

**CATERING SERVICES FOR THE CONDUCT OF TWO (2) DAYS
ON SRS ORIENTATION AND TRAINING
17-18 FEBRUARY 2020**

I. INTRODUCTION

The Shipyards Regulation Service (SRS) will be conducting the SRS Orientation and Training to be held in Manila on 17-18 February 2020. This orientation/training is in line with the MARINA's plans and programs for Calendar Year 2020.

The purpose of this orientation/training is to have a unified understanding and interpretation and implementation of policies, rules and regulations among MARINA Central and Regional Offices technical personnel.

The orientation/training will cover the three (3) Memorandum Circulars recently approved by the MARINA Board on 25 October 2019, namely; Revised Rules and Regulations to govern Entities Without Dry-docking Facilities engage or intending to engage in Afloat Shiprepair in the Philippines and Amendment to MARINA Circular No. 2018-02, Rules and Regulations relating to Registration and Licensing of Shipbuilding and Ship repair Facilities and other Purposes.

Furthermore, this Office will also include on the discussion MS 2018-18 (Revised Rules and Regulations on the Implementation of the Mandatory Minimum Service Standards and Other Services On-board Ships Carrying Passengers in the Inter-Island Shipping Trade).

II. CONTEXT OF WORKSHOP

DAY/TIME	PROGRAM	SPEAKER/LECTURER
16 FEBRUARY 2020		
TRAVEL TIME AND CHECK-IN OF PARTICIPANTS		
17 February 2020		
08:00- 09:00 AM	Registration of Participants	Secretariat
	Invocation National Anthem	
	Welcome Remarks	ENGR. RAMON C. HERNANDEZ Director II Shipyards Regulation Service (SRS)
	Inspirational Message	VADM NARCISO A VINGSON JR OIC, MARINA Administrator
	Photo Opportunity	
	Coffee Break	
PROGRAM PROPER		
09:00- 09:15 AM	House Rules	ENGR. MARIA TERESA D. MAMISAO OIC, Shipyard Development and Licensing Division (SDLD)
	Presentation of Policies for 2020	

09:15- 12:00 AM	Presentation of the Revised Rules and Regulations to govern Entities Without Dry-docking Facilities engage or intending to engage in Afloat Shiprepair in the Philippines	ENGR. JOSHUA RAFALE S. TOLIN Senior Shipping Operations Specialist, Shipyard Development and Licensing Division (SDLD)	
12:00- 01:30 PM	Lunch Break		
01:30- 04:00 PM	Amendment to MARINA Circular No. 2018-02, Rules and Regulations relating to Registration and Licensing of Shipbuilding and Ship repair Facilities and other Purposes	ENGR. NIKKO ARIEL B. NON Shipping Operations Specialist II, Shipyard Development and Licensing Division (SDLD)	
04:00- 04:15 PM	Coffee Break		
04:15- 05:30 PM	Open Forum		
END OF ACTIVITY			
18 February 2020			
08:00- 08:30 AM	Attendance	Secretariat	
08:30- 10:30 AM	MS 2018-18 – Revised Rules and Regulations on the Implementation of the Mandatory Minimum Service Standards and Other Services On-board Ships Carrying Passengers in the Inter-Island Shipping Trade	ENGR. RONALD KENNETH M. BALLESTEROS , Senior Shipping Operations Specialist, Shipyard Development and Licensing Division (SDLD)	
10:30- 12:30 AM	DS 2019-01 – Rules on the Registration, Licensing and Operation of Recreational Boats	ENGR. LORDY C. JUGALBUT , Engineer II, Maritime Safety Office (MSS) Domestic Shipping Service (DSS) Shipyards Regulation Service (SRS)	
12:30- 1:30 PM	Lunch Break		
01:30- 03:00 PM	Presentation of the Updates and Validation on the Capacity and Capability of MARINA-Registered Shipbuilding and Ship Repair and Boatbuilding and Boat Repair and Boat Repair Entities	ENGR. RAMON C. HERNANDEZ Director II Shipyards Regulation Service (SRS)	
03:00- 03:15 PM	Coffee Break		
03:15- 04:30 PM	Open Forum		
04:30- 05:00 PM	Closing Remarks and Awarding of Certificates	ENGR. NANNETTE VILLAMOR-DINOPOL Deputy Administrator Operations	Z. for
END OF ACTIVITY			

19 FEBRUARY 2020

TRAVEL TIME AND CHECK-OUT OF PARTICIPANTS

III. VENUE

This referred venue for the conduct of two (2) days on SRS Orientation and Training will be at 12th Floor MARINA Multi-Purpose Hall.

IV. LOGISTIC SUPPORT/REQUIREMENTS

The following items are the minimum requirements to ensure the successful completion of the orientation/training to be actively participated by:

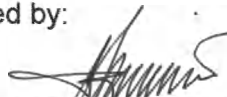
- a. More or less Twenty Nine (29) participants from MARINA Central and Regional Offices
- b. One (1) Technical Facilitator
- c. Five (5) Secretariat

V. BUDGET FOR THE ACTIVITY

The proposed budget for the conduct of SRS Orientation and Training for the catering services, training materials and other miscellaneous expenses amounting to Eighty One Thousand Six Hundred Ninety Two and 80/100 pesos only (P81,692.80)

Date	Meals	No. of Pax	Cost
Catering Services			
Rental of table and chairs			10,000.00
17 February 2020	AM Snack, Lunch, PM Snack	35	35,000.00
18 February 2020	AM Snack, Lunch, PM Snack	35	35,000.00
			80,000.00
Training Materials and Other Miscellaneous Expenses			
1. Tarpaulin (4'x6')		800.00	
2. Special Paper (8.5 x 11 inches)		600.00	
3. ID Jacket (10 pcs)		142.80	
4. Notary Fee		150.00	1,692.80
TOTAL			81,692.80

Prepared by:



ENGR. MARIA TERESA D. MAMISAO
Officer-In-Charge
Shipyards Licensing and Development
Division

Noted by:



ENGR. RAMON C. HERNANDEZ
Director II
Shipyards Regulation Service