

Application Form 8a

Commercial operations from a vessel to view marine mammals



Department of
Conservation
Te Papa Atawhai
New Zealand Government

Is this the right application form for me?

This application form is for new and renewal applications for commercial operations from a vessel; including both powered vessels and manually propelled vessels (e.g. kayaks or paddle boards) to:

View marine mammals, including:

- All species of whales (including orca and pilot whales)
- All species of seal
- All species of dolphin (excluding orca and pilot whales).

Swim with:

- Adult dolphins (excluding orca and pilot whales)
- Seals.

Note: It is illegal to swim with whales (including orca and pilot whales).

Update staff member and vessel

If you have a permit for a commercial operation to interact with marine mammals complete [Application Form 8f Commercial Operations involving Marine Mammals Update staff member, vessel, vehicle, or aircraft](#)¹ to apply for:

- Any new staff member – pilot, master, skipper, guide or other staff member – who will have contact with marine mammals as part of your commercial operation; or
- Any new vessel which will be used to undertake your permit.

How do I complete this application form?

- If you are applying for a new permit e-mail permissionschristchurch@doc.govt.nz for a pre-application meeting before lodging your application. There is location, species and treaty partner consultation information that the Department of Conservation (DOC) needs to make you aware of.
- Complete all sections of this form.
 - If your application involves land-based marine mammal viewing, please also fill in Form <https://www.doc.govt.nz/globalassets/documents/about-doc/concessions-and-permits/marine-mammal-permits/vessel-based-activity-marine-mammal-permit-form-8a.doc> 8b.
 - If your application involves aircraft-based marine mammal viewing, please also fill in Form 8c.
 - If your application involves swimming with marine mammals, please also fill in Form 8e.
- DOC encourages electronic applications (e.g. email a typed Word document), rather than handwritten applications. Electronic applications are easier to read and less likely to be returned to you for clarification.

¹ <https://www.doc.govt.nz/globalassets/documents/about-doc/concessions-and-permits/marine-mammal-permits/update-staff-member-8f.doc>

- If you require extra space, attach or include extra documents and label them according to the relevant section. Record all attachments in Section 'Q Attachments'.

Personal and sensitive information (e.g. criminal convictions or criminal charges pending before the court relating to the mistreatment of animals) will be managed by DOC confidentially. For further information check [DOC's privacy and security statements](#)².

Have you considered DOC's Conservation General Policy and statutory planning documents?

Your permit must not be inconsistent with DOC's [Conservation General Policy](#)³ and [relevant statutory planning documents](#)⁴, as they set out how DOC and our Treaty partners manage public conservation land. Statutory planning documents can have a direct impact on your application, with conservation management strategies identifying where human interactions with marine mammals should be managed to avoid or minimise adverse effects on populations and individuals.

Have you undertaken Treaty Partner consultation?

DOC has a responsibility to give effect to the principles of the Treaty of Waitangi and may consult with our Treaty Partners about your permit application.

Contact permissionschristchurch@doc.govt.nz for further information about consultation.

Have you undertaken Customary Marine Title consultation?

If you are applying for a new permit to view marine mammals, under the Marine and Coastal Area (Takutai Moana) Act 2011, you must:

- Notify the Customary Marine Title Applicants about your application.
- Seek the views of the Customary Marine Title Applicants.

To identify the Customary Marine Title Applicants relevant to your application, please visit [Te Tari Whakatau - Applications](#)

Have you confirmed that your activity does not fall within a moratorium?

A moratorium is a temporary suspension that restricts the viewing of marine mammals in specific areas or for certain species. It prohibits the start of new activities as well as increases to existing permitted activities. To determine whether your application is affected by a moratorium, it is recommended that you contact permissionschristchurch@doc.govt.nz.

If you need some help, where do you get more information?

- Check the DOC [interacting with marine mammals](#)⁵. This page includes information on the types of permits available, fees, reporting, and processing timeframes.
- Read [sharing our coasts with marine mammals](#)⁶.

² <https://www.doc.govt.nz/footer-links/privacy-and-security/>

³ <https://www.doc.govt.nz/about-us/our-policies-and-plans/conservation-general-policy/>

⁴ <https://www.doc.govt.nz/about-us/our-policies-and-plans/statutory-plans/>

⁵ <https://www.doc.govt.nz/get-involved/apply-for-permits/interacting-with-marine-mammals/>

⁶ <https://www.doc.govt.nz/sharingcoasts>

- Become a DOC [Sustainable Marine Mammal Actions in Recreation and Tourism \(SMART\)](#) operator⁷.
- Arrange a pre-application meeting (either face to face or over the phone) by contacting the Christchurch Permissions team permissionschristchurch@doc.govt.nz.

How do I submit my application?

Email your completed application, and any attachments (recorded in section 'Q Attachments') to: permissions@doc.govt.nz

What happens next?

Your application will be assessed by DOC. If it is complete, DOC will begin processing the application.

If it is incomplete or requires amendment it will be returned to you for you to amend and incorporate the matters that DOC has specified in writing.

Why does DOC ask for this information?

