

# Application for AMSA Marine Surveyor accreditation



- ✓ Use this form to apply for accreditation for the first time, or to add other categories to your existing accreditation.
- ✓ Please ensure you can demonstrate that you meet the criteria in section [25 of the National Law Regulation](#).
- ✓ Please supply all the required documents for your accreditation with this application.

For more help, scan the  
QR code or go to  
[AMSA.gov.au/form741](https://amsa.gov.au/form741)



## 1 Applicant details

**Date of birth****Title**

/ /  
Day Month Year

Captain Mr Mrs Ms Miss

**Family name** (exactly as listed on ID)**Given name(s)** (exactly as listed on ID)**Place of birth** (Town, State, Country)**Nationality****Email****Phone****Residential address**

Street

Suburb

State

Postcode

**Postal address** (if different to above)

Street

Suburb

State

Postcode

## 2 Applicant employment details

**Employer or company trading name****ABN****ACN****Address**

Street

Suburb

State

Postcode

Country

**Website****Email****Phone**

### 3 Categories of accreditation

I am seeking accreditation for the following (select all that apply):

#### Initial survey:

**A: Plan approval**, including (select all that apply):

Electrical plans only

Including electrical plans

Excluding electrical plans

For vessels up to                metres long.

**B: Stability approval**

**C: Loadline – assignment**

**D: Electrical – extra low voltage**

**E: Electrical – low voltage**

**F: Electrical – shift and aligns**

**G: Construction or alteration – hull, deck and superstructure**

For vessels up to                metres long.

**H: Construction or alteration – machinery**

**I: Construction or alteration – shift and align**

**J: Construction or alteration – equipment**

**K: Construction or alteration – commissioning**

For vessels up to                metres long.

#### Periodic survey

**L: Periodic survey**

For vessels up to                metres long.

**M: Electrical**

**N: Loadline**

**O: Survey of safety equipment**

**P: Survey of communications equipment**

#### I am seeking accreditation to survey the following materials:

Aluminium

Fibre Reinforced Plastic

Steel

Polyethylene

Timber

Timber

Other:

### 4 Professional referees

#### First referee

Family name

Given name(s)

Relationship

Length of relationship

Place of employment and position

Email

Phone

#### Second referee

Family name

Given name(s)

Relationship

Length of relationship

Place of employment and position

Email

Phone

## 5 Required documents

Please review the required documents for your application. Ensure a recent photo and all required documents are attached to your application email. Incomplete applications will not be accepted.

### I will attach the following to my application:

A copy of my current curriculum vitae.

A certified copy of each of my qualifications relevant to my application.

Evidence of any continuing professional development I have or are currently undertaking with a professional association related to vessel survey, vessel design, vessel engineering or vessel building. *See 'More information' for these requirements.*

Evidence of current professional association membership relevant to vessel building, design, engineering or vessel surveying. *See 'More information' for these requirements.*

Evidence that vessel surveys will be conducted either:

- under an accredited ISO 9001:2008 compliant Quality Management System; or
- an equivalent management system; or
- in accordance with the [Marine Surveyors Accreditation Guidance Manual](#) (e.g., by [letter of undertaking](#))

A copy of my professional indemnity insurance certificate, that provides indemnity insurance for you of at least \$1,000,000 AUD. OR if you have not yet obtained insurance, a copy of quote for insurance. If your policy is issued outside Australia you must also include a letter from the insurance broker confirming the policy.

A certified copy of an identity document.

A recent digital photograph of myself, taken within the past six months, which meets the photo requirements. *See 'More information' for these requirements.*

Details of two referees that are my peers in marine surveying and related industries.

A digital image file of my signature.

## 6 Payment

The fee payable covers the assessment of your application. The amount payable is determined by the number of categories you are applying for.

The current fees are\*:

**1 to 5 categories:** \$1,699 AUD

**6 to 10 categories:** \$2,605 AUD

**11 to 16 categories:** \$3,510 AUD

\*There is an annual indexation for fees on 1 July every year. To confirm fees please visit: <https://www.amsa.gov.au/about/fees-levies-and-payments/fees-services-domestic-commercial-vessel-safety>

After the preliminary assessment has been undertaken, you will be provided with an AMSA Transaction Reference Number (TRN). You will be required to use this to make payment in full, in order for your application to progress.

