
Application for appointment as a border inspecting organisation

NZ Transport Agency

April 2017

Application pack

This document contains the information, requirements and application form to become a NZ Transport Agency-appointed border inspecting organisation (BIO).

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More information

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NZ Transport Agency
Private Bag 6995
Wellington 6141

This document is available on the NZ Transport Agency's website at <http://vehicleinspection.nzta.govt.nz/applications/bio>

APPLICATION FOR APPOINTMENT AS A BORDER INSPECTING ORGANISATION

An appointment to undertake border inspections pursuant to clause 2.2(1)(k) of the Land Transport Rule: Vehicle Standards Compliance 2002 (“the Rule”) is a crucial appointment in respect of border protection and land transport safety. Border inspections are a significant activity in terms of volumes and efficiency of customer service.

Applicants and appointees must be able to demonstrate a very high level of competence, experience and capability in the transport and regulatory environment.

The NZ Transport Agency (“**the Agency**”) must also be satisfied as to the fitness and propriety of any applicant for this appointment.

In accordance with the Rule the Agency will make such further inquiries, and seek such further information with regard to both the applicant and the application as may be relevant and/or appropriate.

THE LAW

Under clause 2.2(1)(k) of the Rule the Agency may appoint vehicle inspectors and inspecting organisations to carry out border inspection activities in accordance with the Rule.

Clause 2.5 of the Rule specifies the requirements for an application. It also requires the Agency to be satisfied as to fitness and propriety, and specifies those technical and other factors to which the Agency may give such weight as it considers appropriate.

Clause 2.6 specifies those matters to which the Agency may have regard and give what it considers to be appropriate weight in respect of fitness and propriety.

The application process detailed in this document is solely to assess and, where an application is successful, to appoint, organisations to undertake border inspection activities pursuant to clause 2.2(1)(k) of the Rule.

Period of Appointment: The Appointment of the Organisation starts on the “**Date of Appointment**”. Subject to any suspension or revocation of the Appointment by the Agency in accordance with the Rule, the period of Appointment shall be that period from the Date of Appointment until either the Agency or the appointed organisation gives no less than three months written notice of termination to the other. The Agency may give such notice of termination where the Agency reasonably considers that any legislative change or significant change in Agency policy has or will affect the Appointment.

APPLICATION PROCESS

1. Prior to submitting an application, the applicant must ensure that they have:
 - a. examined all written information made available by the Agency to the applicant for the purpose of making an application, and
 - b. taken all reasonable steps to inform itself of all risks, contingencies and other circumstances that will or may be relevant to and/or have an effect on its application.

2. The application must include all information required by the Agency.

Every application must address all requests for information in the application form and any associated documents. The application form, as well as any other document where a signature is stipulated, must be signed by an authorised representative of the applicant. An incomplete application or one that does not comply with the requirements in this document will be deemed to be non-conforming and may be rejected.

3. Applications will be assessed

Where an application has been submitted, the Agency may notify the applicant that it requires additional information. This information must be submitted on or before a date specified by the Agency and will be considered as part of the application. Information received after the date specified may not be considered and may result in the application not being considered. If the additional information fundamentally alters the application the Agency will require a detailed rationale as to the reasons for such a fundamental change.

4. Subject to the satisfactory completion of the application process, including the satisfactory resolution of any outstanding issues, and the applicant meeting the requirements for appointment under the Rule, a *Notice of appointment* will be prepared by the Agency and sent to the successful applicant.

Application fee to become an inspecting organisation: \$1250 (GST excl.)

THE AGENCY'S REQUIREMENTS

General

1. The appointed organisation ("the Appointee") will be authorised to undertake used vehicle border inspections in New Zealand and/or overseas.
2. An Appointee must be a Company registered in New Zealand in accordance with the Companies Act 1993 and must nominate a person who is resident in New Zealand and who has authority to act on its behalf. The Appointee must provide evidence of the matters referred to in this paragraph.

Fee collection

3. Appointees must collect, and pay to the Agency, the fee prescribed in law. It should be noted that Regulation 10(1) of the Land Transport (Certification and Other Fees) Regulations 2014 states that any person who imports a motor vehicle that is to be registered in New Zealand must pay to the Agency a prescribed fee, before it is released from the control of Customs ("the Agency Fee"). The Agency Fee (currently \$5.50 gst exclusive) is paid in respect of the collection of information about that vehicle. The Agency Fee must be collected by the Appointee.
4. An Appointee may charge those owners or importers for whose vehicles it carries out border inspection activities under the Rule on a commercial basis. However, the charge must be reasonable, having regard to the time spent in inspecting the vehicle to collect and record the information that is required.

5. The Appointee must have a New Zealand bank account and that account will be debited on the first day of each month to account to the Agency for those Agency Fees collected by the Appointee in the previous month.

Service requirements

6. The Appointee must ensure all results of any internal reviews and or external audits completed as part of the Appointee's quality management system are reported in full to the Agency no later than one month following the review/audit.
7. The Appointee will carry out the border inspection of imported used vehicles in accordance with their *Notice of appointment* and the *VIRM: Border inspection of used imported vehicles*.

See [Appendix 3](#) for sample **Notice of appointment**.

See [Appendix 1](#) for link to the **VIRM: Border inspection of used imported vehicles**.

INFORMATION TO BE SUBMITTED

Details of application

The application must:

- a. respond fully to all criteria set out in the following tables
- b. follow the numbering format with headings clearly identifiable
- c. supply information related only to that requested in the relevant headings and avoid adding information of a general nature
- d. only include attachments or appendices that are part of the applicant's submitted documents and not located separately
- e. complete and sign the application form.

Information to be submitted

Applicants must provide sufficient information to allow an assessment against the appointment criteria. Applicants should focus the main body of their application on demonstrating how their experience, capability and their nominated people, working in partnership with the Agency, are going to ensure a quality inspection and good customer service. The Agency expects that the greater part of the information provided will be factual and verifiable and that documentary evidence and/or references will be provided in support.

All submitted information must be clearly legible.

TABLE A: COMPANY DETAILS

CRITERIA		TICK TO CONFIRM
A1. Commercial		
A1.1	Complete application form.	<input type="checkbox"/>
A1.2	An approved provider must have a minimum cover of \$1 million for civil liability and \$1 million for professional indemnity insurance. Attach a confirmation letter from your insurance organisation(s) as evidence of holding the required insurance.	<input type="checkbox"/>
A1.3	Provide confirmation of the applying company's financial viability and stability by providing the most recent annual report or balance sheets or profit and loss statements.	<input type="checkbox"/>
A2. Management structure		
A2.1	Outline of the roles and relationships of the company and subcontractors throughout any appointment, including a proposed organisation chart and the New Zealand based contact.	<input type="checkbox"/>
A2.2	Vehicle inspectors and inspecting organisations must be, and continue to be, fit and proper person(s). The Applicant must, therefore: <ol style="list-style-type: none"> 1. Disclose if your organisation, or any principal or any director of your organisation has ever been convicted of, or is currently charged with or is subject to an investigation that may lead to a charge with regard to: <ol style="list-style-type: none"> a. any criminal offence (including any offence under any criminal law, company law, securities or tax legislation); or b. any transport related offence. 2. Disclose if the principal, any director or the person likely to be in control of your organisation has ever been involved in any business that was placed in statutory management or receivership. 3. Disclose if the principal or any director of your organisation ever been the subject of an adverse finding by a court. 4. Disclose if the principal or any director of your organisation has ever been expelled from or prohibited from being a member of a professional body or disciplinary body in any professional or business 	<input type="checkbox"/>

	<p>capacity.</p> <p>5. Disclose all complaints made within the last five years to or about your organisation, and any company or organisation that the principal(s) or any directors have been involved in, which relate to any transport service, including a vehicle recovery service, in which those parties were involved. (Include details of any persistent or serious complaints made by users of any such service.)</p>	
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A3. Conflict of interest

<p>A3.1</p>	<p>Appointees should not have business interests that do or could conflict with the independence of the border inspection activities required by the Agency.</p> <p>Providing border inspection activities may create a conflict of interest for any organisation involved in the vehicle industry, including where that organisation also carries out vehicle certification activities.</p> <p>Applicants wishing to provide border inspection services must identify and describe any potential conflict of interest and how they would intend to mitigate such conflict.</p> <p>The Applicant must therefore:</p> <ol style="list-style-type: none"> 1. Disclose if the Applicant organisation, including any shareholder or organisation with shareholding in common with the Applicant, is currently involved in any of the following activities or any other vehicle related inspection and certification activities: <ol style="list-style-type: none"> a. used light vehicle entry inspection and certification; b. heavy vehicle entry inspection and certification; and c. light vehicle repair specialist inspection and certification d. the sale, purchase, or international transportation of used light vehicles or vehicle parts. 2. If the Applicant has disclosed any involvement in any of the activities in A3.1 1. above, advise in detail how the organisation would mitigate the risk of any possible conflict of interest caused by this involvement. 	<p><input type="checkbox"/></p>
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A4. Location requirements