The questions in this application form are designed to cover the requirements set out in DOC's conservation legislation. Your answers allow us to assess:

- The details of your proposed operation against the requirements in sections 6 and 7 of the Marine Mammals Protection Regulations 1992.
- The effects of your proposed operation (including proposed encounter times with marine mammals) and your proposed methods to avoid, remedy or mitigate any adverse effects.
- Your qualifications and resources (e.g. vessel, skills and experience) to adequately conduct the proposed operation in marine areas.
- The educational material you will be using in your proposed operation.

Note:

- Under regulation 10 of the Marine Mammals Protection Regulations 1992, the Department must determine whether or not the application is acceptable and may require the application to be amended. The Department will advise applicants if, and what, amendments are required before this application can be processed by the Department.
- The Department will process the application and issue a permit if it is satisfied that the application meets all the requirements for granting a permit under the Marine Mammals Protection Regulations 1992.
- If the application is approved, it is deemed to form part of the permit which is issued and must be complied with accordingly. Your application, therefore, must be clear, complete and accurate.
- Your application will also assist us in undertaking consultation with our Treaty Partners.
- Your creditworthiness is a factor in determining whether DOC should extend credit to you and set up a DOC customer accounts receivable credit account. To make this assessment DOC will supply your information to a credit checking agency.

⁷ <https://www.doc.govt.nz/our-work/smart-operator-programme/>

Note: Information collected by DOC will be supplied to a debt collection agency in the event of non-payment of fees.

What fees will I pay?

You may be required to pay a processing fee for this application regardless of whether a permit is granted or not. You may request an estimate of the processing fees after your application has been submitted. If you request an estimate, DOC may require you to pay the reasonable costs of the estimate prior to it being prepared. DOC will not process your application until the estimate has been provided to you. In addition, if you are granted a permit you may be required to pay annual research or management fees. These fees are listed on the [interacting with marine mammals](#)⁸ page of the DOC website.

If you are applying for a new permit, see information in the 'Will my application be publicly notified?' section below.

DOC will invoice your processing fee after your application has been considered. If your application is large or complex, DOC may undertake billing at intervals periodically during processing until a decision has been made on your application. If you withdraw your application DOC will invoice you for the costs incurred up to that point.

Will my application be publicly advertised?

Your application will be **publicly advertised**⁹ on the DOC website and appropriate newspapers if:

- the application is for a new permit
- the application is for a renewal of a permit (and the renewal is not substantially the same as the existing permit) or an amendment to an existing permit.

Publicly advertising may increase the time and cost of processing of your application.

If you believe public advertising may be required for your application email: permissionschristchurch@doc.govt.nz to arrange a pre-application meeting.

What does an approved DOC permit include / require?

A permit approved by DOC (in accordance with section 10(2) Marine Mammals Protection Regulations 1992):

- Includes your 'Application for commercial operations from a vessel to view and swim with marine mammals'.
- Requires you to comply with all the information supplied in your 'Application for commercial operations from a vessel to view and swim with marine mammals'.

Note: It is a condition of this permit that DOC retains the right to suspend or revoke this permit, or restrict the operation authorised by the permit, where the information on which the permit was granted contained material inaccuracies.

⁸ <https://www.doc.govt.nz/get-involved/apply-for-permits/interacting-with-marine-mammals/>

⁹ Marine Mammals Protection Regulation 1992 section 11.

A. Applicant details

Legal status of applicant (tick)	☐ Individual (Go to ①)	
	☒ Registered company (Go to ②)	☐ Trust (Go to ②)
	☐ Incorporated society (Go to ②)	☐ Other (Go to ②)

①	Applicant name (individual)		
	Phone	Mobile phone	
	Email		
	Physical address		Postcode
	Postal address (if different from above)		Postcode

②	Applicant name (full name of registered company, trust, incorporated society or other)		Cathedral Cove Kayaks Limited	
	Trading name (if different from applicant name)			
	NZBN (To apply go to: https://www.nzbn.govt.nz)	9429035061786	Company, trust or incorporated society registration number	1580256
	Registered office of company or incorporated society (if applicable)	88 Hahei Beach Rd, Hahei, Whitianga, 3591 , New Zealand		
	Company phone	07 866 3877	Company website	www.kayaktours.co.nz
	Contact person and role	/ Office Manager		
	Phone	07 866 3877	Mobile phone	
	Email	@kayaktours.co.nz		
	Postal address	88 Hahei Beach Rd, Hahei, Whitianga, New Zealand	Postcode	3591

B. New or renewal of an existing permit

I am applying for a new permit. You need to have a pre-application meeting with DOC before you submit this application as there are location restrictions and consultation requirements that you need to be aware of. E-mail permissionschristchurch@doc.govt.nz .	☒
I am applying for a like-for-like renewal of an existing permit	☐
I am applying to renew an existing permit with a major amendment ¹⁰ .	☐
Permit number	

C. Activities applied for

Please fill in all the forms that are applicable. Please tick below the forms that have been completed and attach with this form. Please note that even if you are applying for a renewal of an existing permit, these forms are a necessary requirement of the application process and must be filled out in full.

ACTIVITY	FORM	✓
Vessel Based Viewing	8a	☒
Land Based Viewing	8b	☐
Aircraft Based Viewing	8c	☐
Filming only	8d	☐
Swimming with marine mammals	8e	☐

D. Pre-application meeting

Have you had a pre-application meeting with a DOC Permissions Advisor?

