

# Application for ballast water management equivalent compliance

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Last updated: July 2017

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 to apply for a letter of acknowledgement of your election to comply with the Director's guidelines for equivalent compliance under Marine Protection Rules Part 300 – Ballast Water Management issued under rule 300.181 for a pleasure craft:

- designed or constructed to carry ballast water, on an international voyage
- less than 50 metres in length overall and a ballast water capacity of 8 cubic metres or less.

To help you complete this form correctly refer to the MNZ ballast water management guide available at [maritimenz.govt.nz/ballast](http://maritimenz.govt.nz/ballast)

**Note:**

No fee is payable for the issue of a letter of acknowledgement.

# 1. Craft details

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## All applicants must complete this section

Name of craft

New Zealand Register of Ships official number or registration number

Gross tonnage (if measured for tonnage)

Length overall (metres)

Distinctive letters or numbers

Date of construction   
DD / MM / YYYY

Port of registry or home port

Non-permanent ballast water capacity (m<sup>3</sup>)

Name of owner

Name of contact person   
First name Last name

Telephone   
E.G +64 1 234-5678

Mobile phone   
E.G +64 12 234-5678

Email address

Date of application   
DD / MM / YYYY

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

## 2. When and how to apply

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### **All applicants must provide the information specified in this section.**

To complete this application, you need to provide:

- a ballast water management plan applicable to the craft which as a minimum:
  - describes the ballast water management arrangements and procedures on board the ship
  - provides instructions to the crew on the operation of the arrangements to meet the practices described in section 1 of the Director's guidelines
  - identifies, where the ship has a treatment system, any Active Substances
  - identifies the crew responsible for operation of the arrangements and for following procedures.
- a ballast water management record book showing ballast water operations which as a minimum records the date, time, volume and location of any ballast water uptake, treatment (where applicable) and discharge.

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

### **Checklist**

There is no fee payable for your application.

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

- Ballast water management plan
- Ballast water record book

# 3. Election and declaration

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## All applicants must complete this section.

I elect to comply with the Director’s guidelines made under marine protection rule 300.181 in respect of the pleasure craft named in this application when carrying ballast water on an international voyage.

I undertake to ensure the crew of the pleasure craft named in this application complies with the Director’s guidelines, follow the vessel’s ballast water management plan, and record ballast water operations.

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.

### Caution

Providing false information or failing to disclose information relevant to the functions of the Director 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.

## 4. Where to send your application

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

Sending your application by email is preferred. Remember to sign the *Application for letter of acknowledgement* before scanning and attaching to the email.

**Email your application to:**

operators@maritimenz.govt.nz

**Or**

**Courier your application to:**

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

**Or**

**Post your application to:**

Operator Certification  
Maritime New Zealand  
PO Box 25620  
Wellington 6146  
NEW ZEALAND