

**Submission
No 2**

INQUIRY INTO YOUNG DRIVER SAFETY AND EDUCATION PROGRAMS

Name: Mr Troy McGrath

Date Received: 12/10/2007

The Committee Manager,
Staysafe Committee,
Parliament House
Macquarie St
Sydney NSW 2000

To the committee manager,

The attached Aboriginal Road Safety Learner Driver Licence Training program design is a pilot program that was designed and set for implementation in the South Western Region of NSW.

This program was designed to increase road safety awareness within Aboriginal communities. Unfortunately this program has been cancelled.

The benefits associated with the program would have included:

- Increase road safety awareness within Aboriginal communities
- Provide Aboriginal people with adequate access to RTA materials, facilities and correct licensing information.
- Promotion of the GLS parent workshops Helping Learner Drivers Become Safer Drivers
- Decrease the amount of Aboriginal people incarcerated for driving offences relating to unlicensed driving and unsafe driving practises.
- Work with key government and private organisation in continuing to improve road safety awareness.
- Build and maintain an influential presence within the community to ensure the safety of all road users.
- Increase employment opportunities for Aboriginal people

This learner licence program would give our learner drivers an insight into major road safety factors contributing to accidents on our roads. The program looks at the following in depth:

- Speeding
- Alcohol, drug and medication
- Seatbelts
- Child restraints
- Overcrowding
- Fatigue
- Driving for the conditions
- Pedestrian safety and
- Sharing the road (bicycles, other vehicles)

These factors have been proven to be the major causing factors of death on our roads amongst drivers aged between 17-25 years of age. It is imperative that the road safety message is distributed directly to this group of young drivers.

The Aboriginal Road Safety Learner Driver Licence Training program has been designed with a distinctive Aboriginal cultural presence; however the program outline is consistent with main stream issues and could be remodelled to suit the wider community.

This program was intended to be the first step of a three step program that would guide our young drivers through the entire graduating licensing system.

The second stage of the program would include a constructive partnership between local government, private training providers, community members and sponsorship from major motor vehicle manufactures.

It is proposed that by using this strategy the availability of vehicles and fully licensed drivers will ensure all drivers that enrol in the training course will have unlimited access to vehicles and responsible drivers in order to achieve the 120 hrs of driving practice required to undertake a P1 driving test.

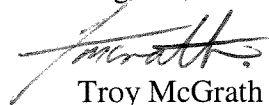
The drafting and design of this program is still in the process, however if implemented correctly it would ensure our drivers gain valuable on road experience in all different traffic situations, receive fully funded driver training from licensed driving instructors and increase a sense of community amongst young drivers.

The third step would be based on the first however participants will undergo training in relation to hazard perception and specific driver trends relating to the causes major traffic accidents.

I believe if this program and other similar programs had been given the opportunity to have been implemented we would see an overall decrease in the amount of major road accidents on our roads.

If you would like to contact me to discuss the training program in further detail please do not hesitate in contacting me on [REDACTED] or [REDACTED] or E-mail at [REDACTED]

Regards,



Troy McGrath

Registry Service Officer

RTA Albury NSW 2641


Aboriginal Programs
Road Safety Learner Driver Licence Training
Program
South Western Region NSW

**Bring the
mob home
safely**




**Be a
safe driver**

- ✓ Stay under the speed limit
- ✓ Plan to take rests on long trips
- ✓ Never drink and drive
- ✓ Make sure all your passengers wear seatbelts



Objectives



The program has been designed to promote road safety and safe driving practices. It will also aid training providers in the tutoring of road rules and regulations relating to the obtaining of a NSW learner drivers permit. The objectives of the program are to:

- Increase road safety awareness within Aboriginal communities
- Provide Aboriginal people with adequate access to RTA materials, facilities and correct licensing information.
- Promotion of the GLS parent workshops Helping Learner Drivers Become Safer Drivers
- Decrease the amount of Aboriginal people incarcerated for driving offences relating to unlicensed driving and unsafe driving practises.
- Work with key government and private organisation in continuing to improve road safety awareness.
- Build and maintain an influential presence within the community to ensure the safety of all road users.
- Increase employment opportunities for Aboriginal people

The RTA Aboriginal Programs Unit is committed to increasing road safety awareness within Aboriginal communities, whilst ensuring Aboriginal people are provided with adequate access to RTA materials and facilities.

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Aboriginal Road Safety Learner Driver Licence Training Program Procedure:

The Programs main aim is to promote road safety and safe driving practices. It has been designed as a PowerPoint presentation. The presentation covers all aspects of road safety issues, guides participants through the procedures of obtaining a licence and can be used as an aid in the tutoring of participants on the road rules and regulations contained in the Road Users Handbook. The presentation has been strongly influenced by the RTA's "Bring the Mob Home Safely" campaign.

The program is very simple and flexible. It can be run over 2 straight days or split up over 4 half day periods. This format is to allow for staff and training room availability, depending on organisational requirements.

Prior to enrolling, applicants will be assessed and if necessary birth certificates and SDRO time to pay application will be applied for. This is to ensure applicants meet RTA proof of identity and licensing requirements. These cost will be covered by the training providers own funding arrangements. (eg STEP or employment subsidy)

The first component of the program provides attendees with information on the procedures involved when obtaining a licence through the Graduating Licensing System (GLS). It promotes the GLS Parent Workshops "Helping Learner Drivers Become Safer Drivers" and covers all aspects of safe driving practices that include:

- Speeding
- Alcohol, drug and medication
- Seatbelts
- Child restraints
- Overcrowding
- Fatigue
- Driving for the conditions
- Pedestrian safety and
- Sharing the road (bicycles, other vehicles)

The second component looks at general road rules and traffic signs. On completion of the first and second components, participants will undergo a 45 question class quiz. This quiz has been designed using question from the RTA knowledge test data bank of questions. Formatting the quiz as a class activity enables applicants and teachers to interact and discuss answers.

