**August 2019**

**Appropriately Experienced Person**

The Great Barrier Reef Marine Park Authority’s (the Authority’s) moorings policy requires permitted moorings to be inspected within a specified period after installation, relocation, or at the request of the Managing Agency (the Authority and Queensland Parks and Wildlife Service (QPWS)). To reduce the risk posed to the environment by breakage or dragging of moorings, the managing agencies require that moorings are regularly maintained and that each mooring is inspected by an ‘appropriately experienced person’. Permit Holders must supply the resultant compliance certificate to the Managing Agency.

The moorings policy can be viewed at <http://www.gbrmpa.gov.au/about-us/legislation-regulations-and-policies/policies-and-position-statements>.

**What is an appropriately experienced person?**

An appropriately experienced person is defined in the *Policy – Moorings in the Great Barrier Reef* 2014 (the Policy) as a person who holds appropriate public indemnity insurance and meets one or more of the following criteria:

1. a Registered Professional Engineer of Queensland; or
2. a moorings contractor with relevant experience in the installation and maintenance of moorings; or
3. complies with the Occupational Diving Work Code of Practice 2005, as amended from time to time, (relating to Divemaster (PADI) or Dive Controller (SSI) qualifications or higher) and approved by the managing agencies as having demonstrated competencies in mooring maintenance, or
4. approved by the Managing Agency as having demonstrated competencies in mooring maintenance. This last criterion would only apply to low-risk private moorings (generally non-commercial).

**Note:** A minute from a Delegate of the Authority further refines this definition, removing the requirement for an appropriately experienced person to hold public indemnity insurance. This minute also removes the restriction to maintaining or inspecting only “low-risk private moorings (generally non-commercial).

**How does an appropriately experienced person affect Marine Park permits?**

Permit holders are required to provide a compliance certificate, obtained in the preceding 12 months; upon request by the Managing Agency or with any application to continue or transfer a mooring permission.

**Want to be recognised as an appropriately experienced person?**

Permit holders can submit an appropriately experienced person nomination form and completed statutory declaration (attached) to the Authority nominating individual(s) at any time during the permit period. The form should contain a correctly completed Statutory Declaration providing the following details:

* Name of the nominated individual.
* Level of nominated individual's experience in undertaking mooring work including:
  + Specific types of moorings maintained (e.g. size, location, depth, primary, ancillary)
  + Types of maintenance tasks performed (e.g. inspections, replacement of exact components).
  + Number of years of experience performing moorings maintenance.
  + Other permit holders the individual has performed mooring work for.
* Copy of qualifications, where applicable.

**Important Note:**

Should a person be recognised by the Authority under options c and d, there are limitations as to the types of work and who may perform that work under Queensland legislation. Permit holders should ensure mooring maintenance is in accordance with the *Occupational Diving Work Code of Practice 2005.* Tasks confined to cleaning, inspecting, maintaining and searching for a mooring and does not include installing, dismantling, moving or removing a mooring (commercial diving qualifications required). A copy of the relevant codes of practice *Occupational Diving Work Code of Practice 2005* administered under Workplace Health and Safety Queensland can be found at: <https://www.worksafe.qld.gov.au/__data/assets/pdf_file/0010/58177/occupational-diving-work-cop-2005.pdf>.

**Acknowledging Appropriately Experienced Persons:**

The Authority acknowledges complete nomination and documentation in an Approval letter to the nominee (cc’d to Permit Holder.

The Authority reviews documentation for completeness and makes a record of same.

Permit holder submits moorings appropriately experienced person proposal to the Authority.

**Contact Information**

If you have queries about this information sheet please contact either GBRMPA or QPWS.

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| **Great Barrier Reef Marine Park Authority**  GBRMPA  PO Box 1379  TOWNSVILLE QLD 4810  Permits hotline: (07) 4750 0860 (9am-2pm Monday, Wednesday and Friday)  Email: [assessments@gbrmpa.gov.au](mailto:assessments@gbrmpa.gov.au)  Website: [**www.gbrmpa.gov.au**](http://www.gbrmpa.gov.au) | **Department of Environment and Science**  Queensland Parks and Wildlife Service (QPWS)  QPWS – Cairns  PO Box 2066  CAIRNS QLD 4870  Phone: (07) 4222 5282  QPWS - Townsville  PO Box 5597  TOWNSVILLE QLD 4810  Phone: 1300 130 372  QPWS - Airlie  PO Box 5332  AIRLIE BEACH QLD 4802  Phone: (07) 4967 7355  QPWS - Rockhampton  PO Box 3130  ROCKHAMPTON QLD 4701  Ph: (07) 4936 0511  Website:[**www.des.qld.gov.au**](http://www.des.qld.gov.au) |