<p>A4.1</p>	<p>Applicants can apply to carry out border inspection activities at a minimum number of sites in New Zealand (sites listed below) and/or offshore - Japan.</p> <p>New Zealand and Japan have differing levels of requirements and coverage. Importantly both locations require a partnership approach with New Zealand Ministry for Primary Industries (formally Ministry of Agriculture and Forestry (MAF)) and New Zealand Customs Service, as the vehicles are required to be</p>	<p><input type="checkbox"/></p>
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inspected prior to Customs release and in an environment controlled by New Zealand Customs. All sites must meet and continue to comply with the technical requirements contained in the VIRM and applicable workplace health and safety requirements.

Japanese ports

If applying to provide border inspection services in Japan, please indicate which ports you propose to cover and provide detail on your ability to provide coverage.

Japanese locations:

- Tokyo
- Nagoya
- Osaka
- Moji Port
- Kobe.

New Zealand ports

If applying to provide the services in New Zealand, providers must be able to provide a reasonable degree of national geographical coverage by providing border inspection activities at no less than 4 of the locations listed below:

- Auckland
- Tauranga
- Napier
- New Plymouth
- Wellington
- Nelson
- Christchurch (Lyttleton)
- Dunedin (Port Chalmers)
- Timaru
- Invercargill.

Please outline how you propose to provide coverage at these locations.

TABLE B: EXPERIENCE, CAPABILITY, CAPACITY AND MANAGEMENT SYSTEMS

CRITERIA	
<h3>B1.0 Experience and capability</h3> <p>The applicant must demonstrate that the organisation has the experience and capability to achieve the requirements of the activities.</p>	
B1.1	<p>Applicants must demonstrate that they can operate effectively in the vehicle and compliance environment.</p> <p>Provide details of your history (if any) of working with the Agency or any of its predecessor organisations (Land Transport NZ, the Land Transport Safety Authority).</p>
B1.2	Provide details of your history of operating in a vehicle compliance environment.
B1.3	Provide details of your history of working in a regulatory environment.
B1.4	Provide details of the ability of your organisation to undertake border inspection activities.
B1.5	Applicants must review the Vehicle Inspection Requirements Manual (VIRM) (Appendix 1) and confirm that they are able to meet the requirements of this document.
B1.6	<p>Partnerships with the Ministry for Primary Industries and New Zealand Customs Service (Customs).</p> <p>Provide details, including length of time of any partnership your organisation has had with Ministry for Primary Industries and/or Customs.</p> <p>If your organisation has no previous partnership with either Ministry for Primary Industries or Customs, provide details of how you will go about establishing these partnerships.</p>
B1.7	<p>The service provider must operate and maintain an electronic data collection and transaction system that can interact with the Agency's systems.</p> <p>The border inspection is the first time that a vehicle interacts with the Agency's motor vehicle register, and thus accuracy of data is crucial to ongoing efficiency and customer needs. With the nature of information systems (IS) infrastructure and cost, the Agency is reliant on the applicant having a modern and contemporary approach to electronic data collection and transaction. This must be able to interact with the Agency's information</p>

systems as well as being able to provide further levels of data supply.

1. Describe how your organisation intends to collect and store the vehicle and inspection data; including what software you intend to use.
2. Confirm that your organisation understands and can comply the **data technical standards outlined in [Appendix 2](#)**.
3. Describe how your organisation will provide the Agency and its customers with a communication and interaction channel that represents best practice. Describe how your organisation will provide remote data access to authorised users using and what security controls will be applied.

B2.0 Capacity

The applicant must demonstrate sufficient organisational strength and capacity to fulfil all of the requirements of the activities.

B2.1

Describe your current capacity to provide the activities at the New Zealand ports listed in A4.1 and/or the Japanese ports that your organisation is proposing to provide the activities.

