

# Certificate of approved operations



## Level 3 conditions of use for a conditionally registered vehicle.

Please complete the white sections of this form and sign below. Please print clearly in ink using BLOCK letters. This certificate sets out the conditions under which the vehicle must be driven on a highway.

**This certificate must be carried in the vehicle at all times.**

Licence/ Customer no.									
Registration number									
Date of issue	D	D	M	M	Y	Y	Y	Y	Y

## Registered operator's details

Surname				Date of birth	D	D	M	M	Y	Y	Y	Y
First given name	Second given name			Third initial (if any)								
Company name and ACN/ARBN (if applicable)												
Residential (or company) address												
										Postcode		
Postal address (if different from residential or company address)												
										Postcode		
Mobile phone no. (or other if not applicable)						Email						

## Vehicle details

Make	Model	Body type	Colour
VIN (chassis or frame number if no VIN)			
Engine no.	Engine type		

Use of this vehicle is restricted to activities associated with the purpose nominated below. Use of the vehicle must also be in accordance with the conditions of use contained within this certificate. These conditions of use do not affect, limit or remove the vehicle operator's obligation to comply with other legislative requirements or rules when using a vehicle on a Road or Road Related Area.

## Your signature

The Department of Transport and Planning ABN 69 981 208 782 ('Department') and R&L Services Victoria Pty Ltd ABN 28 657 005 493 (as Trustee for the Victorian R&L Services Trust ABN 96 342 123 072), known as 'VicRoads' and acting on behalf of the Secretary to the Department, ('we, us') collect personal information for registration and licensing purposes. This personal information will be handled by us as permitted or required by the applicable laws. We may disclose the personal information we collect from you to various organisations and persons as permitted or required by applicable laws, particularly by the Road Safety Act 1986. This includes disclosing the information to third parties including our contractors and agents, law enforcement agencies, other road and traffic authorities, Austroads, the Transport Accident Commission, vehicle manufacturers (for safety recalls), toll road operators, road safety researchers, courts and other organisations or people authorised to use the personal information.

You are required to provide this personal information. Your failure to provide the information may result in this form not being processed, or your records not being properly maintained. For further information about our use of your personal information and your right of access to it, go to: [dtp.vic.gov.au/privacy](http://dtp.vic.gov.au/privacy).

**Providing false or misleading information or documents is a serious offence under the Road Safety Act 1986 and Marine Safety Act 2010, as applicable, and can result in you being fined or imprisoned. Further, any authority or approval, given as a result of you providing such information/documents, may be reversed and have no effect.**

**By signing this form, I declare that the information in this form and related supporting documents is true, correct and complete, and I understand the privacy statement.**

Signature of applicant	Signature of Delegate of Secretary
Date	Date
	User ID

## OFFICE USE ONLY Purpose for which use of vehicle is approved (tick appropriate box):

- |  |  |
|--|--|
| <input type="radio"/> 1. Government/local council/emergency services                             | <input type="radio"/> 8. Education or training faculty   |
| <input type="radio"/> 2. Primary producer  | <input type="radio"/> 9. Entertainment/recreational (e.g. life saving club, golf club)                               |
| <input type="radio"/> 3. Construction/maintenance/service  | <input type="radio"/> 10. Contracted service providers to any of the above mentioned operator groups (specify group) |
| <input type="radio"/> 4. Manufacturing/production  |  |
| <input type="radio"/> 5. Tourism/accommodation (caravan park, business operating in Alpine area) |  |
| <input type="radio"/> 6. Utilities (electricity/gas/water/waste)                                 |  |
| <input type="radio"/> 7. Health care (hospital/aged care/rehabilitation)                         | <input type="radio"/> 11. Other (specify) (VicRoads Approval required)   |

## Equipment requirements

- E1. The vehicles must be fitted with indicators, head, tail, number plate and brake lights, horn, mirror and windscreen wipers (if fitted with a windscreen) that meet the standards for registration applicable to the year of manufacture of the vehicle.
- E2. Flashing or rotating yellow lights must be fitted.
- E7. The vehicle wheels or tracks must be fitted with rubber tyres or track shoes that are at least 25mm thick.
- E9. The vehicle must have an effective braking system including provision for parked braking.

