

MEMORANDUM CIRCULAR NO. 179

TO : ALL DOMESTIC SHIPPING COMPANIES / OPERATORS AND OTHER CONCERNED MARITIME ENTITIES

SUBJECT : ISSUANCE OF THE MINIMUM SAFE MANNING CERTIFICATE FOR PHILIPPINE-REGISTERED SHIPS/ FISHING VESSELS OPERATING IN PHILIPPINE WATERS OR TEMPORARILY UTILIZED IN OVERSEAS TRADE/ INTERNATIONAL WATERS

Pursuant to the provisions of Presidential Decree No. 474, The Tariff and Customs Code of the Philippines and Executive Order No. 125, as amended, the following are hereby adopted and prescribed:

I. OBJECTIVE

In order to foster more specific implementation of MARINA Memorandum Circular No. 148 by way of a safety document issued providing therein a clear and specific listing of the required minimum manning levels of officers, crew and ratings for a particular ship, with their corresponding position and licenses/qualifications.

II. GENERAL PROVISION:

1. All Philippine-registered ships/fishing vessels operating in Philippine waters, or temporarily utilized in overseas trade/ international waters, shall henceforth be required to secure a **Minimum Safe Manning Certificate**.
2. The Minimum Safe Manning Certificate, in the prescribed format as herein attached as **Annex "A"**, shall provide the basis by which to determine whether a ship is safely manned when proceeding to sea.
3. A letter-application for the issuance of Minimum Safe Manning Certificate for each ship shall be filed with the Maritime Industry Authority (MARINA) by the concerned shipowner/ operator/ manager, indicating therein such needed information as ship's name, owner/operator, ship and rig type, tonnage and break horsepower, port of registry, IMO and Official Number, crew list, etc., and to be duly signed/ certified by the applicant's duly authorized representative. A pro-forma letter-application form (**Annex "B"**) shall be provided by the MARINA for this purpose.

Consequently, the Certificate of Inspection (CI) to be issued shall be in the format herein attached as **Annex "C"**.

4. The filing fees for the issuance of Minimum Safe Manning Certificate are as follows:

1. Issuance/Renewal, per ship:

- Ship Over 1600 GT and Above - P 1,500.00
- Ship Over 1000 to 1600 GT - 1,250.00
- Ship Over 500 to 1000 GT - 1,000.00

- Ship Over 250 to 500 GT - 750.00
- Ship Over 100 to 250 GT - 500.00
- Ship Over 35 GT to 100 GT - 250.00
- Ship 35 GT and below - 100.00

2. Re-issuance, per ship - 100.00

5. The Minimum Safe Manning Certificate shall be valid for a maximum period of five (5) years, unless, during the period of validity, alteration(s) on the ship is undertaken, and/or when a ship/fishing vessel shall temporarily operate in overseas trade/international waters, for which a new Certificate would need to be applied for immediately, and prior to operation.

III. ADMINISTRATIVE PENALTY/SANCTIONS:

Shipping companies/operators who shall violate or fail to comply with this Circular shall be subject to the following administrative fines and/or penalties after summary proceedings:

a. Ships operating without Manning Certificate, after thirty (30) days from the effectivity of this Circular:

Size of Ship	First Violation
• 35 GT and below	P 100/day of operation but not to exceed P 20,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;
• Over 35 - 100 GT	P 200/day of operation but not to exceed P 50,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;
• Over 100 - 250 GT	P 500/day of operation but not to exceed P 100,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;
• Over 250 - 500 GT	P 1,000/day of operation but not to exceed P 200,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;
• Over 500 - 1000 GT	P 2,000/day of operation but not to exceed P 300,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;
• Over 1000 - 1600 GT	P 3,000/day of operation but not to exceed P 400,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;
• Over 1600 GT & Above	P 5,000/day of operation but not to exceed P 500,000.00 + non-operation of the ship/suspension of CPC/PA/SP until compliance thereof;

b. Ships operating with expired Manning Certificate:

Size of Ship	First Violation	Second Violation	Third Violation
• 35 GT and below	P 50/day of operation but not to exceed P 10,000.00 + non-operation of the ship/suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 100/day of operation but not to exceed P 15,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 90 days, whichever is longer;	P 100/day of operation but not to exceed P 20,000.00 + revocation/cancellati on of CPC/PA/SP;

<ul style="list-style-type: none"> Over 35 – 100 GT 	P 100/day of operation but not to exceed P 25,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 150/day of operation but not to exceed P 35,000.00 + non-operation of the ship/ suspension of CPC/PA/ until renewal thereof or for a period of 90 days, whichever is longer;	P 200/day of operation but not to exceed P 50,000.00 + revocation/cancellation of CPC/PA/SP;
<ul style="list-style-type: none"> Over 100 – 250 GT 	P 250/day of operation but not to exceed P 50,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 300/day of operation but not to exceed P 75,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 90 days, whichever is longer;	P 500/day of operation but not to exceed P 100,000.00 + revocation/cancellation of CPC/PA/SP;

Size of Ship	First Violation	Second Violation	Third Violation
<ul style="list-style-type: none"> Over 250 - 500 GT 	P 500/day of operation but not to exceed P 100,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 750/day of operation but not to exceed P 150,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 90 days, whichever is longer;	P 1,000/day of operation but not to exceed P 200,000.00 + revocation/cancellation of CPC/PA/SP;
<ul style="list-style-type: none"> Over 500 -1000 GT 	P 750/day of operation but not to exceed P 150,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 1,500/day of operation but not to exceed P 200,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 90 days, whichever is longer;	P 2,000/day of operation but not to exceed P 300,000.00 + revocation/cancellation of CPC/PA/SP;
<ul style="list-style-type: none"> Over 1000 – 1600 GT 	P 1,000/day of operation but not to exceed P 200,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 2,000/day of operation but not to exceed P 300,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 90 days, whichever is longer;	P 3,000/day of operation but not to exceed P 400,000.00 + revocation/cancellation of CPC/PA/SP;
<ul style="list-style-type: none"> Over 1600 GT & Above 	P 1,500/day of operation but not to exceed P 300,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 30 days, whichever is longer;	P 3,000/day of operation but not to exceed P 400,000.00 + non-operation of the ship/ suspension of CPC/PA/SP until renewal thereof or for a period of 90 days, whichever is longer;	P 5,000/day of operation but not to exceed P 500,000.00 + revocation/cancellation of CPC/PA/SP;

IV. REPEALING CLAUSE:

Any provision of the PMMRR 1997, as amended, and MARINA Memorandum Circulars and issuances which are inconsistent herewith are hereby repealed or modified accordingly.

V. EFFECTIVITY:

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

Manila, Philippines, 07 October 2002.

By the Authority of the MARINA Board:

ATTY. OSCAR M. SEVILLA
Administrator

SECRETARY'S CERTIFICATE

This is to certify that Memorandum Circular No. _____ has been approved by the MARINA Board in its ___ Meeting on _____.

Atty. GLORIA V. BAÑAS
Corporate Board Secretary

Published: TODAY
26 October 2002

MINIMUM SAFE MANNING CERTIFICATE

Name of Ship	IMO No.	Official No.	Call Sign	Homeport
Owner/Company	Gross Tonnage	Kilowatt	ShipType	Trading

The ship named in this Certificate is considered to be safely manned if, when it proceeds to sea, it carries not less than the number of grades of personnel specified in the table below:

MANNING REQUIREMENTS

Deck Department			Engine Department		
POSITION	LICENSE	Number	POSITION	LICENSE	Number
TOTAL			TOTAL		

PROVIDED THAT, this Certificate is valid only as to the particulars of the ship shown in the application form dated _____ and the nature of the service indicated therein.

Issued in pursuance of Chapter XVIII of the Philippine Merchant Marine Rules and Regulations 1997, as amended by MARINA Memorandum Circulars No. 148 and 179.