B2.2

The Rule requires vehicle inspection activities to be undertaken by duly appointed persons but there may be a delegation to other persons under conditions specified by the Agency in writing. In the environment in which border inspection activities operate the Agency proposes to specify certain conditions under which the Appointee may delegate certain functions and powers with regard to the activities to employees and/or contracted persons.

Such employees and/or contracted persons must be qualified, competent and have opportunities for ongoing training.

To ensure the Agency has confidence in any delegation by the Appointee, the Appointee must ensure that the delegated employee or contractor meets and maintains the minimum relevant requirements under the *Notice of appointment* and in the VIRM.

1. Describe the minimum qualification(s) and/or work experience you will accept for vehicle inspectors who will be carrying out the activities in your organisation to hold?
2. Describe what other qualification(s)/training you consider desirable for your vehicle inspectors?
3. What ongoing training do you provide or arrange for your vehicle inspectors to ensure they remain conversant with changes to legislation, vehicle standards and technology?
4. Describe your program to audit the competency of your vehicle inspectors.

B3.0 Management systems

B3.1

Applicants must have appropriate management systems including project management, quality management, occupational health safety & welfare, environmental management, risk management and an approach to managing industrial relations. Quality management systems must include the reporting to the Agency of all internal reviews and/or external audits undertaken by the Appointee no later than one month following the review or audit.

1. Please describe what management systems you have in place
2. Please describe in detail the organisation's quality management system and provide evidence of any independent accreditation as an inspection body in third party vehicle inspection or similar. (Example: accreditation from an insurance company to undertake crash damage assessments).

APPENDIX 1: VIRM

Vehicle inspection requirements manual (VIRM) Border inspection of imported used vehicles

The **VIRM: Border inspection of imported used vehicles** can be viewed at:

<http://vehicleinspection.nzta.govt.nz/virms/border-inspection>

APPENDIX 2: DATA TECHNICAL STANDARDS

Technical standards

Internet access

In order to provide border inspections Appointees are required to have a level of internet access that allows a 10 megabyte file upload to be completed within five minutes.

Connections to the Agency border inspection service must follow the standards below:

- HTTP 1.1
- TCP/IP v4.

Supported internet browsers

The Agency border inspection service user interface will require one of the following internet browsers which must be a version fully supported by their producers:

- Microsoft Internet Explorer
- Mozilla Firefox versions
- Apple Safari versions.

Internet Explorer is the Agency's standard

Data formats

The Agency border inspection service will accept bulk upload of inspection data via an XML file. The batch file definition will be provided on appointment as an XML schema that will adhere to the XSD 1.0 standard.

File formats

The Agency border inspection service will accept inspection damage report images that conform to the following specifications:

- The image format must be a JPEG.
- The horizontal and vertical resolution must be between 72 → 180 DPI.
- The RGB bit depth must be 24 bits per pixel.
- Image size must be exactly 640 x 480 pixels.

The Agency border inspection service will accept inspection water damage reports that conform to the following specifications:

- The file format must be PDF.
- The maximum acceptable file size is 100 kilobytes. To achieve this file size, it is recommended that the PDF contain the pages of the water damaged scanned in black and white.

Security

The Agency border inspection service is based on access using a RealMe identity (<https://www.realme.govt.nz/>).

Glossary

HTTP	HyperText Transfer Protocol – provides a standard for web browsers and servers to communicate
Agency	NZ Transport Agency
TCP/IP	Transmission Control Protocol/Internet Protocol – is the basic communication language or protocol of the internet
XML	Extensible Markup Language – is a flexible way to create common information formats and share both the format and the data on the internet, intranets and elsewhere
XSD	XML Schema Definition – a recommendation of the World Wide Web Consortium (W3C), specifies how to formally describe the elements in an XML document

APPENDIX 3: SAMPLE NOTICE OF APPOINTMENT

In the Matter of appointment as an inspecting organisation pursuant to section 2.2 of the Land Transport Rule: Vehicle Standards Compliance 2002.

