

# Information Bulletin **PT 305** (25/07/23)

## 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

- A holder of RDA is restricted to driving for the accredited operator who issued the authorisation ('the issuing operator'). However, a person may be issued with and hold more than one RDA if driving for multiple accredited operators.
- The RDA issued by the operator must be carried by the driver while providing the community or courtesy transport service for the issuing operator.
- 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 RDA. If the person already holds RDA, the issuing operator must revoke the RDA immediately upon receiving advice from TMR. If necessary, TMR can also take action against a person's RDA.
- Under section 59 of the *Transport Operations (Passenger Transport) Regulation 2018*, TMR may require the holder of RDA to provide evidence of their medical fitness where it is suspected the person is not medically fit to drive.
- RDA has a maximum term of 1 year but cannot exceed the expiry date of a medical certificate (if applicable). The period of issue is determined by the operator.
- RDA is not renewable. However, a person may apply for a new RDA.
- RDA is automatically cancelled when the driver stops being engaged by the issuing operator.

### RDA eligibility requirements

To be granted RDA, a person 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.
- be medically fit. If a person answers 'yes' to any of the medical fitness questions on the RDA notification form they must submit a [Medical Certificate for Motor Vehicle Driver \(form F3712\)](#) assessed in accordance with the commercial standards set out in Austroads' *Assessing Fitness to Drive – For Commercial and Private Vehicle Drivers*, noting:
  - Persons aged 75 years or older must submit a medical certificate assessed to a commercial standard to TMR on a yearly basis. RDA cannot be issued past the expiry date of the commercial medical certificate.
- have a suitable driving history. For more information refer to information bulletin [PT16 Driver Authorisation - Effect of a Driving History](#).
- have a suitable criminal history. For more information refer to information bulletin [PT17 Driver Authorisation – Effect of a Driver Disqualifying Offence](#).
- be of a suitable character.

TMR will review the applicant's suitability to hold RDA including criminal and driving history checks.

## RDA application process

To apply, an operator will provide to their driver applicant a copy of the [RDA Notification form \(F3880\)](#) and information bulletin [PT307 Driver Responsibilities](#) available from TMR's website at [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au). There is no fee payable for RDA.

Applicants must complete the 'Driver to Complete' section of the [RDA Notification form \(F3880\)](#) and provide it back to the operator.

The operator will complete the 'Operator to Complete' section and either: -

- issue the applicant RDA (TMR must be notified by the operator within three business days); or
- request eligibility advice from TMR prior to issuing RDA; or
- refuse the RDA application (TMR does not need to be notified of a refusal).

TMR conducts suitability checks including criminal and driving history checks on applicants. If TMR advises that an RDA applicant is not eligible to hold RDA the operator cannot issue RDA, if RDA has been issued it must be revoked immediately.

Once RDA has been issued the operator must provide the applicant evidence of the RDA which must be carried while providing a service for the issuing operator.

## Responsibilities of drivers

Holders of RDA must be aware of their responsibilities under the *Transport Operations (Passenger Transport) Act 1994*. These responsibilities are summarised in information bulletin [PT307 – Driver Responsibilities](#) which is available on the TMR website at [www.tmr.qld.gov.au/information\\_bulletins](http://www.tmr.qld.gov.au/information_bulletins).

RDA may be amended, suspended or cancelled if the driver:

- has been charged or convicted of a driver disqualifying offence;
- has a driving history that is unsuitable;
- does not meet the requirements applicable to the RDA;
- is medically unfit; or
- has repeatedly engaged in conduct that is damaging to the reputation of public passenger transport.

RDA holders are subject to ongoing monitoring of their criminal and driving history.

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

## **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](http://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](http://www.legislation.qld.gov.au).

Additional information about public passenger services is available on TMR's internet site at [www.tmr.qld.gov.au/information\\_bulletins](http://www.tmr.qld.gov.au/information_bulletins).