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**Proposal - Appropriately Experienced Person**

The Great Barrier Reef Marine Park Authority’s [*Policy – Moorings in the Great Barrier Reef*](http://www.gbrmpa.gov.au/about-us/legislation-regulations-and-policies/policies-and-position-statements.) (2014) defines an appropriately experienced person as a person who holds appropriate public indemnity insurance and meets one or more of the following criteria:

1. a Registered Professional Engineer of Queensland; or
2. a moorings contractor with relevant experience in the installation and maintenance of moorings; or
3. complies with the Occupational Diving Work Code of Practice 2005, as amended from time to time, (relating to Divemaster (PADI) or Dive Controller (SSI) qualifications or higher) and approved by the managing agencies as having demonstrated competencies in mooring maintenance, or
4. approved by the Managing Agency as having demonstrated competencies in mooring maintenance. This last criterion would only apply to low-risk private moorings (generally non-commercial).

**Note:** A minute from a Delegate of the Authority further refines this definition, removing the requirement for an appropriately experienced person to hold public indemnity insurance. This minute also removes the restriction to maintaining or inspecting only “low-risk” private moorings (generally non-commercial).

Should a person be recognised by the Managing Agency under options c and d, there are limitations as to the types of work and who may perform that work under Queensland legislation. Permit holders should ensure mooring maintenance is in accordance with the *Occupational Diving Work Code of Practice 2005.* Tasks confined to cleaning, inspecting, maintaining and searching for a mooring and does not include installing, dismantling, moving or removing a mooring (commercial diving qualifications required). Relevant codes of practice *Occupational Diving Work Code of Practice 2005* administered under Workplace Health and Safety Electrical Safety Office Workers’ Compensation Regulator can be found at: <https://www.worksafe.qld.gov.au/__data/assets/pdf_file/0010/58177/occupational-diving-work-cop-2005.pdf>

**Permit Holder Details**

1. Current permit number(s) held: ………………….………………………………………..………...................

2. Name of permit holder: ……………………………………………………………………………....................

3. ACN, if permit holder is a company: ……………………………………………………………......................

4. Trading Name: …………………………….…………………………………………..…………........................

5. Postal address of the permit holder: ..........................................................................................................

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6. Contact Person: .………………………………………………………………………..………………..………..

7. Phone: …………………….. Mobile: ………………………. Email: …………………..………………………….

**Details of Appropriately Experienced Person nominee**

1. Full Name of nominee: …………………………………….………………………………………………………

2. Postal address: …………………………………………………………………………………………………..…

………………………………………………………………………………………………………………………..

3. Phone: …………………….. Mobile: ………………………. Email: …………………..……………………………

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| **NOMINEE IS (please select one or more)** |

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|  | a Registered Professional Engineer of Queensland and registered with the Board of Professional Engineers of Queensland. |
|  | a moorings contractor with relevant experience in the installation and maintenance of moorings.  website address: ………………………………………………………………………. |
|  | compliant with the Occupational Diving Work Code of Practice 2005 (as amended from time to time) and approved by the managing agencies as having demonstrated competencies in mooring maintenance  Copy of Divemaster (PADI) or Dive Controller (SSI) or higher qualifications |
|  | approved by the managing agencies as having demonstrated competencies in mooring maintenance. |

**Permit Holder’s Declaration**

I declare that the information provided in this notice is true and correct, and certify that I am duly authorised to sign this notice:

Signature: ......................................................................... Date:....................................

Name (block letters): ..........................................................

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| **CHECKLIST** |

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| Nomination form signed by Permit Holder.  *If Permit holder is a company or organisation, a Director must sign.* | Yes  No |
| Completed Statutory Declaration | Attached |

Send to one (1) of the following:

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| --- | --- |
| Email : | [assessments@gbrmpa.gov.au](mailto:assessments@gbrmpa.gov.au) |
| Post : | Great Barrier Reef Marine Park Authority, Reply Paid 1379, Townsville QLD 4810 |

**Oaths Act 1867**

Statutory Declaration

QUEENSLANDTO WIT

I, [insert full name], of [insert address], in the State of Queensland do solemnly and sincerely declare that:

I have the following level of experience in undertaking mooring work including:

1. Specific types of moorings maintained (e.g. size, location, depth, primary, ancillary)

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1. Types of maintenance tasks performed (e.g. inspections, replacement of exact components)

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1. Number of years of experience performing moorings maintenance

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1. Other Permit Holder/s the individual has performed moorings work for

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And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1867*.

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| [Signature of person making the declaration]  Declarer |
| Taken and declared before me at [insert name of town or city and suburb where affidavit signed] this [insert date] day of [insert month] 20[insert year], before me.  [signature] Justice of the Peace/Commissioner for Declarations |