On completion of the class quiz participants will be given access to the internet in order to practise the car knowledge test via the RTA website. Once the applicant has completed the practice knowledge test the trainer will assess the score and inform the participant of their progress.

Applicant and trainer will then agree on a booking date for the car knowledge test and arrange a booking at the nearest Motor Registry via the use of the RTA online booking system.

Prior to attending the Motor Registry training providers will assist applicants with the completion of the Licence application form and ensure participants have the correct proof of identity documents.

RTA materials and Road Safety promotional Show bags:

All attendees will receive a Road Safety Licence Training Program information package on the first day of the course. The package will include:

- The most up to date Road Users Handbook/HPT book/DQT book/Heavy vehicle book and the motorcycle book
- Informational pamphlets promoting the GLS Parent workshops / Helping Learner Drivers Become Safer Drivers
- Selected RTA informational pamphlets
- RTA Proof of identity requirements pamphlet
- “Bring the Mob Home Safely” promotional tee-shirt
- “Bring the Mob Home Safely” promotional posters/stickers
- RTA NSW Drivers Licence application form
- RTA NSW Photo card application form

- Birth certificate application form
- SDRO information pamphlet and time to pay application form
- Pens & writing materials

These materials will be supplied by the RTA in order to further promote road safety and to ensure attendees are provided with the most correct up to date information.

Training of nominated teaching staff in the presentation of the licence program:

Full training of staff in the pre-program procedures and presenting of the program will be supplied by the APA responsible the South Western Region.

A delegated staff member from each of the training providers will undergo two full day's training with the APA. The first day will involve full training on:

- the importance of road safety,
- RTA proof of identity requirements,
- State Debit Recovery procedures for applying for a time-to-pay application,
- NSW Birth Death and Marriage procedures for applying for a NSW birth certificate,
- the use of the RTA Internet online booking system,
- and the presentation of the road safety learner driver licence program.

The second day's training will be hands on and will involve the first road safety Learner Driver licence Training Program being presented by the nominated staff member. The APA will be present and will act as a mentor and source of support.

Full ongoing support will be supplied by the APA. This support will be on a continual basis and act as a source of information and leadership to the training providers and staff member delivering the program.

Risk management:

Research into the risks associated with the implementation and execution of a Road Safety learner drivers licence program using this format has found that any concerns over:

- fraudulent behaviour,
- cheating;
- and or bribery

Will have little or no effect on the program due to the fact:

- All applicants are informed of the correct proof of identity requirements prior to booking for the knowledge test (the poi documents will be checked by the training provider prior to booking applicants test)
- That all participants must be pre-booked for the Knowledge test at the nearest Motor Registry by their training provider.
- All test will be conducted at the Motor Registry
- All applicants must adhere to all current RTA and Motor Registry policy and procedures.
- Motor Registry will monitor the knowledge test as per normal registry procedure
- All licenses will be issued as per normal registry procedure.

Following the above procedures ensures the minimisation of any risks that may arise in relation to the integrity of the RTA and all parties involved in the program.

All applicants are to be made fully aware of RTA policies in relation to inappropriate behaviour, misconduct and illegal practices when applying for a licence. All applicants and training providers will be made fully aware of the consequences for anyone attempting to obtain a licence fraudulently.

The Road Safety and Learner Driver Licence Training program will be assessed bi-annually by the APA. This is to ensure all road safety and licensing information is kept up to date and is correct. Bi-annual monitoring will ensure correct procedures are undertaken in the delivery of the program, it will also enable the APA to determine if improvements need to be made or information needs to be updated.

All training providers will supply a business plan outlining how often they intend to conduct the training and must supply the APA with a list of applicants prior to the commencement of each training program.

Strengths:

The strengths associated with a road safety licensing program implemented in this manner are numerous. They include:

- An increase in road safety awareness amongst Aboriginal communities through the continued delivery of a road safety and licensing training program.
- Increased awareness of NSW road rules and regulations
- Improved image of the RTA and training providers, particularly within Aboriginal communities
- Promotion of Motor Registries customer services
- Effective delivery of road safety and licensing information
- An expected decrease in incarceration rates of Aboriginal people due to unlicensed driving and unsafe driving practices.
- An improvement in self-confidence and self-esteem
- Provision of opportunities to empower Aboriginal people to explore self-advancement and obtain meaningful employment

- Increased educational opportunities for Aboriginal people

The strengths of this program completely outweigh any weaknesses or risks associated with the implementation and delivery. The RTA in partnership with the training providers would be seen as leading the way in a groundbreaking initiative designed to promote road safety and safe driving practices to new drivers and parents.

Background:

Road safety research statistics have shown that Aboriginal people are 3.4 times more likely to be involved in a fatal car accident.

2.1. Between 1997 & 2001 Aboriginal convictions had almost doubled. 58 % of those convictions were for traffic related offences. 33% were for driving while disqualified and 25% for driving without a licence.

Recommendation 95 of The Royal Commission into Aboriginal Deaths in Custody noted that motor vehicle offences were a significant cause of imprisonments for Aboriginal and Torres Strait Islanders and it states: "That in jurisdictions where motor vehicle offences are a significant cause of Aboriginal imprisonment the factors relevant to such incidents be identified and in conjunction with Aboriginal community organisations, programs be designed to reduce that incidence of offending".

2.2. The RTA has recently released the Aboriginal Action Plan 2006-2010. In this plan it is stated under the road safety and licensing action that the RSLVM directorate is responsible for:

1.1 Developing and implementing strategies to inform novice drivers and supervisors about the GLS and to encourage access to Parent Workshop Helping Learner Drivers Become Safer Drivers.

- 1.2 Developing culturally appropriate public education recourses to inform and assist Aboriginal people with vehicle related fines, licensing requirements and the purchasing of vehicles
- 1.3 Developing and implementing strategies to ensure Aboriginal people have access to Driver Knowledge, Hazard Perception and Driver Qualification practice test.
- 1.6 Developing and deploying strategies to increase Aboriginal people's access to gaining a licence through the development and implementation of culturally appropriate programs.
- 1.9 Developing and implementing strategies targeting key road safety issues including overloading of vehicles, restraint usage, drink driving, driver fatigue, speed, pedestrian and bicycle safety.

