



## Form E

# Application for approval (or change) of a person to undertake an activity under an archaeological authority

This form is to be used for the approval or change of a person to undertake work associated with an archaeological authority.

Section 45 of the Heritage New Zealand Pouhere Taonga Act 2014, states that an applicant must apply to Heritage New Zealand Pouhere Taonga for approval of any person nominated to undertake the activity under an authority. This person mustn't be approved unless Heritage New Zealand Pouhere Taonga is satisfied that the person:

- 1) has sufficient skill and competency, is fully capable of ensuring that the proposed activity is carried out to the satisfaction of Heritage New Zealand Pouhere Taonga; and
- 2) has appropriate access to institutional and professional support and resources; and
- 3) in the case of a site of interest to Māori or Moriori:
  - a. has the requisite competencies for recognising and respecting Maori or Moriori values; and
  - b. has access to appropriate cultural support.

Heritage New Zealand Pouhere Taonga Guideline Series No. 5 Guideline for Section 45 Approval (2017) describes the requirements that the nominated person must meet in order to be approved by Heritage New Zealand Pouhere Taonga to undertake an activity under an authority (see [www.heritage.org.nz](http://www.heritage.org.nz)).

Approval is decided on a case by case basis.

Please note that when section 45 approval is granted separate to the archaeological authority decision, a 15 working day appeal period applies (plus three working days to allow receipt by all parties if sent by post), during which time the authority cannot be exercised. This includes instances when the approved person is changed part-way through a project.

A list of available archaeological consultants can be found at [www.archaeology.nz](http://www.archaeology.nz). Inclusion on this list does not imply that the consultant meets the criteria to be an approved person under section 45 of the Act for a particular application. Some types of work (e.g. buildings archaeology) may require specialist skills – ensure your consultant has the right skills for the archaeological work required under your authority.

The completed form can be submitted in either electronic (preferred) or hard copy format. Post or email the form to the relevant office (contact details can be found in Guides A and B).

- Download the form and save it to your computer before filling it out to avoid losing information from the form.
- Emails have a 10MB size limit.

This application is a legal document and is therefore subject to the Official Information Act 1982. All information once received by Heritage New Zealand Pouhere Taonga is public information and may be subject to a request.

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A red box indicates a required field

### SECTION 1: DETAILS OF NOMINATED PERSON TO UNDERTAKE ARCHAEOLOGICAL WORK

Name:

Email:  Phone:

Postal address:

Authority Number:  
(if authority granted)

Address of  
archaeological work

### SECTION 2: DECLARATION OF NOMINATED PERSON TO UNDERTAKE ARCHAEOLOGICAL WORK

I (please print name)  acknowledge:

- 1) that I agree to conform to accepted archaeological practice in undertaking the archaeological work required by the conditions of any authority granted as a result of this application
- 2) that I meet the criteria required to be an approved person to undertake an activity under the authority under section 45(2)(a) of the Heritage New Zealand Pouhere Taonga Act 2014
- 3) that for a site of interest to Māori or Moriori:
  - a that I can provide evidence of my skill and competency in relation to recognising and respecting Māori or Moriori values; and
  - b that I can provide evidence of cultural support from Māori or Moriori for the work that will be undertaken for this authority.

Signature of  
nominated person:

Date:

### SECTION 3: APPLICANT'S DECLARATION

I (please print name)  acknowledge:

- 1) that all the information provided with this application is true to the best of my knowledge
- 2) that I have ensured all information relevant to the proposed activity has been made available to the nominated person
- 3) if this application is for a change of person to undertake an activity under the authority, that the person being replaced has been advised of the proposed change and has provided access to the necessary resources to undertake this authority.

Signature of applicant:

Date: