

School of Biological Sciences

University of Canterbury

Application for Authorisation to Drive Vehicles on School Business

Please read the Use of Department Vehicles and the UC Vehicle Use and Fleet Management Policies on vehicle use before completing this form (available from School Office or Internet)

Family name:

First name:

Title:

Position in school (e.g. Continuing Staff, Post-doc, M.Sc student)

If a fixed term give date of termination:

Supervisor name (post-docs and students)

University or business contact details (room #, phone/extension #, email):

Home contact details (address, phone #, mobile #):

Licence details:

Number

Country of issue

Classes of vehicles authorized

Expiry date

Conditions or endorsements

Are you competent with both automatic and manual transmission vehicles?

Tick types of vehicles for which approval is sought. State what experience you have and what training you have received or training you feel you need (attach separate page if necessary).

car/station wagon

van/minibus

4WD (if off-road, give details)

boat trailer

sea water trailer

other (specify)

I have read and will comply with SBS and UC policy on vehicle use.

Signature:

Date:

Authorisation

The applicant is authorised to drive the following vehicles or types of vehicle on School of Biological Science business:

Without further training:

After training as specified:

Authorised by:

Date:

Training record

Vehicle type	Trainer	Approved by	Date:

Comments

Administrative Procedures

Revision and Updates: 10 July 2015.

Review Date: July 2017.