



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY



COVID

VaccINATION

SYSTEM

User Manual Ver 1.0





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Licensed Manning Agencies and Domestic Shipping Companies PORTAL

1. Licensed Manning Agencies (LMAs) and Domestic Shipping Companies (DSCs) to send the following details to covax@mail.marina.gov.ph for the creation of your accounts.

Complete Name of Authorized Representative/s:

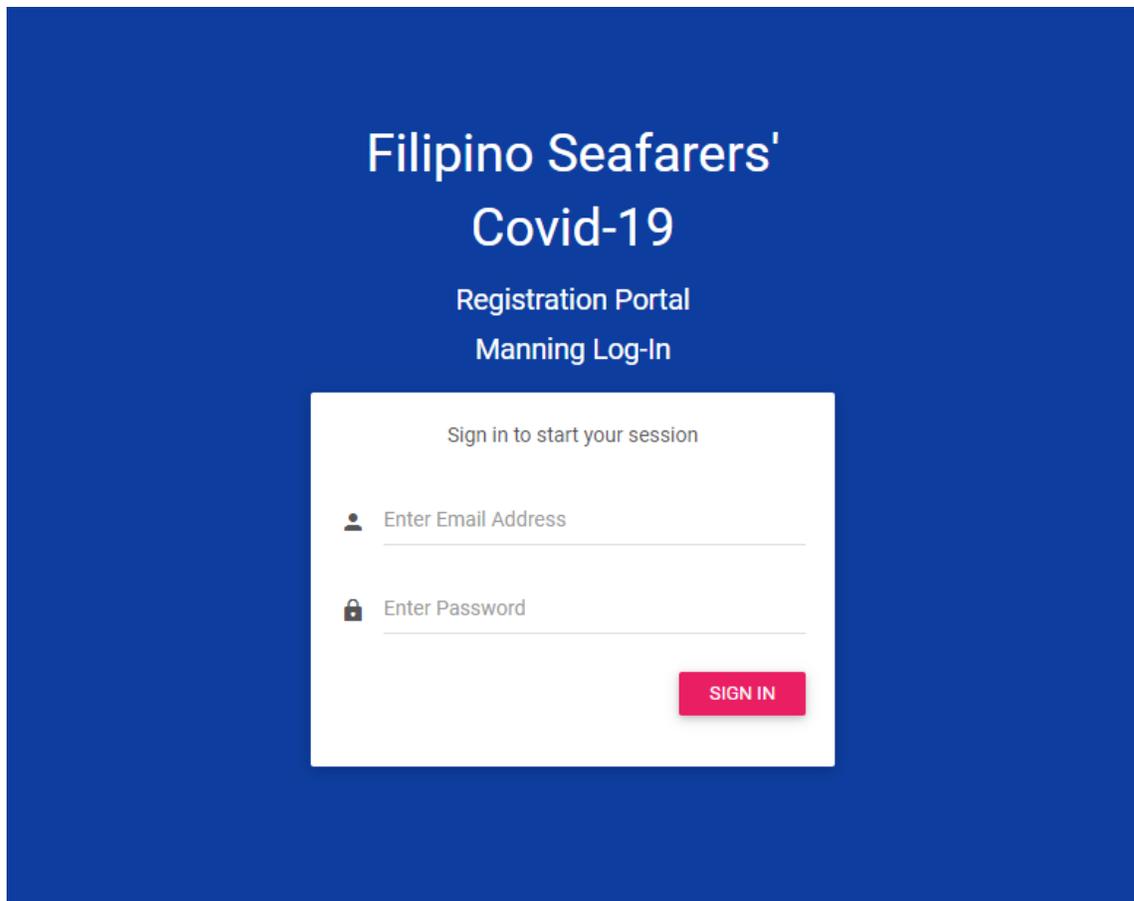
Name of LMA/DSC:

Email Address:

2. Wait for the email reply for User Name and Password.

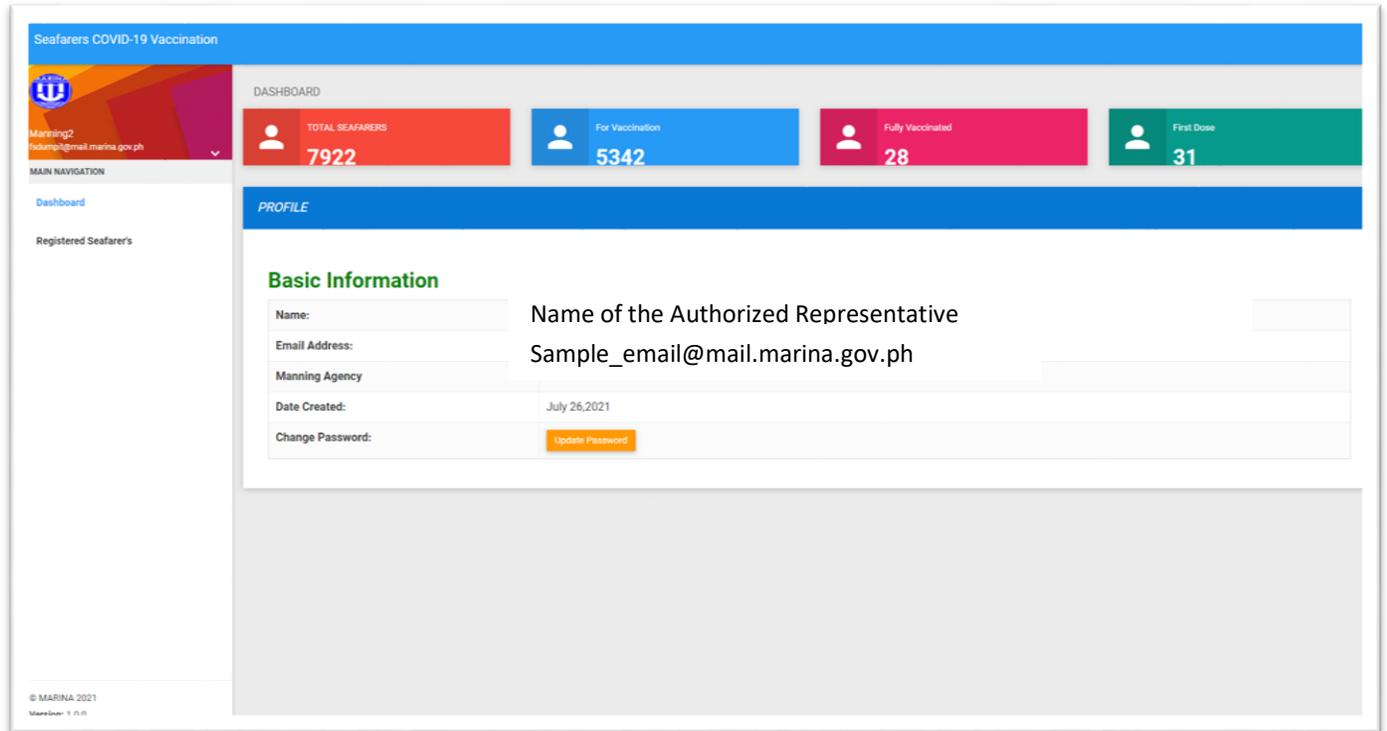
3. Login at

<https://seafarers-covac.marina.gov.ph/manning>



The screenshot shows a login interface for the 'Filipino Seafarers' Covid-19 Registration Portal'. The page has a dark blue background with white text. At the top, it reads 'Filipino Seafarers' Covid-19 Registration Portal Manning Log-In'. Below this, there is a white box containing the login form. The form has the heading 'Sign in to start your session' and two input fields: 'Enter Email Address' (with a person icon) and 'Enter Password' (with a lock icon). A red 'SIGN IN' button is located at the bottom right of the form.

4. Login using the registered email address and Password provided and click **SIGN IN**
5. On the first Login please update your password. **Profile Basic Information – Change Password**



