

MEMORANDUM CIRCULAR NO.65

TO : ALL OWNERS/OPERATORS OF INTER-ISLAND LINER VESSELS AND ALL CONCERNED

SUBJECT : MINIMUM SERVICE STANDARDS FOR PHILIPPINE REGISTERED INTER-ISLAND PASSENGER VESSELS.

Pursuant to Resolution No. 91-032 of the MARINA Board authorizing the adoption of Service Standards for First, Second and Third Class accommodations, the following guidelines in implementations thereof are hereby promulgated:

I. APPLICABILITY

All Owners/operators of interisland passenger service who are holders of Certificate of Public Convenience (CPC)/Provisional Authority (PA)/Special Permit (SR) are required to observe the minimum service standards for 1st, 2nd and 3rd class accommodations.

II. EXEMPTIONS

Only owners/operators of motorized boats 20 GRT or below are exempt from this requirement.

III. DEFINITION OF TERMS:

Category 1 Ships – When travel time is more than four (4) hours.

Category 2 Ships – When travel time is four (4) hours and less.

IV. SERVICE STANDARDS

<u>Areas of Concern</u>	<u>Category 1 LYING</u>	<u>Category 2 WITH SEATS</u>
<u>Passenger Accommodation</u>		

1. FIRST CLASS

1.1	Type of Accommodation	Cabin	Upholstered seats
1.1.1	Deck Sheathing	Vinyl or similar materials	Non-skid materials
1.1.2	Minimum Requirements		

For berth/seating Dimension/ arrangement			
	Size of berth/seat	6' x 2'	1.5'(w)x1'(d) X 1 1/3'(h)
	Berth/seat arrangement	Single or two -tier	Shall not exceed 6 seats in a row
	Passageway	2'width	1 ¼' between Rows and 3' Passageway at aisles
1.2	Number of passenger	Maximum of eight(8) passengers/ cabin	Determined by the no. of permanently fixed seats
1.3	Toilet and Bath		
	1.3.1 No. of T & B	1 T & B/cabin	Separate for men & women
	1.3.2 Location of T & B	Inside the cabin	same deck level of acco- mmodation to be served
	1.3.3 Amenities	Running water, shower, toilet- ries (soap and toilet paper)	Running water covered trash can
1.4	Supplies		
	1.4.1 Furnitures/ fixtures		
	Ash/waste bin	To be provided	To be provided
	Waste basket	To be provided	To be provided
	Public address System (PAS)	To be provided	To be provided

Table & Chair	To be provided	
Closet	To be provided	
Mirror	To be provided	
Thermos bottle	To be provided	
Baggage rack	To be provided	To be provided
Ladder for Upper Deck/Berth	To be provided	

1.4.2 Beddings/blankets/Curtain:

Curtains for Porthole	To be provided
Curtains for berths	To be provided
Beddings and Linen	Blankets 3 inches over the bunk size

1.5 Ventilation Airconditioned Airconditioned

2. SECOND CLASS

2.1 Type of accommodation Dormitory Fiberglass seat

2.1.1 Deck sheathing Vinyl or similar materials Non-skid materials

2.1.2 Minimum req. For berth/seating dimension/arrangement

Size of berth/seat 6' x 2' 1.5'(w)x1'(d) X 1 1/3'(h)

Berth/seat arrangement Single or two-tier shall not exceed 6 seats in a row

Passageway 2' width 1 ¼' between rows and 3' passageway at aisles

2.2	No. of Passengers	Determined by the number of properly constructed fixed single or two tier berths	Determined by the no. of permanently fixed seats
2.3	Toilet and Bath		
2.3.1	No. of Toilet And Bath	1 T & B per 50 pax (separate for men & women)	Separate for and women
2.3.2	Location of T & B	Same deck level of accommodation to be served	Same deck of accommodation to be served
2.4	Supplies		
2.4.1	Furnitures/Fixtures Waste Bin PA System	To be provided To be provided	To be provided To be provided
2.4.2	Beddings/ Curtains for Porthole Beddings & Linen	To be provided Blankets 3 inches Over the bunk size	
2.5	Ventilation	Air-conditioned	Air-conditioned