These actions have been put into the plan to ensure the RTA continues to work towards improving all of the above issues. With the development of specific tailored made culturally appropriate road safety and licensing programs, the RTA will continue to improve and promote a positive influence within Aboriginal communities.

2.3. The program is designed to encourage further education and training options by utilising the skills and facilities of education and employment training providers. These training options have been identified as an appropriate and most cost effective way of delivering the road safety message, while ensuring Aboriginal people have access to up to date RTA licensing information and Facilities.

Through utilising these training providers Aboriginal people will have all costs associated with the obtaining of a licence covered by the Federal Governments Structured Training and Employment Project (STEP) and/or the training providers own funding arrangements.

These training options will also open the door for people looking to enter the workforce and/or further their education through relevant NSW Tafe courses.

2.4. Similar RTA licensing training programs have been run in the western region of NSW. These programs have proven to be a huge success within these communities.

While this program is different to the program run in the western region, it is culturally appropriate to the south western region and it includes all relevant information in relation to road safety, safe driving practices, licensing information, RTA proof of identity requirements and State Debit Recovery Procedures.

On completion of the training, participants will have gained an understanding of road safety issues, safe driving practices, road rules and regulations and be given the opportunity of booking in for car knowledge test in order to obtain a learner driver's permit.

Conclusion:

Utilising the expertise and facilities of specialised training providers as a tool in the delivering of road safety learner licence training programs, would be a positive step in the right direction. Road safety education is an imperative component of the licensing system and all possible avenues of delivering this message must be assessed.

The RTA is responsible for delivering the road safety message and ensuring all road users are educated on road safety issues and safe driving practises. Through the incorporation of road safety education and learner licence training programs, the RTA can ensure that our new drivers are exposed to the risks and consequences concerning unsafe driving and receive insight into the importance of correct safe driving practises prior to the obtaining of a learners permit.

**NSW RTA ABORIGINAL ROAD SAFETY LEARNER
DRIVER LICENCE TRAINING PROGRAM
PROCEDURES PILOT 2007**

**Bring the
mob home
safely**



**Be a
safe driver**

- ✓ Stay under the speed limit
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Aboriginal Learner Driver Licence Training pre-Course procedures

The following procedures are to be followed prior to booking applicants in for the Road Safety Licence Training Program.

All applicants will be assessed using the attached assessment tool prior to being booked in for the program. (See page 2-3 for example).

This assessment tool will ask questions in relation to the RTA's policies for applying for a NSW driver's licence.

Questions that will be assessed prior to enrolling in the Road Safety Licence Training program will include:

- Are you an Aboriginal or Torres Strait Islander
- Are you an Australian Citizen
- Are you currently employed
- Do you currently hold a drivers licence in NSW or elsewhere.
- Are you currently disqualified or suspended from obtaining a licence in NSW or elsewhere
- Are you aware of any outstanding SDRO restriction
- Do you currently have a full-original birth certificate
- Do you currently live in NSW

These questions are asked to determine the applicant's suitability for the road safety Learner Licence program and to implement the next course of action. (See page 4 for the steps involved before commencement of the licence program).


Prior to commencement of the program all applicants will need:

- To be currently employed or;
- To be currently enrolled with an approved training centre;
- To be not currently disqualified from driving in NSW or elsewhere;
- To have their own full original birth certificate; showing both parental details;
- Proof of current address (health care card, pension card, bank statement);
- To have arranged a time-to-pay arrangement with State Debt Recover if they have a current SDRO sanction imposed; (SDRO time-to-pay application may be completed at time of first assessment- see page 5 for details)


Once nominees have satisfied the above criteria they may be enrolled in to the Learner Driver Licence Program.

Step-by-step procedures

Part. 1:

1. Ask applicant the questions on the assessment tool.
 2. Follow procedures relating to the answers provided. (See page 4 & 6.)
 3. Ensure participant has correct proof of identity documentation
 4. Enrol participant in the next available licence program
 5. Inform participant of the program date and time.
- 

Part. 2:

1. Formal introduction to participants
 2. Hand out of Bring the Mob Home Safely show bags.
 3. Presentation the Road Safety Learner Licence Training Program to participants
 4. Allow participants to practice RTA car knowledge test on the internet.
 5. Participant and trainer to asses' progress.
 6. Book participant in for RTA knowledge test at Motor Registry via the RTA web site. (Online booking system).
 7. Inform participant of booking date and time. Inform participant of the proof of identity requirements needed on the day of the test.
- 

Part. 3:

1. Meet participant at the Motor Registry or place of business.
2. Check participant's proof of identity documentation.
3. complete RTA licence application form
4. Present at the Motor Registry counter with the booking confirmation slip, application form and correct proof of identity documents.
5. Attempt the car knowledge test. There should be head phones available for the participant to use while sitting the test.
6. On successful competition of the test the participant will be issued with a photo learners licence, learners log book and a current DART book.

“Participants may now learn to drive a car”



Aboriginal Licence Program Assessment Tool & following procedures

If applicant holds a current full car drivers licence they are ineligible to obtain a learners permit

If **YES** the applicant must wait until all disqualification & suspensions are over before applying for a licence. Applicant should attend Motor Registry for more information.

If **YES** the applicant will need to arrange a time-to-pay agreement with SDRO. Applicant will need to complete a time-to-pay application and fax it through to SDRO.

If **NO** the applicant will need to apply for a full-original birth certificate from the Births Deaths & Marriages registry from the state of origin. Applicant is to complete birth certificate application and forward to BDMM.

