

Fitness and propriety

I declare that I can satisfy Transport for NSW that I am a fit and proper person and that I have not:

- Been found guilty of a driving offence such as menacing driving, negligent driving and drink driving, and similar offences.
- Are the subject of an adverse national criminal history check which reveals convictions for offences relevant to the application.

Application for authorisation

Training requirements

List the RTO and date you obtained the following competencies (attach extra sheet if space needed).

Competency	RTO	Date
TLIC3010		
TLIE3009		
TLIF3013		
TLIF3060		
TLIH3002		
TLIF0075		

Industry driving experience

Written evidence of at least 100 hours and 20 trips as a pilot or escort vehicle driver. Please tick **ONE** or more of the following:

- Letters from heavy haulage industry participants listing permit numbers and trip details (date, route, duration etc).
- Log book records demonstrating the hours and/ or trips you have completed.
- A declaration from two transport operators and/ or pilot vehicle companies, who can verify the number of trips you have undertaken as an OSOM pilot vehicle driver. Please include *details of operators on page 2 of application - Referees*

Referee 1 – Full name

Address

Phone

Fax

Mobile

Email address

Referee 2 – Full name

Address

Phone

Fax

Mobile

Email address

Declaration

I understand that this is an application for the authorisation by Transport for NSW as an escort vehicle driver in the OSOM EVDS.

I have read and understand the Accreditation Agreement for Accredited Providers in the OSOM EVDS and the OSOM EVDS Operating Guidelines. I understand that this application will be assessed by Transport for NSW.

I declare and warrant that all information on this form is true and complete.

I understand that it is an offence to provide false or misleading information in the application and it may result in prosecution as well as suspension or cancellation of the provisional authorisation.

I understand that Transport for NSW may check my driving history and contact my referees.

I will advise of any change of circumstances in any matter related to eligibility for authorisation within 7 days of the change.

Privacy statement

Transport for NSW is collecting your personal and health information for your application for authorisation as an Escort Vehicle Driver and we may retain it and use it to verify and assess your application and for driver licensing, motor vehicle, road transport and road safety purposes.

Providing this information is voluntary but we may refuse your application unless you do so.

We may disclose your personal information in order to assess your application or verify the information you provide, for inquiries about motor accidents, and to other driver licensing and vehicle registration agencies in Australia.

We may disclose your health information to assess your application or to verify it.

Otherwise we will not disclose your personal or health information without consent unless authorised by law.

I warrant that I have authorised any OSOM EVDS accredited service provider employing or contracting me now and will authorise any OSOM EVDS accredited service provider employing or contracting me in the future, to provide my personal information to Transport for NSW for the purposes of administering the OSOM EVDS.

Your personal information and health information will be held by Transport for NSW at Grey Street Glen Innes NSW 2370 and generally you can contact us to access or correct it at GIPB@transport.nsw.gov.au

Signature

Date

	/		/	
day		month		year

Checklist

Please refer to the checklist on the final page of this form to ensure you attach all required documentation.

Please retain a copy of your application for your own records.

Submitting your application

By email: Scan and email your completed and signed application with accompanying documents to ais@transport.nsw.gov.au.

By mail: Send completed form, accompanying documents to:

OSOM Escort Vehicle Driver Scheme
Transport for NSW
PO Box 122
Glen Innes NSW 2370

How to complete the Application for Authorisation as an Escort Vehicle Driver

Please answer all the questions relating to your application and provide as much information as possible. Failure to provide all the information can result in your application not progressing or being refused. Please complete the form using block letters e.g. JOHN CITIZEN not *John Citizen*.

For full details of the requirements to be an Authorised Escort Vehicle Driver, please refer to the [Transport for NSW website](#).

Applicant Details

Name: Insert your full name as it appears on your drivers licence.

Address: Please provide your residential street address including your street and/or unit number, street name, suburb/town and your postcode.

e.g Unit1/234 Fifth Street
SIXTY TOWN NSW 7891

Contact numbers - Phone, Fax and Mobile Phone: Please provide at least one daytime contact number in case information from your application needs to be checked. Preferred numbers are mobile telephone numbers.

Email address: Please provide a valid email address. This may be used to send out additional information to you.
e.g. yourname@internetprovider.com.au.

Date and place of birth: This information deals with establishing your proof of identity. Please complete the information fully.

Driver Licence: Your NSW drivers licence provides Transport for NSW with proof of your identity and database information.

If you do not have a NSW driver licence you will be required to attend a Service NSW outlet to establish proof of your identity and a DRIVES customer number.

You will need to bring two original or certified copies of documents with you that contain your signature and current residential address. One must be a primary POI document such as an Australian passport, an interstate drivers licence or a full birth certificate. The second is a secondary POI document such as your Medicare card or a utility account.

You can find out further information including all the documents which can be relied on in relation to proving your identity at:
<http://www.rms.nsw.gov.au/business-industry/public-passenger-vehicles/proof-identity.html>

OSOM EVDS Accredited provider: Under the OSOM EVDS, authorised drivers may only provide escort vehicle services through an accredited OSOM EVDS provider.

You are not required to be employed or contracted by an accredited OSOM EVDS provider at the time of your application for authorisation as an escort vehicle driver. However, before you can provide escort vehicle services, you need to be employed or contracted by an accredited provider, or yourself become an accredited provider.

