

# Merchant Marine Circular

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

## MERCHANT MARINE CIRCULAR MMC-355

- To:** Ship-owners/operators, Legal Representatives of Panamanian Flagged Vessels, Panamanian Merchant Marine Consulates, Recognized Organizations (ROs) and Port State Control Administrations.
- Subject:** Use of Electronic Certificates onboard.
- Reference:** Resolution No. 106-57-DGMM dated March 25th., 2020.  
Merchant Marine Circular MMC-193 - Optional and Voluntary System for Electronic Books on board of Panamanian Flagged Vessels.  
FAL.5/Circ.39/Rev.2 - Guidelines for the use of electronic certificates, of April 20, 2016. **(Only as Recommendation)**
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### 1. Purpose

- 1.1. This Merchant Marine Supersedes MMC 347.
- 1.2. The purpose of this Merchant Marine Circular is to inform that the Republic of Panama has welcomed the use of the Guidelines for the use of electronic certificates, adopted by the International Maritime Organization by the Facilitation Committee for the use of electronic certificates through the FAL.5/Circ.39/Rev.2 of April 20, 2016, in order to facilitate the use and acceptance of electronic certificates on board.
- 1.3. Furthermore, to inform the stakeholder on the List of Certificates that has been already issued by this Administration as Electronic Certificates, as well as to inform the list of Recognized Organizations authorized on the issuance of Electronic Certificates a per the delegation of authority approved by the Republic of Panama.

### 2. Introduction

- 2.1. Considering that signed paper certificates issued by our Administration and Recognized Organizations authorized to act on our behalf have been the traditional means of documenting compliance with International Maritime Organization



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requirements, as well as ships have experienced instances of Port State Control actions because a traditional paper certificate has been issued but has not arrived on the ship, or the traditional paper certificate has been damaged or lost.

**2.2.** The use and acceptance of electronic statutory certificates, including printed versions of electronic certificates is an initiative well supported by the Panama Maritime Authority, in order to reduce the instances of Port State Control authorities denying the validity of these certificates, resulting in a burden to the master and crew, ship owner or operator, Port State Control authorities, Administration, and other stakeholders.

**2.3.** As per FAL.5/Circ.39/Rev.2 of April 20, 2016:

**2.3.1.** Certificate means a document issued by the Administration or its representatives that is used to show compliance with IMO requirements and used to describe operating conditions, crewing requirements, and ship equipment carriage requirements. The term "certificate" does not include publications, manuals, instructions or ships' logs used to record ongoing operations; (for the use of electronic books please see our MMC-193).

**2.3.2.** Electronic certificate means a certificate issued in an electronic format.

**2.3.3.** Electronic signature means data in electronic form which is attached to or logically associated with other electronic data to serve as a method of authentication of the issuer and contents of the electronic data.

**2.3.4.** Printed version of electronic certificate means a paper printout produced from the electronic certificate.

**2.3.5.** Unique tracking number (UTN) means a string of numbers, letters or symbols used as an identifier to distinguish an electronic certificate issued by an Administration or its representative from any other electronic certificate issued by the same Administration or its representative; and

**2.3.6.** Verifying means a reliable, secure and continuously available process to confirm the authenticity and validity of an electronic certificate using the unique tracking number.

**2.4.** The use electronic certificates should include the following features:

**2.4.1.** Validity and consistency with the format and content required by the relevant international convention or instrument, as applicable.



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- 2.4.2. Protected from edits, modifications or revisions other than those authorized by the issuer or the Administration.
- 2.4.3. A unique tracking number used for verification as defined in 2.3.5 and 2.3.6 and
- 2.4.4. A printable and visible symbol that confirms the source of issuance.
- 2.4.5. Instructions for verifying the information contained in the certificate, including confirmation of periodic endorsements, when necessary, should be available on board the ship.

