

Information Bulletin

PT305 (09.18)

Restricted Driver Authorisation for Drivers (Courtesy or Community transport services only)

What is restricted driver authorisation?

The *Transport Operations (Passenger Transport) Act 1994* requires drivers of community and courtesy transport services to hold driver authorisation (DA) unless an exemption applies to the service.

The purpose of DA is to maximise public confidence in relation to the drivers of motor vehicles used to provide public passenger services. This purpose includes ensuring drivers of public passenger vehicles are suitable persons, having regard to the safety of children and other vulnerable members of the community, the personal safety of passengers and their property, public safety and the reputation of public passenger transport.

Restricted DA (RDA) is a type of DA that may be issued by accredited operators of community or courtesy transport services to their drivers. Alternately, drivers of these services will be appropriately authorised if they hold a DA (in any category) issued by the Department of Transport and Main Roads (TMR).

RDA conditions

1. The holder of a RDA is restricted to driving for the operator who issued the authorisation ('the issuing operator'). However, a person may hold more than one RDA.
2. A driver must carry evidence of their RDA while providing a community or courtesy transport service for the issuing operator.
3. If TMR advises an operator that a person is unsuitable to hold RDA because of their criminal, driving or medical history, an operator must not issue the person a RDA. If the person already holds RDA, the issuing operator must revoke the RDA immediately upon receiving advice from TMR. TMR can also take action against a person's restricted driver authorisation if necessary.
4. Under section 59 of the *Transport Operations (Passenger Transport) Regulation 2018*, TMR may require the holder of a RDA to provide evidence of their medical fitness if it suspects the person is not medically fit to drive a vehicle under the authorisation.

RDA application requirements

Applicants should access TMR's website (www.tmr.qld.gov.au) and obtain a copy of the [Restricted Driver Authorisation Notification form \(F3880\)](#) and the following information bulletins: 'PT206 – Operators issuing Restricted Driver Authorisation' and 'PT307 - Driver Responsibilities'.

Applicants must complete the 'Driver to Complete' section of the Restricted Driver Authorisation Notification form (F3880) and provide this to the community or courtesy transport operator who intends to engage them to provide services.

To be granted RDA, an applicant must—

- hold a current open Australian driver licence, an equivalent overseas driver licence, or a restricted (work) driver licence
- have held an Australian open or provisional driver licence or equivalent foreign driver licence (or a series of these licences) for a cumulative period of three years
- not knowingly have a medical condition that may affect their driving
- be of a suitable character (TMR will review the person's criminal and driving history).

RDA cannot be issued to persons who do not meet the driver licence requirements stated above.

If an applicant has a medical condition mentioned on the Restricted Driver Authorisation Notification form (F3880), before RDA can be issued they will need to provide a medical certificate issued for a commercial vehicle driver on [Form F3712 Medical Certificate for Motor Vehicle Driver](#). The medical assessment must be conducted by a medical practitioner in accordance with the commercial medical standards set out in *the Assessing Fitness to Drive – For Commercial and Private Vehicle Drivers* publication issued by Austroads and the National Transport Commission.

RDA may also be refused if the person is considered unsuitable to hold RDA having regard to their criminal or driving history or if they have previously had a DA cancelled or suspended.

Applicant must have an entitlement to work in Australia and should provide evidence of this entitlement to the issuing operator. The applicant should provide evidence they are—

- an Australian citizen; or
- a permanent resident of Australia; or
- a New Zealand citizen who is the holder of a special category visa as defined by the Migration Act 1958 (Commonwealth), section 32; or
- entitled, under a visa granted under the Migration Act 1958 (Commonwealth), to work in Australia.

For Australian citizens, permanent residents, and New Zealand citizens holding a special category visa, any of the following documents can be accepted as evidence of their Australian work entitlement—

- current green Medicare card
- full Australian birth certificate
- Queensland Birth Extract
- Australian Citizenship Certificate or Extract
- Australian Naturalisation Certificate
- Australian Passport (which cannot be expired for more than two years);

- Repatriation Health Card - for all conditions (Gold Card);
- New Zealand passport
- evidence of Australian permanent residency.

If the applicant is not an Australian citizen, permanent resident or New Zealand citizen holding a special category visa, they should present their overseas passport. An applicant's entitlement to work in Australia can then be checked by the issuing operator using the Department of Immigration and Citizenship's Visa Entitlement Verification Online (VEVO) system. VEVO is a free online facility that allows organisations to check the visa and work entitlements of a visa holder.

Issuing operators must notify TMR when an RDA is issued. TMR will conduct criminal and driving history checks and the RDA holder will be subject to ongoing monitoring of their criminal and driving history.

Period of issue

RDA has a maximum term of 1 year but cannot exceed the expiry date of a medical certificate or visa work entitlement. Otherwise, the period of issue may be determined by the operator.

RDA is not renewable. However, after the expiry of a RDA, a person may apply for a new RDA by completing the application requirements.

Fees

TMR does not charge any fee for RDA.

Responsibilities of drivers

Holders of driver authorisation, including RDA holders, must be aware of their responsibilities under the *Transport Operations (Passenger Transport) Act 1994*. These responsibilities are summarised in information bulletin '[PT307 - Restricted Driver Authorisation for Drivers](#)' and is available on the TMR website at www.tmr.qld.gov.au/information_bulletins.

Non-compliance with passenger transport legislative requirements may result in a fine or amendment, suspension or cancellation of a person's driver authorisation.

Action against a RDA may also be taken if a person commits a driver disqualifying offence under the *Transport Operations (Passenger Transport) Act 1994*. Information bulletin '[PT17 - Driver Authorisation - Effect of a driver disqualifying offence](#)' provides more information.

Additional information

This bulletin has been produced as a guideline and is not a reference to a point of law. Clarification of any information in this bulletin may be obtained by contacting your local passenger transport office. Details of passenger transport locations can be accessed at: www.translink.com.au/contact-us

The *Transport Operations (Passenger Transport) Act 1994*, *Transport Operations (Passenger Transport) Regulation 2018* and *Transport Operations (Passenger Transport) Standard 2010* can be accessed on the internet at www.legislation.qld.gov.au.

Additional information about public passenger services is available on the Department of Transport and Main Roads internet site at www.tmr.qld.gov.au/information_bulletins.