

# Application for a new surveyor recognition or renewal of existing recognition

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Last updated: May 2024

This document is uncontrolled if printed. Please refer to the Maritime New Zealand website for the latest version.

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## About this form

Use this form when applying to the Director of Maritime New Zealand (Director) for a new Certificate of Surveyor Recognition or a renewal of your existing Certificate of Surveyor Recognition under the Maritime New Zealand (MNZ) surveyor recognition framework.

We recommend that you read the guidelines on Applying for recognition as a surveyor available on the Maritime New Zealand (MNZ) website:

[maritimenz.govt.nz/surveyors](https://maritimenz.govt.nz/surveyors)

You must complete this form correctly for your application to be valid.

## To complete this form you will need

- a copy of your updated CV
- a list of relevant vessels you have surveyed
- a copy of a survey plan or SSM maintenance plan you have approved (for IC or P applications)

### Email your application to:

[operators@maritimenz.govt.nz](mailto:operators@maritimenz.govt.nz)

**OR**

### Courier your application to:

Operator Certification  
Maritime New Zealand  
1 Grey Street  
WELLINGTON 6011

# 1. Personal details

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Please complete all of these fields.

Surname

First name(s)

Nationality

Place of birth

Fill in both the city and country

Home phone

Eg +64 1 234-5678

Mobile phone

Eg +64 21 123-4567

Email address

Postal address

Postcode

## I am applying for:

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New Surveyor Recognition

Renewal of existing Surveyor Recognition

## 2. Categories for recognition

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Please choose what category(s) you are seeking recognition for:

### Design approval:

DA<sub>SA</sub>

DA<sub>F</sub>

DA<sub>W</sub>

DA<sub>FC</sub>

DA<sub>P</sub>

DA<sub>LC</sub>

DA<sub>N</sub>

DA<sub>E</sub>

### In-construction and Initial:

Indicate hull material – wood, aluminium, steel, fibre reinforced plastic (of either glass resin, carbon fibre or aramid fibre), plastic (of either rotor moulded or welded plastic) and/or ferro cement.

#### Hull material

IC1

IC2

IC3

### Periodic:

Indicate hull material – wood, aluminium, steel, fibre reinforced plastic (of either glass resin, carbon fibre or aramid fibre), plastic (of either rotor moulded or welded plastic) and ferro cement.

#### Hull material

P1

P1r

P2

P3

P4

P5

## 2. Categories for recognition (continued)

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### Specialist:

- |  |   |
|--|---|
| <input type="checkbox"/> Surveyor – carriage of livestock  | <input type="checkbox"/> Surveyor – high speed craft  |
| <input type="checkbox"/> Surveyor – MARPOL/IOPP  | <input type="checkbox"/> Surveyor – electrical systems  |
| <input type="checkbox"/> Surveyor – radio equipment  | <input type="checkbox"/> Surveyor – novel craft [describe the craft]  |
| <input type="checkbox"/> Authorised person (describe the type)   | <input type="checkbox"/> Radio inspector  |
| <input type="checkbox"/> Surveyor – MARPOL Annex VI (Part 199), ships at or over 400 GT and engaged in domestic voyage                         | <input type="checkbox"/> Surveyor – UNSP barges at or over 400 GT and engaged in domestic voyage / MARPOL Annex VI (Part 199) |
| <input type="checkbox"/> Surveyor – UNSP barges at or over 400 GT and engaged in international or domestic voyage / MARPOL Annex VI (Part 199) | <input type="checkbox"/> Surveyor – Ballast Water Management (Part 300)   |

### 3. Your vessel surveying experience

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Provide a list of vessels you have surveyed over the last 12 months that support your application.

If you are applying for a renewal of your certificate you can provide five (5) examples. You must include the MNZ name and number of these five (5) examples.

Vessels surveyed	Type of vessel and survey conducted	LOA	Date

Attach a separate page if more space is required.

Tick this box if you are attaching separate sheets as part of your application

If applying for IC or P recognition categories, provide examples of survey plans you have approved.

You may be asked to provide other relevant documentation that will support your application, for example, copies of relevant survey reports.

## 4. Your qualifications

Attach a copy of your CV. Complete those sections below only where the information is not included in your CV.

<b>a. Qualifications by examination</b>	<b>Granted by</b>	<b>Date granted</b>

<b>b. Membership of professional institutions and technical organisations</b>	<b>Date admitted</b>

4c and 4d are for new applicants only. Mark N/A if applying for a renewal of your existing recognition.

<b>c. Experience</b>	<b>Employer</b>	<b>From</b>	<b>To</b>

<b>d. Name of Referee</b>	<b>Contact details</b>	<b>Relationship with referee</b> <small>(when you worked with them, your role and their role)</small>

Attach a separate page if more space is required.

Tick this box if you are attaching separate sheets as part of your application

## 5. Fees and payment

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There is a fee for your application. There are two types of charges to pay – a one-off application fee and an additional fee based on hourly rates (if required).

Refer to the Maritime NZ website for information about fees.

**[www.maritimenz.govt.nz/fees](http://www.maritimenz.govt.nz/fees)**

### Invoice

You will be invoiced for the initial fee once we have formally received your application. A second invoice will be sent once we have processed your application. A reference number and instructions explaining how to pay will be sent with the invoices.

You need to specify the name and address if you want the invoice made out to a different entity or individual.

Name to use on invoice	<input type="text"/>
Postal address including city and country	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Postcode	<input type="text"/>

### Payment

Please tick to indicate how you want to pay the application fee.

Online using a credit card or debit card	<input type="checkbox"/>
Internet banking or bank deposit	<input type="checkbox"/>

# 6. Declaration

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All applicants must complete this section.

- By ticking this box, you (the above named person) agree that the details entered into this form are true and correct. You also agree that any papers sent with this form are true and genuine and were given and signed by the persons whose names appear on them. (Note: we will only accept certified copies of any supporting documents.)

**Caution:** Providing false information or failing to disclose information relevant to the granting or holding of a maritime document, is an offence under section 406 of the Maritime Transport Act. The penalty for this offence, in the case of an individual, is imprisonment for a term of up to 12 months or a fine of up to NZ\$10,000.

Signature

Date

DD / MM / YYYY