Are you an Aboriginal or Torre Strait Islander	Yes	No
Are you an Australian Citizen	Yes	No
Are you currently employed	Yes	No
Do you currently hold a drivers licence in NSW or elsewhere.	Yes	No
Are you currently disqualified or suspended from obtaining a licence in NSW or elsewhere	Yes	No
Are you aware of any out standing SDRO restriction	Yes	No
Do you currently have a full-original birth certificate	Yes	No
Do you currently live in NSW	Yes	No

Upon completion of this assessment applicants should be informed of the following procedures to undertake. If applicant meets all criteria they may be booked in for the next available Learner Drivers Licence program.

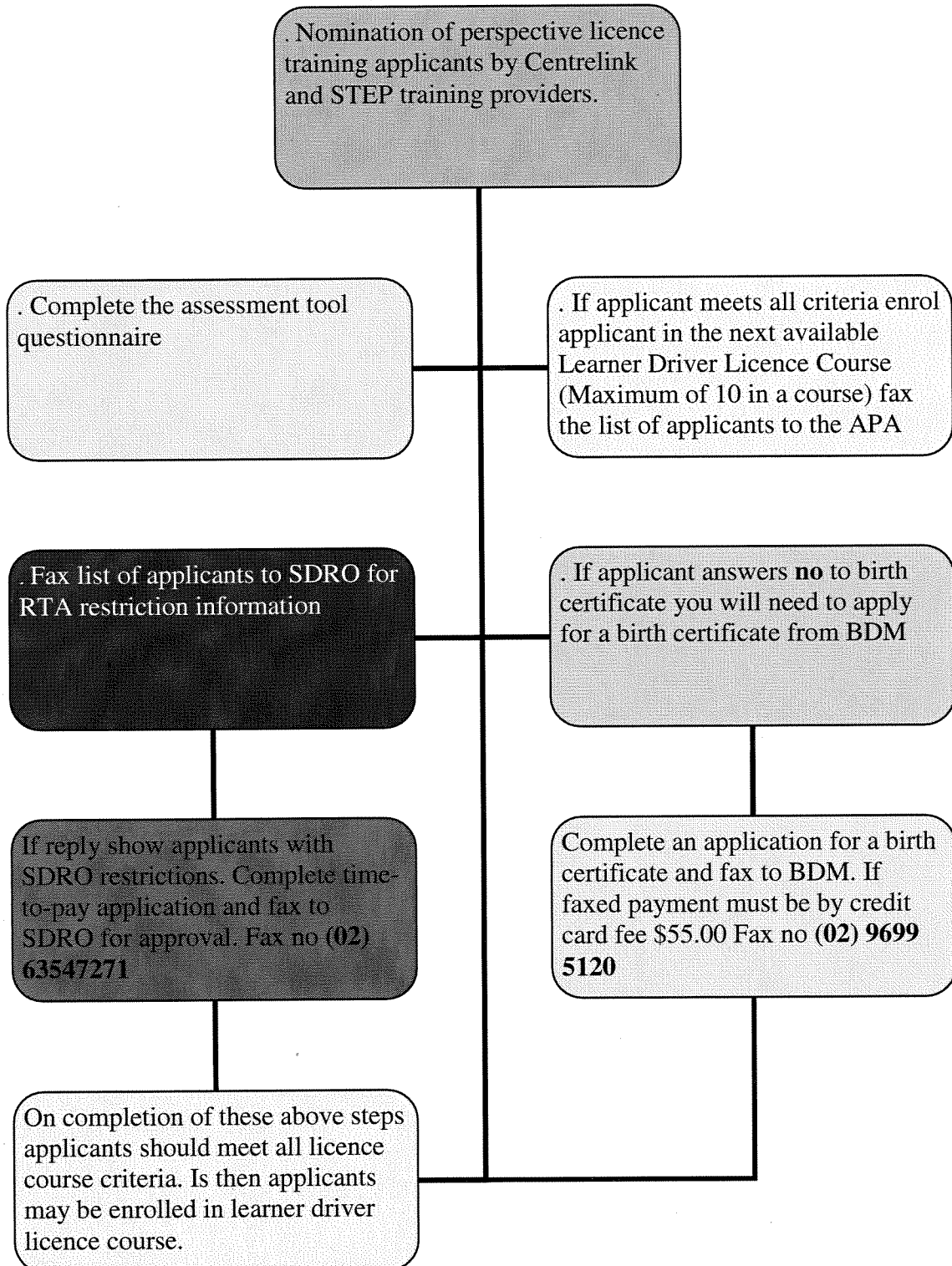
Applicant **must be a NSW resident** to apply for a NSW learner driver's licence.

Aboriginal Licence Program Assessment Tool

Are you of Aboriginal or Torre Strait Islander descent?	Yes	No
Are you an Australian Citizen?	Yes	No
Are you currently employed?	Yes	No
Do you currently hold a drivers licence in NSW or elsewhere?	Yes	No
Are you currently disqualified or suspended from obtaining a licence in NSW or elsewhere?	Yes	No
Are you aware of any out standing SDRO restriction?	Yes	No
Do you currently have a full-original birth certificate?	Yes	No
Do you currently live in NSW?	Yes	No

Applicants Name: _____
Address: _____
Apply for birth cert YES / NO. Apply for Time-to-Pay YES / NO.
Date: _____

Licence Program procedures a step-by-step guide



State Debit Recovery Time-to-Pay Application Procedures

Arrangements have been made with SDRO to have a list of enrolled applicants faxed through in order to confirm if applicants have a current SDRO restriction imposed. This list should be faxed through after completion of the assessment tool questionnaire. Those applicants with a current restriction will need to apply for a Time-to-Pay arrangement with the SDRO.

In order to have fine defaults restrictions lifted from the RTA data base an application for a Time-to Pay arrangement must be faxed through to the SDRO. Once SDRO have received the application the Time-to-Pay arrangement may be approved if the applicant has not previously defaulted on a prior arrangement.

