

6. Consent Form

Consent to VicRoads' collection, use and disclosure of personal and health information:

By signing this document, you give VicRoads consent to collect, use and disclose personal information and health information (including registration and licensing information) provided to VicRoads by you, or collected by VicRoads about you, for the purposes of your involvement in Road Smart.

The information provided by you, or collected by VicRoads, for the purposes of Road Smart includes (but is not limited to) the information required under the Business Procedure Manual, such as information in relation to your Australian driver licence, a driver history report, a Working With Children Check and a National Police Check (**Relevant Information**).

The Relevant Information may be required by the *Road Safety Act 1986 (Vic)* and the *Working With Children Act 2005 (Vic)*.

VicRoads may also collect the Relevant Information through third parties (for example, your employer) or from VicRoads existing records (for example, licensing and registration databases).

The Relevant Information will be used and disclosed by VicRoads for the purpose of assessing your eligibility to be involved in Road Smart as a service provider, and for administrative purposes relating to those services. If some or all of the Relevant Information is not provided, you may not be eligible to be involved in Road Smart as a service provider.

The Relevant Information may be shared with third parties for the purposes of administering Road Smart. These third parties may include your employer, others involved in Road Smart as service providers and others who provide administrative services to VicRoads. Some of these third parties may be located outside of Victoria, and as a result, Relevant Information may be transferred outside of Victoria.

The Relevant Information will be stored in a VicRoads database accessible only by authorised VicRoads officers.

For further information about VicRoads' collection, use and disclosure of your information and your right to access it, see the VicRoads brochure *Protecting your Privacy* available on VicRoads' website at vicroads.vic.gov.au or contact VicRoads on 13 11 71.

Agreement to comply with the Road Smart Business Procedure Manual:

By signing this document, you acknowledge and agree that you have read and agree to comply with the Road Smart Business Procedure Manual (as amended and made available by VicRoads from time to time).

Without limitation, you acknowledge and agree to:

- (a) handle all personal information, health information or registration and licensing information (including forms and documents provided by schools, students, parents

- and guardians) in accordance with the *Privacy and Data Protection Act 2014* (Vic), *Health Records Act 2001* (Vic) and *Road Safety Act 1986* (Vic), and only for the purpose of providing the services under the Road Smart program; and
- (b) comply with the Road Smart approval and audit procedures set out in the Business Procedure Manual, including (but not limited to) a driver history report, a Working With Children Check and a National Police Check.

Signed by the service provider

Signature: _____

Full Name: _____

Engaged by (insert name of
business/employer): _____

Date: _____

WITNESSED BY

Signature: _____

Full Name: _____

Date: _____