2. **THIRD CLASS**

3.1	Type of accommodation	Dormitory or open space accommodation	Seats made of materials other than upholstery/ fiberglass
3.1.1	Deck Sheathing	Non-skid materials	Non-skid materials
3.1.2	Berth/seating dimension/		

	arrangement		
	Size of Berth/ Seat	6' x 2'	1.5'(w)x1'(d) x 1 1/3' (h)
	Berth/seat Arrangement	Single or two-tier	shall not Exceed 6 seats In a row
		For open decks, Berths within 6' From the ship's Railing shall be In single tier with Ample passage- ways of at least 2' wide. Two-tier berths may be used in open decks pro- vided same are installed perma- nently but not nearer than eight (8) feet from the railing with ample gangway of at least 2' wide	
	• Passageway	2' width	1 ¼' between Rows and 3' Passageways At aisles
3.2	No. of Passengers	Determined by the number of properly constructed fixed berths	Determined by the number of permanently fixed seats
3.3	Toilet & Bath		
3.3.1	No. of Toilet & Bath	1 T & B per 50 pax (separate for men & women)	Separate for men & women

3.3.2	Location of T & B	Same deck level of accommodation to be served	same deck level of accommodation to be served
3.3.3	Amenities	Running water	running water
3.4	Supplies		
3.4.1	PA System	To be provided	To be provided
3.4.2	Waste Basket	To be provided	To be provided
3.5	Ventilation	Forced draught ventilation for enclosed spaces	Force draught ventilation for enclosed space

Meals

Passenger tariff includes subsistence except when in quarantine an except in some cases wherein the MARINA has authorized passenger rates without meals (subsistence). Meals shall be served on board vessels between 0600 and 2000 hours, specifically:

Breakfast	-	0600-0800
Lunch	-	1100-1300
Dinner	-	1800-2000

Provided, however that:

- (i). Steaming time is more than for hours;
- (ii). vessel is at sea during these hours; and
- (iii). docking time does not fall within the time scheduled for serving meal.

Pubic Spaces

1. Hall Reception Area

1.1	Schematic diagram	To be provided	To be provided
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indicating location
of passenger accom-
modation, public
spaces exits and
entrances

2. Eating Area

2.1 1st & 2nd Class Dining Rooms

2.1.1	Seating Capacity	20% of total 1 st class and 2 nd class passengers
2.1.2	Ventilation type	Air-conditioned
2.1.3	Deck Sheathing	Non-Skid materials
2.1.4	Amenities fixed table (wooden, Plastic, metal) PA System	To be provided To be provided

2.2 3rd Class Dining Room

2.2.1	Seating Capacity	20% of total 3 rd class passengers
2.2.2	Ventilation type	Forced draught for enclosed spaces
2.2.3	Deck sheathing	Non-skid materials

2.2 Snack Bar

3. Promenade/open spaces

3.1	Deck Sheathing	Non-skid flooring to be provided	Non-skid flooring to be provided
3.1.3	Fixture/fixed Chairs		

Serving Spaces

1. Alleyway

1.1	Dimensions	3.28' wide	2.62' wide
1.2	Safety fixtures	To be provided	To be provided
	1.2.1 Side Railing	To be provided	To be provided
	1.2.2 Non-Skid flooring	To be provided	To be provided

2. Primary Stairway

2.1	Width of stairway	3.28' wide	2.62' wide
2.2	Safety fixtures		
	2.2.1 Non-skid Planks	To be provided	To be provided
	2.2.2 Hand rails	To be provided	To be provided

3. Pantry

3.1	Deck Sheathing	Non- skid materials	
3.2	Provisions		
	3.2.1 Exhaust system	To be provided	
	3.2.2 Running Water	To be provided	

Embarkation/Disembarkation

1.	No. of Embarkation/ Disembarkation points	Min. of 2 (P & S)	Min. of 2 (P & S)
2.	Size of Gangway	Min. of 3.28'	Min. of 2.62'
3.	Safety fixtures of gangplanks/gangways		
	3.1 Non-skid floor-		

	Board or steps	To be provided	To be provided
3.2	Guard rails	To be provided	To be provided
3.3	Nets below gangway	To be provided	To be provided

V. CONDITIONS

In the condition of the above service standards, the following conditions must be observed/complied with:

1. Lighting – Minimum of 3 watts per square meter of space.
 - 1.1 Vessels shall have adequate provisions for affording light to the Passenger decks and to the compartments and spaces occupied by such passenger and with adequate means or appliances for ventilating the said spaces.
 - 1.2 Port holes, sidelights or windows in compartments shall not be less than 10” in diameter or its equivalent area.
 - 1.3 Passenger compartment shall have, for light purposes, apertures or opening properly protected in the proportions or 3 sq. ft. of decks space exclusive of side scuttles.
2. Fresh water – There shall be provided on every deck used by passengers efficient means for the regular supply of fresh and potable drinking water suitably distributed for use of the passengers. The minimum of such supply station on board shall be as follows:

<u>Registered Length of Ships</u>	<u>Minimum no. of Supply Station</u>
Less than 100 feet	2
Not less than 100 feet But less than 200 ft.	3
Not less than 200 ft. But less than 300 ft.	4
Not less than 300 ft. But less than 350 ft.	6

