

NEXT OF ROSTER (NOR) REGISTRATION FORM

Business Details

Applicant's Business Name: .....

Applicant's Business Address: .....

Applicant's business Telephone Numbers: .....

PREFERRED CALL OUT NUMBER: .....

Australian Business Number: .....

Address of Secure Compound:.....

Operator or Principal

Full Name: .....

Date of Birth: .....

Home Address: .....

Postal Address: .....

Telephone Number(s): .....

Additional Driver/s (if any)

Full Name: ..... Full Name: .....

Date of Birth: ..... Date of Birth: .....

Home Address: ..... Home Address: .....

.....

Tow Truck Details

Registration/s: .....

Public Liability Insurance Details

Insurer: ..... Policy Number: .....

I certify the above details are correct to the best of my knowledge. I have read the NOR Business Rules and agree to comply with them. I hereby apply for a position on the ACT Policing "Next off Roster" tow register.

Applicants Signature: ..... Date.....

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UNDER THE FREEDOM OF INFORMATION ACT 1982

## NEXT OFF ROSTER (NOR) BUSINESS RULES

1. Applicants must be the owner or operator of a registered tow truck. Smash repairers and other businesses are ineligible for NOR listing unless they own or operate a tow truck.
2. Operators, and any drivers employed by the operator to perform NOR tows, are not to be adversely recorded criminally and must hold a current drivers licence.
3. Operators must have appropriate public liability insurance and produce a certificate of currency re same.
4. Operators are to maintain, or have access to, a secure well sign-posted compound where damaged vehicles can be stored temporarily. All vehicles from NOR tows must be securely stored.
5. Operators are required to have properly maintained trucks with adequate emergency/hazard lighting.
6. Operators to make their trucks available for inspection by police annually.
7. Operators are to wear reflective vests (or comparable reflective clothing) at crash scenes in compliance with National or ACT safety standards.
8. Operators are to perform tows in the safest practical manner having regard to prevailing traffic conditions.
9. Operator's tow trucks must be clearly sign written displaying the operator's business name.
10. Operators must provide a high standard of client service to vehicle owners and police.
11. Operators must carry an adequate supply of business cards.

12. Operators must be prepared to clear small quantities of collision debris from road surfaces and carry a broom or suitable equipment for that purpose.
13. Operators are to charge fees in line with industry standards.
14. Operators are expected to provide a maximum 45 minute response time within the city and suburban area, traffic conditions permitting.
15. Operators must advise Police Communications when first called whether they are able to undertake a tow.
16. Providing a professional service to the Australian Capital Territory
17. Operators are not to inquire with Police Communications about a vehicle's comprehensive insurance status nor make inquiries regarding the perceived profitability of the job.
18. Operators arriving at the scene of a NOR tow are not to decline the tow for the same reasons.
19. Operators are not to sublet a tow to another operator.
20. Operators must ensure they are suitably skilled to perform any NOR tows undertaken. Operators must also ensure any drivers employed by them to perform NOR tows, are suitably skilled.
21. Operators are not to release any information concerning the collision or a vehicle involved in the collision, to anyone other than the owner or driver of the vehicle, or an insurance company purporting to act on their behalf.
22. Operators accept any breaches of the above NOR may Business Rules result in the operator being suspended or withdrawn from the roster.

Business Name:.....

Police Officer:.....

Operator's Name:.....

Signature:.....

Signature:.....

Date:.....

Date:.....