

# Specified activity endorsement

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This guideline and application form covers the specified activity endorsement

**SeaCert**

# Specified activity endorsement

Last updated: July 2019

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

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Maritime Rule Part 32.67 provides for holders of a Skipper Restricted Limits (SRL) and ring-fenced certificates of competency to obtain a specified activity endorsement to enable them to operate beyond restricted limits to 100 nautical miles (NM) from the coast, for the purpose of conducting a specified activity.

The following certificate holders may apply for the specified activity endorsement:

- Skipper restricted limits <24m
- Skipper restricted limits <500 GT
- Commercial launchmaster
- Inshore fishing skipper
- Inshore launchmaster
- Local launchmans licence (LLL)
- Local launch operator (LLO)
- Master restricted limit launch
- Master river ship
- Master small home trade ship
- NZOW + ILM endorsement

## Endorsement requirements and restrictions

To gain a specified activity endorsement, certificate holders need to demonstrate extra knowledge and competence (see below). They also need to comply with rule requirements and MNZ guidelines.

This endorsement is subject to the condition that the privileges under the endorsement are only exercised:

- with a minimum of two crew at all times
- with at least one crew member who holds a current MEC 6 or equivalent or higher certificate
- for the purposes of the specified activity to which the endorsement applies
- on a ship of less than 24 metres in length.

## Extra knowledge and competence

Successful applicants for a specified activity endorsement are able to operate in coastal and offshore limits up to 100NM from the coast for significant periods of time. For this reason, they must gain the following extra competencies and successfully complete an oral exam conducted by an MNZ-approved examiner.

These modules are taken from the Skipper Coastal/Offshore (SCO) framework.

- passage planning
- coastal and offshore meteorology
- preparation for coastal and offshore voyages
- crew organisation
- heavy weather precautions
- maintenance of vessel stability.

To demonstrate you have gained these competencies you must complete and pass an oral exam.

## Ancillary certificates

The following ancillaries must be completed

Ancillary certificate	Document(s) you must provide
First aid certificate	First aid certificate (two-day course) (must be less than two years old from the certificate issue date) <i>Either</i> Unit Standards 6400, 6401 and 6402 <i>or</i> Unit Standards 6400, 26551 and 26552 or equivalent revised standard
Fire fighting	Unit Standard 12310 or equivalent revised standard
Survival craft	Unit Standard US 12309 or equivalent revised standard
MGROC certificate	Maritime General Radiotelephone Operator's Certificate issued under Radio Communications Act 1989 or an equivalent under International Radio Regulations

Contact an approved training provider for information about the available training.

Recognition of prior learning in these competencies is possible if the holder of a certificate with a specified activity endorsement subsequently undertakes an approved training course for the SCO certificate.

To demonstrate that you have met these requirements, you will need to provide copies of your ancillary certificates.

## Statement about operational need for the endorsement

You will need to provide a summary of the operational activity you need the endorsement for. Include the type of activity (eg albacore trolling or scientific research) and the sea area you will be working in.

## How to apply for a specified activity endorsement

Applicants should complete the application form at the back of this document.

The fee for this endorsement application is charged at an hourly rate. Refer to 3.1 of the application form for more information.

You will need to provide all the information we require. If any items are missing, we will not be able to process your application.

### **Disclaimer:**

This guideline provides information and explanations about the requirements set out in the maritime rules, but are not a substitute for the rules themselves, which are the law. Other methods of complying with the rules may be possible; however, MNZ would first need to be satisfied that those alternative methods were of an equivalent standard to the advice in the guidance.

**[maritimenz.govt.nz/rules](https://maritimenz.govt.nz/rules)**

For more information about endorsements for national certificates, refer to MNZ's website:

**[maritimenz.govt.nz/seafarers](https://maritimenz.govt.nz/seafarers)**

# Specified activity endorsement application form

**Note:**

If you want to authorise a person or company to act as your agent in respect of this application, you will need to complete an Authority to act as an agent form as well.

# 1. Personal details

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**All applicants must complete this section.**

Complete all of these fields.

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

Surname

Given name(s)

Nationality

Place of birth  
City and country

Date of birth   
DD / MM / YYYY

Home phone   
Eg +64 1 234-5678

Mobile phone   
Eg +64 21 123-4567

Fax number   
Eg +64 1 234-6789

Email address

Postal or delivery address

City and country

Postcode

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

For MNZ use only

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**SEA**

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## 2. Photo and signature requirements

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All applicants must complete this section.

### 2.1 Signature

You must sign inside the box:

Sign here

**Make sure that your signature fits in the box.**

### 2.2 Photographs

You need to provide two passport sized photographs.

#### 1. Email

Email a copy with your application (ask the photographer to provide an electronic copy, which you can then forward to MNZ).

#### 2. Courier

Courier two passport-sized photos of yourself with your application. Attach the photos (inside a sealed envelope) to the top of this page.

The photos must:

- be in colour
- be less than 12 months old
- only show your head and shoulders
- be 35mm wide x 45mm long
- be original, not scanned copies.

## 3. When and how to apply

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### All applicants must complete this section.

Apply when you have completed all the requirements for the specified activity endorsement. Once we have received all of the information we need from you, it may take us up to 20 working days to process your application, so send it in as soon as possible (and at least one month before you need it).

### 3.1 Fees and payment options

There is a fee for your application. The fee is charged at an hourly rate of \$245 (including GST).

You will be invoiced once we have processed your application. A reference number and instructions explaining how to pay will be sent with the invoice.

You can pay:

- online using a credit card or debit card, or
- by internet banking or bank deposit.

Invoice	<input type="checkbox"/> The invoice will be in your name <b>unless</b> 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	<input type="text"/>
Postal address	<input type="text"/>
	<input type="text"/>
City and country	<input type="text"/>
Postcode	<input type="text"/>

### 3.2 Checklist

Use this checklist to make sure that you have everything you need for your application.

Check that your documents are complete and have been signed, and dated as required.

#### Items you must provide with this application form:

- Evidence from an approved MNZ examiner that you have demonstrated the required knowledge and competence
- Copies of your ancillary certificates
- A statement about the seasonal operational need for the endorsement
- Two passport-sized photos or an electronic copy

## 4. Declaration

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### All applicants must complete this section.

I declare that the details provided on this form are true and correct. I confirm that any other documents sent with this form are true and genuine, and were given and signed by the persons whose names appear on them.

#### 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.

Your name

Your signature Sign here

Date   
DD / MM / YYYY

#### Privacy information

Personal information collected in this form will be used for the purpose of assessing your application. MNZ will not disclose personal information other than when permitted or required by law to do so.

If you wish to access or correct personal information MNZ holds about you, please contact the MNZ Privacy Officer at PO Box 25620, Wellington 6146, or phone (04) 473 0111.

## 5. Where to send your application

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Send your completed form and the other documents required to MNZ by email, courier or post.

**Email your application to:**

seafarers@maritimenz.govt.nz

**Or**

**Courier your application to:**

Seafarer Certification  
Maritime New Zealand  
1 Grey Street  
Wellington 6011  
NEW ZEALAND

**Or**

**Post your application to:**

Seafarer Certification  
Maritime New Zealand  
PO Box 25620  
Wellington 6140  
NEW ZEALAND