Click

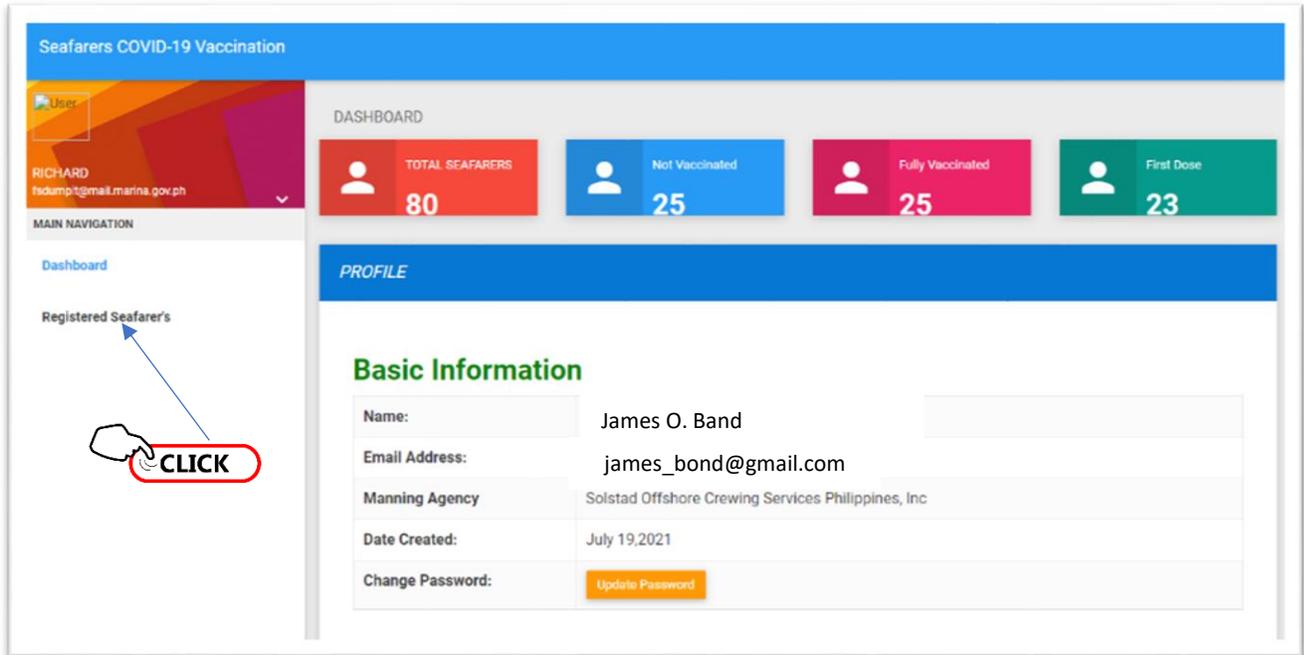
Update Password

Enter **New Password**

The 'Update Password' modal form has a title bar with a close button. It contains two input fields: 'Password' and 'Confirm Password'. At the bottom, there are two buttons: 'Close' and 'Save'.

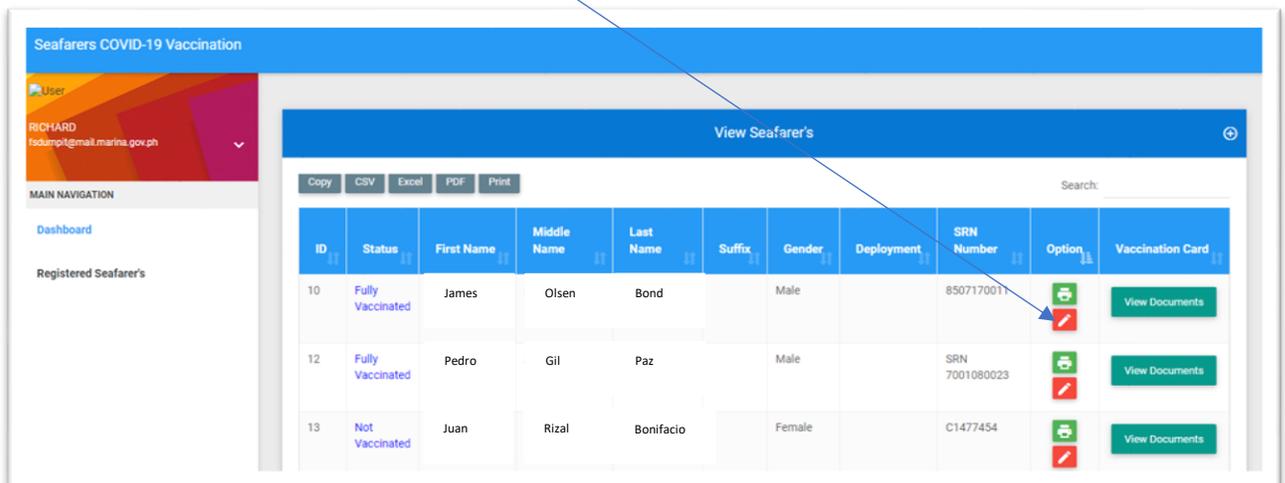
Click **Save** after updating the password.

