the rules of racing, as in force from time to time, of a control body (i.e. Racing Queensland) for a code of racing, as required under section 111(1) of the *Racing Act 2002*.

“Satisfactory Trial” means a trial required to be performed by a Standardbred to the satisfaction of the stewards in official trials or as per Australian Harness Racing Rule 15.(1) (af).

“Stable and Facility Inspection” means an inspection conducted by the Commission to determine the suitability of an applicant's training facilities for the purpose of training standardbred racehorses.

“Stablehand” means a person licensed to undertake the duties as per Licence Type under Schedule 2.

“Standard” means a standard made by the Commission under section 58 or 64 of the *Racing Integrity Act 2016*.

“Supplier Credit Reference” means a reference provided by a person who is a product or service supplier to applicant in respect of applicant's creditworthiness.

“Trainer” means a person licensed to train a horse for racing and to undertake the duties as per Licence Type under Schedule 2.

“Training Record Assessment” means an assessment by the Commission of an applicant's prior training record, including number of starters and number of winners.

“Unrestricted” means an open or unlimited licence to train standardbreds for racing purposes.

Schedule 2 – Licence Categories

Licence Type	Pre-Requisites	Requirements
<p>Stablehand Rule 90A(3.4) - The holder of a stablehand's licence is licensed, under the supervision or instructions of a licensed trainer, to -</p> <p>(a) carry out track work on registered tracks and to drive at any meeting to prepare a horse to race at that meeting other than during the horse's immediate pre-race preliminary;</p> <p>(b) assist with the training, management, care and control of horses;</p> <p>(c) assist with pre-race preparation of, and post-race procedures affecting, a horse.</p>	<p>(1) Attained at the age of fourteen (14) years.</p>	<p>The applicant must furnish:</p> <ul style="list-style-type: none"> • Form R90-A – Application for Licence, including the Compulsory Medical Examination which is due every three (3) years • A recent passport sized photo • Proof of ID (e.g. birth certificate, driver's licence) • National Police Certificate (issued within twelve (12) months & is over the age of eighteen (18) • Licence fee
<p>Grade B Trainer Rule 90A(2.7) The holder of a trainer's licence -</p> <p>(b) Grade B, is licensed to train a horse which the person owns or partly owns or which is owned by the person's spouse, other domestic partner, parent, sibling or child, or any horse approved by the Controlling Body upon the written application of the person.</p> <p>May also train a maximum of five (5) horses which do not meet ownership requirements listed above.</p>	<p>(1) Attained at the age of eighteen (18) years;</p> <p>(2) Held a Stablehand licence for a minimum of six (6) months or provide evidence of previous experience which satisfies the Commission that the applicant has the experience necessary to be granted a Grade B Trainer licence; and</p> <p>(3) Successfully completed a training course approved by the Commission.</p>	<p>The applicant must furnish:</p> <ul style="list-style-type: none"> • Form R90-A – Application for Licence, including the Compulsory Medical Examination which is due every three (3) years • A recent passport sized photo • Proof of ID (e.g. birth certificate, driver's licence) • National Police Certificate (issued within last twelve (12) months & is over the age of eighteen (18) • Certificate of Harness Training Course completion • Satisfactory stable inspection • Licence fee
<p>Grade A Trainer Rule 90A(2.7) The holder of a trainer's licence -</p> <p>(c) Grade A, is licensed to train any horse.</p>	<p>(1) Attained at the age of nineteen (19) years;</p> <p>(2) Held a Grade B Trainer licence for at least twelve (12) months;</p> <p>(3) Has had a minimum of fifty (50) starters.</p>	<p>The applicant must furnish:</p> <ul style="list-style-type: none"> • Form R90-A – Application for Licence, including the Compulsory Medical Examination which is due every three (3) years • A recent passport sized photo • Proof of ID (e.g. birth certificate, driver's licence) • National Police Certificate (issued within the last twelve (12) months & is over the age of eighteen (18) • Certificate of Harness Training Course completion • Satisfactory stable inspection • Licence fee
<p>Grade C Driver Rule 90A(1.9) - The holder of a driver's licence -</p> <p>(a) Grade C, is licensed to drive at trials, to carry out track work on registered tracks and to drive at any meeting to prepare a horse to race at that meeting other than during the horses immediate pre-race preliminary.</p>	<p>(1) Attained at the age of fifteen (15) years;</p> <p>(2) Held a Stablehand licence for a minimum of six (6) months or provides evidence of previous experience which satisfies the Commission that the applicant has the experience necessary to be granted a Grade C Driver licence; and</p> <p>(3) (3) Successfully completed a training course approved by the Commission.</p>	<p>The applicant must furnish:</p> <ul style="list-style-type: none"> • Form R90-A – Application for Licence, including the Compulsory Medical Examination which is due every year • Photograph (Passport Style) • Proof of identification (e.g. birth certificate, driver's licence) • National Police Certificate (issued within the last twelve (12) months & is over the age of eighteen (18) • Certificate of Harness Training Course completion • Licence fee
<p>Grade B Driver Rule 90A(1.9) - The holder of a driver's licence -</p>	<p>(1) Attained at the age of sixteen (16) years;</p>	<p>The applicant must furnish:</p> <ul style="list-style-type: none"> • Form R90-A – Application for Licence, including the Compulsory Medical Examination which is due every year

(b) Grade B, has the driving licence rights mentioned in 90A(1.9)(a) and is licensed to drive at restricted meetings and, other than in races of a metropolitan class, at country or provincial meetings, including country or provincial class meetings at metropolitan sites.	(2) Held a Grade C Driver licence for not less than six (6) months; and (3) Completed a minimum of twenty-five (25) satisfactory drives in trials. The drives must include at least five (5) standing starts and five (5) mobile starts and be listed and verified by the Commission on Grade C driving record form R90-C.	<ul style="list-style-type: none"> • Photograph (Passport Style) • Proof of identification (e.g. birth certificate, driver's licence) • National Police Certificate (issued within the last twelve (12) months & is over the age of eighteen (18)) • Certificate of Harness Training Course completion • Licence fee
Grade A Driver Rule 90A(1.9) - The holder of a driver's licence - (c) Grade A, has the driving licence rights mentioned in R90A(1.9)(a) and (b) and is licensed to drive at any meeting.	(1) Attained at the age of seventeen (17) years; (2) Held a Grade B Driver licence for not less than twelve (12) months; and (3) Completed one hundred (100) drives (in races other than trials) to the satisfaction of the Commission, inclusive of ten (10) race winning drives.	The applicant must furnish: <ul style="list-style-type: none"> • Form R90-A – Application for Licence, including the Compulsory Medical Examination which is due every year • Photograph (Passport Style) • Proof of identification (e.g. birth certificate, driver's licence) • National Police Certificate (issued within the last twelve (12) months & is over eighteen (18)) • Certificate of Harness Training Course completion • Licence fee
Racing Bookmaker's Clerk Permitting a person to assist a licensed racing bookmaker	(1) Attained at the age of eighteen (18) years.	The applicant must furnish: <ul style="list-style-type: none"> • Completed Application Form • National Police Certificate (issued within the last twelve (12) months) • Photograph (Passport Style) • Proof of identification and any relevant residency information • Licence Fees

Table 1.

A person returning to the industry after a period of absence due to a lapsed licence

In accordance with B1.14 Lapsed and Expired Licences, a person who is returning to the industry after their licence had previously lapsed (a **returning person**) must apply for a new licence. Examples of a returning person include a person returning to the industry after a period of disqualification or a long leave of absence due to injury.

A **returning person** who is seeking to return as a Driver, and where that person has not driven in a race or a trial at any time over the six (6) months prior to making their application for a new licence, is required to complete a minimum number of trial drives to the satisfaction of stewards. The requirement to complete a minimum number of trial drives to the satisfaction of stewards is in addition to meeting the requirements relevant to the class of licence under Schedule 2 and any other requirements under this Standard (e.g. being considered a 'Proper' person under B1.3 Suitability of Licence holders).

In order to complete any required trial drives under this section, a person must first be licensed to be able to perform trial drives. Should all other requirements be met, the applicant will be granted a Grade C Licence restricted to trial drives only until the minimum trial drive components are met. The class of Drivers Licence will then be assigned to the applicant based on demonstrated capability.

Should an applicant not demonstrate the driving ability to the level of the license previously held, however still demonstrates a driving ability for a lower class of driving, the applicant will be assigned to that class of licence and then be required to fulfil the components as specified in Schedule 1 for an upgrade will be considered. The count for the number of competitive and trial drives will commence from this licence application.

The minimum number of satisfactory trial drives that an applicant is required to complete under this section is dependent on the length of time that the applicant has not driven in a race or trial prior to making their application (i.e. the applicant's length of absence). The minimum number of trial drives that must be completed based on the applicant's length of absence is outlined in table two (2) on page seventeen (17). Trial drives that were completed prior to a returning person making an application for a new licence (i.e. under a person's previous licence before it lapsed) cannot form part of the minimum number of satisfactory trial drives required to be completed under table two (2) on page seventeen (17).

Completion of trial drives to the satisfaction of stewards occurs when a steward makes a signed statement, under a Harness Trial Drive Summary, that the person has completed a trial drive to the satisfaction of that steward.

Satisfaction of the number of trial drives:

Applicant's Length of Absence	Minimum Trial Drives
Six (6) months – Two (2) years	Three (3) satisfactory trials, with grade of licence to be determined by Licensing in consultation with Stewards
Two (2) years - Five (5) years	Five (5) satisfactory trials, with grade of licence to be determined by Licensing in consultation with Stewards
Five (5)+ years	Ten (10) satisfactory trials, with grade of licence to be determined by Licensing in consultation with Stewards

Table.2

Schedule 3 – Schedule of Fees

Part 1 - Fees prescribed by the Commission

Please Note: Fees prescribed by the Commission are available on the Commissions web page

Part 2 - Fees prescribed by Harness Racing Australia

Please Note: Harness registration clearances are payable directly to Harness Racing Australia.