



## SUPERVISOR DECLARATION FOR CERTIFICATION EXAMINATIONS

This form is to be completed by those persons who wish to supervise\* a Certification Examination for candidates at a secure endorsed workplace setting.

\*Please refer to the corresponding Policies & Procedures Manual at <http://www.asmirt.org/certification>

### EXAMINATION PARTICIPANT DETAILS

|             |  |
|-------------|--|
| SURNAME     |  |
| GIVEN NAMES |  |

### SUPERVISOR CONTACT DETAILS

|                             |  |                |  |
|-----------------------------|--|----------------|--|
| SURNAME                     |  |                |  |
| GIVEN NAMES                 |  |                |  |
| TITLE: MR/MRS/MS/MISS/OTHER |  | TITLE/POSITION |  |
| RELATIONSHIP TO PARTICIPANT |  |                |  |
| TEL (WORK)                  |  | TEL (MOBILE)   |  |
| EMAIL                       |  |                |  |

### EXAMINATION VENUE

|                               |  |          |  |
|-------------------------------|--|----------|--|
| BUSINESS/ORGANISATION/COMPANY |  |          |  |
| ADDRESS                       |  |          |  |
|                               |  |          |  |
| SUBURB                        |  | STATE    |  |
|                               |  | POSTCODE |  |

### SECURE EMAIL ADDRESS FOR CORRESPONDENCE\*

**\*Please ensure email address details are complete and address is appropriate for receipt of confidential documents**

|                                |         |          |
|--------------------------------|---------|----------|
| PRIVATE/BUSINESS (Please tick) | PRIVATE | BUSINESS |
| BUSINESS/ORGANISATION/COMPANY  |         |          |
| EMAIL ADDRESS                  |         |          |
|                                |         |          |

### SUPERVISOR'S DECLARATION

I, \_\_\_\_\_, agree to supervise the above candidate for the online/paper examination. If paper based, Examination papers will be held securely only by me until the examination. Examination papers will only be distributed at my discretion on the day of the negotiated examination, with post examination processes to be fulfilled as per instructions from ASMIRT. I agree to these conditions and verify that the secure email address provided above is true and correct.

|        |  |      |  |
|--------|--|------|--|
| SIGNED |  | DATE |  |
|--------|--|------|--|

#### Registered Office:

Suite 1040-1044 (Level 10)  
1 Queens Road  
Melbourne Vic 3004  
Australia

Updated Dec 2022

#### All Correspondence to:

P.O. Box 16234  
Collins Street West Vic 8007  
Australia

#### Contact us:

T +61 3 9419 3336  
F +61 3 9416 0783  
W [www.asmirt.org](http://www.asmirt.org)

#### To submit via email,

or click on File > Send file. The form will then attach in your email client. Forms can be sent to [certification@asmirt.org](mailto:certification@asmirt.org)