

Notify NZ Transport Agency Waka Kotahi (NZTA) of a change your organisation plans to make that involves a risk to safety, but doesn't require a safety case variation because managing the risks involved with the change are covered in your approved safety case.

Note: if your licence manager thinks the change significant enough to need a variation to your organisation's approved safety case, they'll get in touch and work with you to do this.

Licence holder

Organisation name

Location

Contact name

Contact email

Contact phone

Licence manager

Safety case details

Include current approved version number and approval date if possible.

Outline the section of the safety case covering the planned change.

Safety case name

Relevant section

Planned change

Give the date the change will be effective from.

Give a summary and reason for the planned change.

Date of change

Change summary



- Your information is collected and held securely by NZTA.
- We will consult you if we receive a request for this information under the Official Information Act. Your information is only accessed by staff performing our regulatory functions.
- Your information is kept for as long as is reasonably necessary in line with the Privacy Act 2020, and is disposed of in line with our retention and disposal schedule.
- You're entitled to access, and request correction of, any readily retrievable information about you held by NZTA.

Applicant's declaration

I declare that all the information in this application and form is true and correct.

Applicant's signature

Date

Where to email your application

Email this form along with supporting documentation to: railregulator@nzta.govt.nz

You can also print the form to complete and sign it. You'll then need to scan the form to email it to us.

Supporting documents

List documents attached as part of your application.