Training providers will need to fax the following information:

- A letter from the applicant asking for the RTA sanctions to be lifted on the provision of a Time-to-Pay order. (see attached template letter)
- A letter from the nominated training provider stating that the applicant is currently enrolled in a Learner Driver Licence Program, intended to increase road safety awareness and increase the applicant's employment opportunities. (see attached template letter)
- A completed State Debit Recovery Office Time-to-Pay application.
- SDRO FAX NUMBER **(02) 63547271**

Examples of SDRO Fines:

Driving offences	Parking offences	Failure to attend jury duty	Fail to vote	Travel on train with no ticket
DUI offences	Assault offences	Illegal fishing	Fail to appear bail undertaking	Speeding fines



How to Have RTA Restrictions Lifted

FACTSHEET

July 2007

An RTA restriction can include:

- **Driver licence suspension** – you cannot drive any vehicle while your licence is suspended
- **Vehicle registration cancellation** – no one can drive your vehicle while your registration is cancelled
- **Customer business restriction** – you are unable to do business with the RTA while a restriction is in place.

If SDRO imposes one or more of these sanctions, a \$40 enforcement cost will be added to the total owing on your enforcement order.

Why do I have an RTA restriction?

SDRO has imposed a restriction because you failed to pay an outstanding enforcement order by the due date. These restrictions will not be removed until all outstanding enforcement orders are paid in full.

What will happen if I do not pay the enforcement order?

Do not wait until further enforcement action takes place. After we have imposed RTA restrictions, if the enforcement order is still not paid, further civil sanctions will be imposed, which can include:

- garnisheeing part or all of your wages or bank account
- seizing your goods or property
- placing a charge over any land fully or partly owned by you
- A \$50 enforcement cost is added to the total owing on an enforcement order for each civil sanction imposed.

State Debt Recovery Office

The Fines Division of OSR



Office of State Revenue
NSW TREASURY

ISO 9001-Quality Certified

Time to pay order

You may apply to SDRO for time to pay. This allows you to enter into an agreement to pay your fines off in regular instalments.

- an initial lump sum payment may be required before an instalment agreement is approved
- SDRO can only grant a time to pay order on fines that have become an enforcement order.

Lifting RTA restrictions under a time to pay order

If you have not previously defaulted on a time to pay order, we will lift your RTA restriction if you make six (6) consecutive payments in accordance with your current time to pay order. However, in some circumstances, we may consider lifting restrictions earlier.

How to have RTA restrictions lifted earlier

We will consider lifting RTA restrictions earlier if you can prove that the imposition of the restrictions may adversely affect one or more of the following:

- the health or safety of someone dependent on you
- your own medical circumstances
- employment or prospective employment
- if you reside in an indigenous community
- or if you reside in an area that is considered a remote location.

Each application is assessed on a case-by-case basis.

For SDRO to consider lifting RTA restrictions, you need to provide evidence to support your claim from one of the following categories:

The health and safety of a person dependent on you

You need to have a medical practitioner provide SDRO with all of the following information:

- Description of the nature of your illness and is the condition ongoing?
- How often will you be required to transport the patient or attend to a community service?
- Can alternative transport be used?
- Does your illness prevent you from using public transport?
- Are you a volunteer performing a community service and, if so, how often are you required to perform this service?

This information must be supported by written documents supplied by a medical practitioner, community services or welfare agency, or a community organisation.

Your own medical circumstances

You must demonstrate through a medical report or certificate from a medical practitioner, hospital or health institution that you have a serious chronic or ongoing medical (physical or mental) condition that:

MORE INFORMATION

For Penalty Notice, Penalty Reminder Notice or Warning Notice enquiries:

Phone 1300 138 118 *
TTY (02) 6354 7255
(Hearing & speech impaired)
Fax (02) 4937 9111
Email fines@osr.nsw.gov.au
Mail PO Box 786
STRAWBERRY HILLS
NSW 2012

Payments

PO Box 4444
PARRAMATTA
NSW 2124

* Local and interstate enquiries. Overseas clients, please call 612 4937 9207.
Monday – Friday 8:00 am to 5:30 pm

For Enforcement order, Roads and Traffic Authority sanction, Property Seizure order, Garnishee order or Time to Pay order enquiries:

Phone 1300 655 805 **
TTY (02) 6354 7255
(Hearing & speech impaired)
Fax (02) 6354 7302
Email info@sdro.nsw.gov.au
Mail PO Box A2571
SYDNEY SOUTH
NSW 1235

Payments

Locked Bag 2128
NORTH SYDNEY
NSW 2059

Phone payments

1300 130 112 (Local and interstate)
612 9087 7917 (Overseas)

Website www.sdro.nsw.gov.au

** Local and interstate enquiries. Overseas clients, please call 612 6354 7000.
Monday – Friday 8:00 am to 5:30 pm

- requires you to travel to and from a medical facility on a regular basis to receive treatment
- is an ongoing condition. You will need to indicate how often you require treatment
- prevents you from travelling on public transport. You will also need to show no other alternative transport can be used (ie can someone else provide the transport?).

Employment

If you are **currently employed**, you will need to provide a pay-slip or bank statement, as well as a letter from your employer:

- outlining what duties you perform that require a driver licence or your vehicle registration
- advising how often you are required to drive for work
- advising if your employment will cease if you no longer have a licence
- verifying that other duties can not be performed during the time that restrictions are in place.

If you are **self-employed**, you must provide evidence that proves you are self-employed, such as:

- a copy of a contract or letter from your contractor that sets out the nature of your work
- a letter from your accountant which details the nature of your work.

If you have been **offered a job** that requires a driver licence, you must provide a letter from your prospective employer advising:

- the date employment is due to commence
- the number of hours you will be employed to work and the hourly rate of pay
- the specific duties you will be required to perform that require a licence.

Indigenous community

You must provide a letter from an Aboriginal liaison officer certifying if:

- you live in a rural indigenous community
- you are in the process of obtaining a driver licence and/or have enrolled in a driving school to obtain a driver licence.