6. To view Registered Seafarer's, Click on the **Main Navigation – Registered Seafarer's**. Located on the left side area

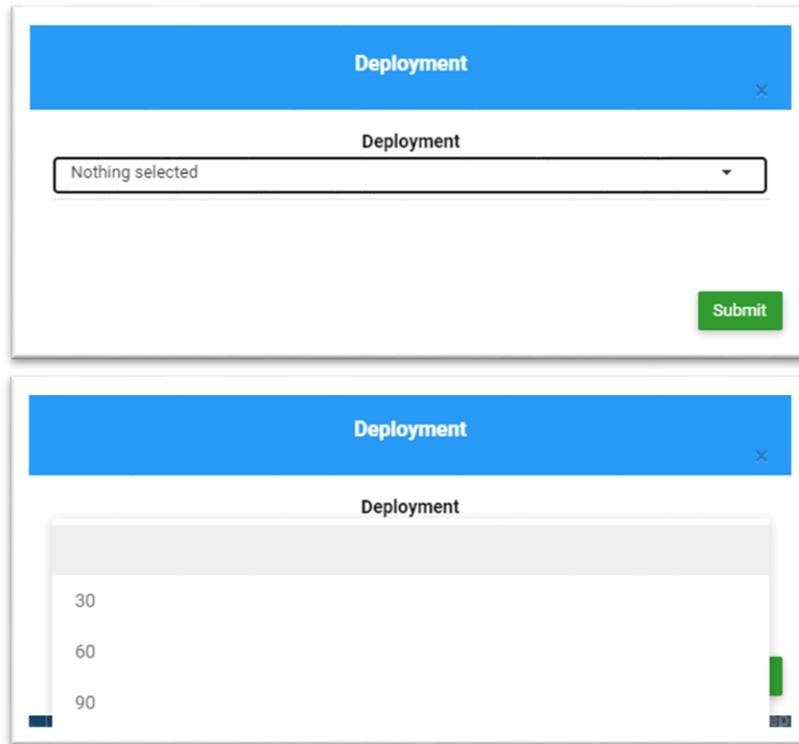


7. Seafarer's View

To add deployment schedule, click  under **Option**



Using the drop down button choose the Deployment Schedule 30, 60 or 90



Then click  once finish.

8. Seafarer's View

To print **Health Form**



The screenshot shows the 'View Seafarer's' interface. On the left is a sidebar with user information for RICHARD (fodumpit@mail.marina.gov.ph) and a main navigation menu. The main area contains a table with the following columns: ID, Status, First Name, Middle Name, Last Name, Suffix, Gender, Deployment, SRN Number, Option, and Vaccination Card. The table contains three rows of data. A red-bordered button with the word 'CLICK' is overlaid on the 'Option' column of the first row. The 'Option' column contains icons for document actions (copy, delete, print) and a 'View Documents' button.

ID	Status	First Name	Middle Name	Last Name	Suffix	Gender	Deployment	SRN Number	Option	Vaccination Card
10	Fully Vaccinated	James	Olsen	Bond		Male		8507170011		View Documents
12	Fully Vaccinated	Pedro	Gil	Paz		Male		SRN 7001080023		View Documents
13	Not Vaccinated	Juan	Rizal	Bonifacio		Female		C1477454		View Documents

Seafarer's COVID-19 Vaccination Record



Last Name	First Name	Middle Name	Suffix
Bond	James	Olsen	
Vaccination Site	Mobile Number	SRN Number	
	09152608135	8507170011	
Gender	Civil Status	Email Address	
Male	Married	james_bond@gmail.com	
Home Address		om	
brgy san roque , ml quezon st brgy san roque victoria laguna			
Have you (or any family member/s) been diagnosed with or tested positive for COVID-19 in the past three (3) months?			Yes
Do you or have you the following symptoms in the past 14 days?			No
Fever of greater than 37.5Å°C			No
Do you or have you had any "flu-like" symptoms, such as cough or chills, in the past 14 days?			No
Do you experience shortness of breath or breathing difficulty?			No

