UNSW Australia is committed to promoting collaboration with external organisations and the broader community. The following checklist of information will enable UNSW Australia to establish if an external boat operator and /or boat provides a safe work environment. This form applies to charter, external research organisations and other non-UNSW boat use. Recreational boats may not be used for UNSW work. Additional information may be requested after documents are reviewed.

**UNSW project leader name and contact: [your name] [mobile] [research group]**

**Academic supervisor / collaborators:**

**Project description and Location: [for example, fish tagging to 30 nm off the Sydney coast]**

**UNSW Project leader (sign-date):**

|  |  |
| --- | --- |
| Boat name and description: | Owner:  Owner contact number: |
| Registration number:  Home port: | Survey class: |
| Boat length: Engine/s: | Does this vessel have a Safety Management System? Y/N |
| Is this boat insured? Y/N Insurer: | |
| I (owner or their delegate) declare that the above boat meets the relevant parts of the National Standard for Commercial Vessels and that the vessel is fit for the intended purpose of the research work and area of operation.  Sign: Date: | |

**The information below is only required if the skipper is not a registered UNSW skipper:**

|  |  |
| --- | --- |
| Boat skipper name:  Contact number: | Skipper’s boat licence type: Licence number & state: |
| Boat operator experience (seatime including area of operation i.e. Sydney, coastal to x nm) | Marine Radio Licence (type, number): |
| Other relevant training: |
| I (skipper) declare that the above details are true and correct and that I have the skills, knowledge, training and medical fitness to safely operate the boat in the intended location and that I have appropriate plans in place to manage any emergency situations that may arise.  **Sign-date:** | |

**Please provide a copy of this form and relevant documents below to the boating officer:**

□ Boat certificate of operation □Vessel insurance currency □ Boat Safety Management System

□ Skipper’s boat and radio licence (when applicable)