



MARINE DEPARTMENT

THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

**Application for Authorization as a Surveyor
under section 7 of the Merchant Shipping (Local Vessels) Ordinance, Cap 548**

The completed application form shall be submitted in person or by mail to the Director of Marine (for attention of the Senior Surveyor of Ships/Local Vessels Safety Section), Marine Department, 23/F Harbour Building, 38 Pier Road, Central, Hong Kong.

PERSONAL PARTICULARS

1. Name (Surname first): _____ Sex: _____
2. Date of Birth (yy/mm) : _____ 3. HK Identity Card/Passport No: _____
4. Office Address : _____
_____ Email: _____
5. Tel No. : _____ Fax No.: _____

QUALIFICATIONS (Please refer to the qualification requirements specified in the Annex)

6. Academic and Professional Qualifications and Year obtained: **(This part is OPTIONAL if the relevant information has been provided to the Marine Department (MD) before.)**

(Please attach documentary proof of the academic/professional qualifications. For applicants holding academic qualifications obtained from institutions outside Hong Kong, please provide copies of your diplomas/certificates, transcripts of studies and official documents stating the mode of delivery, e.g. full time/part time, on campus/distance learning, etc., of the study programmes.)

7. If you are a Registered Professional Engineer under the Engineers Registration Ordinance (Cap 409), please provide the details of your registration below:
- (a) Registration No: _____
- (b) Validity date of the registration: _____

EXPERIENCE (Please refer to the experience requirements specified in the Annex)

(This part is OPTIONAL if the relevant information has been provided to MD before.)

8. Working experience in the **maritime field**, including:
- (a) marine engine and system maintenance or repairing, operation inspection or technical services

of vessels;

- (b) ship design or structural construction or ship-repairing / maintenance;
- (c) teaching / training / regulatory / management; and/or
- (d) plan approval, inspection or survey of newly-built or existing vessels including structural part inspection, the testing of engine, system and equipment installations

Experience in the field mentioned in (a) above: ____years ____months

Experience in the field mentioned in (b) above: ____years ____months

Experience in the field mentioned in (c) above: ____years ____months

Experience in the field mentioned in (d) above: ____years ____months

Details of above experience, including dates, employers, position held, etc. shall be set out in separate sheet(s).

(Please attach documentary proof of the above working experience, such as plan approval, survey report, inspection record etc. that have been carried out by the applicant with his signature and date of issue.)

CONTINUOUS PROFESSIONAL DEVELOPMENT

9. Continuous Professional Development (CPD) activities in the preceding 12 months :
_____ hours

(Please provide details of the CPD activities participated in a separate sheet.)

DISCIPLINARY/CRIMINAL CONVICTION RECORDS

10. Have you ever been subject to an inquiry committee or a disciplinary order / sanction by any professional institute (Hong Kong and elsewhere)? * Yes / No (* Delete as inapplicable)

If yes, please provide details: _____

11. Have you ever been convicted of any criminal offences? * Yes / No

If yes, please provide details: _____

(Note: A record of disciplinary order / sanction or criminal conviction is not necessarily a barrier to authorization as a surveyor.)

DECLARATION AND CONSENT

12. I hereby declare that all the information and documents submitted in relation to this application are full, complete and true to the best of my knowledge and belief.

13. I consent to the Government making any necessary enquiries for purposes relating to my application and for the verification of the information given above. I authorize all government departments and other organizations or agencies to release any record or information as may be required for these enquiries.

Signature of Applicant: _____ Date : _____

Notes to the applicant:

1. Please complete every item in block letters and in black ink.
2. Please ensure that all parts in the form are completed and the information is accurate. If there is insufficient space, please give details on a separate sheet to be attached to the application form.
3. Your provision of all the personal data requested in this form is obligatory, except those items clearly marked as optional. You should particularly note that Marine Department may require you to provide specific details to support your application. Your application will not be considered if you fail to provide all information as requested or it is not clear from your statements that you have the minimum qualifications, experience or other requirements specified in the Annex to the application form.
4. The personal data provided in this form will be used for consideration of the authorization of the applicant as a surveyor and related purposes. It may be provided to other organisations or agencies authorised to process the information for purposes relating to the authorization, e.g. qualifications assessment, employer reference, etc. as may be necessary. Personal data on an unsuccessful candidate will normally be destroyed 24 months after rejection of the application. For a successful applicant, his name and contact information will be published on the website of Marine Department.
5. An applicant has the right of access to or making corrections to any information provided by this application. The request should be made in writing to the Senior Surveyor of Ships/Local Vessels Safety Section, Marine Department, 23/F Harbour Building, 38 Pier Road, Central, Hong Kong.
6. The applications for authorization as a surveyor are processed by batches. Normally, an applicant will be notified of the result of his application within four months after his application is received by the Marine Department. In the event that an application requires a longer time to process due to some special circumstances, e.g. verification of non-local qualifications, the applicant will be duly informed of the progress of his application.

Personal Data Collection Statement

In accordance with the Personal Data (Privacy) Ordinance (Cap. 486), data subjects have a right to request access to and correction of their personal data provided in the application form. For access to or correction of personal data in the application form, please contact the Officer-in-charge, Local Vessels Safety Section of the Marine Department.

**The minimum qualification/experience requirements and
continuous professional development requirement
for authorization as a surveyor**

(A) Qualification requirements (last updated in 2014):

- (a) Registered as a Registered Professional Engineer (Marine and Naval Architecture Discipline) and having his name on the register established under section 7 of the Engineers Registration Ordinance (Cap 409); **or**
- (b) The qualifications acceptable to the Director of Marine for the recruitment by MD as a Surveyor of Ships. According to the current qualifications requirements of Surveyor of Ships, applicants are required to meet the requirements in one of the three categories below:

Category A

- (i) a degree in engineering or technology relevant to the work of the surveyor of ships; **or** Corporate Membership of the Hong Kong Institution of Engineers (Marine & Naval Architecture Discipline) or equivalent; **and** a Certificate of Competency (Marine Engineer Officer) Class 1 issued by or acceptable to the Director of Marine; **or**
- (ii) a Certificate of Competency as Extra First Class Marine Engineer Officer acceptable to the Director of Marine; **or**
- (iii) a degree in Mechanical / Marine Engineering or equivalent; Corporate Membership of the Hong Kong Institution of Engineers (Marine & Naval Architecture Discipline) or equivalent; **and** a Certificate of Competency (Marine Engineer Officer) Class 2 issued by or acceptable to the Director of Marine.

Category B

- (i) an Extra Master's Certificate of Competency acceptable to the Director of Marine; **or**
- (ii) a degree in Nautical Studies or related subject acceptable to the Director of Marine; and a Certificate of Competency (Deck Officer) Class 1 (Master Mariner) issued by or acceptable to the Director of Marine.

Category C

- (i) a degree in naval architecture or related technology acceptable to the Director

- of Marine; and
- (ii) Corporate Membership of the Hong Kong Institution of Engineers (Marine & Naval Architecture Discipline) with specialization in the naval architecture field or equivalent.

Note 1

Applicants with academic qualifications other than those obtained from Hong Kong institutions/Hong Kong Examinations and Assessment Authority are required to have their non-local qualifications accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications.

(B) Experience requirements:

At least 4 years' maritime practical experience (Note 2) as the Director considers appropriate, including either:

- (i) 9 months accumulated practical experience gained in the field specified in (d) of Note 2, or
- (ii) totally 1 year accumulated practical experience gained in the fields specified in (a) to (d) of Note 2, with at least three months experience gained in the field specified in (d) of Note 2.

Note 2

The "maritime practical experience" means accumulated working experience in the field of maritime professional such as marine engineering and/or naval architecture, including:

- (a) marine engine and system maintenance or repairing, operation inspection or technical services of vessels;
- (b) ship design or structural construction or ship-repairing/ maintenance;
- (c) teaching/training/regulatory/management;
- (d) plan approval, or inspection or survey of newly-built or existing vessels including structural part inspection, the testing of engine, system and equipment installations.

(C) Continuous professional development requirement

The applicant is required to, in the preceding 12 months, have participated in at least 30 hours' of the continuous professional development activities which are stipulated in the relevant guidance notes of the Hong Kong Institute of Engineers (HKIE).