

# Merchant Marine Circular

Panama Maritime Authority  
General Directorate of Merchant Marine  
Control and Compliance Department

## MERCHANT MARINE CIRCULAR MMC-108

- To:** Owners/Operators of Panamanian flag Vessels, Class Societies and Authorized
- Subject:** Publications and Records required on board non-self-propelled and self-propelled Mobile Offshore, and Offshore Support Vessels.
- Reference:** Law No. 7 dated October 27, 1977 accession to SOLAS Convention 1974.  
Law No. 12 dated November 9, 1981, accession to Protocol of 1978 to SOLAS Convention.  
Law No. 31 dated July 11, 2007, accession to Protocol of 1988 to SOLAS Convention.  
Safety of Life at Sea (SOLAS) Ch. V Reg. 27 / Ch. IV  
Resolution No. 106-OMI-102-DGMM of June 27, 2012 adopting the Resolution A. 1023 (26) of December 2, 2009 (IMO 2009 MODU Code).  
Radio Regulations Article 20 / Appendix 16 (only as recommendation).  
Res. A.671 (16) adopted on October 19<sup>th</sup>, 1989 (only as recommendation).  
SN.1/Circ.295 dated on December 7<sup>th</sup>, 2010 (only as recommendation).
- 

## 1. Purpose

- 1.1** The purpose of this merchant marine circular is to inform about the publications and records required on board mobile offshore units certified under the provisions of the Mobile Offshore Drilling Unit Code, supply and any other ship engaged to support and operate offshore.

## 2. Introduction

- 2.1** The Resolution A. 671(16) adopted on October 19<sup>th</sup>, 1989 recognized the need for ensuring unencumbered exploitation of natural resources on the continental shelf and in the exclusive economic zone, as well as safety at sea. It was also recalled requirements for ships to carry adequate and up-to-date charts, notices to mariners and other nautical publications prescribed by regulation V/27 of the 1974 SOLAS Convention.

# Merchant Marine Circular

**2.2** In order to enhance both the safety of navigation and of these artificial islands, installations or structures as well as the safety of personnel, the SN.1/Circ. 295 requested to Governments and flag States to take appropriate measures to ensure *navigation charts* reflect the necessary information and avoid the risk of serious damage to offshore installation or structures, vessels and the environmental in the event of a collision.

**3.** Publications and Records required on board all mobile offshore units.

## 3.1 Publications

- Code of the International Standards and Recommended Practices for a Safety Investigation into a Marine Casualty or Marine Incident (Casualty Investigation Code);
- IMO COLREGS;
- IMO MARPOL 73/78;
- IMO SOLAS 1974;
- IMO Load Line 1966;
- IMO Port State Control Procedures;
- International Code on Intact Stability, 2008 (if built on or after July 1<sup>st</sup>, 2010);
- International Civil Aviation Organization (ICAO) Convention;
- International Code of Signal;
- International Convention on the Control of Harmful Anti-fouling System on Ships, 2001 (if anti-fouling systems are installed);
- International Medical Guide;
- List IV – List of Coast Station and Special Service Station; \*
- List V – List of Ship Station and Maritime Mobile Service Identity; \*
- Manual of Use by the Maritime Mobile & Maritime Mobile–Satellite Services; \*
- Maritime Safety Information;
- MODU Code 1979, 1989 or 2009;
- Panamanian Merchant Marine Circulars (in either printed or electronic format);

## 3.2 Plans and Instructions

- Access Manual;
- Alternative Design and arrangement documentation (if applicable);
- Ballast Water Management Plan;
- Construction portfolio;
- Crane Manual;
- Fire Control Plan;
- Garbage Management Plan;
- Illustrations and Symbols related to LSA and arrangements;

# Merchant Marine Circular

- Loading Plan;
- Maintenance Plan;
- Muster List and Emergency Instructions;
- Onboard training aids & Instructions;
- Operating Manual;
- Plan and Instructions of Means of Access;
- Ship Oil Pollution Emergency Plan (SOPEP);
- SOLAS Training Manual;

### 3.3 Records

- Ballast Record Book;
- Garbage Record Book;
- Oil Record Book and Emissions- Part I) (legalized in accordance with the MMC-71);
- Panamanian Official Log Book (legalized in accordance with the MMC-71);
- Radio/GMDSS Record Book;
- Record of Panamanian Annual Safety Inspections;
- Record of Port State Controls;
- Record for machinery, structure, outfitting and equipment changes that affect the light ship data;
- Record for examinations, tests and certifications of cranes;
- Record or information on rated capacity of lifting and hoisting equipment;
- Record for emergency drills and training;
- Records for periodical inspections and maintenance of means of access;
- Record of maintenance and operating instructions for LSA and FFA;
- Record of maintenance and Operating instructions for machinery;
- Record of testing and equipment changes for anchors;
- Stability booklet;

**3.4** \*This Administration may consider to exempt a mobile offshore unit from the carriage of the documents mentioned above under some circumstances (e.g. when the unit carries equivalent information for its specific trading/operating area. They could be in either printed or electronic format.

### 4. Additional publications and nautical charts required on board self-propelled mobile offshore units and non-self-propelled units with class notation to do short field movements

- IMO ISM Code; \*\*
- IMO ISPS Code; \*\*



# Merchant Marine Circular

- IMO STCW'78 as amended;
- IMO Routing Scheme;
- Nautical Charts for single voyage or short field move;
- Navigation tables;
- Nautical almanac;
- Notice to mariners;
- List of lights;
- Pilot Charts;
- Sailing Directions;
- Tide tables;

4.1 \*\* Non-self-propelled mobile offshore units that wish on voluntary basis, or for requirements of the coastal State in whose jurisdictional waters are operating, have to comply with IMO instruments applicable to self-propelled units (e.g. ISM / ISPS code), they should meet the all provisions that said conventions / codes have established.

5. Additional publications required on board mobile offshore units certified under the provisions of the 2009 IMO MODU Code.

- Code on Alerts and Indicators;
- International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual;
- Ingress Protection Code (IP Code);
- International Code for Fire Safety Systems (FSS Code);
- International Code for Application of Fire Test Procedures (FTP Code);
- Life-saving Appliances Code (LSA Code);

**Note:** Each unit when stationary or on-location should inform the national hydrographic office concerned about its position in latitude and longitude, together with the approximate duration of the operation so as to facilitate the promulgation of a temporary **Notice to Mariners**. Details of future movements of units should also be passed to national hydrographic offices so that temporary Notices may be promulgated before a unit gets underway.

6. In addition to the publications indicated on the mmc no. 107, the publications required on board supply vessels and any other ship engaged to operate and support offshore to platforms, mobile offshore unit or any other type offshore rig are:

- Carriage of Cargo & Persons by OSV;
- Code of Safety Diving System;
- Offshore Supply Vessels Guidelines;



# Merchant Marine Circular

- OSV Chemical Code;
- Safety Code for Special Purpose Ships; and
- International Convention on Maritime Search and Rescue (SAR) Convention;

**November, 2021** – *References were updated and entire text was revised.*  
**September, 1999**

---

Inquiries concerning the subject of this Merchant Marine Circular or any other request should be forward to:

SEGUMAR Panama  
General Directorate of Merchant Marine  
Panama Maritime Authority

Phone: (507) 501- 5361/5353/5350/5348

E-mail: [offshore@segumar.com](mailto:offshore@segumar.com)

Website: <https://panamashipregistry.com/circulars/>