Medical Certificate

This is required if you have a medical condition which may affect your ability to perform the role as an Escort Vehicle Driver.

You may supply a separate medical certificate provided it contains the same wording as detailed in this section of the application.

Fitness and Propriety

Applicants for authorisation must demonstrate and be found by the Transport for NSW to be fit and proper persons to provide escort vehicle driver services under section 3.3(a) of the OSOM EVDS Business Rules. Transport for NSW will determine whether the applicant has appropriate personal characteristics, by considering their relevant criminal history, industry background and driving record. The applicant must provide a national criminal history check.

A national criminal history check may be obtained through NSW Police at their website. Full details of the application process and fact sheet are available at: https://www.police.nsw.gov.au/about_us/structure/specialist_operations/forensic_services/criminal_records_section

Application for Authorisation

Training Requirements: The units of competency must be obtained from an ASQA approved RTO before you can become authorised as an Escort Vehicle Driver. Copies of the certificates of attainment must be attached to this application. Details of available RTOs can be found on the Transport for NSW Website at roads-maritime.transport.nsw.gov.au

Industry experience: Written evidence of at least 100 hours and 20 trips as a pilot or escort vehicle driver. This may include;

- Letters from heavy haulage industry participants listing permit numbers and trip details (date, route, duration etc), and/ or
- Copies of log book movement records (NSW or interstate), and/ or
- A written reference from two transport operators verifying your required industry experience.

Note: To prevent delays in assessing your application, please ensure that both referees can be contacted by Transport for NSW on the details provided.

CHECKLIST

The application form will not be processed if you do not attach supporting documentation

1. Application and Identification

- Complete and sign - Application for Authorisation of Escort Vehicle Drivers
[Application for Authorisation of Escort Vehicle Drivers](#) - Form No. 1811
- Colour copy of your current unrestricted driver licence
- Interstate traffic and licence history record for last five years (*if you have not continuously held a NSW driver licence for that period*)
- Medical Certification (*if applicable*)
- National Criminal History check (*no older than one month from date of issue*)
- Two colour photographs taken no more than six months of this application (*If hard copy no more than 45mm in height and 35 mm in width*) See *Photo requirements – over the page*

2. Qualifications

- Certified copy RTO Statement of Attainment or evidence of completion of the following units: -
 - TLIC3010 Pilot or Escort OSOM Loads
 - TLIE3009 Use Pilot and Escort Communication
 - TLIF3013 Coordinate Breakdowns and Emergencies
 - TLIF3060 Control Traffic as a Pilot Vehicle Operator*
 - TLIH3002 Plan & Navigate Routes
 - TLIF0075 Demonstrate awareness of interacting with other road users

To complete these units of competence, you must undertake training through an Authorised Registered Training Organisation (RTO). See training.gov.au for a list of the RTOs that deliver the above-mentioned units.

* Note that the “TLIF3060 Control Traffic as a Pilot Vehicle Operator” unit of competence must have been undertaken not more than 3 years before an application for a new appointment or a renewal of appointment as an Authorised Escort Vehicle Driver.

3. Industry driving experience

Written evidence of at least 100 hours and 20 trips as a pilot or escort vehicle driver. Please tick one or more of the following:

- Letters from heavy haulage industry participants listing permit numbers and trip details (date, route, duration etc).
- Log book records demonstrating the hours and/ or trips you have completed.
- A declaration from two transport operators and/ or pilot vehicle companies, who can verify the number of trips you have undertaken as an OSOM pilot vehicle driver. Please include *details of operators on page 2 of application - Referees*

Application Assessment

Transport for NSW may decline to assess applications that do not include all required information, and may contact the applicant to:

- i) Advise what additional information is required to enable the assessment of the application; or
- ii) Require the applicant to resubmit the application with all required information.

The application process may not proceed until all outstanding information is received from the applicant.

Induction Training

Upon successful application you will be required to complete the Transport for NSW

- Online induction modules 1 & 2 to OSOM Escort Vehicle Driver Scheme (*A link will be emailed*)
- Code of Conduct session through a Roads and Maritime Services approved RTO.
Click here for a list - [Approved RTOs that deliver this session](#)

Photo Requirements

Your photograph must meet the following requirements. Failure to comply with photograph requirements will result in your application being returned.

- A colour photograph taken no more than six months of this application:
 - If hard copy no more than 45mm in height and 35 mm in width,
- Plain, light coloured background with no patterns or objects visible.
- Hats or caps must be removed.
- Headwear worn for religious purposes is acceptable, but all of your facial features must be visible, from the bottom of your chin to the top of your forehead, and both edges of your face.
- Look directly at the camera with a neutral expression and mouth closed. Your head must be straight (not tilted) and upright.
- Eyes open and clearly visible, and without hair obscuring any part of your eyes. Both edges of your face must be clearly visible.
- No smiling.
- The photo must show your head and the top of your shoulders. Your face must be centred, clear and in sharp focus with no shadows across your face or behind your head, no reflections on the face and no red eye.
- The photo must show you alone, with no other person or object visible.
- Paper surface must be “semi gloss” photographic paper.



Sample photograph