9. Seafarer's View

To view uploaded **COVID Vaccination Card**



ID	Status	First Name	Middle Name	Last Name	Suffix	Gender	Deployment	SRN Number	Option	Vaccination Card
10	Fully Vaccinated	James	Olsen	Bond		Male		8507170011		View Documents
12	Fully Vaccinated	Pedro	Gil	Paz		Male		SRN 7001080023		View Documents
13	Not Vaccinated	Juan	Rizal	Bonifacio		Female		C1477454		View Documents

Seafarer's Vaccination PORTAL

1. Visit marina.gov.ph

Click the tab



And click [I Agree](#) to conform with the MARINA Data Privacy Statement

Data Privacy Statement

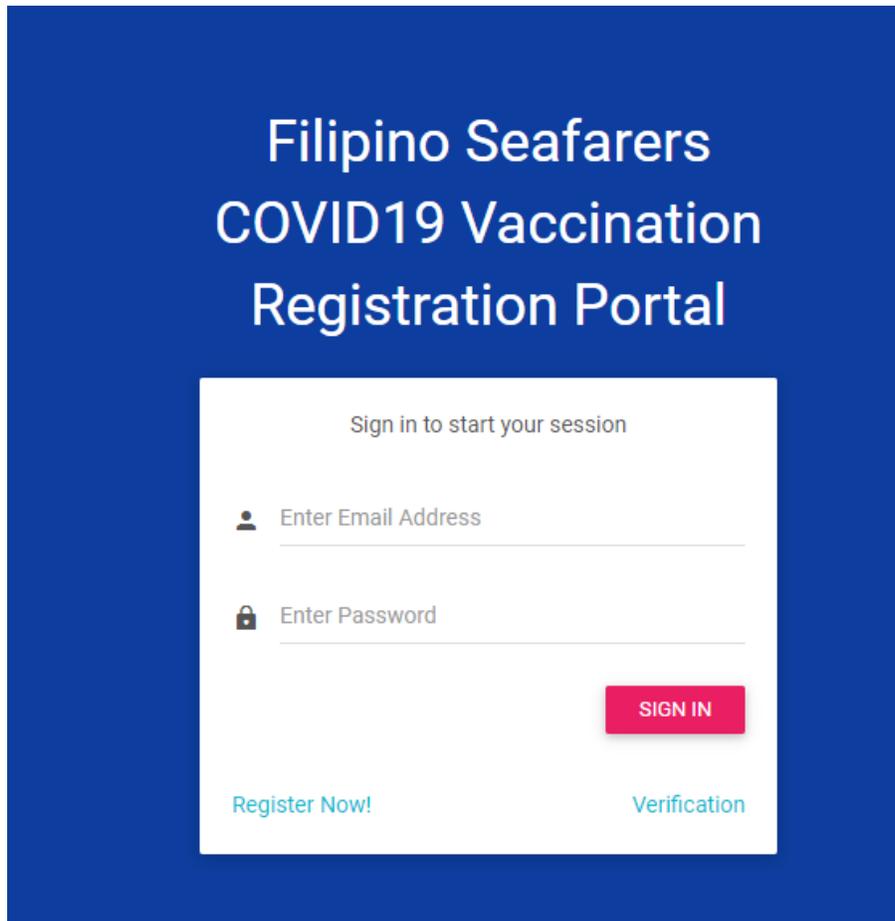
I understand and concur that by clicking the "I Agree to the Privacy Notice and Give my Consent", I confirm that I freely and voluntarily give consent to the collection and processing of my data, which may include personal information and/or sensitive information set out in this registration and application possessed by the Maritime Industry Authority (MARINA) for the following purposes: (a) Online COVID-19 Vaccine Profile; (b) Vaccine Program purposes; and (c) Any other vaccine activities necessary for efficient implementation of the vaccine program of the National Government.

I also confirm that I have read the Privacy Notice and give my full consent to Maritime Industry Authority (MARINA) and its affiliates as well as its partners and service providers, if any, to collect, store, access and/or process any personal data I may provide herein, such as but not limited to my name, birthdate, age, civil status, email address, applicant classification, contact number, address, gender, personal health information and Seafarer's Reference Number (SRN)/Seaman's Book Number for the period allowed under the applicable law and regulations for the MARINA's COVID-19 Vaccines Rollout Plan. I also acknowledge that the collection and processing of my personal data is necessary for such purpose. .

I am aware of my right to be informed, to access, to object, to erasure or blocking, to damages, to file a complaint, to rectify and to data portability, and I understand that there are procedures, conditions and exceptions to be complied with in order to exercise or invoke such rights.

[close](#) [I Agree](#)

2. To proceed with the Seafarer's Registration



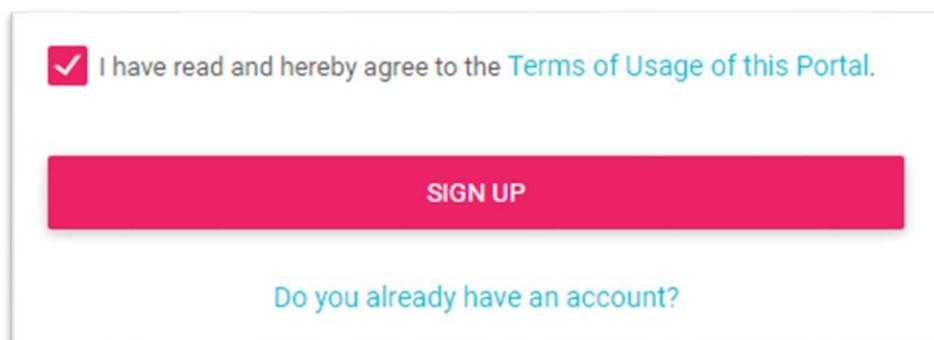
The screenshot shows a blue background with the title "Filipino Seafarers COVID19 Vaccination Registration Portal" in white. Below the title is a white sign-in form. The form has the heading "Sign in to start your session" and two input fields: "Enter Email Address" with a person icon and "Enter Password" with a lock icon. A red "SIGN IN" button is on the right. At the bottom of the form are two links: "Register Now!" and "Verification".

To register new account click

[Register Now!](#)

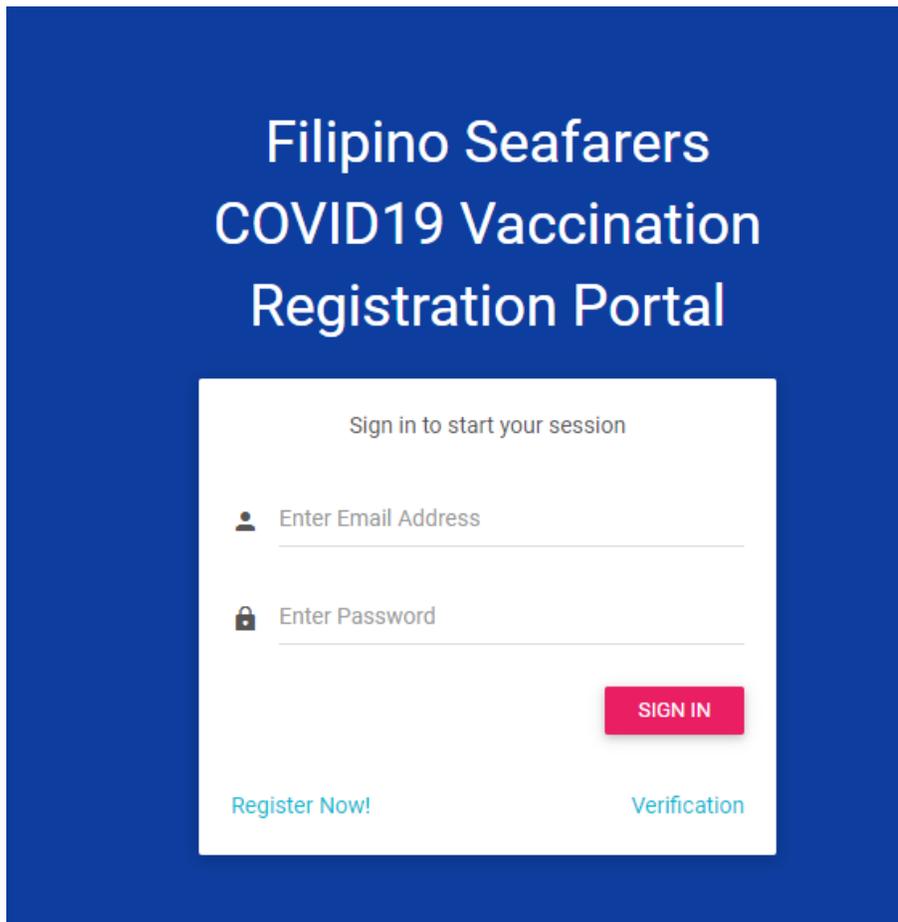
Fill up all data fields and click the **Terms of Usage of this Portal**.

