



General Training and Development Policy

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GENERAL TRAINING AND DEVELOPMENT POLICY

DATE OF COMMENCEMENT

This policy comes into effect on 29 November 2006

PURPOSE

The *Racing Act 2002* authorises Greyhounds Queensland Limited (GQL) to make policy for the purpose of sound management of the code of racing. Sections 81(d) of the Act require that a policy on training and development be available to guide the industry.

The purpose of the General Policy for Training and Development is to provide overarching advice on the intent and general principles of training and development in the Queensland greyhound racing industry as it relates to:

- safety and welfare of persons and animals involved in the industry;
- integrity of licensing throughout the industry;
- competence of individuals operating throughout the industry;
- ability of the industry to adapt to changing circumstances;
- requirement for the industry to address all compliance matters;
- licence holders; and
- GQL officers and officials.

POLICY STATEMENT

It is GQL general policy that training and development underpins an efficient and effective greyhound racing industry and its future development. GQL recognises that competent individuals at all levels will ensure the safety, integrity, and quality of the industry, and that the development of competency will be a structured process.

Accordingly, there will be a reliance on training and development that is:

- focussed upon industry needs;
- planned with competency outcomes in mind;
- linked to competencies for industry licensing;
- capable of satisfying requirements for non-licensed participants;



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- capable of assisting all industry participants to meet compliance requirements;
- delivered flexibly, equitably and fairly; and,
- administered effectively and efficiently.

GQL will publish sub-policies from time-to-time, as appropriate, to ensure the principles espoused above are complied with in the day-to-day operations of this policy.

APPLICATION

This policy applies to:

- GQL;
- GQL officers and officials;
- licence holders;
- non-licensed officers;
- employers;
- employees;
- providers of training to the industry; and
- certain contractors.

DEFINITIONS

The definitions covered in the glossaries accompanying the:

Racing Act 2002;
Workplace Health and Safety Act (1995).

will apply to this policy.

PROCEDURES

Pursuant to the *Racing Act 2002* (section 81) GQL will ensure training and development is managed across the sector, against the policies on training and development, by issuing



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from time to time, standard procedures which will be published (Journal) to ensure adherence to the principles. They will include the following:

- **Industry consultation:** A regular and transparent process of seeking industry opinion about training and development matters pertaining to the industry.
- **Needs Analysis:** A systematic method of determining the practical training needs of GQL as a precursor to planning and delivering training. Including needs for compliance and non-compliance learning.
- **Competence requirements:** Established by GQL and published (Journal).
- **Delivery:** Utilisation of efficient and effective, flexible, delivery methods which, as determined by GQL, best meet the needs of all parties involved. A training plan will be published annually (Journal)
- **Learner management system:** A secure, practical, cost efficient process to keep records of test results.
- **Assessment:** An accredited process to assess both program participants, and industry assessors, to determine their ability to perform at a suitable competency or standard.
- **Funding:** A system to fund training, which recognises the obligations of the parties and the benefits accruing from investment in training, and which, as assessed by GQL, is fair, equitable.

Roles and responsibilities

In order to administer this policy the following roles and responsibilities will apply:

- GQL will be responsible for determining policy as per the *Racing Act 2002*; and
- a Training and Development Committee will provide advice to GQL and will meet as required;

Review

This policy will be reviewed after two years' operation.

This policy was reviewed by GQL Board on 26 November 2008, with the policy to be further reviewed within two (2) years of this date or earlier as determined by GQL Board.

GQL rules of greyhound racing

GQL rules of greyhound racing are not made to provide for the application of this policy.



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Authority and other information

This policy was issued by GQL on 29 November 2006 pursuant to the powers vested in GQL by the *Racing Act 2002*.