

Statutory Declaration

Qualifying Sea Service

Last updated: December 2021

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

About this form

This declaration form is mandatory for applicants for Skipper Restricted Limits Certificates who gained their sea service on a pleasure craft in the capacity of skipper. In exceptional circumstances, it may be used as a last resort by applicants for other types of seafarer certificate, if they are not able to obtain a sea service record or testimonial from a ship's captain or owner.

- Whether a statutory declaration regarding sea service is accepted without other supporting evidence is at the discretion of the assessing Certification Advisor. You may be asked to provide additional documentation (such as a logbook) to support your statutory declaration. Note that in principle, a statutory declaration should not be used to document sea service for STCW certificates, as there should be documentation available from the ship's master or owners.
- Further information about sea service and how it is counted is available in the 'sea service' section of the relevant certificate application guideline form.

The signature on this form **must** be witnessed and countersigned by a person authorised to take a statutory declaration. In New Zealand, authorised persons include Justices of the Peace (JPs), solicitors, Notary Publics, registrars of the District or High Court and certain Police Officers.

- Do not sign the declaration unless an authorised person is present to witness it.
- Ensure each page of the statutory declaration (and any additional pages attached) is also signed, dated and witnessed by the person authorised to take a statutory declaration.

Note: All information you provide in this declaration must be true. Making a false declaration is an offence punishable by imprisonment (Crimes Act 1961, S111).

Providing false information or failing to disclose information relevant to the granting or holding of a maritime document is also an offence punishable by imprisonment (Maritime Transport Act 1994, S406).

Statutory Declaration

I,
Full Name

Of
Address in full

Do solemnly and sincerely declare that I have performed qualifying sea service as set out below:

Sea Service Details

Ensure you have read the Required Information: Sea Service Details guidance section below. Write "N/A" for any sections that do not apply.

Service period	Capacity/Duties			Regular voyages of 24 hours or more		Regular voyages of less than 24 hours				Total sea service claimed:		
	Service Role/Capacity E.g. "Skipper"	Certificate, if held	Outline of duties	Start Date DD/MM/YYYY	Finish Date DD/MM/YYYY	Start Date DD/MM/YYYY	Finish Date DD/MM/YYYY	Hours per day	Days per week	Leave taken during period (in days)	Months	Days
1												
2												
3												

Required Information: Sea Service Details - When recording details of claimed sea service, please state:

Capacity/Duties – record the duties and the capacity in which service was performed e.g. master/skipper, mate/engineer.

Include grade - apprentice/cadet, etc (or in the case of a private pleasure craft in an equivalent capacity). For an engineering certificate, state the engineering duties

performed. For roles with combined duties, please specify the percentage of time spent on engineer and/or deck related duties in relation to your signed on capacity.

The period of sea service claimed, with start and finish dates.

- Voyages of 24 hours or more should be recorded individually, including start and finish dates.
- Voyages of less than 24 hours should be recorded individually, including each date and hours per day. A period of eight (or more) hours worked within each period of 24 hours is generally counted as one day's service.

Consult the 'Sea Service' section of the relevant seafarer certificate guideline form for further information on calculating sea service. Note you should not include periods of leave as sea service. Generally, extended periods in port are also excluded.

Vessel Details

Ensure you have read the Required Information guidance section below. Write "N/A" for any sections that do not apply.

Match the "service period" number recorded in the Sea Service Details section above to the "service period" number recorded in the Vessel Details section below (e.g. the sea service recorded under service period 1 should correspond to the vessel details recorded under service period 1, (and so on)).

Service period	Vessel Name	Unique identifier (MNZ or IMO reg#)	Length Overall	Gross Tonnage	Engine Type	Engine Power (in kW)	Ship Operations	Operating Area
1								
2								
3								

Required information: Vessel Details - For each vessel on which service is claimed, please state:

The vessel name, unique identifier (MNZ or IMO registration number), registered overall length (in metres), gross tonnage (GT), main engine type (diesel, steam, etc) and main engine power (in kilowatts (kW)).

Ship operations = the nature of operations (e.g. passenger / fishing / other commercial or other (please state)).

Operating area of the ship during your sea service (e.g. within enclosed limits, within coastal limits, within offshore limits, in the unlimited area).

- Refer to the [Advisory Circular: Maritime Rule Part 20 Operating Limits](#) for more information about the prescribed operating limits.
- Also see: www.maritimenz.govt.nz/rules/part-20

If more space is required to record additional service, copy the above pages and change the 'service period' number (e.g. "4, 5, etc").

For sea service gained from casual or irregular days' work, attach a list that clearly outlines the dates worked and number of hours worked each day. Ensure this list is also witnessed by the person authorised to take a statutory declaration.

Ensure any additional pages attached are also witnessed by the person authorised to take a statutory declaration.

Declaration

This form must be signed in front of the person acting as an authorized witness.

By ticking this box, you (the declarant) confirm that:

- I have read and understood the instructions given above in the 'required information' sections.
- The statements made on this form are correct and true to the best of my knowledge and belief, and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Signature of
Declarant

Declared at

Place

On date

DD / MM / YYYY

Before me:

Name, signature and title of authorised person – For example, a Justice of the Peace, Solicitor, or other person authorised to take a statutory declaration.

Authorised person – ensure you have also signed & dated at the bottom of each of the other completed pages in this form, confirming you have sighted all of the information being declared.