



Work and Development Order

DID YOU KNOW

If you are eligible to apply for a Work and Development Order, you can apply to have all of your fines included in the Order. Fines already with SDRO will be automatically included. If you have fines payable to a court that have not yet been referred to SDRO, these may also be included upon request.

The Work and Development Order Guidelines are available at www.sdرو.nsw.gov.au. These guidelines set out what supporting documents are required with a Work and Development Order application.

What is a Work and Development Order?

Work and Development Orders are made by the State Debt Recovery Office (SDRO) to allow eligible people who have a mental illness, intellectual disability or cognitive impairment, are homeless, or who are experiencing acute economic hardship, to satisfy their fine debt through unpaid work with an approved organisation or by undertaking certain courses or treatment.

A Work and Development Order may only be made if an application is supported by an approved organisation, or in the case of mental health or medical treatment, a health practitioner qualified to provide that treatment.

Types of work or development activities

A Work and Development Order can include one or more of the following activities:

- unpaid work for, or on behalf of, an approved organisation
- medical or mental health treatment in accordance with a health practitioner's treatment plan
- educational, vocational or life skills course
- financial or other counselling
- drug or alcohol treatment
- a mentoring program (this option is only available if you are under 25 years of age).

What fines can I include in a Work and Development Order?

If you are eligible to apply for a Work and Development Order fines already with SDRO will be automatically included.

In order to include fines payable to a court in a Work and Development Order you must elect to transfer your court fine(s) to SDRO. This can be done by completing the attached authorisation and giving it to your approved organisation/person and submitting it with your Work and Development Order application.

If you have fines at different courts, separate authorisation is needed for each court.



MORE INFORMATION



www.sdرو.nsw.gov.au

Work and Development Order enquiries:



1300 478 879
8:00 am – 5:30 pm, Mon. to Fri.
TTY (02) 6354 7255
(Hearing and speech impaired)
9:00 am – 4:00 pm, Mon. to Fri.



(02) 6354 7112



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If your Work and Development Order application is approved, SDRO will issue a Work and Development Order. No further enforcement costs will be applied as long as you comply with the conditions of the Work and Development Order.

How will my debt be reduced?

This will be determined by the activity to be done as part of the Work and Development Order. Voluntary unpaid work would satisfy fines at the rate of \$30 per hour. The maximum number of hours of work which may be required for voluntary unpaid work is 35 hours per month with a minimum of 10 hours per month.

Satisfaction of fines by doing agreed courses or treatment programs will be between \$350 and \$1000 per month and will be determined on a case by case basis.

What happens if my total fine debt cannot be satisfied by a single Work and Development Order?

If your total fine debt cannot be satisfied by a single Work and Development Order, you will need to advise SDRO on your application form how you propose to satisfy any remaining outstanding amounts.

Who can support my application?

Read more about the list of eligible organisations that can support your application at www.sdرو.nsw.gov.au

Your Health Professional, including a registered medical practitioner, a registered psychologist or nurse may also be able to support your application if medical or mental health treatment is required.

What should I do if I think I am eligible for a Work and Development Order?

If you think you may be eligible for a Work and Development Order, you should contact SDRO to request an application form. SDRO may be able to assist you in locating your nearest approved organisation who can assist you with completing and lodging an application.

Once the application and required supporting documentation have been received by SDRO, an assessment will be made and you will be advised of the outcome. This may take up to six weeks from the date the application is received by SDRO. During the application processing period, any enforcement action will be suspended. If you have any questions, you should contact your supporting organisation or health professional.

What happens if my application is successful?

If your application is successful, SDRO will issue a Work and Development Order and suspend any enforcement action against you while the Work and Development Order is in place. Any fine default NSW Roads and Traffic Authority restrictions imposed against you will be lifted in order to assist your development. However, there may be other restrictions in place that were not imposed by SDRO. You should contact the NSW Roads and Traffic Authority for this information.

What happens if my application is not approved?

If your application is not approved, you may appeal this decision by applying to the Hardship Review Board. Read more about the application process at www.sdرو.nsw.gov.au or contact SDRO.

Proposed work or development (tick more than one if applicable)

- Medical/mental health treatment (including disability case management)
- Drug or alcohol treatment
- Financial or other counselling
- Educational/vocational or life skills course
- Voluntary unpaid work
- Mentoring program (persons under 25 years)

If voluntary unpaid work is proposed, does this require working with children? Yes No

If Yes, has a Working with Children check been conducted? Yes No

If completion of the proposed Work or Development Order does not satisfy all outstanding fines, how will the remaining fines be satisfied? This may include a time to pay arrangement or, if you are eligible, a write-off of the balance remaining after the successful completion of the Work and Development Order.

Please provide specific details of the proposed Work or Development to be undertaken (continue on separate page if necessary).

Application and certification

I, (Name)

apply for a Work and Development to satisfy all or part of a fine.

Signature Date

Approved Organisation Representative/Health Practitioner

Signature Date

Note: Please ensure all relevant supporting documents as specified in the guidelines are attached. Supporting documents must be dated within three (3) months of the date of application.

PRIVACY STATEMENT

The information in this form is required by SDRO to determine your application for a Work and Development Order. The information may be provided to third parties with your consent or as required or permitted by law. You may correct or update personal information by contacting SDRO. Information in this form may also be used by other Government Agencies for the purpose of monitoring and evaluation.