



(Maritime Security Identification Card)
MSIC APPLICATION FORM
 (from 1st October 2011)

MSIC Identification Number:

FPA / _____
(Issuing Body Use Only)

Access Card No:

(IB Use Only)

PART A: Applicant Information

MSIC APPLICATION TYPE: (Tick one box only)

- Provisional MSIC** (If you are under 18 years of age. When you turn 18 you must apply for a Standard MSIC).
- Standard MSIC** (If you are applying for a Standard MSIC for the first time).
- Renewal of a Standard MSIC** (If you have held a Standard Fremantle Ports MSIC before).
 Current MSIC Number: _____ Expiry: _____ / _____ / 20 _____
- MSIC based on your ASIC** (If you currently hold an ASIC. NB: Your MSIC will expire on the same date as your ASIC).
 Current ASIC Number: _____ ASIC Issuing Body: _____ Expiry: _____ / _____ / 20 _____

- CARD TYPE:** (Tick applicable)
- | | | | |
|---|---|--|---|
| <input type="checkbox"/> MSIC Only | <input type="checkbox"/> 2 Year Duration \$247 | <input type="checkbox"/> MSIC/ FPA Access | <input type="checkbox"/> 2 Year Duration \$267 |
| <input type="checkbox"/> MSIC Only | <input type="checkbox"/> 4 Year Duration \$390 | <input type="checkbox"/> MSIC/ FPA Access | <input type="checkbox"/> 4 Year Duration \$410 |

PERSONAL DETAILS:

(Circle) Mr / Mrs / Ms / Miss / Dr (Circle) Male / Female Date of Birth: ___ / ___ / ___

Surname: _____ First & Middle Names: _____

Preferred First Name on Card: _____ Any Previous Names (If different to above): _____

Current Citizenship Country: _____ Birth Town, State & Country: _____ Town / State
 _____ Country

ADDRESS DETAILS:

Current Permanent Residential Address:

Unit / Number	Street	Suburb / City	Post Code	State	Country	Commencement Date
						/ /

Last Previous Permanent Residential Address:

Unit / Number	Street	Suburb / City	Post Code	State	Country	Residency Dates	
						From	To
						/ /	/ /

Home Phone: _____ Work Phone: _____

Mobile Phone: _____ Email Address: _____

Postal Address (If different): Number & Street: _____ Suburb: _____ State: _____ Post Code: _____

EMPLOYMENT DETAILS:

Employer Name: _____ Contact Person: _____
(Provide first & last names)

Full Address: _____ Post Code: _____

Phone No: _____ Email Address: _____

What is your requirement to hold an MSIC (e.g. Driver, Agent etc): _____

DECLARATION:

I have read & agree to be bound by the *Conditions of Use* of an MSIC and Access to Fremantle Ports (if applicable), and:

1. I consent to all relevant information being forwarded to AusCheck for the purpose of background checking and assessing my suitability to be issued an MSIC;
2. I consent to my personal details being forwarded by AusCheck to the Australian Security Intelligence Organisation (ASIO) and CrimTrac for the purpose of conducting a security assessment;
3. I understand that my background check will be measured and assessed against a set of Maritime Security Relevant Offences (MSROs), as listed on the OTS website www.infrastructure.gov.au;
4. I understand that if I change any part of my name, employer details or contact and address information, I am required to advise Fremantle Ports within 30 days of the change;
5. I understand that if I lose my MSIC (i.e. if it becomes lost or stolen) or if I receive a conviction relevant to Point 3 (above) after having received my MSIC, I must notify Fremantle Ports within 7 days or I may receive a penalty;
6. I acknowledge that AusCheck may retain a record of MSIC applicants and that any information provided by me in this form or by ASIO or CrimTrac as a result of the background check may be taken into account by AusCheck in assessing my suitability to receive an MSIC; and
7. I certify that the personal information I have provided within this form pertains specifically to me and is correct.

Signed: _____

Date: _____ / _____ / 20 _____

AUSCHECK PRIVACY NOTICE:

The following information explains:

- What personal information is collected about you when you apply for an MSIC;
- How your personal information will be used, and
- Where you can find out more information.

Why is My Personal Information Collected?

You have applied for a **Maritime Security Identification Card (MSIC)**. MSICs are only issued after AusCheck has conducted a background check on you. Your Issuing Body (Fremantle Ports) will collect the information that AusCheck needs about you, in order to correctly identify you and to conduct a background check. E.g., Supplying your date of birth and address information helps to ensure that AusCheck can exclude criminal records that relate to a different person with the same name as you.

