

# MSIC Conditions of Use

You must wear your MSIC at all times when you are in a maritime security zone. Only YOU can use your MSIC; DO NOT give or loan it to anyone else.

Your MSIC must:

- be attached to your outer clothing
- be worn above waist height
- be on the front or side of your body
- be wholly and clearly visible, and
- not be altered or defaced.

It is an offence if you contravene the regulations on how and where an MSIC must be worn.

## Escorting a non-MSIC holder

If you are escorting, you must ensure the non-MSIC holder is supervised at all times within a Landside Restricted Zone.

## Lost, stolen or destroyed MSICs

If you lose your MSIC or it is stolen, you will need to provide a statutory declaration and if stolen, a police report issued by the police before a replacement MSIC can be issued.

It is an offence if your MSIC is lost, stolen or destroyed and you do not advise Fremantle Ports within 7 days.

## Change of employer

If you change employers, your new employer will need to send through a new company letter advising Fremantle Ports that you now work for them and that they require you to hold a valid MSIC. Otherwise, you should return the card.

## Change of name

If you legally change your name, you have 30 days to advise Fremantle Ports and supply the relevant change of name certificate.

Please note your MSIC is only valid for 30 days after you have legally changed your name.

## Change of contact details

If you change your address or other contact information, please advise Fremantle Port Authority within 30 days in writing (email is sufficient).

## Returning your MSIC

You must return your MSIC within 30 days to Fremantle Ports if:

- it expires
- it is cancelled
- it has been damaged, altered or defaced
- if you no longer need to enter a maritime security zone, or
- if you change your name.

It is an offence to retain your MSIC if you no longer need it or it has been cancelled.

## **Cancellation of MSICs**

There are many cases when an MSIC may be cancelled, including:

- the issuing body (Fremantle Ports) determines the MSIC was not issued in accordance with its MSIC plan or the regulations
- the Department of Home Affairs informs the issuing body that a security assessment of the person was adverse
- the issuing body becomes aware that the holder does not have a right to work in Australia
- the holder has been convicted of a disqualifying offence
- the holder no longer has an operational need for an MSIC.

## **Maritime security relevant offence**

If you are convicted of a maritime security relevant offence, you are required to notify Fremantle Ports or the Secretary AGD within 7 days.

## **Renewing your MSIC**

Note your MSIC's expiry date and make sure you apply for the renewal of your MSIC through Fremantle Ports before it expires.

## **Be security aware**

Report security breaches at Fremantle Ports to your supervisor or Fremantle Ports Security Centre on 08 9430 3315. Suspicious activity can also be reported to the National Security Hotline on 1800 123 400.