

Memorandum of Understanding

Survey NZ (2018) Ltd

Statutory Inspection Services

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To be read in conjunction with SNZ Terms & Conditions

1 Criteria for Inspection Services

- 1.1 Inspection Services are available, by mutual agreement to all Owners/Operators (hereby referred to as the Client) of statutory equipment as defined in the Health and Safety in Employment Act 1992.
- 1.2 Survey NZ will perform required Inspection Service for Clients of equipment when the Memorandum of Understanding is signed by both parties, as written acceptance of the responsibilities and obligations of both parties. This agreement is subject to Survey NZ Terms and Conditions.
- 1.3 Some inspections may be weather dependent and Survey NZ will make every endeavour to complete the inspection, however it is expected that both parties will need to be mindful of weather and should the item to be inspected is some distance from Survey NZ office, then the client should advise to expect delays or reschedule the inspection.
- 1.4 The Client understands and accepts that Survey NZ limits any liability to the value of the service charged in that instance.
- 1.5 This Memorandum of Understanding will remain in force for all subsequent inspections of the Clients equipment unless revoked by the Client in writing.

2 Obligations of the Client

- 2.1 The Client will agree to comply with the current legislation, regulations, Code of Practice or Rules as appropriate. Including any other individual conditions as deemed necessary by the Surveyor/Inspector and agreed by client.
- 2.2 It is the responsibility of the Client to maintain the Equipment as “Fit for Purpose” and operate it safely within the operational limits set by current Legislation, Regulation or Rules.
- 2.3 The Client will make the documents and records relative to the operation of the equipment, available to the management and surveyors/inspectors of Survey NZ.
- 2.4 When non-compliance to legislation, regulation rule is identified, the Client will institute and complete corrective actions before Survey NZ can issue a certificate of compliance.

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- 2.5 The client will present the equipment for inspection with clear access and provide assistance if required.
- 2.6 The inspector shall be provided with Safety Inductions/instruction before commencement of the inspection.
- 2.7 Any additional equipment (ie scissor lifts for inspection of OHTC) will be in place prior to the commencement of the inspection.
- 2.8 Failure of the client to provide safety information, clear access or other equipment as necessary for the safe inspection of the equipment will result in the cancellation of the inspection by Survey NZ, which may be charged for.
- 2.9 All certificates/reports remain the property of Survey NZ until such times that the account for the services provided for the issue of the certificate/report is settled in full, or by mutual agreement between Survey NZ and the client who initiated the inspection.

3. Obligations of Survey NZ (2018) Ltd

- 3.1 Survey NZ will inspect the Client's equipment to the criteria laid down by current legislation, regulation or rule or as agreed provided that no conflict of interest, pressure on staff, risk to impartiality exists.
- 3.2 Survey NZ staff will be provided with personal protection equipment as necessary for the safe inspection of equipment. This could include Lock-out, Confined spaces gas detection, harness, etc.
- 3.3 Measuring equipment ie UTT, Loadcell, MPI, Pressure Gauge etc, as required to complete the inspection will be operated by Survey NZ inspector. Such equipment will be maintained by Survey NZ.
- 3.4 Survey NZ will issue a certificate of compliance as required by legislation, Code of Practice or rule when the inspection is completed and the equipment is fit for its intended purpose.
- 3.5 Where no certificate is required to be issued, Survey NZ will supply a report to the Client.
- 3.6 Survey NZ is to ensure that all dealings with the Client relating to his/her business will be held in strict confidence as stated in Survey NZ's Code of Ethics.

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For Survey NZ (2018) Ltd

Date

For Owner

Date