No If your application is for a new permit your application will not be processed without a pre-application meeting as there are location restrictions and consultation requirements that you need to be aware of. E-mail permissionschristchurch@doc.govt.nz	☐
Yes	☒

¹⁰ Marine Mammals Protection Regulation 1992 section 11.

If yes, state when and who with.

16/2/26 with Levi Barton - Permissions Advisor

E. Consultation undertaken under the Marine and Coastal Area (Takutai Moana) Act 2011

Have you notified and sought the views of the relevant Customary Marine Title Applicants¹¹ prior to submitting this application?

No. Your application will not be processed.
You need to speak to DOC before you can submit this application form.¹²
E-mail permissionschristchurch@doc.govt.nz



Yes



If yes, supply details for each Customary Marine Title Applicant you have consulted with. Copy and paste the table below and complete for each Customary Marine Title Applicant. Record all attachments in section 'Q Attachments'.

Attachments may include:

- Additional pages with the required information
- Any written response to your notification from the Customary Marine Title Applicant.

Customary Marine Title Applicant notified	Nga Hapu o Ngai Te Rangi
Name of individual you notified and sought views on your application	
Date /s of notification and views sought	11/3/2026
Form of notification and means of views given (e.g. email, meeting)	Email sent
Outcome of consultation	Pending reply

¹¹ A "Customary Marine Title Applicant" is a person or group who has applied for recognition of customary marine title either under section 95 or sections 100 and 103 of the Marine and Coastal Area (Takutai Moana) Act 2011 in an area to which your application relates and where no customary marine title order or agreement applies.

¹² It is a statutory requirement under section 62(3) to notify and seek the views of a Customary Marine Title Applicant on your application before it is lodged with the Department.

Customary Marine Title Applicant notified	Te Kupenga o Ngati Hako & Ngāti Hei
Name of individual you notified and sought views on your application	
Date /s of notification and views sought	11/3/2026
Form of notification and means of views given (e.g. email, meeting)	Email sent
Outcome of consultation	Pending reply

Customary Marine Title Applicant notified	Ngati Maru
Name of individual you notified and sought views on your application	
Date /s of notification and views sought	11/3/26
Form of notification and means of views given (e.g. email, meeting)	Email sent
Outcome of consultation	Pending reply

Customary Marine Title Applicant notified	Te Kupenga o Ngati Hako
Name of individual you notified and sought views on your application	
Date /s of notification and views sought	24/8/26
Form of notification and means of views given (e.g. email, meeting)	Email sent
Outcome of consultation	Pending reply

Customary Marine Title Applicant notified	Ngāti Whanaunga
Name of individual you notified and sought views on your application	Ngāti Whanaunga Incorporated Society
Date /s of notification and views sought	24/8/26
Form of notification and means of views given (e.g. email, meeting)	Email sent
Outcome of consultation	Pending reply

Customary Marine Title Applicant notified	Nga Puhi nui tonu, Ngati Rahiri, Ngati Awa, Nga Tahuhu and Ngaitawake
Name of individual you notified and sought views on your application	
Date /s of notification and views sought	24/8/26
Form of notification and means of views given (e.g. email, meeting)	Email sent
Outcome of consultation	Pending reply

Note: As soon as reasonably practicable after you lodge your application with DOC, you are required to notify affected iwi, hapu or whanau. We recommend you speak to DOC about this requirement prior to lodging your application.

F. Consultation undertaken with Treaty Partners

DOC has a statutory obligation to give effect to the principles of the Treaty of Waitangi. This often requires consultation with our Treaty Partner (iwi/hapū/whānau of local Maori) on your application. If you have already consulted with our Treaty Partners, DOC would like to know about it.

Have you carried out any consultation with Treaty Partners?

No	☒
Yes	☐

If yes, supply details for each Treaty Partner you have consulted with. Copy and paste the table below and complete for each Treaty Partner. Record all attachments in section 'Q Attachments' including:

- Additional pages with any required information.
- The written response to your consultation with Treaty Partners.

<i>Whānau/hapū/iwi consulted with</i>	
Name of individual you consulted with	
Date of consultation	
Form of consultation (e.g. email, meeting)	
Outcome of consultation*	

Provide details of any cultural interpretation or activities that you are providing to support the cultural values of the Treaty Partners, Customary Marine Title Applicants or other interested stakeholders.

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G. Consultation with interested stakeholders

Have you carried out any consultation with interested stakeholders?

No	☐
Yes	☒

If yes, supply details for each Interested Stakeholder you have consulted with. Copy and paste the table below and complete for each Interested Stakeholder. Record all attachments in section 'Q Attachments' including:

- Additional pages with any required information
- The written response to your consultation with Interested Stakeholders.

Other interested stakeholders consulted with e.g. Conservation Boards or community groups	The Friends of Te Whanganui-o-Hei Marine Reserve Trust
Name of individual you consulted with	
Date of consultation	11/3/26
Form of consultation (e.g. email, meeting)	Email and phone call
Outcome of consultation*	No issues regarding the application.