## 7 Declaration

### Revoked, suspended or cancelled accreditation/memberships

Select any that apply to you:

I have previously held an accreditation (however described) as a marine surveyor which was suspended or revoked

I have previously had membership of a professional association related to vessel building, vessel design, vessel engineering or vessel survey which was revoked, suspended or involuntary cancelled

### I declare that:

I consent to Australian Maritime Safety Authority publishing my details on the Schedule of Accredited Marine Surveyors available at [www.amsa.gov.au](http://www.amsa.gov.au). This includes my phone number, email address and geographical areas in which I will conduct surveys, in addition to my name and accredited categories.

To the best of my knowledge the information provided by me in this application (and any attachments I have included with this application) is true and correct.

I understand and acknowledge that the Australian Maritime Safety Authority, as the National Regulator, may ask that I provide any information or document that the National Regulator reasonably considers necessary for consideration of this application.

I understand and acknowledge that the Australian Maritime Safety Authority, as the National Regulator, may ask another person to provide any information, document or agreement that the National Regulator reasonably considers necessary for consideration of this application.

I consent to the Australian Maritime Safety Authority, as the National Regulator, making all reasonable enquiries in order to verify that the information provided by me in this application (and any attachments that I have included with this application) is true and correct.

I understand that giving false or misleading information is a serious offence under section 137.1 of the Criminal Code Act 1995. Aiding, abetting, counselling or procuring a person to submit false or misleading information is also an offence.

Full name

Signature



Date

/

/

Day

Month

Year

## 8 Submit this form

1. Save a completed version of this form.
2. Attach it to an email, along with all required documents detailed in section 5.
3. Email this to [DCVsurvey@amsa.gov.au](mailto:DCVsurvey@amsa.gov.au)

NOTE: Submitting this form DOES NOT automatically entitle the applicant to receive accreditation for what they have applied for. Failure to submit a complete application will result in your application being returned to you.

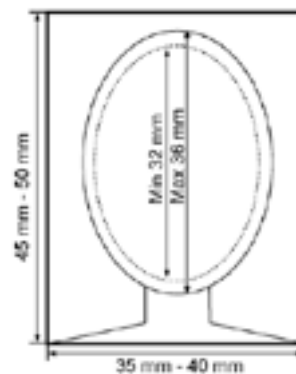
## **More information**

### **Photo requirements**

The photo of you must meet the same requirements as a passport photo. You can have these taken at any store offering passport photos.

If you choose to take the photo yourself, this is what we require:

- A good quality colour print, on glossy photo page, with no ink or marks on the image.
- No retouching of any kind (including removal of background, moles, wrinkles or scars).
- Clear, focused image with no marks or 'red eye'.
- Plain white or light grey background that contrasts with your face.
- Uniform lighting (no shadows or reflections), with appropriate brightness and contrast to show natural skin tone.
- Face centered and looking at the camera straight on; not tilted in any direction.
- Hair off your face, so that the edges of your face are visible.
- Eyes open, mouth closed.
- Neutral expression (not smiling, laughing or frowning).
- Photos have to be 35mm to 40mm wide and 45mm to 50mm high.
- The size of the face from chin to crown can be up to a maximum of 36mm, with a minimum of 32mm (see diagram).



### **Current professional association membership**

Some examples of demonstrated professional association membership include:

- AIMS stamp showing membership level and expiry date
- RINA letter confirming class of membership and expiry date
- IIMS membership card
- IMarEST membership card.

Please note, a tax Invoice alone is not acceptable, you must obtain a written statement from the association.

### **Continuing professional development**

Professional development can be with a professional association related to vessel survey, design, engineering, or vessel building.

Evidence must include either a statement of continued professional development (CPD) from your professional association, or copies of certificates relating to any of the following:

- additional qualifications you may have attained
- short courses/safety training
- technical meetings/conferences/workshops
- mentoring
- writing publications (e.g., subscriptions to magazines)
- webinars relevant to marine surveying
- survey work outside of national law; or
- surveys completed prior to the MARS system.

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#### **Privacy Statement**

The collection of information requested in this form is required or authorised by *Schedule 1 of the Marine Safety (Domestic Commercial Vessel) National Law Act 2012* (the Act). It will be used for purposes related to the Act and may be provided to Commonwealth or State/Territory government agencies for the purposes of marine safety. Failure to provide the information may result in the transaction not being processed. To contact us, or for more information on how to access or correct your personal information, how to make a privacy complaint, or how your information may be used or disclosed for purposes beyond those described in this statement, visit [www.amsa.gov.au/privacy](http://www.amsa.gov.au/privacy).

*Marine Safety (Domestic Commercial Vessel) National Law Act 2012*  
*Marine Safety (Domestic Commercial Vessel) National Law Regulation 2013*