## 3. E-Certificates issued by the Republic of Panama

3.1. Following the initiative of the International Maritime Organization and being aware of the technology advantages, the Panama Maritime Authority has implemented among the Certificates issued as prerogative of this Administration the following Electronic Certificates:

- 3.1.1. Ballast Water Management Plan (BWMP).
- 3.1.2. Certificate of Insurance or other Financial Security In Respect of Civil Liability for Oil Pollution Damage (CLC).
- 3.1.3. Certificate of Insurance or other financial security in respect of civil liability for bunker oil pollution damage (BCC).
- 3.1.4. Certificate of Insurance or other Financial Security in respect of Liability for the Death of and Personal Injury to Passengers (PAL).
- 3.1.5. Certificate of Insurance or other Financial Security in respect of Liability for the Removal of Wrecks (WRC).
- 3.1.6. Certificate of Registry (Patente) (in all its forms).
- 3.1.7. Declaration of Maritime Labour Compliance (DMLC Part I).
- 3.1.8. International Ballast Water Management Certificate (IBWMC).
- 3.1.9. International Tonnage Convention (ITC69) (duplicates).
- 3.1.10. Minimum Safe Manning Certificate (MSM) - for Cargo and Passenger ships only.
- 3.1.11. National Tonnage Certificates (NTC).
- 3.1.12. Radio License (in all its forms).
- 3.1.13. Deletion Certificate.
- 3.1.14. Statement of Compliance on Inventory of Hazardous Materials (SoC-IHM).
- 3.1.15. International Ship Security Certificate (ISSC).
- 3.1.16. Continuous Synopsis Record (CSR).

3.2. Certificates listed above may be verified by using any of the following methods:



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**3.2.1.** QR Code: by scanning the QR Code in your Mobile Device, your certificate is immediately verified. Method applicable to all the above listed certificates.

**3.2.2.** Verification System: through the following link <http://certificates.amp.gob.pa/certificates> the selecting the option “Verification System” and inserting the UNT displayed at the bottom of the Electronic Certificate. Method applicable for all E-Segumar Certificates except for the Radio License (in all its forms), Deletion Certificate and Certificate of Registry (Patente) (in all its forms).

**3.2.3.** Certificates Query: verification instructions for using the option “Certificates Query” through the following link <http://certificates.amp.gob.pa/certificates> is annexed to this Merchant Marine Circular. Method applicable for all E-Segumar Certificates except for the Radio License (in all its forms), Deletion Certificate and Certificate of Registry (Patente) (in all its forms).

**3.3.** A user-friendly manual has been prepared that as well is annexed to this Merchant Marine Circular.

## 4. Recognized Organizations Approved for Statutory E-certificates issuance

**4.1.** Recognized Organizations interested to be approved to issue electronic certificates on behalf of this Administration should apply directly to the General Directorate of Merchant Marine, through the RO-RSO Monitoring Department [ro-panama@segumar.com](mailto:ro-panama@segumar.com) by submitting the following information:

**4.1.1** Procedure/Guide of Electronic Certificates issuance.

**4.1.2** Model of Electronic Certificates issued according to the requirements of FAL.5/Circ.39/Rev.2.

**4.1.3** RO Website / Link to validate Electronic Certificates

**4.2.** After been presented the above requested information to this Administration and as per delegation of authority, the following Recognized Organizations has been approved for the issuance of electronic Statutory Certificates to Panama registered ships:

**4.2.1.** DNV

**4.2.2.** Nippon Kaiji Kyokai

**4.2.3.** Bureau Veritas

**4.2.4.** Indian Register of Shipping

**4.2.5.** Isthmus Bureau of Shipping

**4.2.6.** American Bureau of Shipping



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- 4.2.7. China Classification Society
- 4.2.8. Korean Register of Shipping
- 4.2.9. RINA Services S.p.A.
- 4.2.10. Lloyd's Register
- 4.2.11. Overseas Marine Certification Services
- 4.2.12. International Register of Shipping (Panama) Inc.
- 4.2.13. Dromon Bureau of Shipping
- 4.2.14. CR Classification Society
- 4.2.15. Inter maritime Certification Services, S.A.
- 4.2.16. Polski Rejestr Statków S.A.
- 4.2.17. Panama Maritime Documentation Services, Inc.
- 4.2.18. Panama Shipping Registrar Inc.
- 4.2.19. Croatian Register of Shipping

4.3. Verification instructions for the Statutory Electronic Certificates have been given through the web services provided by each Organization.