H. Educational material

Provide details of the education material (including the source of the material) and education aspects of your proposed operation.

Conservation education is integrated into all sea kayak tours through live interpretation delivered by trained guides. Participants receive information on marine mammals and wildlife likely to be encountered, legal protections and minimum approach distances, prohibited behaviours, recognition of stress indicators, and low-impact practices within the marine reserve.

Guides provide species-specific information (e.g. orca, dolphins, fur seals, whales), including identification, behaviour, conservation status, and threats, with emphasis on why disturbance rules exist and how human activity can affect feeding, resting, breeding, and migration.

All guides complete marine wildlife encounter training covering regulations, species identification, disturbance response, encounter management, and emergency procedures. Internal reference resources are maintained and updated.

Educational content and operational procedures are based on the Marine Mammals Protection Act 1978, Marine Mammals Protection Regulations 1992, DOC Marine Mammal Viewing Guidelines, and the DOC Environmental Code of Conduct.

Extra attachment H – Marine Mammal commentary notes and Marine Wildlife Encounter Training Plan

I. Conservation, management, and the protection of marine mammals

State how your proposed operation is in the interests (advantage and benefit) of the conservation, management or protection of marine mammals?

Our tours support marine mammal conservation within the Te Whanganui-o-Hei Marine Reserve through low-impact, paddle-powered operations. Small groups and passive, animal-led encounters ensure wildlife can control interactions, with sensitive areas avoided. We comply with the Marine Mammals Protection Act 1978 and DOC guidelines, following minimum approach distances and reporting distressed wildlife. Our sustainability practices — including waste minimisation, Leave No Trace principles, and biosecurity measures — protect the marine ecosystem. We actively participate in the Tiaki Promise, Destination Hauraki's Good for Your Soul – Kaitiaki programme, and the New Zealand Tourism Sustainability Commitment. We also support local conservation by offering guest donations to the Friends of Te Whanganui-o-Hei Marine Reserve Trust, supporting the Hahei Reserves Trust, and participating in native planting, restoration projects, and beach clean-ups. Marine mammal welfare always takes priority.

J. Details of the proposed operation

1 Proposed base and area of operation

Attach a map of the proposed area of operation. It must clearly show:

- Proposed base (vessel departure location) of operation

- Proposed area of operation showing the boundaries and where appropriate, the specific locations where contact with marine mammals are proposed.
- Proposed locations where swimming with marine mammals will take place (if applicable)

Record your map details in section 'Q Attachments'.

Map questions	Written description
Proposed base of operation	Tours depart from Hahei beach between the main carpark and boat ramp.
Proposed area of operation	Tours explore the coastline between Hahei Beach and Cooks beach. They will venture as far offshore as Mahurangi island and Motueka island, otherwise it is all coastal kayaking.
Proposed locations for viewing contact with marine mammals	Tours explore the coastline between Hahei Beach and Cooks beach. They will venture as far offshore as Mahurangi island and Motueka island, otherwise it is all coastal kayaking.
Proposed locations for swimming contact with marine mammals	N/A

2 Term of operation

Record the proposed term of operation (months and years) Permits may not be issued for a term longer than 10 years.	10 years
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3 Trip duration and frequency

Duration of trips (in hours or days if multi-day trips) proposed	3hours
Maximum number of trips proposed per day	2 in winter/ 4 in summer. Marine mammal viewing will only take place between 9am-4pm.
Maximum number of trips proposed per annum	We are weather dependent but open 364 days/ on average operate about 200 days per year.
Maximum number of vessels you propose to operate at any one time	24 double kayaks/ 6 single kayaks

4 Species of marine mammal you seek to view or come in contact with from a vessel

All species of whales (including orca and pilot whales)	✓
All species of seal	✓
All species of dolphins (excluding orca and pilot whales)	✓ - except Bottlenose

Species specific encounters you seek to view and come in contact with from a vessel (list species)

5 Proposed viewing or contact times with marine mammals

State the maximum time you will view or be in contact with each marine mammal (or group of mammals) you encounter per trip.

Whales viewing or contact

Not applicable

Individual viewing or contact time in minutes

15minutes maximum

Cumulative viewing or contact time per trip in minutes

15minutes maximum

Dolphins viewing or contact

Not applicable

Individual viewing or contact time in minutes

15minutes maximum

Cumulative viewing or contact time per trip in minutes

15minutes maximum

Seals viewing or contact	
Not applicable	
Individual viewing or contact time in minutes	15minutes maximum
Cumulative viewing or contact time per trip in minutes	15minutes maximum

Specific species viewing or contact	
Not applicable	✓
Specific species viewing or contact (list species)	
Individual viewing or contact time in minutes	
Cumulative viewing or contact time per trip in minutes	

K. Vessel type – motorised vessel(s)

Describe the vessel type you are going to use in your proposed operation.

If your operation involves two or more vessels, copy and paste the table below and complete for each vessel. Alternatively attach additional pages with the required information and record all attachments in section 'Q Attachments'.

Not applicable as only using manually propelled vessels



Motorised vessel No. 1 description:

Vessel name

Vessel make

Vessel model

Vessel size (length)

Vessel colour

Motive power

Construction and hull design

Planing hull

Displacement hull

Normal cruising speed

Maximum speed

Maximum number of passengers

Describe any information you have on vessel noise levels (above and below water)

How will the effects of vessel noise be mitigated?

