



PANAMA MARITIME AUTHORITY
MERCHANT MARINE CIRCULAR MMC- 335

PanCanal Building
Albrook, Panama City
Republic of Panama
Tel: (507) 501-5355
mmc@amp.gob.pa

To: Merchant Marine Privative Consulates.

Subject: Issuance of Transitory Certificates (CT).

Reference: [Circular DGGM- UCYC-031-2016 of August 17th, 2016.](#)

1. Due to the high incidence of deficient seafarer's applications because of omitted documents, we respectfully request to the Consular Offices to avoid issuing Transitory Certificates (CT), to the users that submit incomplete applications. Also we request ensuring that the attached documentation meet the requirements established by the Panama Maritime Authority, in order to guarantee that our Regional Documentation Offices could process in a timely manner the applications that have been sent.
2. We understand that in the normal course of the Consular Offices, there might be cases in which is imperative the speeding up of documentation in order to ensure an efficient service to the seafarers; however, the "urgent" processing of an application, should always be documented and be subject to the parameters established in the procedures of the General Directorate of Seafarers.
3. In case that the Consulates persist with these practices, other administrative measures will be taken in order to comply with the internal regulations and to prevent that the Regional Documentation Offices receive **evidently incomplete applications** that delay the conclusion of the evaluation process, and consequently the issuance of the Seaman's Book.

August, 2016

Inquiries concerning the subject of this Circular or any other request should be directed to:
Compliance and Enforcement Unit
Directorate General of Seafarers
Panama Maritime Authority
Phone: (507) 501-5288 / 5382
Fax: (507) 501-5204
E-mail: gentemar@amp.gob.pa

Prepared by: Lawyer	Revised by: Compliance and Enforcement Deputy Chief	Approved by: Compliance and Enforcement Chief
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