## 5. Instruction for Flag State Inspectors

5.1. Flag state inspectors (FSI) should accept electronic certificates containing the features identified in paragraphs 2.3 and 2.4. The FSI may request the master to demonstrate the validity of the electronic certificate following the instructions available on board the ship or by using the QR Code or the Verification System.

5.2. If the master does not succeed to demonstrate to the satisfaction of the FSI that an electronic certificate is meeting the requirements, the FSI is advised to consult with this Administration, in order to review any inconvenience with the system or the Class/RO system.

**February 2022** – New paragraph 4.2.19 added. Inclusion of Croatian Register of Shipping.

**January, 2022** - Paragraph 3.2.1, 3.2.2 and 3.2.3 amended.

**December, 2021** – New paragraph 4.2.18 added. Inclusion of Panama Shipping Registrar Inc.

**July, 2021** – References were updated and Inclusion of items 1.1 and 3.3.

**March, 2021** – Inclusion of Panama Maritime Documentation Services, Inc. in 4.1.17, inclusion of item 3.1.15, 3.1.16, and paragraph 5.1 was amended.

**February, 2021** – DNV GL change of name to DNV.

**December, 2020** – Inclusion of Polski Rejestr Statków S.A. in paragraph 4.1.16.

**October, 2020** – Inclusion of Inter maritime Certification Services, S.A. in paragraph 4.1.15

**September, 2020** - New sub-paragraph 3.1.14 included, Statement of Compliance on Inventory of Hazardous Materials (HKC) and reference made to Resolution No. 106-57-DGMM of March 25th., 2020.

**June, 2020** - Inclusion of CR Classification Society in paragraph 4.1.14



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**May, 2020** - Inclusion of Dromon Bureau of Shipping in paragraph 4.1 and Deletion

Certificate in paragraph 3.1

**April, 2020** - Inclusion of International Register of Shipping (Panama) Inc.

**March, 2020** - Inclusion of the Certificate of Registry (Patente) (in all its forms) and the Ships Radio License (in all its forms) in paragraph 3.1 (documents in alphabetical order), and minor correction in paragraph 3.2.4.

**January, 2020** - Inclusion of Overseas Marine Certification Services.

**November, 2019** - Inclusion of Lloyd's Register, paragraph 4.

**July, 2019** - Inclusion of RINA Services S.p.A., paragraph 4.

**December, 2018** - Inclusion of MSM, ITC69 duplicates, NTC, BCC, PAL and WRC due to electronic version available.

**October, 2018** - Inclusion of Korean Register of Shipping in paragraph 4.

**May, 2018** - Inclusion of American Bureau of Shipping and China Classification Society in paragraph 4.

**March, 2018** - Inclusion of Isthmus Bureau of Shipping and Indian Register of Shipping in paragraph 4.

**February, 2018** - Inclusion of Bureau Veritas in paragraph 4.

**August, 2017.**

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

RO/RSO Monitoring Department  
General Directorate of Merchant Marine  
Panama Maritime Authority

Phone: (507) 501-5351

E-mail: [ro-panama@segumar.com](mailto:ro-panama@segumar.com) / [ro-legalaffairs@segumar.com](mailto:ro-legalaffairs@segumar.com)

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

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## USER-FRIENDLY MANUAL

### QR Code Verification



By scanning the QR Code in your Mobile, your certificate will be immediately verified...

#### Electronic Certificate

This certificate is valid until <b>August 01, 2018</b>	
N.B. Any change or early termination of the above-mentioned insurance cover or other financial security will invalidate this certifier. The flag state administration must be notified of any changes.	
Issued : <u>August 08, 2017</u> <i>(Date of issue)</i>	at <u>SEGUMAR - PANAMA</u> <i>(Place of issue of certificate)</i>
	SENIOR OFFICER
UTN:CLC-000221	

- Certificates may be verified through the QR Code
- Using the Unique tracking Number (UTN), or
- Using the option "Certificates Query".

