

ACCESS TAG APPLICATION FORM

A. CONDITIONS OF USE FOR ALL ACCESS TAGS

1. The applicant must complete a PrimePort Timaru port safety induction.
2. The access tags may only be used in the course of the holder's approved duties in the port area. They do not constitute an authority to enter or remain in the port area for any other purpose.
3. The access tags shall be presented for inspection on demand.
4. Loss of access tags is to be reported immediately to PrimePort Timaru Security.
5. The access tags must be surrendered on expiry, transfer or termination of current employment, or on the request of PrimePort Timaru.
6. The access tags are NOT transferable and can only be used by the person to whom they are issued.
7. The applicant acknowledges that as a condition of entry to the port area, the Tagholder's vehicle and/or packages may be subject to a search before entering, while within or when leaving the port area.
8. The applicant must comply with the requirements of the Maritime Security Act 2004 and PrimePort Timaru Standard Terms & Conditions, available on PrimePort's website.
9. All tags remain the property of PrimePort Timaru.
10. An administration fee of \$30 will be charged per access tag issued. A replacement tag will cost \$60.

B. CONSENT

1. In signing this form, I hereby authorise PrimePort Timaru to inquire and collect from the Department of Courts, NZ Customs and Ministry of Agriculture details of all criminal history or other such security related information relating to me as held by one or more of those departments.
2. Under the Privacy Act 1993, the personal information collected by PrimePort Timaru is for the sole purpose of security clearance and will be held by PrimePort Timaru. The person to whom the information relates has the right to have access to this personal information and request its correction as set out in the Act.

The preceding information has been noted and agreed to:

Applicant's name: _____

Signature: _____

Date: _____

CAUTION

Under the Maritime Security Act 2004, it is an offence to knowingly provide false information to PrimePort Timaru Limited

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C. APPLICANT'S INFORMATION

(To be completed by the Applicant only after signing the consent section on Page 1)

Legal Name _____ Surname _____
 Preferred Name _____ Induction Date _____
 Mobile _____ Phone (other) _____
 Email _____

Employed by (company name): _____

Applicant's Position/Title: _____

Applicant's Signature: _____

Date: _____

D. EMPLOYER CERTIFICATION

(Approved authorised signature is to be held on file by PrimePort Timaru Ltd.)

I _____ (Full name)

of _____ (Organisation)

_____ (Position)

Confirm that the information supplied in Section C (Applicant's Information) is correct to the best of my knowledge and request that a PrimePort Timaru Access Tag be issued to:

_____ (Full name)

I undertake to notify PrimePort's Security Department of any changes to the supplied particulars, and to recover and return the tags to PrimePort Timaru prior to the applicant leaving our employ, or upon transfer of the applicant to a position which does not require retention of the Access Tag.

Business Address: _____

_____ Phone: _____

Signature: _____ Date: _____

Email completed form to access@primeport.co.nz

PrimePort Timaru Office Use Only

Approved by _____ Access Tag # _____ ID _____

Access Zones _____

Signature of Applicant for receipt of Access Tag _____