

**Senior Road Safety Auditor   
Registration & Renewal Form**

Accreditation of an individual by the Department of Transport (DTP) as a Road Safety Auditor or Senior Road Safety Auditor does not accredit the company with which the individual may be associated. Accreditation of an individual by DTP is not a representation that the accredited individual can perform satisfactorily on your work, or that the accredited individual always performs satisfactorily to DTPs standards and requirements and does not assume a duty of care to you. DTP has no responsibility to inform you of any matter coming to DTPs notice which may affect an individual’s accreditation in any way.

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| Section 1 – Applicant Details  This section is mandatory for all applicants. | |
| Name: | *Name* |
| Organisation: | *Organisation Name* |
| Email | *Email address* |
| Phone | *Include area code* |
| Road Safety Auditor Status | *New Applicant / Current / Recently Downgraded* |
| Date of expiry of Senior Status | *dd-mm-yyyy* |
| Other | *Other information relevant to this request* |

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| Section 2 – Senior Road Safety Auditor Application  For new applicants only. | | | |
| **Eligibility Criteria**  To qualify for Senior Road Safety Auditor status, candidates must meet the following criteria and provide supporting documentation:   * **Relevant Experience** Have at least five years’ experience in a relevant road design, road construction or traffic engineering field (this is a minimum and team leaders for audits of more complicated projects should have significantly more experience) * **Road Safety Audit Experience** Have at least five formal road safety audits undertaken under guidance of a Senior Road Safety Auditor, including at least three at design stages.   **Additional Criteria for New Registrants**  In addition to the above, candidates who are not already registered Road Safety Auditors within Victoria must also meet the following criteria and provide supporting documentation:   * **Technical Training** Successful completion of DTP-approved training courses in road safety auditing. These courses equip participants with the knowledge and skills required for registration. A list of currently approved courses is available on the DTP website ([www.vic.gov.au/road-safety-auditors](http://www.vic.gov.au/road-safety-auditors)). * **DTP’s Safe System for Road Safety AuditorsE-Learning Course** Successful completion of DTP’s mandatory online course on the Safe System and its integration in the auditing process. You can enrol in this course by contacting [roadsafetyaudits@transport.vic.gov.au](mailto:roadsafetyaudits@transport.vic.gov.au).   **Prerequisite:** Evidence of enrolment in, or successful completion of, a DTP-approved training course in road safety auditing. | | | |
| **Supporting Documentation** | | | |
| **Requirement** | **Documentation** | **Description** | **Attached to Submission** |
| Relevant Experience | Resume or CV | Detailed work history, job titles, and responsibilities. | Yes  No |
| Road Safety Audit Experience | Detail of audits undertaken | Audit titles, dates undertaken, audit types (e.g. feasibility, preliminary design, etc.), client contact details to confirm involvement. | Yes  No |
| Technical Training | Course completion certificate | Certificate provided by DTP-approved training provider. | Yes  No  N/A |
| E-Learning Course | Course completion certificate | Certificate provided by DTP’s online training platform. | Yes  No  NA |

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| Section 3 – Senior Road Safety Renewal Application  For existing Senior Road Safety Auditors only. | | | |
| **Instruction**  For Senior Road Safety Auditors to retain their status, they must keep their professional experience current by undertaking at least one audit every two-years. To maintain their status, they must provide DTP with the following documentation. | | | |
| **Supporting Documentation** | | | |
| **Requirement** | **Documentation** | **Description** | **Attached to Submission** |
| Ongoing Road Safety Audit Experience | Detail of audit undertaken | Audit title, date undertaken, audit type (e.g. feasibility, preliminary design, etc.), client contact details to confirm involvement. | Yes  No |

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| Section 4 – Information Privacy  This section is mandatory for all applicants. | | | |
| DTP publishes a listing of current approved Senior Road Safety Auditors (RSAs) and their associated contact details on its website. This listing is for the benefit of the public to ensure the auditors conducting road safety audits have current registration status and to assist organisations by providing contact details for qualified RSAs. Do you consent to the department publishing your name and contact details for this purpose?  **Yes  No** | | | |
| *Other:* | | | |
| **Section 5 – Certification**  This section is mandatory for all applicants. | | | |
| * I declare that the information provided on this application is complete, true, and correct in every detail. * I understand that the failure to provide complete, true, and correct information and particulars in this application may result in this application being refused. * I understand that audits performed by me must be carried out in accordance with the process contained in the Austroads Guide to Road Safety Part 6: Road Safety Audit. | | | |
| Signature of applicant: | *Print name as Signature* | Date : | *dd-mm-yyyy* |

Send this application to: [roadsafetyaudits@transport.vic.gov.au](mailto:roadsafetyaudits@transport.vic.gov.au)