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## QR Code Verification

Name and address of the insurance(s) and/or guarantor(s)	
Name	Address
HYDOR AS FOR AND ON BEHALF OF MARKEL INTERNATIONAL INSURANCE COMPANY LIMITED	20 FENCHURCH STREET, LONDON EC3M 3AZ

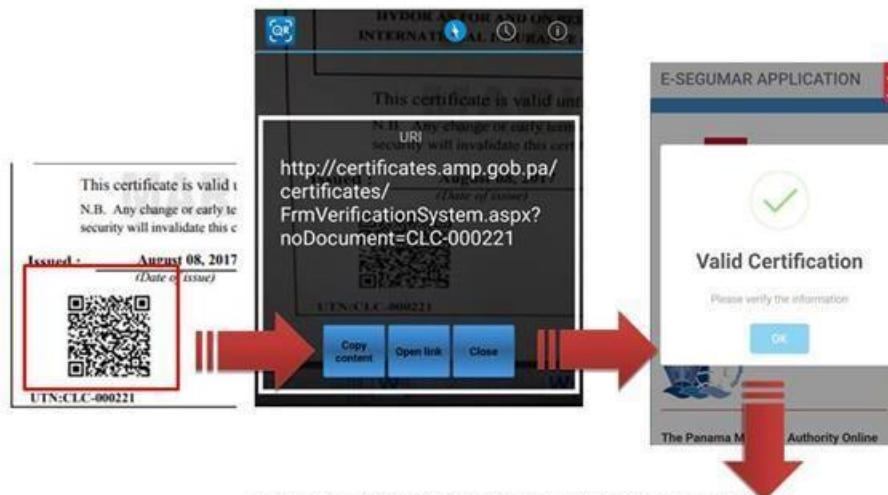
This certificate is valid until **August 01, 2018**  
 N.B. Any change or early termination of the above-mentioned insurance cover or other financial security will invalidate this certifier. The flag state administration must be notified of any changes.

Issued : August 08, 2017 at SEGUMAR - PANAMA  
*(Date of issue)* *(Place of issue of certificate)*



UTN:CLC-000221

SENIOR OFFICER

Please insert the Verification Number and press search.

Verification Number:

No Certification	Type Of Certification	Name Of Ship	IMO	Call Sign	Issue Date	Expire Date
CLC-000221	CLC	ANCON TRADER	77154103ESK4		August 08, 2017	August 01, 2018

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## Verification System



The image shows a browser window with the URL `certificates.amp.gob.pa/certificates/FrmInicialMenu.aspx`. Below the browser window is a green box with instructions:

1. Access the link: <http://certificates.amp.gob.pa/certificates>
2. Select the Option "Verification System"

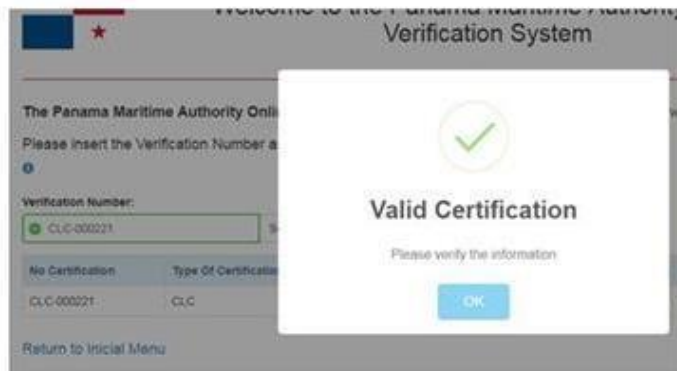
A red arrow points from the green box to the "Verification System" button in the E-SEGUMAR APPLICATION menu. The menu also includes "Applications Forms", "Evaluation", and "Certificates Query". The Panama Maritime Authority logo and a "100 YEARS SERVING THE WORLD 1917 - 2017" banner are visible at the bottom of the menu.



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← The following details will appear.

By selecting →OK←, certificate details will be displayed.