What Personal Information is Being Collected?

AusCheck will need your:

- Identity information: your name, date and place of birth, gender, any other names, your residential address, current contact details; and
- Work information: your employer contact details, and Issuing Body details; & maybe also
- Immigration information: (only if requested by your Issuing Body): your date of arrival & port of arrival in Australia & other relevant details such as your travel document or visa number, flight number or name of vessel & full parents name if you entered Australia on your parent's passport.

Only your identity and immigration information is used during the background checking process. Your work information is stored in the AusCheck database for other purposes, explained later. Your Issuing Body will also need a photograph of you, which will be supplied to AusCheck for the AusCheck database.

Any other personal information that your Issuing Body asks for is for their own purposes, not AusCheck's. If you have any concerns, you should ask your Issuing Body to explain why they need that extra information about you.

How Will My Personal Information be Used?

Using the information you provide to your Issuing Body, AusCheck will ask the following Government agencies for information about you:

- The Aust. Security Intelligence Agency (ASIO): ASIO will check your name on a database of known persons involved with politically motivated violence. ASIO will also keep your information

for national security purposes.

- CrimTrac: If you are over 18, CrimTrac will check your criminal history in the databases of all Australian legal jurisdictions and supply a copy of your criminal record to AusCheck. CrimTrac will not use your information for any other purpose.
- The Dept. of Immigration & Citizenship (DIAC): If your Issuing Body asks, DIAC will check your citizenship status or your legal right to work in Australia. DIAC may also use your information for immigration compliance purposes.

Spent Convictions

Generally the aim of spent conviction schemes are to prevent discrimination on the basis of old & minor criminal convictions for people who have had a clean record since their conviction. Spent convictions will not show up in your criminal record check. Generally, a conviction will be considered a spent conviction if:

- it is old - it is 10 years since the date of your conviction (or 5 years if you were a child at the time of your conviction);
- it was minor - you were sentenced to less than 30 months (2 ½ years) imprisonment (or you were not imprisoned at all);
- you have not re-offended during the 10 year waiting period (or 5 years if you were a child at the time of your conviction); and
- an exclusion does not apply.

Spent convictions also include convictions that have been set aside or pardoned. However, there are a few exclusions that apply to you as a person applying for an MSIC. This means that the details of some convictions for maritime and aviation security relevant offences will be given to AusCheck and used in its assessment of you. All other spent convictions are considered irrelevant to your application for an MSIC & will not be given to AusCheck. If you believe AusCheck have breached the spent convictions rules, you can apply to the Office of the Aust. Information Commissioner for an investigation.

What Happens Next?

AusCheck will use the results of these checks to advise your Issuing Body whether you have an adverse criminal record, an adverse security assessment, or are prevented for immigration reasons from being issued with an MSIC. However, AusCheck will only tell your Issuing

Body what is necessary for your Issuing body to decide whether or not to issue you with a MSIC. Your Issuing Body will not receive a copy of your security assessment or a copy of your criminal history. Your Issuing Body will be told about your immigration check results.

AusCheck will also keep your personal information & photo on a database; assessable to Issuing Bodies, Industry Participants in certain circumstances & Australian Govt. authorities that have functions relating to law enforcement or national security.

Four Year MSIC - Two Year Check

From 1.12.2010 MSICs can be issued for 2 or 4 years. If you apply for and are issued a 4 year MSIC your Issuing Body must apply for you to have a second background check at the two year anniversary of your initial check. The fee for a 4 year MSIC includes the cost of the second background check. The further background check will be similar in nature & process to your initial check outlined above. By applying for a 4 year MSIC, you are taken to have consented to the second background check. If you do not want to consent to the second background check then you have the option of applying for a 2 year MSIC.

Where Can I Get More Information?

The *AusCheck Privacy Policy* details:

- spent convictions & what are maritime security relevant offences;
- how your personal information is used;
- who your personal information may be disclosed to;
- your rights to access and correct your personal information; and
- how AusCheck secures your information.

You can see the *AusCheck Privacy Policy* at www.ag.gov.au/AusCheck/AusCheckPrivacyPolicy or call the AGD Privacy Officer (02) 6250 6666 for a copy.

I have read and understood the AusCheck Privacy Notice and I have also received a leaflet copy.

Signed: _____

Date: _____ / _____ / 20 _____