Notice of appointment as an inspecting organisation

1. APPOINTMENT

Pursuant to section 2.2(1) of the Land Transport Rule: Vehicle Standards Compliance 2002 (The Rule), and under authority delegated to me by the NZ Transport Agency (the Agency), I **Name, Manager Service Supply Management**, appoint **Inspecting Organisation**, of **(Address of Inspecting Organisation)** to carry out the following activities (“the Activities”):

- i. 2.2(1)(k) border inspections

2. TERM

Period of Appointment: The Appointment of the Organisation starts on [DD/MM/YYYY] (“**Date of Appointment**”). Subject to any suspension or revocation of the Appointment by the Agency in accordance with the Rule, the period of Appointment shall be that period from the Date of Appointment until either the Agency or the appointed organisation gives no less than three months written notice of termination to the other. The Agency may give such notice of termination where the Agency reasonably considers that any legislative change or significant change in Agency policy has or will affect the Appointment.

3. CONDITIONS OF APPOINTMENT

The appointment is subject to the following requirements and conditions as to performance of the Activities:

General

- i. The Organisation may only carry out those Activities specified in clause 1 of this Notice
- ii. The Activities may be carried out **both on- shore and off- shore**.
- iii. The Organisation must start delivering the Activities to customers no later than 4 months from the Date of Appointment.
- iv. In carrying out the Activities the Organisation must comply with the requirements of the Land Transport Rule: Vehicle Standards Compliance 2002, the requirements and conditions specified in this Notice and with the Vehicle inspection requirements manual (VIRM). In particular, the Organisation must comply with the VIRM: Border inspection of imported used vehicles. The VIRM requirements may change from time to time and the Organisation must comply with any such changes.
- v. The Activities must only be carried out by the Organisation or by Vehicle Inspectors employed by, or contracted to, the Organisation (Employed Inspectors).
- vi. Where the Organisation carries out the inspection of vehicles and recording and provision of information under sections 4.2 and 4.3 of the Rule, the Organisation must carry out these Activities by means of designated employees or contractors of the Organisation (Designated

Person). No person may be a Designated Person unless the Organisation has first determined that this person meets the standards provided by the Agency in the VIRM: Border inspection of imported used vehicles.

- vii. The Organisation must provide a set of quality control standards to the Agency. The standards must include reporting and be approved by the Agency before delivery of the services and, once approved, must be complied with.
- viii. The Organisation must provide a set of customer care standards to the Agency. The standards must be approved by the Agency before delivery of the services and, once approved, must be complied with.
- ix. The Organisation may not delegate any function or power to carry out the Activities except under conditions specified by the Agency in writing.
- x. Where, as a result of carrying out the Activities, the Organisation collects any monies on behalf of the Agency, the Organisation must, within 24 hours of receipt by the Organisation, pay those monies by direct debit into a nominated bank account.

Performance and monitoring – Section 3.1 of the Rule

- xi. The Agency will monitor and review the performance of the Organisation in accordance with section 3.1 of the Rule. In particular, the Agency will have reference to the requirements and conditions specified in this Notice and the VIRM.
- xii. The Organisation must comply with a requirement from the Agency to undergo any monitoring or review and must provide to the Agency such information as the Agency considers relevant.

Action in Respect of Failure to Comply – Section 3.2 of the Rule

- xiii. If the Agency is satisfied on reasonable grounds that the Organisation has failed to comply with any of the conditions of their appointment, or has failed to comply with the Rule, the Agency may require the Organisation to undergo such an investigation and to provide such information as the Agency reasonably considers appropriate
- xiv. If after an investigation the Agency is satisfied that the Organisation has failed to comply with any of its conditions of appointment, or failed to comply with the Rule, it may require remedial action to be undertaken. This action may include but is not limited to training or re-training. The Agency may also suspend or revoke the whole or any part of the appointment.
- xv. Section 106 of the Land Transport Act 1998 provides for an Organisation that has its appointment suspended or revoked to appeal to a District Court.

4. CONFLICTS OF INTEREST

The Organisation must disclose any actual or potential Conflict of Interest to the Agency as soon as practicable after it becomes aware of the conflict.

5. INSURANCE

The Inspecting Organisation shall obtain civil liability and professional indemnity insurance in its name and shall at all times maintain and keep in full force such insurances during the period of appointment. A minimum level cover of \$1 million shall be required in respect of each insurance policy.

6. DEFINITIONS

The following definitions apply to this notice.

DESCRIPTION	MEANING
Conflict of interest	A conflict arises where the Organisation (including any shareholder, director and/or employee of the Organisation) has a financial or professional interest which has the potential to conflict with the performance of the Activities .
Inspecting organisation and vehicle inspector	Have the same meaning as in the Rule
PRS manual	the Performance Review System manual
The Rule	Land Transport Rule: Vehicle Standards Compliance 2002
VIRM	Vehicle inspection requirements manual(s) appropriate to the approval(s) granted to the inspecting organisation
On-shore	Within the boundaries of New Zealand
Off-shore	Outside of the boundaries of New Zealand

Dated:

Signed for and on behalf of the New Zealand Transport Agency

Name

Manager Service Supply Management

Application for appointment as a border inspection service provider

1 The New Zealand registered company full legal name:

2 Nature of the entity (ie public listed company, partnership, proprietary company):

3 Date of incorporation:

4 NZ GST number:

5 Trading name (if any):

6 The registered office:

7 Head office details:

Address

Telephone number

Email

8 Inspecting organisation office details:

Address

Telephone number

Email

9 Proposed vehicle inspection site details:

If you are applying to carry out the activities at more than one site please list all site details on a separate page.

Address

Telephone number

Email

10 List all shareholders (unless a public listed company):

Directors

11 Country of residence of above:

12 Authorised representative of the applicant:

Name

Title/position within the organisation

Identification details of authorised representative:
(Driver licence number, or other acceptable identification eg passport, full original birth certificate.)
Provide clear copy only.

13 Authorised representative contact details:

Phone

Mobile

Email

THE ABOVE AUTHORISED PERSON MUST BE NEW ZEALAND- BASED AND MUST BE THE SIGNITORY FOR THIS FORM

14 Details of one referee to whom the applicant is carrying out any similar activities:

15 Details (bank, account name and number) of the bank account to be used enabling the Agency fee to be collected by the Agency. **This must be in New Zealand.**

Bank

Account name

Account number

Consent and declaration

I state that, to the best of my knowledge and belief, all the information I have given for this application is true and correct.

I further declare that if appointed the organisation will comply with all Rules and Regulations regarding this application. I consent to the disclosure by the NZ Police and other relevant persons or authorities of all charges and convictions against me and any other information they hold about me to the Transport Agency.

The information about me that the NZ Police may consider relevant to my application and release to the Transport Agency in vetting comprises any conviction history, infringement/ demerit reports; and it may include any other information such as active charges and warrants to arrest, any information received or obtained by NZ Police, and any interaction I have had with NZ Police in any context, even where I have not been charged, or charges are withdrawn, or I have been acquitted (not guilty) of a charge, or I have been discharged without conviction.

Further information about NZ Police vetting can be found at www.police.govt.nz/advice/businesses-and-organisations/vetting/information-about-vetting.

I authorise the Transport Agency to make all enquiries (under the Official Information Act 1982 and the Privacy Act 1993), for the purposes of this application and for the term of my appointment as an Inspecting Organisation, as to my character and suitability to operate an Inspecting Organisation. I also confirm that third parties contracted to me to carry out the activities on behalf of the Inspecting Organisation have authorised the Transport Agency to make the same enquiries as to their character and suitability for the purposes of this application and for the term of my appointment as an Inspecting Organisation.

Signature of authorised representative of the applicant: _____

Name of authorised representative of the applicant: _____

Title: _____

Continued on next page

Signature of witness: _____

Name of witness: _____

Title: _____

Privacy Act 1993

Collection of this information is authorised by Land Transport Rule: Vehicle Standards Compliance 2002 (the Rule). The information contained in your application form will be used solely to assess your suitability and where your application is successful, to make an appointment to undertake border inspection activities. All information contained in your application form will be held by the NZ Transport Agency and treated as confidential subject to the Official Information Act 1982 and the Privacy Act 1993. The information contained in your application may be shared with NZ Police for the purposes of assessing your fitness and propriety in accordance with clause 2.6 of the Rule. You are required to provide all information requested in the application form. Failure to provide complete information will result in your application deemed to be non-compliant and it may be rejected.

Under the Privacy Act 1993, you have the right to request access to and correction of any personal information you supply as a part of this application process from the Transport Agency. Should you wish to exercise these rights please contact the NZ Transport Agency, Private Bag 11777, Palmerston North 4442 or email: info@nzta.govt.nz.

I also confirm that I have obtained and/or will obtain the consent of any party who or that carries out the Activities on behalf of the Inspecting Organisation to allow the Agency to make enquiries at any time into their character and suitability to carry out the Activities and to provide any relevant information arising out of those enquiries to the Inspecting Organisation.