L. Vessel type – manually propelled vessels (watercraft)

Describe the manually propelled vessel (watercraft) type and number of vessels you are going to use.

Not applicable as only using motorised vessels	
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Manually propelled vessel description

Single kayak	✓
Number of single kayaks	6x singles
Double kayak	✓
Number of double kayaks	24x doubles
Paddle board	
Number of paddle boards	
Other manually propelled vessels	
Type of other manually propelled vessel	
Number of other manually propelled vessels	



M. Background of proposed operator

State the applicant's experience operating with marine mammals (e.g. the number of years the company / business has been operating around marine mammals).

Cathedral Cove Kayaks has operated guided sea kayak tours within the Te Whanganui-A-Hei (Cathedral Cove) Marine Reserve for 23 years under a DOC concession, without incident.

Marine mammals are encountered incidentally during tours and are managed conservatively in accordance with the Marine Mammals Protection Act and regulations. All encounters are passive, with appropriate distances maintained and no pursuit.

The company holds a current DOC concession until 31 March 2031.

State the applicant's knowledge of operating within the local area, and of the sea and weather conditions (e.g. number of years' experience operating within the area).

Owner/operator [REDACTED] has 23 years' continuous experience operating commercial sea kayak tours from Hahei on the Coromandel Peninsula.

An experienced management team make daily weather decisions based on real-time observation, marine forecasts, swell and wind data, and extensive local knowledge of tides, currents, swell patterns, and landing conditions.

This long-term, hands-on experience provides strong capability in safely assessing and managing sea and weather conditions in the local area.

Has the applicant been convicted of any offence involving the mistreatment of animals?

No



Yes



If "yes", provide details

Does the applicant have any current criminal charges pending before the court involving the mistreatment of animals?

No



Yes



If "yes", provide details

Does the Applicant agree to DOC undertaking a check of their criminal convictions or pending current criminal charges involving the mistreatment of animals?

Note: DOC may require the proposed operator to fill out and sign a form that allows DOC to receive their criminal conviction history to enable the Director-General of DOC to be satisfied that the proposed operator does not have convictions for offences involving the mistreatment of animals.

No

☐

Yes



N. Background experience of individual staff members

Complete the table below for every staff member who may come into contact with marine mammals during the operation. If there are two or more staff members, copy and paste the table and complete for each staff member. Alternatively attach additional pages with the required information and record all attachments in section 'Q Attachments'.

Staff member No. 1	
Full name	
Job title: Skipper	☐
Job title: Guide	☒
Job title: Other (state)	☐

Has this person been convicted of any offence involving the mistreatment of animals?	
No	☒
Yes	☐
If "yes", provide details	

Does this person have any current criminal charges pending before the court involving the mistreatment of animals?	
No	☒
Yes	☐
If "yes", provide details:	

Does the staff member agree to DOC undertaking a check of their criminal convictions or pending current criminal charges involving the mistreatment of animals?	
Note: DOC may require the staff member to fill out and sign a form that allows DOC to receive their criminal conviction history to enable the Director-General of DOC to be satisfied that they do not have convictions for offences involving the mistreatment of animals	
No	☐
Yes	☒

State the staff members knowledge of operating within the local area, and of the sea and weather conditions (e.g. number of years' experience operating within the area)

Relevant Experience of staff member with marine mammals?

Is a Senior guide/ trains incoming guides and makes operational weather calls when needed.

Experience operating around marine mammals in years

Worked at Cathedral Cove Kayaks for over 17years

Types of marine mammals the staff member has operated around?

Seals / sea lions



Dolphins



Whales



Specific species



List type of specific species

Has the staff member has completed a [DOC SMART](#)¹³ course?

No



Will partake in the next available course - enquired and currently on the waitlist.

Yes



Staff member No. 2

Full name



Job title: Skipper



Job title: Guide



Job title: Other (state)



Has this person been convicted of any offence involving the mistreatment of animals?

No



Yes



¹³ <https://www.doc.govt.nz/our-work/smart-operator-programme/>

If "yes", provide details	
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Does this person have any current criminal charges pending before the court involving the mistreatment of animals?	
No	☒
Yes	☐
If "yes", provide details:	

Does the staff member agree to DOC undertaking a check of their criminal convictions or pending current criminal charges involving the mistreatment of animals?	
Note: DOC may require the staff member to fill out and sign a form that allows DOC to receive their criminal conviction history to enable the Director-General of DOC to be satisfied that they do not have convictions for offences involving the mistreatment of animals	
No	☐
Yes	☒

State the staff members knowledge of operating within the local area, and of the sea and weather conditions (e.g. number of years' experience operating within the area)	
Relevant Experience of staff member with marine mammals?	
Is a Senior guide/ trains incoming guides and is the operational manager during peak season making daily weather calls.	
Experience operating around marine mammals in years	Worked for Cathedral Cove on and off for over 9years. Has also ran his own Sea Kayak tour business at Opito Bay

Types of marine mammals the staff member has operated around?	
Seals / sea lions	☒
Dolphins	☒
Whales	☒
Specific species	☐
List type of specific species	

Has the staff member has completed a DOC SMART ¹⁴ course?	
No	☒ Will partake in the next available course - enquired and currently on the waitlist.
Yes	☐

Staff member No. 3	
Full name	
Job title: Skipper	☐
Job title: Guide	☒
Job title: Other (state)	☐

Has this person been convicted of any offence involving the mistreatment of animals?	
No	☒
Yes	☐
If "yes", provide details	

Does this person have any current criminal charges pending before the court involving the mistreatment of animals?	
No	☒
Yes	☐
If "yes", provide details:	

Does the staff member agree to DOC undertaking a check of their criminal convictions or pending current criminal charges involving the mistreatment of animals?	
Note: DOC may require the staff member to fill out and sign a form that allows DOC to receive their criminal conviction history to enable the Director-General of DOC to be satisfied that they do not have convictions for offences involving the mistreatment of animals	
No	☐

¹⁴ <https://www.doc.govt.nz/our-work/smart-operator-programme/>

Yes	☒
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State the staff members knowledge of operating within the local area, and of the sea and weather conditions (e.g. number of years' experience operating within the area)

Relevant Experience of staff member with marine mammals?

Is a Senior guide that runs tours each summer season with extensive first hand experience on the water.

Experience operating around marine mammals in years	Worked for Cathedral Cove on and off for over 6years.
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Types of marine mammals the staff member has operated around?

Seals / sea lions	☒
Dolphins	☒
Whales	☒
Specific species	☐
List type of specific species	

Has the staff member has completed a [DOC SMART](https://www.doc.govt.nz/our-work/smart-operator-programme/)¹⁵ course?

No	☒
Yes	☐

Staff member No. 4

Full name	
Job title: Skipper	☐
Job title: Guide	☒
Job title: Other (state)	☐

Has this person been convicted of any offence involving the mistreatment of animals?

No	☒
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¹⁵ <https://www.doc.govt.nz/our-work/smart-operator-programme/>

Yes	☐
If "yes", provide details	

Does this person have any current criminal charges pending before the court involving the mistreatment of animals?

No	☒
Yes	☐
If "yes", provide details:	

Does the staff member agree to DOC undertaking a check of their criminal convictions or pending current criminal charges involving the mistreatment of animals?

Note: DOC may require the staff member to fill out and sign a form that allows DOC to receive their criminal conviction history to enable the Director-General of DOC to be satisfied that they do not have convictions for offences involving the mistreatment of animals

No	☐
Yes	☒

State the staff members knowledge of operating within the local area, and of the sea and weather conditions (e.g. number of years' experience operating within the area)

Relevant Experience of staff member with marine mammals?

Is a Senior guide that runs tours each summer season with extensive first hand experience on the water. Has completed a Skippers course

Experience operating around marine mammals in years	Worked for Cathedral Cove on and off for over 3years.
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Types of marine mammals the staff member has operated around?

Seals / sea lions	☒
Dolphins	☒
Whales	☒
Specific species	☐
List type of specific species	

Has the staff member has completed a DOC SMART¹⁶ course?	
No	☒
Yes	☐

O. Marine Mammals Protection Regulations 1992

Tick the following boxes to confirm you will operate in accordance with each of the following behaviours as required under Part 3 of the Marine Mammals Protection Regulations 1992.	Tick
Marine mammals will not be disturbed or harassed	☒
Best endeavours will be used to operate the vessel in a way that the normal movement or behaviour of any marine mammal is not disrupted	☒
Contact with any marine mammal shall be abandoned at any stage if it becomes or shows signs of becoming disturbed or alarmed	☒
Marine mammals are not to be separated from a group of marine mammals, or caused to scatter	☒
Rubbish or food is not to be thrown near or around any marine mammal	☒
No person shall make any loud or disturbing noises around any whale, dolphins or seals	☒
No sudden or repeated changes in the speed or direction of the vessel shall be made except in the case of an emergency	☒
Where the vessel stops to enable the passengers to watch any marine mammal, the engines are to be either placed in neutral (<i>preferred</i>) or be switched off within a minute of the vessel stopping	☒
A person or vessel shall not cut off the path of a marine mammal or prevent a marine mammal from leaving the vicinity of the vessel	☒
The skipper of a vessel less than 300 metres from any marine mammal shall use his or her best endeavours to move the vessel at a constant slow speed no faster than the slowest marine mammal in the vicinity, or at idle or "no wake" speed	☒
When departing from the vicinity of any marine mammal, the vessel shall proceed slowly at idle or "no wake" speed until the vessel is at least 300 metres from the nearest marine mammal	☒
The vessel is not to approach within 300 metres of any whale, pod of dolphins or herd of seals for the purpose of enabling passengers to view, if the number of vessels or aircraft, already positioned to enable passengers to watch is three or more	☒
Where two or more vessels or aircraft approach an unaccompanied whale, dolphin or seal, the skipper concerned shall co-ordinate their approach and manoeuvres	☒

