



**PANAMA MARITIME AUTHORITY
General Directorate of Seafarers**

Merchant Marine Circular No. 190

To: Ship-owners/Operators, Company Security Officers, Legal Representatives of Panamanian Flagged Vessels, Panamanian Merchant Marine Consulates and Recognized Organizations (ROs), Masters of Panamanian Flagged Ships

Subject: Issue of the Certificate of Inspection of Crew Accommodation (CICA)

**References: Resolution of the Board of Directors N°. 11 of July 26, 2005
Resolution of the Board of Directors N°. 064 -2010 of July 23, 2010**

1. The purpose of this Merchant Marine Circular is to inform Owners/Operators, Classifying Companies and Recognized Organizations that the Resolution of the Board of Directors No. 011 of July 26th, 2005, regulates the issuance of the Certificates of Inspection of Crew Accommodation (CICA).
2. The Board of Directors Resolution No. 011 of July 26th, 2005 regulates, in a unique document, the mechanisms to issue a Certificate of Inspection of Crew Accommodation (CICA) and leaves without effect Merchant Marine Circulars: 57, 58, 61, 63, 64, 66, and 120.
3. Every Panamanian flagged vessel of 500 gross tonnage and upward, shall have onboard, at all times, a Certificate of Inspection of Crew Accommodation (CICA), valid and issued by the General Directorate for Seafarers of the Panama Maritime Authority.
4. The Certificate of Inspection of Crew Accommodation (CICA) does not apply to the following vessels:
 - a. Pleasure yachts not intended for commercial use.
 - b. Fishing vessels of less than 75 gross tonnages.
 - c. Vessels of any type and size that operate exclusively on ports, roads, rivers and estuaries.
 - d. Vessels without crew.

<i>Prepared by: Translator</i>	<i>Revised by: Compliance and Enforcement Deputy Chief</i>	<i>Aproved by: Compliance and Enforcement Chief</i>	
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Technical Requirements

5. Fishing vessels will be required to comply with Part III of ILO Convention No. 126, while vessels of all other types will be required to comply with Part III of ILO Convention No. 92.
6. Additionally, all merchant vessels will be required to comply with Panamanian regulations concerning galley, provision storerooms and water supplies established at the ILO Convention No. 68 concerning Food and Catering for Crews on Board Ship of the International Labor Organization (ILO).

Obligations of the Owners/Operators and Masters

7. Owners/Operators and Masters of Panamanian flagged vessels shall be responsible to ensure that food and water supplies for the crew are adequate, both in quality and quantity.

Survey and Certification Requirements

8. Every vessel subject to the new regulations will be surveyed and certificated at a four (4) years interval to verify full compliance with the technical requirements indicated above. These vessels shall have a valid Certificate of Inspection of Crew Accommodation (CICA) to obtain or renew the "Regulatory Patente" (full term registration document).
9. It is the responsibility of the Shipowners/Operators and masters to arrange for the survey of their vessels with one of the duly authorized Recognized Organizations to issue the Certificate of Inspection of Crew Accommodation (CICA), within the required period.

Exemption and Dispense Letter

10. The General Directorate for Seafarers may issue an Exemption or Dispense Letter pursuant to the provisions of ILO Convention 92 and 126 of the International Labor Organization by means of:
 1. Note addressed to the General Director for Seafarers, on which shall be detailed:
 - a. The provisions of the ILO Convention 92 and 126 that shall not be complied with anymore.
 - b. Reasons to justify the waiver or exemption.
 - c. Alternative compliance measures.
 2. Copy of the floor area of the vessel where the alteration or modification applies.

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11. In the event that a dispense/exemption is granted, a copy shall be attached to the Certificate of Inspection of Crew Accommodation (CICA) to be endorsed, making the appropriate annotation in the Remarks Box (Number and date of issue of the exemption), and to enclose the Survey Report and the Record of Approved Crew Accommodation Details (RACAD), to evidence that it complies with the rest of the provisions of the ILO Convention 68, 92 and 126, if applicable.

Fees

12. The following are the fees applicable for the issuance of the Certificate of Inspection of Crew Accommodation (CICA):

Certificate of Inspection of Crew Accommodation (CICA)		
Number of Crew of the Vessel	Initial Certificate	Renewal Certificate
Up to 15	B/. 150.00	B/. 90.00
From 16 to 50	B/. 200.00	B/. 100.00
From 51 to 150	B/. 300.00	B/. 150.00
From 150 and up	B/. 450.00	B/. 200.00
<i>Exemption and Dispense Letter</i>		
B/. 125.00		

13. The payment of the Certificate of Inspection of Crew Accommodation (CICA) and the payment of the Dispense or Exemption Letter shall be made through a certified check payable to the Panama Maritime Authority at the offices of the Panama Maritime Authority, PanCanal Plaza Building, Albrook.

**April, 2013 – changes in fees of point 12
December, 2008**

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