Verification Number:

No Certification	Type Of Certification	Name Of Ship	IMO	Call Sign	Issue Date	Expire Date
CLC-000221	CLC	ANCON TRADER	7715410	3ESK4	August 08, 2017	August 01, 2018

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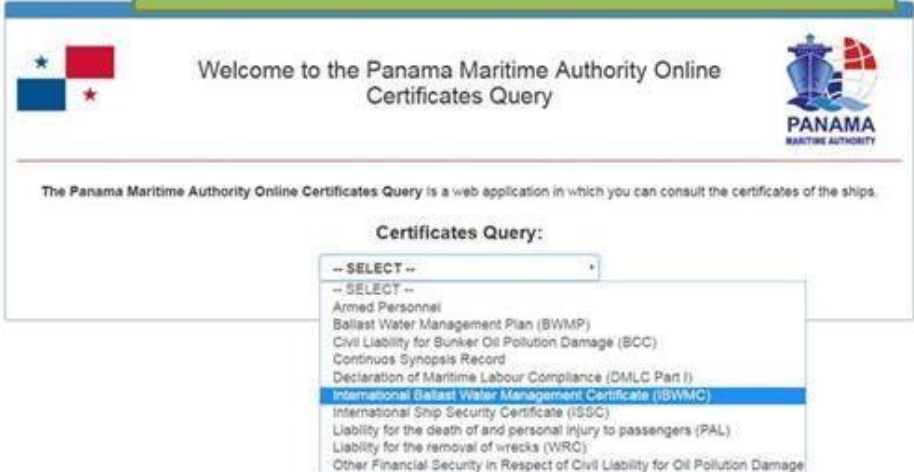
## Verification from Certificates Query

**IN  
2  
STEPS**



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E-SEGUMAR APPLICATION <http://certificates.amp.gob.pa/certificates>



Welcome to the Panama Maritime Authority Online Certificates Query

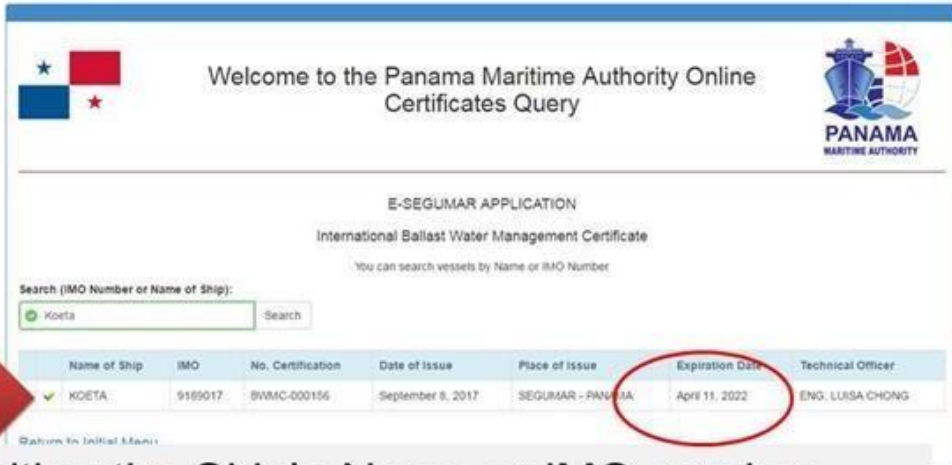
The Panama Maritime Authority Online Certificates Query is a web application in which you can consult the certificates of the ships.

Certificates Query:

- SELECT --
- SELECT --
- Armed Personnel
- Ballast Water Management Plan (BWMP)
- Civil Liability for Bunker Oil Pollution Damage (BCC)
- Continuous Synopsis Record
- Declaration of Maritime Labour Compliance (DMLC Part I)
- International Ballast Water Management Certificate (IBWMC)**
- International Ship Security Certificate (ISSC)
- Liability for the death of and personal injury to passengers (PAL)
- Liability for the removal of wrecks (WRC)
- Other Financial Security in Respect of Civil Liability for Oil Pollution Damage

## 1. Selecting the Certificate to be verified...

E-SEGUMAR APPLICATION



Welcome to the Panama Maritime Authority Online Certificates Query

E-SEGUMAR APPLICATION

International Ballast Water Management Certificate

You can search vessels by Name or IMO Number

Search (IMO Number or Name of Ship):

Search

Name of Ship	IMO	No. Certification	Date of Issue	Place of Issue	Expiration Date	Technical Officer
✓ Koeta	9165017	BVMC-000156	September 8, 2017	SEGUMAR - PANAMA	April 11, 2022	ENG. LUISA CHONG

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## 2. Writing the Ship's Name or IMO number...

**\*\*Certificate validity date is displayed on the screen\*\***