

## Compliance with legislative requirements

As the holder of an Authority, you are required to comply with all requirements relevant to your Authority, including but not limited to requirements imposed by or under the Road Safety Act and Regulations.

## Definition

In these conditions:

- **Authorised Person** means a Transport Safety Officer duly authorised under the *Transport (Compliance and Miscellaneous) Act 1983*.
- **Authority** means a driving instructor authority granted under section 33 of the Road Safety Act.
- **Conditions** has the meaning given in the 'Application' section in this document.
- **Independent driving assessment** means the assessment an applicant for accreditation to drive metropolitan taxis and hire cars who has held an Australian driver licence for less than 12 months must satisfactorily complete before the TSC will allow them to proceed with their application.
- **Independent driving assessment report** means the report that the holder of an Authority is required by the TSC to complete in relation to each independent driving assessment they conduct.
- **Regulations** means Road Safety (Driving Instructors) Regulations 2010 (Vic).
- **Road Safety Act** means *Road Safety Act 1986* (Vic).
- **TSC** means the Taxi Services Commission.

Unless otherwise indicated, words used in these conditions have the meanings given in the Regulations.

## Correspondence

Any correspondence may be addressed to:  
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## Driving instructor authority conditions

### Application

Pursuant to Regulation 9, the Taxi Services Commission (TSC) may impose any conditions on an Authority if it thinks appropriate either when granting or renewing the Authority, or at any time during the period that the Authority is in force.

In addition, the Regulations impose general conditions on an Authority. This document sets out all conditions applicable to Authorities issued under section 33 of the *Road Safety Act 1986 (Vic)*.

### Conditions

1. If one or more of the following condition codes are endorsed on the Authority, the holder must comply with the corresponding condition specified below:
  - a) **Condition code G** – the driving instructor authority holder must wear corrective lenses to meet the visual acuity standard (Snellen code) of at least 6/9 in the better eye and 6/18 in the other eye.
  - b) **Condition code A** – the driving instructor authority holder must only teach a person to drive pursuant to the Authority in a vehicle with automatic transmission.
  - c) **Condition code MED** – the driving instructor authority holder must undergo an annual medical review and provide a medical report to the TSC on each anniversary of the date the Authority was granted.
2. The driving instructor authority holder must advise the TSC within 28 days of being charged with or being found guilty of a criminal offence, or of being made subject to reporting obligations under Part 3 of the *Sex Offenders Registration Act 2004 (Vic)* or an extended supervision order under Part 2 of the *Serious Sex Offenders Monitoring Act 2005 (Vic)*.

3. The driving instructor authority holder must hold a current Working with Children Check issued by the Department of Justice to instruct students under the age of 18 on a regular basis.
4. The driving instructor authority holder must return their Authority and identity photograph to the TSC within seven days if their drivers licence is suspended, cancelled, surrendered or expired.
5. When teaching a person to drive pursuant to the Authority, the driving instructor authority holder must produce his or her Authority and identity photograph for inspection if requested to do so by a member of the police or an authorised person.
6. The driving instructor authority holder must notify the TSC of any change in the information provided by the driving instructor authority holder to the TSC in his or her application.
7. The driving instructor authority holder must notify the TSC of any change in the information provided by the holder to the registered medical practitioner for the purposes of the medical practitioner issuing a certificate provided to the TSC under Regulation 6(1)(b).<sup>1</sup>
8. The driving instructor authority holder must keep all records specified by the TSC. The driving instructor authority holder must produce all records for inspection on request by an authorised person and must allow the authorised person to make copies of those records.

For the purposes of this condition, the TSC specifies that the driving instructor authority holder is required to keep, and produce on request, the following records:

- a) The driving instructor authority holder's drivers licence.
- b) The driving instructor authority holder's Authority.
- c) The driving instructor authority holder's identity photograph.
- d) The driving instructor authority holder's current Working with Children Check.
- e) For each person the driving instructor authority holder teaches to drive pursuant to the Authority:
  - the name of the person
  - the number and expiry date of the learner permit held by the person
  - the date and time of every lesson.
- f) A copy of an independent driving assessment report in relation to each independent driving assessment they conduct. The driving instructor authority holder must keep a copy of the independent driving assessment report for one year after conducting the independent driving assessment (only applicable to driving instructors authorised by the TSC to conduct independent driving assessment for prospective taxi-cab drivers).

The driving instructor authority holder must keep these records, recorded in English, in relation to each person the driving instructor authority holder has taught to drive pursuant to the Authority for a minimum of 24 months after the last lesson.

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<sup>1</sup> Under Regulation 6(1)(b), an applicant for an Authority must provide the TSC with a certificate from a medical practitioner stating that the holder is not suffering from a condition that would prevent him or her from holding an Authority.