

1. PURPOSE

To outline the Institutes requirements for the parking of Institute and/or private vehicles on campus grounds. This policy affects all staff, students and visitors who park Institute and/or private vehicles on the campus grounds.

2. POLICY

- 2.1 The Institute provides designated vehicle parking bays for staff, students and visitors.
- 2.2 The Institute also provides parking bays restricted to Queensland government vehicles.
- 2.3 Vehicles must be parked in designated parking areas only.
- 2.4 Vehicles must be parked in accordance with Institute signage.
- 2.5 Yellow marked areas are 'do not park' areas and must be left clear at all times.
- 2.6 Doorways, emergency exits, areas around industrial bins, grass areas, emergency access area are strictly no parking areas.
- 2.7 Drivers with a disability must have a Queensland Transport Disability Parking Permit displayed on their vehicle when parking in the Institute disabled parking bays.

Queensland transport disability parking permit application form
<http://www.transport.qld.gov.au/qt/formsdat.nsf/qtforms>
- 2.8 Employees and students who require special parking needs due to a medical condition must submit appropriate medical evidence from a medical practitioner to the Campus Site Coordinator or Workplace Health and Safety Officer **and** complete a Mobility Impairment Application **IF305** which must be signed by a Health Professional. (A Doctors certificate is not sufficient)
- 2.9 Private vehicles parked outside of the allocated parking areas and within the general grounds of a campus will receive a notice for immediate removal. Non-compliance may result in the car being towed away at owner's expense.
- 2.10 Parking on campus is at the owner's risk.
- 2.11 Police conduct random patrols of the Campus and can issue parking fines if vehicle is parked in unauthorised areas.

DOCUMENT AUTHORISATION

Owned by	Manager, Facilities and Infrastructure
Endorsed by	Director, Finance and Infrastructure
Authorised by	Institute Director