



**PANAMA MARITIME AUTHORITY  
GENERAL DIRECTORATE OF SEAFARERS**

**MERCHANT MARINE CIRCULAR MMC-296**

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**To: RECOGNIZED ORGANIZATIONS (OR's)**

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**Subject: Dispensation Procedure/CICA Exemption**

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**Reference: Resolution J.D. No. 011-2005**

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The purpose of this Circular is inform to the Recognized Organizations (OR's) authorized to issue the Certificate of Inspection of Crew Accommodation (CICA), that according with Resolution J.D. No. 011-2005, the procedure to issue a dispensation or an exemption is as follows:

1. The Recognized Organizations (OR's) authorized to issue the CICA, will make the request for a dispensation or an exemption, submitting the following documents:
  - a. Letter to the General Director of Seafarers, detailing the disposition of the ILO Convention 92 and 126 that will cease to comply, the reasons that justify the requested dispensation or exemption and the alternative compliance measures.
  - b. Copy of the Record of Approved Crew Accommodation Details (RACAD) and the Certificate of Inspection of Crew Accommodation (CASR).
  - c. Copy of the Vessel area plans where the alteration or modification applies.
  - d. Payment of One Hundred Twenty Five dollars (USD.125.00), to the order of the General Directorate of Seafarers.
  - e. Copy of the patent of the vessel.
2. The documentation submitted will be processed and analyzed at the Maritime Labour Affairs Department and if there is any doubt, it will be handled directly with the Recognized Organization responsible.
3. A copy of the dispensation or the exemption issued by the Directorate General of Seafarers, shall be attached to the Certificate of Inspection of Crew Accommodation (CICA) to be endorsed, making the appropriate entry in the comment box of observations/remarks (number of the dispensation or the exemption and the issue date), along with the Record of Approved Crew Accommodation Details (RACAD) as evidence that complies with the other provisions of the ILO Convention 68, 92 and 126, if applicable.

Regards,

**September, 2014**

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

**Maritime Labour Affairs Department**

**General Directorate of Seafarers**

**Panama Maritime Authority**

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