

UTS Protest Application Form

Purpose:

UTS is committed to facilitating freedom of speech and expression on campus. UTS also has an obligation to ensure that the campus is safe for all staff, students and visitors and is free from disruption to work, study and other UTS related activities. This UTS Process Application form is required to help with:

- Identifying potential risks associated with holding a protest
- Identifying the ways to make the event safe and
- Who is responsible for ensuring the protest is conducted safely and in an orderly way in accordance with the University's policies.
- Assist with a risk assessment, including health and safety, both physical and psychosocial, environmental and legal risks.

Scope:

This form is required for any protest on any UTS campus or virtually through UTS channels. For simplicity, we will refer to these as "protests".

Responsibilities:

It is the responsibility of the protest organiser to complete this form accurately and thoroughly. All proposed controls must be approved by the Head of Security & Emergency Management (security.general@uts.edu.au) before the protest proceeds.

Please note that UTS requires the protest organisers to provide sufficient information about the proposed event to allow the University to understand and assess the potential risks and ways of managing risks.

1	Organiser's Name	Organisation	Organiser's Position
	Date (DD/MM/YYYY)	Time (24-Hour)	Duration (Hours/ Minutes)
Estimated Number of Participants			
2	Briefly Describe the Protest and its Purpose		
3	Which outdoor space at UTS are you requesting to use? <i>Please provide clear images or maps outlining the boundaries of the area.</i>		

4	<p>Will the protest move across multiple campus locations (e.g., a rally), or will it remain in one place?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>If yes, please provide details of all intended locations and the planned route (including maps if available):</i></p> <div style="height: 100px; margin-top: 10px;"></div>
5a	<p>Which groups within UTS and the local community might be negatively affected by the protest? <i>Please list all relevant groups</i></p> <div style="height: 100px;"></div>
5b	<p>Please describe the potential physical or psychosocial impacts on these groups.</p> <div style="height: 100px;"></div>
5c	<p>What controls will you put in place to reduce risks of harm to these groups?</p> <p><i>Examples include support programs or providing disclaimers/disclosures about the protest.</i></p> <div style="height: 100px;"></div>
6	<p>Will the protest organisers bring equipment or objects on campus?</p> <p><input type="checkbox"/> Yes (please specify below) <input type="checkbox"/> No</p> <p>If yes, please indicate what items:</p> <p><input type="checkbox"/> Banners/Flags <input type="checkbox"/> Portable Speaker & Microphone <input type="checkbox"/> Megaphone <input type="checkbox"/> Other (please specify): _____</p> <div style="height: 100px;"></div>
7	<p>Who will participate in the protest? (including organisers)</p> <p>Select all that apply:</p> <p><input type="checkbox"/> University staff <input type="checkbox"/> University students <input type="checkbox"/> External groups or organisations (non-UTS) — please specify: _____</p> <div style="height: 100px;"></div>

8	Will the protest content be broadcast, live streamed, or made available online? <input type="checkbox"/> Yes (please specify below) <input type="checkbox"/> No If yes, please specify the methods: _____
8a	Are pamphlets being handed out : <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please provide a sample)
9	What types of media coverage is expected? Select all that apply: <input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Other (please specify): _____ <input type="checkbox"/> None (or N/A)

Declaration:

For this declaration to be accepted by UTS Security & Emergency Management, it must be signed by the protest organiser.

Protest Organiser:

I agree that the information provided in this form is accurate, complete, and truthful to the best of my knowledge, and I understand that UTS is relying on this information to conduct a risk assessment of the proposed protest. I acknowledge that any intentional misrepresentation or omission of relevant information could result in adverse consequences to people or property. If there are significant risks of non-compliance identified, UTS reserves the right to refuse or reject the request to hold the protest.

I acknowledge that I have notified UTS Security & Emergency Management about the protest and given at least 24 business hours' notice and have forwarded them a copy of this completed and signed form.

I agree to immediately contact UTS Security & Emergency Management if I consider that the risk profile of this protest has increased.

I acknowledge that I have read, understood the [UTS Campus Policy-Demonstrations on campus](#) UTS Code of Conduct and Values and other related policies. I am confident that the precautions/mitigations in place to ensure the safety and wellbeing of all related parties are appropriate and adequate.

Full Name:	Staff/Student ID Number:
Role:	
Signature:	Date: