



Application Form: Access Multiple Approvals Processing System (MAPS)

- This form is for requesting new or amending access to MAPS for an individual user from a Territorial Authority (TA)
- Access to MAPS is required in order for a person authorised by a TA to transfer or maintain that TA's Food Act 2014 food control plan and national programme registration details to the public register.
- Complete the form and have it authorised by an appropriate manager for each TA you will be managing data for.

Next steps:

- Send this completed application form to your local MPI Local Government Liaison contact
- You will need to have a RealMe account in order to access MAPS. Please create a RealMe account if you don't already have one. Go to www.realme.govt.nz
- After the MAPS support team has set up your MAPS account you will need to link it to your RealMe account. The MAPS support team will send you an email explaining how to do this.

1. Applicant Details

- Please tick the box if this application is an amendment/update to an existing MAPS user.

First name (given name)	
Last name (family name)	
Email	
Phone Number	
Name of authorising Territorial Authority	

2. List the Territorial Authorities that you will be managing data for:

Please ensure that an authorisation section on the following page is complete for each TA listed here.

3. Applicant Declaration

I declare I have read, understood and accept the following:

- The Terms and Conditions of Use and Privacy Policy (located on the 'Information for Regulators and Verifiers' section of the Food Act 2014 page on the MPI website. <http://www.mpi.govt.nz/food-safety/food-act-2014/information-for-regulators-and-verifiers/>)
- I consent to the continuing use of my personal information for the purposes of or in connection my activities within MAPS and the administration of the Food Act 2014 and as described in the Privacy Policy.
- I am authorised to make this application and the information supplied is truthful and accurate to the best of my knowledge.

Applicant Name			
Signature		Date	

4. Territorial Authority Authorisation(s)

An authorisation is required for each TA the applicant will be managing data for. Each authorisation must be completed by a person who has the authority to make a declaration on behalf of that TA, e.g. a manager.

4.1. Main Territorial Authority (TA)

I declare that:

- the applicant is authorised to manage MAPS registration data for _____ (TA name) and that I am authorised to make this declaration on behalf this TA; and
- I have read, understood and accept the **Terms and Conditions of Use and Privacy Policy**, to the extent the terms and conditions apply to the TA, and that I have authority to accept the terms and conditions on behalf of the TA; and
- I consent to the use of my personal information for the purposes of or in connection with this application.

Name			
Position/Title			
Signature		Date	

4.2. Additional Authorisations – Combined Districts

If the applicant is to manage registration details as part of a combined district (as per section 173(2) of the Food Act 2014), they will need an authorisation from each additional TA in the combined district.

4.2.1. Authorisation to manage data for additional TA (combined district)

I declare that:

- the applicant is authorised to maintain MAPS registration data for _____ (TA name) and that I am authorised to make this declaration on behalf this TA; and
- I have read, understood and accept the **Terms and Conditions of Use and Privacy Policy**, to the extent the terms and conditions apply to the TA, and that I have authority to accept the terms and conditions on behalf of the TA; and
- I consent to the use of my personal information for the purposes of or in connection with this application.

Name			
Position/Title			
Signature		Date	

4.2.2. Authorisation to manage data for additional TA (combined district)

I declare that:

- the applicant is authorised to manage MAPS registration data for _____ (TA name) and that I am authorised to make this declaration on behalf this TA; and
- I have read, understood and accept the **Terms and Conditions of Use and Privacy Policy**, to the extent the terms and conditions apply to the TA, and that I have authority to accept the terms and conditions on behalf of the TA; and
- I consent to the use of my personal information for the purposes of or in connection with this application.

Name			
Position/Title			
Signature		Date	

4.2.3. Authorisation to manage data for additional TA (combined district)

I declare that:

- the applicant is authorised to maintain MAPS registration data for _____
(*TA name*) and that I am authorised to make this declaration on behalf this TA; and
- I have read, understood and accept the **Terms and Conditions of Use and Privacy Policy**, to the extent the terms and conditions apply to the TA, and that I have authority to accept the terms and conditions on behalf of the TA; and
- I consent to the use of my personal information for the purposes of or in connection with this application.

Name			
Designation			
Signature		Date	

Administration only		
Application verified		
Name	Signature	Date