¹⁶ <https://www.doc.govt.nz/our-work/smart-operator-programme/>

Whale specific behaviours Tick that you understand and will operate in accordance with each of the following species-specific behaviours as required under Part 3 of the Marine Mammals Protection Regulations 1992.	Tick
The vessel is not to approach within 50 metres of a whale	✓
If a whale approaches the vessel, the skipper of the vessel shall, wherever practicable: (i) manoeuvre the vessel so as to keep out of the path of the whale; and (ii) maintain a minimum distance of 50 metres from the whale	✓
The vessel is not to approach within 200 metres of any female baleen or sperm whale that is accompanied by a calf or calves	✓
The vessel shall approach a whale from a direction that is parallel and slightly to the rear	✓

Dolphin specific behaviours Tick that you understand and will operate in accordance with each of the following species-specific behaviours as required under Part 3 of the Marine Mammals Protection Regulations 1992.	Tick
The vessel may exceed idle or “no wake” speed in order to outdistance the dolphins but must increase speed gradually, and shall not exceed 10 knots within 300 metres of any dolphin	✓
The vessel is not to proceed through a pod of dolphins	✓
The vessel shall approach a dolphin or pod of dolphins from a direction that is parallel and slightly to the rear	✓

Swimming specific behaviours Tick that you understand and will operate in accordance with each of the following species-specific behaviours as required under Part 3 of the Marine Mammals Protection Regulations 1992.	Tick
Swimmers will not be in the water with juvenile dolphins or a pod that includes juvenile dolphins	
An airhorn may be used to call swimmers back to the boat or to the shore	

P. Operational best practice based on recommended DOC guidelines

Tick that you understand and will comply with the following conditions relating to seals and sea lions specific behaviours	Tick
Not applicable as not applying to view seals and sea lions	☐
When seals and sea lions are hauled out on shore or rocks, the vessel will remain 20m or more from water's edge	✓

When seals and sea lions are hauled out on shore or rocks, swimmers will remain 5m or more from water's edge.	✓
Tick that you understand and will comply with the following conditions relating to location specific best practice. <i>You will have been given information on best practice recommendations when you contacted permissionschristchurch@doc.govt.nz prior to making your application. If any location specific best practices apply to your area of operation, attach the relevant schedule.</i>	Tick
Not applicable as there is no location specific best practice	☐
Location specific best practices for my area of operation are attached and recorded in section 'Q Attachments'	✓
All proposed operations will be undertaken in accordance with the best practice guidelines for the area of operation	✓
Tick that you understand and will comply with the following conditions relating to Manually propelled vessels e.g. kayaks and paddle boards practices.	Tick
Not applicable as not operating a manually propelled vessel	☐
Up to seven kayaks (or other manually propelled watercraft) are to be grouped closely together* for the purpose of viewing marine mammals <i>*Manually propelled watercraft are to be within two paddle lengths of each other to form 'one distinct vessel'. No vessel (including a group of seven manually propelled vessels) shall approach closer than 300m to a marine mammal if there are already three vessels (including a group of seven manually propelled vessels) or aircraft, or both, present.</i>	✓
Kayaks (or other manually propelled watercraft) are not to be banged, or paddles slapped against the water in the presence of marine mammals.	✓
No person shall touch a marine mammal	✓
No person is to chase a marine mammal, instead let the mammal approach the manually propelled watercraft	✓
Where practical the operator's guide is to remain between the clients and any seals or sea lions on shore	✓

Any other actions you will take to minimise disturbance of the marine mammals:
We operate on a passive-observation basis only. Guides do not approach, pursue, or position kayaks in the path of marine mammals. Group sizes are controlled and kept together to avoid surrounding animals. If marine mammals show any signs of behavioural change, stress, or avoidance, guides will immediately increase distance or leave the area.

Q. Attachments

Attachments should *only* be used if there is:

- A specific question that requires an attachment e.g. map of the proposed base and area of operations
- Not enough space on the form to finish your answer
- Additional information that supports your answer
- An additional request you wish to make of DOC regarding the application.

Label each document clearly and complete the table below.

Section of the application form the attachment relates to	Document title	Document format (e.g. Word, PDF, Excel, jpg etc.)	Description of attachment
<i>E</i>	<i>E. Nga Hapu o Ngai Te Rangi Email</i>	<i>PDF</i>	<i>Email to Nga Hapu o Ngai Te Rangi to request their views/ permission</i>
<i>E</i>	<i>E. Te Kupenga o Ngati Hako & Ngati Hei Email</i>	<i>PDF</i>	<i>Email to Te Kupenga o Ngati Hako & Ngati Hei to request their views/ permission</i>
<i>E</i>	<i>E. Ngati Maru Email</i>	<i>PDF</i>	<i>Email to Ngati Maru to request their views/ permission</i>
<i>G</i>	<i>G. the Friends of Te Whanganui-o-Hei Marine Reserve Trust Email</i>	<i>PDF</i>	<i>Email to the Friends of Te Whanganui-o-Hei Marine Reserve Trust to request their views/ support</i>
<i>G</i>	<i>G.The Friends of Te Whanganui-o-Hei Marine Reserve Trust Response</i>	<i>PDF</i>	<i>Response from The Friends of Te Whanganui-o-Hei Marine Reserve Trust</i>
<i>H</i>	<i>H.Marine Mammals commentary notes</i>	<i>PDF</i>	<i>Guides extra training resources - commentary notes on different mammals</i>
<i>H</i>	<i>H.Marine Wildlife</i>	<i>PDF</i>	<i>Guides SOP procedures for Marine wildlife encounters</i>