This Minimum Safe Manning Certificate is valid until _____ subject to endorsement for periodical verification and attendant conditions provided in MARINA M.C. No. 179.

Issued at _____ on _____.

Administrator

Paid Under :
 O.R. No. : _____
 Amount: _____ Date : _____



Application for
MINIMUM SAFE MANNING CERTIFICATE
 (Domestic Ships)

New/Renewal Re-issuance

SHIPOWNER INFORMATION

Name of Company : _____
 Business Address : _____

SHIP PARTICULARS

Name of Ship: _____ Homeport : _____
 Type of Ship : _____ Trading : _____
 Official Number: _____ IMO Number : _____ Call Sign: _____
 Gross Tonnage : _____ M.E. Kilowatt : _____

CREWLIST INFORMATION

Deck Department
 (Name/Position/License)

Engine Department
 (Name/Position/License)

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

Date: _____

 Signature Over Printed Name of Applicant
 Position/Designation: _____

AUTHORITY TO ACCEPT PAYMENT

Received from _____, the amount of _____ PESOS (PhP) as payment for the issuance of Minimum Safe Manning Certificate for the ship _____, as per schedule of fees below;

- | | | |
|-------------------------------------|-------------------------------|--------------------------------|
| % P1,500.00 – Above 1,600 GT | % P750.00 – 250-500 GT | % P100.00 – Below 35 GT |
| % P1,250.00 – 1,000-1,600 GT | % P500.00 – 100-250 GT | % P100.00 – Reissuance |
| % P1,000.00 – 500-1,000 GT | % P250.00 – 35-100 GT | |

Prepared By: _____ O.R. No. _____ Date: _____
 (Printed Name & Signature of Evaluator)

CERTIFICATE OF INSPECTION
(Revised Pursuant to MARINA Memorandum Circular Nos. 179 and 180)

I. Ship Information

Name of Ship	Official No.	Trading	Ship Class	Gross Tonnage
Owner/Company	IMO No.	Homeport	Reg. Length/Hull	Net Tonnage
Business Address	Call Sign	Yr./Place Built	Engine Make	Horsepower

II. Ship Inspection Data

Date of Inspection Completed:	Cert. of Stability No.:	<p style="text-align: center;"><u>Authorized Passenger Capacity</u></p> <ul style="list-style-type: none"> • <u>With accommodation:</u> • <u>With shared/ without lying accommodation:</u> <p><small>(10% of Passengers with accommodation; Limited to children only; <i>Not applicable to ships with sitting accommodations</i>)</small></p>	Ancillaries/ Supernumeraries/ etc.:
Place of Inspection:	Date Issued:		Others:
Date of Drydocking (Dock-In):	R.O./Class Certificate No.:		
Place of Drydocking:	Date of Validity		

III. Ship SOLAS Equipment

No. of Inflatable Liferaft/Capacity of Each		No. of Equivalent/Type-Approved Liferaft/Capacity of Each	
No. of Lifeboats/Cap. Of Each	No. of Rescue Boats/Cap. Of Each	No. of Lifejackets (Adult/Children)	No. of Lifebuoys (Lighted/Non Lighted)
No. of Line Throwing Apparatus	No. of Distress Signal Apparatus	No. of Radar Transponders	No. of Marine Radio Apparatus
No./Type of Fire Extinguishers	No./Length of Fire Hose	No. of Firebuckets/Fire Axe	No. of Firepumps/Hydrants
Conditions of Operation:			

The above-mentioned ship has been duly inspected in accordance with the existing regulations and has complied with the requirements of the maritime safety regulations as regards to hull, machinery, lifesaving and fire fighting equipment.

This Certificate is valid until _____.

Inspected by: (1) _____ (2) _____
Signature Over Printed Name Signature Over Printed Name
Date: _____ Date: _____

Issued under the provisions of the Executive Order No. 125/125-A under my hand and seal at _____, the ____ day of _____.

Administrator

Paid Under
O.R. No.: _____
Amount: _____ Date : _____