

THE APPLICANT SHALL COMPLETE ALL SECTIONS, SIGN AND SUBMIT TO PORT OTAGO FOR APPROVAL AT LEAST 24 HOURS PRIOR TO WORK.

Approval Conditions has been reviewed with the applicant prior to the commencement of work

SECTION 1: GENERAL

Agent / Authorised Representative Requesting Hull External Work: _____

Applicant Vessel: _____ **Location / Berth:** _____

Contact Phone: _____ **Email / Fax:** _____

Nominated Person in Charge of Hull External Work :

Contact Phone: _____ **Email / Fax:** _____

Permit Valid From: _____ (Hrs) **Date:** _____ **To:** _____ (Hrs) **Date:** _____

SECTION 2: DESCRIPTION OF WORK

i.e hull painting, replacing windows, exterior maintenance etc.

SECTION 3: APPROVAL CONDITIONS

	Y	N	N/A
Vessel must be securely moored alongside the berth throughout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Master MUST consider the weather forecast prior to commencing work on the Hull	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All personnel involved in the Hull External Work MUST wear the appropriate Personal Protective Equipment (PPE). PPE to consist of as a minimum Hard Hat, Gloves, Coveralls, Safety Footwear.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When working from a Punt / Small Boat – then a PDF's, Auto inflate Lifejacket MUST be worn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When working from a Punt / Small Boat – Communication MUST be maintained between the Bridge of the vessel and Harbour Control and between the Bridge of the vessel and the persons and craft involved in the Punt / Small Boat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NO work to be attempted under the cranes or in the immediate operational area of Port company vehicles including Straddles, Fork Lifts, Side Lifters, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When working above the wharf at height (1.8m and above), falling object exclusion zones are established to protect workers from below	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Take direction from Harbour Control staff on the timing of the work of the Hull to ensure there is no conflict with other vessel movements. Should there be a conflict the timing of exercises will be delayed until a suitable time can be arranged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All safety precautions are to be taken when working within the Port Otago Limited operations area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If utilising a cherry picker, or similar, copies of approved certificates, JSA and Working from Heights permit must be completed. Ships personnel must meet with the cruise coordinator on the day to discuss operation and ensure all safety practices are in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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SECTION 4: PERMIT APPROVAL & ACCEPTANCE

If the Applicant is the Company which will carry out the work, by applying for this approval it makes the following warranties, undertakings and acknowledgements:

1. The Applicant warrants that it understands the nature of the work and the risks associated with it has sufficient competence to carry out the work and accepts responsibility (including occupational health and safety responsibility) for the work.
2. The Applicant undertakes to notify Port Otago Limited as soon as possible after it identifies any issue which would prevent the work from being carried out safely, and to liaise with Port Otago Limited to allow the work to be carried out safely.
3. The Applicant warrants that, where it has particular expertise or technical knowledge with respect to the work permitted.

If the Applicant is not the Company which will carry out the work, by applying for this permit it makes the following warranties, undertakings and acknowledgements:

1. The Applicant warrants that it understands the nature of the work and risks associated with it.
2. The Applicant undertakes to take whatever steps are required to ensure that the Company which will carry out the work understands the nature of the work and risks associated with it.
3. The Applicant warrants that the Company which will carry out the work has sufficient competence to carry out the work and accepts responsibility (including occupational health and safety responsibility for the work.
4. The Applicant undertakes to take whatever steps are required to ensure the Company which will carry out the work notifies Port Otago Limited as soon as possible after it identifies any issue which would prevent the work from being carried out safely and liaises with Port Otago Limited to allow the work to be carried out safely.

Applicant's Authorised Representative:

_____ (Name) _____ (Signature + Title) _____ (Date)

Approval Authoriser:

_____ (Name) _____ (Signature + Title) _____ (Date)

SECTION 5: PERMIT CLOSE OFF

The work has been completed and all persons who had a role in carrying out the work, materials and equipment have been withdrawn. The work area has been made safe and all operational activities can resume

Authorised Representative of Applicant Signed OR **Company in Charge of Works Signed**

_____ (Name) _____ (Signature + Title) _____ (Date)

Permit Authoriser:

_____ (Name) _____ (Signature + Title) _____ (Date)