Remote location

You must provide documentary evidence that your home address is outside of an area serviced by public transport. This can include any three of the following:

- a copy of a lease agreement, electricity bill, bank statement or landline telephone bill.



Enquiries 1300 655 805 TTY: (02) 6354 7255

Email info@sdro.nsw.gov.au

Website www.sdرو.nsw.gov.au

Time to Pay Application – for Individuals

To apply to pay your enforcement order(s) by instalments

- NOTE:**
- Providing a false or deliberately misleading statement may lead to a prosecution under Section 307A of the *Crimes Act 1900*
 - 'Time to Pay' option is not applicable for penalty notices. If you fail to comply with a 'Time to Pay' order, the SDRO may use the information to impose licence/ registration restrictions, to have your personal belongings seized by the sheriff or to have your wages or bank account garnisheed to satisfy the fine.
 - Restrictions imposed by the NSW Roads and Traffic Authority or any other actions taken against you by the SDRO may remain in force until all outstanding fines and enforcement costs have been paid
 - If you are required to complete a section of the application form and you do not do so, the SDRO may decline to take action in response to your application
 - Please send your completed form to the State Debt Recovery Office, PO Box A2571, SYDNEY SOUTH 1235, or fax to (02) 6354 7302

Your details

Full name (include any aliases)

Current address

Previous addresses (if you have changed address in the last five years)

My Enforcement Order Number(s) are

Date of birth (dd mm yyyy)

No. of dependants Licence no.

Phone no. () Mobile no.

Complete this section if you are currently employed or self-employed

Occupation

Net fortnightly wage \$ (Attach a copy of your most recent pay slip)

Employer's name

Employer's address

Employer's ABN Phone no. ()

If self-employed, nature of business

Name of company subcontracted to

Trading name ABN

NOTE: Self-employed persons must provide an operating statement for the last full quarter

Complete this section if you currently receive social security or any other income

Fortnightly benefit \$ Family allowance and rent assistance \$

Social Security/Centrelink no.

All income (including employment) received by your spouse \$

Other income (including compensation payments) \$

Important: See over the page for more information.

Bank/building society/credit union account details*

Bank and branch	BSB no.	Account no.	Name of account	Balance
				\$
				\$

*NOTE: Attach a copy of your most recent statement(s) for each account listed

Complete this section if you own one or more motor vehicles

Registration no.	Make	Model	Approximate value
			\$
			\$

Complete this section if you own any of the listed assets

Asset	Approximate value	Asset	Approximate value
House and land	\$	Shares and investments	\$
Household furniture	\$	Boat/caravan	\$
Electrical goods	\$	Other	\$

Complete this section if you have regular expenses or liabilities you must pay

List all fortnightly expenses (rent, food, phone, insurance, electricity, education, medical etc) and fortnightly payments				Liabilities	Balance owing	Fortnightly payment
Expense	Payment	Expense	Payment	Mortgage	\$	\$
	\$		\$	Car loan	\$	\$
	\$		\$	Personal loan	\$	\$
	\$		\$	Credit card	\$	\$
	\$		\$	2nd Credit card	\$	\$
	\$		\$	Other	\$	\$
Total expenses \$				Total liabilities \$		

Proposed method of payment (tick one if not fortnightly)

Regular payments of \$ per fortnight OR per week per month
 OR
 Initial payment of \$ followed by \$ per fortnight OR per week per month

Please note that payments will not be automatically deducted from your bank account while you are on a time to pay arrangement.
 The SDRO reserves the right to review and change a time to pay order once it has been established

The facts and figures set out in this application are true and correct to the best of my knowledge, information and belief

Applicant's name

Signature Date / / 20

PRIVACY

The information in this form is required by the State Debt Recovery Office (SDRO) to determine your application to pay by instalments. The information may be provided to third parties with your consent or as required or permitted by law. You may correct or update personal information by contacting the SDRO.

How to apply for a NSW birth certificate

In New South Wales, Birth Certificates are only available to the person named on the certificate, their parents or an authorised representative. If you *are* the person named on the certificate or a parent of the person named on the certificate, the certificate can be issued to you. Birth certificate application should be faxed through on completion of the assessment tool questionnaire.

To apply for your certificate you will need to provide identification.

Please provide at least three (3) forms of identification, one of each from Categories 1, 2 and 3. If you are unable to provide identification from Categories 1 and 2, you must still provide at least three (3) forms of identification. At least two (2) of these must be from Category 3.

All documents, except foreign passports, must be current. Photocopies are accepted.

Category 1	Category 3
If born in Australia: An Australian Birth Certificate Record of immigration status: Citizenship Certificate New Zealand Citizenship Certificate together with passport New Zealand Birth Certificate	Medicare Card Credit or Debit Card Centrelink or Department of Veterans Affairs Card Security/Crowd Control Licence Tertiary Education Institution ID Card
Category 2	Category 4
Australian Driver's Licence Australian Passport Firearms Licence Foreign Passport	Recent utility account with current residential address Bank statement with current residential address

Certificate entitlement

This application form can only be used if the birth occurred in NSW.

If you are the person to be named on the certificate, or a parent of the person to be named on the certificate, the birth certificate can be issued to you.

If you DO meet the above criteria, you must provide the following:

1. Three (3) copies of your own identification (see below).

If you DO NOT meet the above criteria, you must provide the following:

1. A letter giving permission from the person named on the certificate or their parent. Please include their address, daytime telephone number and signature.
2. Three (3) copies of identification from the person giving permission (see below).
3. Three (3) copies of your own identification (see below).

Identification

To protect your privacy, the Registry requires proof of your identity.

Please provide at least three (3) forms of identification, one of each from Categories 1, 2 and 3. If you are unable to provide identification from Categories 1 and 2, you must still provide at least three (3) forms of identification. At least two (2) of these must be from Category 3.

