

Offshore installations

Modification to approved OSCP application form (Form B)

Last updated: June 2020.

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

About this form

Use this form if you are the representative of the owner (or owners) of an offshore installation applying for approval of a modification to an approved oil spill contingency plan under Marine Protection Rules Part 131.

To complete this application, you need to provide all of the information we require. If you do not provide all the required information we cannot process your application and we will return it and your other documents to you.

To help you complete this form correctly refer to *3.3 Checklist* in this form to make sure you have provided all of the information we need.

You will be invoiced for the time taken by Maritime New Zealand staff to assess and make a decision on your application, whether it is successful or not.

1. Applicant details

All applicants must complete this section

Name of installation

Owner's name

Owner's address

Details of owner's representative

Title (tick only one) Mr Mrs Miss Ms
Other (please specify)

Surname

Given name(s)

Phone

Eg +64 1 234-5678

Mobile phone

Eg +64 21 123-4567

Email address

Postal or delivery address

City and country

Postcode

Preferred means of contact (tick only one) Email Post Phone

2. Application for modification to plan

2.1 Modification (rule 131.26)

Describe the modification(s) below and set out the reasons for the modification(s). If the proposed modification(s) arise from a proposal to alter the use or layout of the installation, attach the proposed new or amended content of the plan and references to the provisions in the plan that they are to replace.

Description of modification(s)

Date(s) for modification(s) to be implemented

2. Application for modification to plan (continued)

Reasons for modification(s)

Details of proposed alteration to use or layout that could increase the risk of a spill (where applicable)

2.2 Consultation (rule 131.23)

Describe the consultation carried out in fulfilment of the requirement of the rule if the proposed modification will result in **significantly** increased risk of a spill of oil. Attach evidence of that consultation. (See consultation section of Maritime NZ guidance)

Note: the information on consultation does **not** form part of the plan.

3. When and how to apply

3.1 Application fee

There is a fee for your application. It is charged at an hourly rate.

Refer to the MNZ website for more information about fees and how to pay.

maritimenz.govt.nz/fees

maritimenz.govt.nz/howtopay

3.2 Invoice

Maritime NZ will send you an invoice for the application fee, and a receipt on payment. We will provide the payment reference details when we receive your application.

Please indicate how you want to pay the application fee:

Online using a credit card or debit card

Internet banking or bank deposit

Invoice

The invoice will be in your name **unless** you indicate below the name and address of a different entity or individual who has agreed to be invoiced (eg your employer).

Name on the invoice

Postal address

City and country

Postcode

Purchase Order Number

3. When and how to apply (continued)

3.3 Checklist

Check that these supporting documents are included with this application

- Evidence of consultation (not part of the plan)
- Modification(s) to approved oil spill contingency plan (one hard copy and one electronic copy)
- References to the approved oil spill contingency plan that the modification(s) will replace.

4. Owner's representative declaration

I declare that I am authorised to act for the owner(s) in this application for approval of the modification to the installation's approved oil spill contingency plan.

I declare that to the best of my knowledge and belief, the statements made and the information supplied in this form and the attachments are true, complete and correct. Should any of the information within this application change, I will notify Maritime New Zealand ahead of that change.

Caution

Providing false information or failing to disclose information relevant to the granting or holding of a marine protection 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.

Your name

Your signature

Sign here

Date

DD / MM / YYYY

5. Where to send your application

Send your completed form to Maritime NZ by email, courier or post.

If your application is incomplete, we will return all your application documents to you.

Sending your application by email is preferred. Make sure any scanned copies of documents are legible and of a good quality.

Email your application to:

MPR131@maritimenz.govt.nz

Or

Courier your application to:

Certification
Maritime New Zealand
1 Grey Street
Wellington 6011
NEW ZEALAND

Or

Post your application to:

Certification
Maritime New Zealand
PO Box 25620
Wellington 6140
NEW ZEALAND

6. Explanatory notes

- A. Applications for approval on this form must be received at least 2 months before the date on which the modification is to be implemented.
- B. Information on consultation is not to form part of the plan, and should be attached to the application in separate documents.
- C. One hard copy and one electronic copy is required in applications for approval of modifications.
- D. Copies of the modifications must be notified to the Director and the regional on-scene commander (where the installation is within a region) with two weeks of the modification being approved.