## Conditions of use

### General restrictions

- G1. The vehicle may only be used on a road for the purpose of carrying out the activity for which it is conditionally registered, or for the purpose of travelling to and from sites for the purpose of carrying out the activity for which the vehicle is conditionally registered.
- G2. A copy of the Certificate of Approved Operations must be carried in the vehicle or, in the case of motorcycles or trailers by the vehicle operator at all times the conditionally registered vehicle is in use. Any signs, labels etc. required by VicRoads to indicate that the vehicle is conditionally registered must be displayed.
- G3. The operator of the vehicle must:
  - (a) properly and fully assess the risks of using the vehicle in the area in which the vehicle is intended to be used (including any public roads on which the vehicle is permitted to be used), and
  - (b) ensure, so far as is reasonably practicable that the vehicle is used in a safe manner having regard to the conditions (including the road, weather and traffic conditions) prevailing in the area of use, and
  - (c) ensure that all persons who are permitted to use the vehicle are given proper instruction and training in the use of the vehicle in the area of use, and
  - (d) ensure that that vehicle is driven by a person who holds the appropriate licence.
- G5. The vehicle must have a flashing or rotating yellow light operating when the vehicle is performing its design function including whilst the vehicle is stationary.
- G10. When the vehicle is being used or left standing on a Road or Road Related Area, any dangerous protrusions on the vehicle must be covered to minimise the risk of injury.
- G11. A side facing amber light fitted to the rearmost extremity of the vehicle must be lit between sunset and sunrise when the vehicle is parked on a Road or Road Related Area.
- G12. A rear facing red lamp fitted to the rear most extremity of the vehicle must be lit between sunset and sunrise when the vehicle is parked on a Road or Road Related Area.
- G13. If the vehicle is a dual control vehicle or left hand drive, the words "LEFT-HAND DRIVE VEHICLE" or "DUAL CONTROL VEHICLE" (as appropriate) must be displayed clearly on the rear of the vehicle, in letters at least 75mm high and in clear contrast with the background.
- G14. When not actually performing its design function, a dual control vehicle must be driven from the right-hand position.
- G15. If the vehicle is a left hand drive vehicle, an adult observer must travel in the right-hand front seating position to assist the driver in observing the road ahead and to the right of the vehicle.
- G16. These conditions of use supersede any conditions of use that may have been previously issued to the vehicle and expire upon the issue of new conditions of use.

### Access restrictions

- A15. If the vehicle is to be used in an Alpine area, the operator must obtain written approval for use of the vehicle by the Alpine managing authority.

### Speed restrictions

Nil – Posted speed limits apply unless otherwise specified in the *Road Safety Road Rules 2017*.

## Towing restrictions

- T2. The towing vehicle must have brakes on all wheels.

## Usage restrictions

- U1. If the vehicle is an overdimensional vehicle with a Gross Vehicle Mass below 4.5 tonnes, the vehicle must only be operated under the terms and conditions set out in schedule 6 of the Road Safety (Vehicles) Regulations 2021 or a Class 0 dimension permit issued under Part 5 of the Road Safety (Vehicles) Regulations 2021.  
  
If the vehicle is an overdimensional and overmass with a Gross Vehicle Mass above 4.5 tonnes, the vehicle must only be operated under the terms and conditions set out in the *National Class 1 Special Purpose Vehicle Notice* issued under the *Heavy Vehicle National Law* or a Class 1 mass and dimension permit issued under Part 4 of the *Heavy Vehicle National Law*.
- U2. The vehicle must comply with any condition or conditions specified by VicRoads.
- U5. These conditions will apply to the use of the vehicle regardless of the vehicle operator. The conditions will only cease to apply when the existing conditions have been varied or new conditions of use are imposed by VicRoads or when the registration is cancelled.

## Definitions

**Alpine area** is any area declared to be an Alpine resort under Part IV of the *Alpine Resort Act 1983* or added by this Act to an area declared to be an Alpine resort.

**ADR** Australian Design Rules.

**Conditional registration** is a type of registration for a vehicle which does not meet the registration standards.

**Carriageway** means the part of a road developed for the passage of vehicular traffic.

**Roadside** means land within the boundaries of a road other than the carriageway or shoulder.

**Road** means:

- (a) an area that is open to or used by the public and is developed for, or has as one of its main uses, the driving or riding of motor vehicles, or
- (b) a place that is a road by virtue of a declaration under Section (3)(2)(a) of the *Road Safety Act 1986* but does not include a place that is not a road by virtue of a declaration under Section (3)(2)(a) of the *Road Safety Act 1986*.

**Road related area** is defined as:

- (a) an area that divides a road, or
- (b) a footpath or nature strip adjacent to a road, or
- (c) an area that is open to the public and is designated for use by cyclists or animals, or
- (d) an area that is not a road and that is open to or used by the public for driving, riding or parking motor vehicles, or
- (e) a place that is a road related area by virtue of a declaration under Section (3)(2)(a) of the *Road Safety Act 1986* - but does not include a place that is not a road related area by virtue of a declaration under Section (3)(2)(a) of the *Road Safety Act 1986*.

**Shoulder** means the part of the road adjoining the carriageway that is open to or used by the public for driving, riding or parking motor vehicles.

**Statewide Route Numbering Scheme** exists on Victoria's rural arterial road network. Route numbers are prefixed with one of the letters M, A, B, C to advise drivers of the function and standard of the road ahead.

**M Roads** provide the primary road links that connect Melbourne and the major provincial centres. They are the highest quality divided roads with generally four lanes, good linemarking, delineation, and sealed shoulders.

**A Roads** have a similar role to M roads. They are generally two lane undivided roads with good linemarking and delineation, sealed shoulders and reasonable overtaking opportunities.

**B Roads** provide the major link between regions not served by A roads, and are highly significant tourist roads. They are generally two lane undivided roads with good linemarking and delineation.

**C Roads** provide important links between Victoria's rural towns, and are generally two lane sealed undivided roads.

**Work-site** is a defined area where works are carried out at which the vehicle is used.