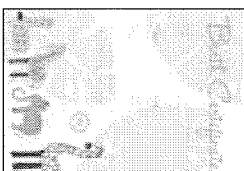
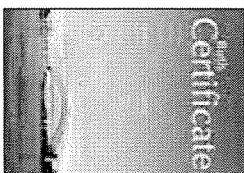
All documents, except foreign passports, must be current. Photocopies are accepted.

Category 1	Category 3
If born in Australia: <ul style="list-style-type: none"> • An Australian Birth Certificate • Citizenship Certificate • New Zealand Citizenship Certificate together with passport • New Zealand Birth Certificate 	<ul style="list-style-type: none"> • Medicare Card • Credit or Debit Card • Centrelink or Department of Veterans Affairs Card • Security Guard/Crowd Control Licence • Tertiary Education Institution ID Card
Category 2	Category 4
<ul style="list-style-type: none"> • Australian Driver's Licence • Australian Passport • Firearms Licence • Foreign Passport 	<ul style="list-style-type: none"> • Recent utility account with current residential address • Bank statement with current residential address

Commemorative certificates

Capture the joy and excitement of a new birth or celebrate a birth from many years ago with a special Commemorative Birth Certificate.

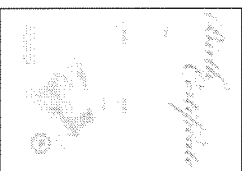
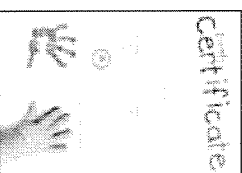
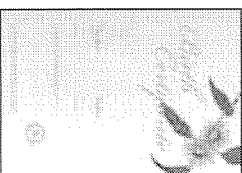
With each order for a Commemorative Birth Certificate package, you will receive a Standard Birth Certificate that you can use for official purposes. Multiple Commemoratives can be purchased for an additional \$14.00 per certificate.



Harbour

Boaties

Nursery



Gum Blossom

Handprint Blue
(also available in pink)

Feet (also available
displaying no parents' details)

Commemorative certificates come in a framing size of 210mm x 297mm (A4). They are beautifully presented, wrapped in tissue paper and packed in a protective cylinder.

You can order your certificate by fax on (02) 9699 5120, by post at GPO Box 30, Sydney NSW 2001 or in person at a Registry office:

- 35 Regent Street, Chippendale NSW 2008
- 95 Tudor Street, Hamilton NSW 2303
- 2/74 Kermba Street, Wollongong NSW 2500

Office hours are Monday to Friday – 8.00am to 4.30pm

Tel: 1300 655 236

TTY: 9354 1371

www.bdm.nsw.gov.au

Guarantee of our service

- Urgent applications lodged in person at the Registry before 3.00pm are ready for collection in one hour. (A charge for urgent applications applies.)
- Non-urgent applications lodged in person at the Registry before 3.00pm can be collected the next working day.
- Urgent mail/fax applications will be sent by registered post the next working day after they are received and will incur an additional postage and handling fee.
- Non-urgent mail/fax applications are sent by registered post three (3) working days after they are received and will incur an additional postage and handling fee.

07/07

Application for a Birth Certificate



Attorney General's
Department of NSW

NSW Registry of Births Deaths & Marriages

1111...RECORDED

Application for a Birth Certificate

NSW Registry of Births Deaths & Marriages ABN 30 854 211 521 GPO Box 30 Sydney NSW 2001 Tel: 1300 655 236

Commemorative Certificate Package (Includes a standard certificate. Specify design e.g. Gum Blossom: 2)
 Urgent
 Non-urgent
 Harbour (Qty) _____
 Booties (Qty) _____
 Handprint: Blue (Qty) _____ Pink (Qty) _____
 Gum Blossom (Qty) _____
 Nursery (Qty) _____
 Feet: with parents details (Qty) _____ no parents details (Qty) _____
 Standard Certificate (Qty) _____
 Urgent
 Non-urgent
 International Express Post
 Your certificate will be mailed to you if your application was received by post or fax and is charged a postage and handling fee. See separate "Fees for Products and Services" Flyer.

Please PRINT clearly in BLACK pen. Start at the left. Write one letter in each box. Leave one box between words. Please complete all details.

APPLICANT'S DETAILS (details of person completing this form). Please provide at least three (3) copies of identification with your application.

Family Name
 Given Names
 Street Address
 Suburb State Postcode
 Postal Address (if different from street address)
 Suburb State Postcode
 Your Relationship to the Person Registered (e.g. self, daughter)
 Reason Certificate is Required (e.g. passport, school)
 Signature of Applicant Home Phone Number ()
 Contact Phone Number ()

DETAILS OF BIRTH REQUIRED

Family Name at Birth
 Given Names
 Date of Birth* / / Present Age
 * If Date Unknown, Period to be Searched - From To (Note, each extra 10 year search or part thereof incurs a cost)
 Place of Birth (Town/City)
 State
 Father's Full Name
 Mother's Full Name (Before Marriage)

PAYMENT DETAILS (complete this section for mail or fax applications only). For schedule of fees, see Fees for Product and Services flyer.

Enclosed is a Cheque*/ Money Order for \$ OR Please Debit my: AMEX MasterCard Visa \$ (Cheques should be made payable to the 'NSW Registry of Births Deaths & Marriages')
 Card Number
 Name of Cardholder Expiry Date
 Signature of Cardholder

*Personal/company cheques are not accepted for urgent applications.



NSW Registry of Births Deaths & Marriages

Attorney General's department of nsw

OFFICE USE ONLY

Identification

Date Issued

If you are unable to comply with these requirements, please contact BDM for further advice.

Once you have obtained these forms of identification you will need to complete an application for a birth certificate form from the BDM. (See attached form)

This application form can be mailed to the BDM Registry at GPO Box 30, Sydney NSW 2001, **faxed to (02) 9699 5120** or lodged with a Country Courthouse or Government Access Centre. **Please ensure you include at least three (3) forms of identification with your application.**

The cost of a standard urgently processed Birth Certificate in NSW is **\$55.00**. This fee ensures your Birth Certificate application form is processed within 24 hours. Urgent mail/fax applications will be sent by registered post the next working day after they are received and will incur an additional postage and handling fee. They cannot be collected.