Section of the application form the attachment relates to	Document title	Document format (e.g. Word, PDF, Excel, jpg etc.)	Description of attachment
	<i>Encounter Training Plan</i>		
<i>J</i>	<i>Proposed base and area of operation</i>	<i>PDF</i>	<i>Map of proposed base and area of operation with keys mapping it out.</i>
<i>E</i>	<i>Nga Puhi nui tonu, Ngati Rahiri, Ngati Awa, Nga Tahu and Ngaitawake</i>	<i>PDF</i>	<i>Email to Nga Puhi nui tonu, Ngati Rahiri, Ngati Awa, Nga Tahu and Ngaitawake to request their views/ permission</i>
<i>E</i>	<i>Ngāti Whanaunga</i>	<i>PDF</i>	<i>Email to Ngāti Whanaunga to request their views/ permission</i>
<i>E</i>	<i>Te Kupenga o Ngati Hako</i>	<i>PDF</i>	<i>Email to Te Kupenga o Ngati Hako to request their views/ permission</i>

R. Checklist

Application checklist	Tick which apply
I have completed all sections of this form relevant to my application and understand that the form will be returned to me if it is incomplete.	☒
I certify that the information provided in this application form and any attached additional forms and information is, to the best of my knowledge, true and correct..	☒
I have supplied a map with the departure location, boundaries of operation, expected tour routes of operation specific locations where viewing of marine mammals are likely, and if applicable specific location where swimming with marine mammals are likely as required in and section 'Q Attachments'.	☒
I have appropriately recorded all attachments in section 'Q Attachments'.	☒
I understand that in accordance with Regulation 10(2) of the Marine Mammals Protection Regulations 1992, this application shall form part of any permit issued and shall be complied with accordingly.	☒

S. Terms and conditions for a credit account with the Department of Conservation

Have you held an account with the Department of Conservation before?	Tick
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No	☐
Yes	☒
If "yes", under what name:	Cathedral Cove Kayaks

In ticking this checklist and placing your name below you are acknowledging that you have read and agreed to these terms and conditions for an account with the Department of Conservation

Terms and Conditions	Tick
I/We agree that the Department of Conservation can provide my/our details to the Department's credit checking agency to enable it to conduct a full credit check.	☒
I/We agree that any change which affects the trading address, legal entity, structure of management or control of the applicant's company (as detailed in this application) will be notified in writing to the Department of Conservation within 7 days of that change becoming effective.	☒
I/We agree to notify the Department of Conservation of any disputed charges within 14 days of the date of the invoice.	☒
I/We agree to fully pay the Department of Conservation for any invoice received on or before the due date.	☒
I/We agree to pay all costs incurred (including interest, legal costs and debt recovery fees) to recover any money owing on this account.	☒
I/We agree that the credit account provided by the Department of Conservation may be withdrawn by the Department of Conservation, if any terms and conditions (as above) of the credit account are not met.	☒
I/We agree that the Department of Conservation can provide my details to the Department's debt collection agency in the event of non-payment of payable fees.	☒
Applicant Name/s (of authorised person/s)	– Office Manager
Date	3/3/2026

Email your completed application, and any attachments (e.g. recorded in section 'Q Attachments') to: permissions@doc.govt.nz

For Department of Conservation use			
Credit check completed			
Comments :			
Signed:		Name	
Approved (Tier 4 manager or above)		Name	

APPENDIX 1

GUIDANCE INFORMATION FOR FILLING IN THE FORM

Location information

“Base of operation” -specify the location where passengers board the vessel.

“Proposed area of operation” -provide a written description of the general extent of the operation where you will be likely to have contact with marine mammals – please specify the boundaries (e.g. key landmarks) and the location as it is generally known; e.g. Wellington coast or Wairarapa coast.

“Specific locations where contact with marine mammals is proposed” - you need to list any particular sites you will visit where marine mammals are known or expected to be encountered; e.g. Red Rocks, Ohau Stream lookout, Point Kean, Barney’s Island, Adele Island.

Trip details

Clearly identify where there are seasonal differences in the trip details

Type and number of vessels to be used

If you have more vessels than the spaces provided please copy the fields and paste to the bottom of the table in the section.

Skippers, guides and other relevant staff

If you have more staff members than the spaces provided please copy the fields and paste to the bottom of the table in the section.

Additional information

Please be specific for each class of marine mammal or for individual species.

Maximum time spent with marine mammals per individual encounter:

“Encounter” means being less than 100 metres from marine mammals.

Nature of the contact with marine mammals:

“Primary purpose” means the operation’s main focus is to seek out and encounter marine mammals e.g. seal encounter tours and trips to known seal colonies.

“Secondary purpose” means that viewing marine mammals is not the operation’s main focus but will still be viewed if encountered; e.g. certain scenic cruises, fishing charters.

Educational Material

Please briefly describe the educational aspects of the proposed operation and supply any proposed educational material, copies of brochures or information booklets as an attachment (note, these may be returned if requested).