

ENVIRONMENTAL RISK MANAGEMENT AUTHORITY
 NGĀ KAIWHAKATŪPATO WHAKARARU TĀIAO



FORM HS 5

Application for approval to

TRANSHIP ANY HAZARDOUS SUBSTANCE OR NEW ORGANISM THROUGH NEW ZEALAND

under section 51 of the
 Hazardous Substances and New Organisms Act 1996

Name of Substance(s)/Organism(s):

Applicant:

Office use only

Application Code: Date
 received: ____/____/____

ERMA NZ Contact: _____ Initial Fees Paid: \$

Application Version No: _____.

IMPORTANT

1. Transshipment is the importation of hazardous substances or new organism(s) into New Zealand solely for the purpose of exporting within 20 working days to a destination outside New Zealand. This includes goods which remain on a craft or vessel, and those which are removed for short term storage prior to re-export. If you intend processing the goods in any way, including repackaging, then this is also not transshipment but importation and/or manufacture and the normal HSNO approval processes apply.
2. This form is only to be used for an application to tranship any hazardous substance or new organism, which does not have a HSNO approval, through New Zealand. If the criteria for transshipment are not met, you will need to apply for an approval to import/manufacture a hazardous substance or new organism for release or into containment.
3. There is no User Guide for this type of application. If you need help please talk to an applications officer at ERMA New Zealand.
4. We need all relevant information early on in the application process. Quality information up front will speed up the process.
5. Any extra material that does not fit in the application form must be clearly labelled, cross-referenced, and included in an Appendix to the application form.
6. Commercially sensitive information must be collated in a separate Appendix.
7. Applicants must sign the form and enclose the correct application fee. The initial application fee can be found in our *Schedule of Fees and Charges*. Please check with ERMA New Zealand staff. We are unable to process applications that do not contain the correct fee.
8. Unless otherwise indicated, all sections of this form must be completed for the application to be progressed. Where an applicant is unable to complete the sections marked optional, this information may be derived by ERMA New Zealand, the costs of doing so will be recovered from the applicant as part of the processing costs.

You can get more information at any time by contacting us. One of our staff members will be able to help you.

ERMA New Zealand

20 Customhouse Quay

PO Box 131

Wellington

NEW ZEALAND

Telephone: 64-4-473 8426

Facsimile: 64-4-473 8433

E-mail: info@ermanız.govt.nz

www.ermanız.govt.nz

Section One – Applicant Details

1.1 Name and postal address in New Zealand of the organisation making the application.

Name:

Address:

Phone:

Fax:

1.2 The applicant's location address in New Zealand (if different from above).

Address:

1.3 Name of the contact person for the application.

This person should have sufficient knowledge to respond to queries and have the authority to make decisions on behalf of the applicant that relate to processing the application.

Name:

Position:

Address:

Phone:

Fax:

Email:

Section Two – Information on the Substance(s)/Organism(s)

Note all information that is commercially sensitive is to be attached as an Appendix. The main report should be cross-referenced to the Appendix and should be able to be read as a stand alone document.

2.1 State the identification of the substance(s)/organism(s).

This section should include sufficient information necessary to identify the substance(s)/organism(s). For example for a substance:

- Chemical Name (Chemical Abstracts Preferred Index name or IUPAC name)
- Common Name
- Proper Shipping Name (as listed in IATA Dangerous Goods Regulations)
- Substance name (as listed in IMDG)
- UN/ID number
- Synonyms
- Trade Names
- Molecular Formula
- Structural Formula
- CAS Registry Number
- Impurities

For mixtures, the composition of the substance should also be provided, ie list the chemical name and CAS number (if provided), function (eg active ingredient, emulsifier, surfactant, filler) and percentages of **ALL** components (including non-hazardous components and impurities). This information may be best expressed in tabular form.

For a new organism, this section should include all the information necessary to identify the organism and should include:

- Taxonomic classification and name of the organism(s)
- For a genetically modified organism, please provide full details on the genetic constructs, modifications, and characteristics of the foreign nucleic acid.

2.2 Hazardous properties.

If the application is for a hazardous substance, information should be provided on the hazardous properties of the substance(s) known to the applicant. You must consider each of the six hazardous properties below and provide information on those hazardous properties that trigger any threshold level.

- explosiveness
- flammability

- oxidising properties
- corrosiveness
- toxicity
- ecotoxicity

If your substance is a mixture and you cannot provide direct information on its hazardous properties, you can apply mixture rules to the hazardous components of the mixture. If you do this, then you will need to provide information on the hazardous properties of each hazardous component of the mixture, and show your workings.

The above information can be provided in terms of the HSNO classification if known and the UN hazard class and any subsidiary risks (where the UN hazard classification reflects all hazardous properties).

2.3 Cargo details.

Provide information on the packaging, labelling, and quantity of the substance(s)/organism(s). For packaging please refer to UN (eg IMDG, ICAO/IATA) packaging recommendations if applicable.

2.4 Information on how the substance(s) or organism(s) will be managed while it is in transit.

Provide information on how and where the substance(s)/ organism(s) will be stored both on and off the vessel/ craft. Include details on transportation to and from the storage facility, the security of the storage facility and any management contingency plans to be implemented in case of an emergency.

2.5 Information on import / export arrangements.

Information needs to be provided on the following:

- primary origin of shipment
- last port prior to import into New Zealand
- mode of transport into and out of New Zealand (eg ship or aircraft)
- flight number / ship name into and out of New Zealand
- date / time of arrival into and departure out of New Zealand
- port of entry into New Zealand / port of exit from New Zealand
- destination of next port

When approval is sought for the repeated transshipment of a substance over a lengthy period, the information supplied should describe the import / export arrangements as specifically as possible.

Section Three – Miscellaneous

3.1 Provide here any other information you consider relevant to this application not already included.

CHECKLIST

All sections filled out	Yes
Appendices enclosed	Yes/ NA
Fees enclosed	Yes
Application signed and dated	Yes

Signed

Date