

## Policy

A New Zealand certificate of competence may be issued to an Australian holder of an equivalent certificate of competence in accordance with the Trans-Tasman Mutual Recognition Act 1997 and Trans Tasman Mutual Recognition Arrangement (TTMRA) 1998, once application and verification procedures are complete.

## Step 1 Employer's Details

Name of Employer	
Employer Postal Address	
Work Phone	Work Fax

## Step 2 Applicant's Details

First Name	Middle Name	Last Name
Your Home Address		Date of Birth ____/____/19____
Home Phone	Mobile	Email Address
NZ COC applied for:		
Australian Certificate held:		
<p>A copy of your Australian Certificate must be included with this application. EXITO will be contacting the Australian issuing body as confirmation and your signature below will indicate your agreement to this exchange of information.</p>		
Sign here	Date ____/____/20____	

### Step 3 Referee Details

**Note:**

The following must be completed by a person who can verify the following information for the applicant. **This person would normally be the Manager responsible for ensuring the statutory regulations of your site are adhered to, or a Site Inspector.**

Workbooks for unit standards 7142, 17694 and 21152 are available from EXITO as reference material to assist the applicant in becoming fully conversant with the NZ legalisation and regulations listed below.

**Referee to fill in:**

Name of Referee:			
Position:			
Company:			
Referee Contact Details:	Work Tel:		Mobile:

**Referee Statement (Please initial below to verify your statement):**

I am acting as a referee for: \_\_\_\_\_

It is the employer's responsibility to ensure the applicant is fully conversant with the relevant NZ mining legislation and regulations governing this site including the following: <i>Health and Safety Employment Act 1992</i> <i>HS&amp;E Regulations, 1995</i> <i>HS&amp;E (Mining Administration) Regulations, 1996</i> <i>HS&amp;E (Mining Underground) Regulations, 1999</i> <i>Resource Management Act 1991</i> <i>Crown Minerals Act 1991 39</i>		<b>Initial</b>
I confirm that the person named above is fully conversant with the legislation and regulations relevant to this site :		
If this site uses explosives, it is the employer's responsibility to ensure the applicant is fully conversant with the relevant Act.		
I confirm that the person named above is familiar with the <i>Hazardous Substances and New Organisms Act 1996(HSNO)</i>		
I understand that I will be contacted by EXITO for verbal confirmation of these points.		
I am authorised by the company to make such a statement		
<b>Referees Signature:</b>	Date	

*To be Countersigned by site inspector where the applicant and authorised company person are the same person*

<b>Signature</b>	Date
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## Information for Underground Coal Applications

Applicants for these underground coal certificates listed **must also hold** current first aid certificates and Gas Tester Certificates of Competence:

Underground Certificate Type	First Aid Certificate	Gas Tester Certificate of Competence
Gas Tester	<input checked="" type="checkbox"/>	
Coal Mine Deputy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Coal Mine Underviewer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1 <sup>st</sup> Class Coal Mine Manager	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

### Important Note

Australian First Aid Certificate can be used in New Zealand but are issued for 3 years and so must be evaluated in terms of NZ renewal requirements.

- Any Australian First Aid certificate **issued more than two years ago** is considered to be expired and **must be renewed** before the New Zealand COC can be issued.
- Any Australian First Aid certificate **issued less than two years ago** is considered to be current for the issuing of a COC but should be renewed within two years of issue.

## Step 4 Payment

The form is to be accompanied by the required fee shown below. These are in accordance with the fees set out in Schedule 1 of the HSE (Mining Administration) Regulations 1996.

EXITO will invoice the company directly for this fee unless a cheque is received. Please write your cheque out to EXITO. All fees are GST inclusive.

Certificate	Fee	Fee including frame
<b>Underground</b>		
First-class mine manager	\$25.56	\$35.56
First-class coal mine manager	\$25.56	\$35.56
Coal mine underviewer	\$25.56	\$35.56
Coal mine deputy	\$15.33	\$25.33
A-grade tunnel manager	\$25.56	\$35.56
B-grade tunnel manager	\$15.33	\$25.33
Mine surveyor	\$25.56	\$35.56
Gas tester	\$15.33	\$25.33
<b>Surface</b>		
A-grade opencast coal mine manager	\$25.56	\$35.56
B-grade opencast coal mine manager	\$15.33	\$25.33
A-grade quarry manager	\$25.56	\$35.56
B-grade quarry manager	\$15.33	\$25.33

## Additional Information

Please return this completed form (pages 1-2 only) and attachments to:	EXITO P O Box 2623 Christchurch 8140
For any queries please contact	Heather Pain Telephone: 03 964 4711 Email: heather@exito.org.nz