Not less than 350 ft.	
But less than 400 ft.	8
400 ft. and over	10

3. Sanitary Requirements – In parties, galleys, or other places where food is prepared or where cooking and table utilities are cleansed or otherwise handled, boiling water must be available therein at all times and used to sterilize all cooking and table utensils.
 - 3.1 Galleys or places where food is prepared or kept shall be located as far as possible from water closing or urinal.
 - 3.2 The master of every vessel shall maintain good discipline and such habits of cleanliness among the passenger, officers and crew that will tend to promote health on board. He may adopt such regulations for the purpose, and post them in conspicuous places for the information of all.
 - 3.3 The master shall cause the compartments and spaces provided or maintained and assigned to passengers, officers and crew to be kept in a clean healthful condition and to be as often as necessary properly disinfected and disinfested.
 - 3.4 The decks of all vessels shall be cleaned daily at least once and oftener as necessary.
 - 3.5 All interisland vessels shall be fumigated every six(6) months or upon the discretion of the Director of Quarantine as often as may be necessary. It shall be the responsibility of the agents or master of vessels to request and make necessary arrangements for the fumigation of their vessels once every six(6) months.
 - 3.6 Passenger Accommodation - The cleanliness, ventilation, food, light, water supply, hospital accommodations, and all other analogous matters in vessels of the Philippine Registry, shall be maintained at such high standards as to ensure the health and comfort of passengers, officers and crew. Animals such as fowls, pigs, livestock, etc. should not be mixed with passengers or crew.
 - 3.7 Pantries and galleys – In pantries, galleys and other places where food is prepared, where cooking and table utensils are cleaned or otherwise handled, boiling water must be available therein at all times and used to sterilize all cooking and table utensils. For this purpose, steam pipes shall be installed.

- 3.8 Refrigeration compartments – Refrigeration boxes shall be frequently cleansed with boiling water at least twice a month, and they shall be thoroughly washed out with live steam for at least ten minutes or with a solution of potassium permanganate in the strength of 1 – 3000.
 - 3.9 Garbage chutes – Garbage chutes shall be kept clean by daily washing with sand and water and shall further be cleansed at the end of each voyage in the manner prescribed herein for refrigeration boxes.
 - 3.10 Water closet shall be well lighted and ventilated and kept in a clean and sanitary condition by proper flushing after each time of use, and by thorough washing down at least once daily. They shall be kept free from any offensive odor by frequent treatment with a 10% solution of formaline or their approved disinfectant.
 - 3.11 Rat Guards – when vessels is at any dock, pier, wharf, guay or bulkhead, such vessels shall take proper precautions to prevent the passage of rodents to and from the vessel. The vessel shall be fended of the pier wharf guay, bulkhead or dock not less than 4 ft. and acceptable rat guards shall be fixed on all connection lines. In addition, all cargonets, chutes and similar devices extending between the vessels and shore structures, shall be removed unless in actual use. Gangways and ladders shall be well lighted.
 - 3.12 All meals shall be served on tables prepared for the purpose; eating on bare deck prohibited.
 - 3.13 Food left standing in the galleys or in any other part of the ship shall be protected from flies by the use of proper screens.
 - 3.14 Condition in the vessel should be such as to assure the proper sanitation of food on board.
 - 3.15 No garbage or other waste matter shall be allowed to collect either in receptacles or on decks, in or about the galleys, but shall be disposed or without delay. Portions of unused food or other debris shall not be allowed to collect on the deck or in the scrappers.
4. Compliance with Batas Pambansa Blg. 344 – There shall be compliance with Batas Pambansa Bldg. 344, otherwise known as the Accessibility Law once the implementing circular shall have been approved by the MARINA Board and the Secretary of the Department of Transportation and Communications and published once in a newspaper of general circulation.

VI. SANCTIONS/PENALTIES:

Any violation of, or failure of the operators to comply with the guidelines/conditions herein above set forth shall constitute a sufficient ground for the suspension/revocation or cancellation of the vessel's franchise or Certificate of Public Convenience, as the case may be, in addition to the penalties provided under the Public Service Act, as amended, and other relevant rules and regulations of this Authority.

VII. EFFECTIVITY

This Memorandum Circular shall take effect fifteen (15) days after its publication once in a newspaper of general circulation on the Philippines.

Manila, Philippines, 04 December 1991.

PHILIP S. TUAZON
Administrator

SECRETARY'S CERTIFICATE

This is to certify that the foregoing Memorandum Circular No. 65 was approved by the MARINA Board on 04, 1991.

PURITA C. CENTENO
Corporate Board Secretary