



**PANAMA MARITIME AUTHORITY**  
**MERCHANT MARINE CIRCULAR MMC-159**

PanCanal Building  
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Republic of Panama  
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**To:** Ship-owners/Operators, Company Security Officers, Legal Representatives of Panamanian Flagged Vessels, Panamanian Merchant Marine Consulates and Recognized Organizations (ROs).

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**Subject:** Control of the Issuance of Statutory Certificates.

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**Reference:** Resolution J.D. No. 018-2005 of November 24 of 2005

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1. The purpose of this Circular is to remind all Recognized Organizations, duly authorized to act on behalf of the Republic of Panama, that they should submit to Segumar Office in Panama a monthly report by category of the certificates issued, endorsed as well as approvals made on behalf of this Administration during the previous month (conditionals and full term), including copies of the certificates. This monthly report shall include in addition to the hard copy or digital copy of the certificates, a list of all the certificates or approvals reported regardless of how the Recognized Organization agreed with the administration to report (daily, weekly or monthly), and it should be sent, to our office within the first fifteen (15) days of the next month. This has been already established by the Resolution J.D. No. 018-2005 of November 24 of 2005.
2. This report list shall be submitted via email or hard copy to [ro-panama@segumar.com](mailto:ro-panama@segumar.com) and [statutories@segumar.com](mailto:statutories@segumar.com).
3. The form of this report shall include the following information (table format):
  - a. Name of ship
  - b. IMO number
  - c. Type of certificate (endorsement or approval)
  - d. Number of Certificate or Approval
  - e. Date of issuance or approval
  - f. Expiration date (as applicable)
  - g. Amount of Surcharge (as per MMC No.324 & No.67)
4. This Administration reminds all Recognized Security Organizations that they must submit via e-mail to [ro-panama@segumar.com](mailto:ro-panama@segumar.com) a monthly report indicating the ship security plan approval (SSP), initial, intermediate, renewal or additional audit and ISSC endorsement. This report must include the following information (MMC 131).
  - a. Name of ship
  - b. IMO number
  - c. Number and type of certificate

<i>Prepared by: Translator</i>	<i>Revised by: Compliance and Enforcement Deputy Chief</i>	<i>Approved by: Compliance and Enforcement Chief</i>
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- d. Date of issuance
  - e. Amount of surcharge (as per MMC-324)
  - f. Date of approval
  - g. Approval Certificate number
  - h. Kind of audit
  - i. Date of audit
  - j. Place of audit
5. MMC No. 324 specifies the fees for the issuance of statutory certificates, technical certificates, as well the fees for approval, issue, re-issue, endorsement and change of name or any modification to plans, manuals and/or record books. Similarly, MMC No.67 specifies the fees for the issuance of tonnage certificates by the Recognized Organizations.
6. Additionally, we request that in cases of suspension of class, or transfer of class, or cancellation of statutory certificates, all Recognized Organizations must report to Segumar Panama office. This report must include the reason of the withdrawn and the contact details of the operators of the vessel, this report shall be submitted to [rberrocal@segumar.com](mailto:rberrocal@segumar.com) and [withdraws@segumar.com](mailto:withdraws@segumar.com).
7. Last, please be informed that, in the following months, the Panama Maritime Authority will provide further instructions so that the information requested in paragraph 3 of this Circular, be submitted trough a web page. More information regarding this matter will follow shortly. Please stay attentive.

**November, 2017**- *modification of paragraph 4*

**June, 2016** – *amendment to paragraph 1 and 2 and new paragraph 3, 4, 5 and 7 added.*

**October, 2015** - *modification of hyperlink on paragraph 2*

**May, 2012** - *change in contact names / e-mails*

**March, 2008**

**Inquiries concerning the subject of this Circular or any request should be directed to:**

**Directorate General of Merchant Marine**

**Panama Maritime Authority**

**Phone: (507) 501-5348/50**

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