RTA Proof of Identity Requirements

The RTA has a list of very specific identity requirements that must be met before the transacting of any business with all RTA customers may be conducted.

Below are two lists of acceptable identification documents. To apply for a drivers licence you must provide 1 form of identification from list 1 and list 2. In addition you will need to provide proof of address. (Highlighted is the most common form of identification used by customers)

Proof of identity (POI) list 1 and list 2 documents

List 1 POI documents are:

- **An Australian full birth certificate showing parental details, or a current photo birth card issued by the NSW Registry of Births, Deaths and Marriages.**

- An overseas birth certificate showing parental details provided a passport or an official Australian travel document is also shown.
- A current Document of Identity issued by the Australian Passport Office.
- A current Australian passport or one that expired within the last two years.
- A current overseas passport.
- An Australian naturalisation or citizenship document or immigration papers issued by the Commonwealth Department of Immigration and Multicultural and Indigenous Affairs.
- An RTA-issued NSW photo driver licence or NSW Photo Card that expired more than two years ago. The licence must display a card number and not be reported as lost, stolen or destroyed.
- A NSW Proof of Age (POA) card with a card number.
- A current driver's photo licence from another Australian State or Territory or one that expired within the last two years.
- A current RTA-issued NSW photo Firearm, Security Industry or Commercial Agents and Private Inquiry Agents operator licence or one that expired within the last two years.
- A current photo identity card for NSW Police Force officer or Australian defence force, excluding civilian staff or family.
- A current consular photo identity card issued by the Department of Foreign Affairs and Trade.

NOTE: Your list 1 document must show the day, month and year of your birth.

List 2 POI documents are:

- A current Medicare card, Pensioner Concession Card, Department of Veterans' Affairs entitlement card or any other current entitlement card issued by the Commonwealth Government.
- A current credit card, that shows your name and signature, or account card from a bank, building society or credit union, or a passbook or account statement up to one year old.
- A telephone, gas or electricity bill up to one year old.

- A water rates, council rates or land valuation notice up to two years old.
- An electoral enrolment card or other evidence of enrolment not more than two years old.
- An armed services discharge document up to two years old.
- A current student identity card or a certificate or statement of enrolment up to two years old from an educational institution.
- A current plastic 'licence-style' Mobility Parking Scheme (MPS) card, with or without a photo.

For more information, you should contact an RTA motor registry to obtain a copy of the brochure 'How to prove who you are to the RTA'. You can contact the RTA on 13 22 13 (1800 624 384 for interstate callers) or by Email.

Important notes

The RTA needs to see documents that identify you and may ask for additional information to verify a document. In some cases, the item you are applying for may be mailed to your address.

If you are showing documents from List 1 and List 2, your name should be the same on both documents. If the names are different please use the related link to Changing your name (above right).

The Registry of Births, Deaths and Marriages **Commemorative Certificates are not acceptable**, except for 1987 and 1988 NSW Historic Birth Certificates.

One of the identity documents must show your signature and your NSW residential address. If you are unable to produce a document with your signature, you should get a statement from your employer, school principal or bank manager witnessing your signature. This can be done by completing the relevant section of the licence application form or by providing a completed RTA witness letter. If you are unable to produce a document with your address see the page 'Proof of address'.

An accompanying parent or guardian, who holds a current NSW driver licence, or other acceptable proof of identity documents, can witness the signature of their son or daughter.

NEW SOUTH WALES
 BIRTHS, DEATHS AND MARRIAGES REGISTRATION ACT 1995
BIRTH CERTIFICATE

REGISTRATION NUMBER
 84650 1970 N

1 CHILD Family Name Christian or Given Name(s) Sex Date of Birth Place of Birth	JONES Susan Anne Female 30 December 1969 Paddington (Royal Hospital for Women)	Registration No. As Doc Ref No.
2 MOTHER Family Name Maiden Family Name Christian or Given Name(s) Occupation Age Place of Birth	SMITH CAMERON Sarah Elizabeth Clerk 24 years Sydney, NSW	'N' indicates a change of name. See endorsement(s) section below
3 FATHER Family Name Christian or Given Name(s) Occupation Age Place of Birth	SMITH James Labourer 26 years Sydney, NSW	
4 MARRIAGE OF PARENTS Date of Marriage Place of Marriage	19 February 1966 Sydney, NSW	
5 PREVIOUS CHILDREN OF RELATIONSHIP	Peter C. 1 year	
6 INFORMANT(S) Name Address	S. F. Smith, mother 68 Jones Street Sydney	
7 REGISTERING AUTHORITY Name Date	J. H. Watson, Registrar General 13 January 1970	
8 ENDORSEMENT(S) The full name of the registered person was previously recorded as Margaret Anne SMITH. Registrar 24 July 1997. FOR TRAINING PURPOSES ONLY - NOT FOR OFFICIAL USE		

SPECIMEN ONLY

Before accepting copies, sight unaltered original. The original has a coloured background.



REGISTRY OF BIRTHS
 DEATHS AND MARRIAGES

SYDNEY 24 Jul 1997

I hereby certify that this is a true copy of particulars recorded in a
 Register in the State of New South Wales, in the Commonwealth of Australia

Barbara Fleet Registrar

Reference statements:

You need to provide a reference statement on the application form from **someone who has known you for at least 12 months and who holds a current NSW gold, silver or magenta licence if you:**

- Cannot provide proof of residential address when required.
- Cannot provide sufficient proof of identity when applying for a replacement licence and wish to obtain an interim paper receipt for a licence.

The RTA may contact the referee to confirm their statement.

Contact Details:

For further information contact the Aboriginal Programs Adviser RTA.

Troy McGrath
A/ Aboriginal Programs Adviser
RTA South Western Region
Strategy & Performance, DOES

