

Certificate of approved operations



Level 4 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	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.

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		D	D		M	M		Y	Y		Y	Y		Y	Y			Date		D	D		M	M		Y	Y		Y	Y			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.
- E3.** Elevated flashing or rotating yellow lights must be fitted.

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:
- 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
 - 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
 - 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
 - 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.
- G9.** If the vehicle is steered by handlebar, a protective helmet, of a type approved for motor cycles under the *Road Safety Rules 2017*, must be worn securely on the head of all vehicle occupants.
- 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

- A2.** The vehicle may be used on the carriageway or shoulder of an A, B or C road only in the following circumstances:
- where there is an obstruction preventing travel on the roadside, the vehicle may be driven on the shoulder, but only to the extent necessary to avoid the obstruction
 - where there is an obstruction preventing travel on the roadside or shoulder, the vehicle may be driven on the carriageway, but only to the extent necessary to avoid the obstruction
 - where it is necessary to do so to cross a railway line, bridge, ford or causeway
 - where it is necessary to do so to cross a highway by the shortest possible route (provided that crossing the highway is not across double or continuous single barrier lines or within 25 metres of an intersection)
 - where the vehicle is being loaded or unloaded from a transport vehicle
 - where the vehicle is travelling between worksites or between a worksite and the vehicle's garaged address, and the travel is for a distance that does not exceed 1 kilometre on roads that are subject to a speed limit of 60km/h or less.
- A3.** The vehicle must not be used on the carriageway of an A, B or C road where there are double or continuous single barrier lines at the location of the vehicle's operation, except to the extent necessary to cross a railway line, bridge, ford or causeway.
- A4.** The vehicle may be used to carry out works on a road only if:
- the vehicle is floated to and from the worksite, except as provided by clause A2(f), and
 - the vehicle is only driven on the road to carry out the works or to travel between the worksite and the transport vehicle, and
 - either the road on which the works are carried out has a speed limit of 60 km/h or less, or there are traffic control measures in place.
- A5.** The vehicle:
- must not be used on the carriageway or shoulder of any M road
 - must not be used on the carriageway or shoulder of any A, B or C road except as set out in clauses A2, A3 and A4
 - may be used on the carriageway or shoulder of any road that is not an M, A, B or C road.

- A6.** A vehicle may be used on a road that is within the boundaries of land owned, occupied or managed by:
- the registered operator of the vehicle, or
 - an organisation to which the registered operator is a contracted service provider provided that the road:
 - has a speed limit of 60km/h or less, and
 - is not able to be used as a public thoroughfare through the land.

Speed restrictions

- S2.** The vehicle must not be driven at a speed in excess of 30 km/h.

Towing restrictions

- T1.** The vehicle must not tow another motor vehicle or trailer.

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:

- 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
- 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:

- an area that divides a road, or
- a footpath or nature strip adjacent to a road, or
- an area that is open to the public and is designated for use by cyclists or animals, or
- 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
- 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.