And then click **SIGN UP**



The screenshot shows a registration form with a red checkmark icon and the text "I have read and hereby agree to the [Terms of Usage of this Portal](#)." Below this is a large red "SIGN UP" button. At the bottom of the form is the text "Do you already have an account?"

3. To sign in go to: <https://seafarers-covac.marina.gov.ph/seafarers/index.php>



The screenshot shows a blue background with the title "Filipino Seafarers COVID19 Vaccination Registration Portal" in white text. Below the title is a white sign-in form. The form has the heading "Sign in to start your session" and two input fields: "Enter Email Address" with a person icon and "Enter Password" with a lock icon. A red "SIGN IN" button is positioned to the right of the password field. At the bottom of the form, there are two blue links: "Register Now!" on the left and "Verification" on the right.

4. Enter the registered email address and enter the password. Then click

SIGN IN

5. Seafarer's Portal

The screenshot shows the 'Seafarers COVID-19 Vaccination' portal. At the top, there is a blue header with the title. Below it, a user profile card for 'Joseph Victor' is visible. A main navigation sidebar on the left lists 'Dashboard', 'Health Form', and 'Seafarer Record'. The main content area is titled 'PROFILE' and contains a 'Basic Information' section. This section is a table with the following data:

Name:	Joseph Victor Sabijon Generato
Gender:	Male
Birth Date:	1970/01/01
Civil Status:	
Email Address:	jvsgenerato@marina.gov.ph
Home Address	.
Manning Agency	
Vaccination Site	

At the bottom of the table, there is a red text prompt: 'Upload COVID19 Vaccination card if Vaccinated' and an orange 'Upload File' button. A green 'Update Info' button is located at the top right of the 'Basic Information' section.

6. To update Seafarer's Basic Information click

[Update Info](#)

The screenshot shows a modal window titled 'Basic Information' for updating a seafarer's details. The form is organized into two columns:

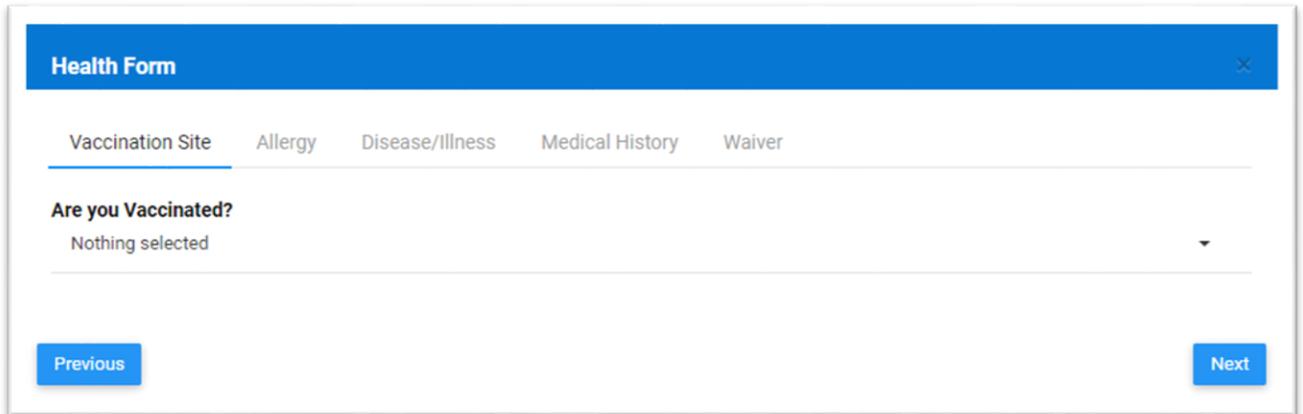
Name Joseph Victor	Birth Date 22/09/1977
Middle Name Sabijon	Gender Male
Last Name Generato	Seafarers Reference No (SRN) 1234567890
Suffix Nothing selected	Manning Agency Solstad Offshore Crewing Services Philippines, Inc
Civil Status Married	Mobile Number 09688527987
Home Address	Street Address/ Barangay

A green 'Save' button is located at the bottom right of the form.

Then click

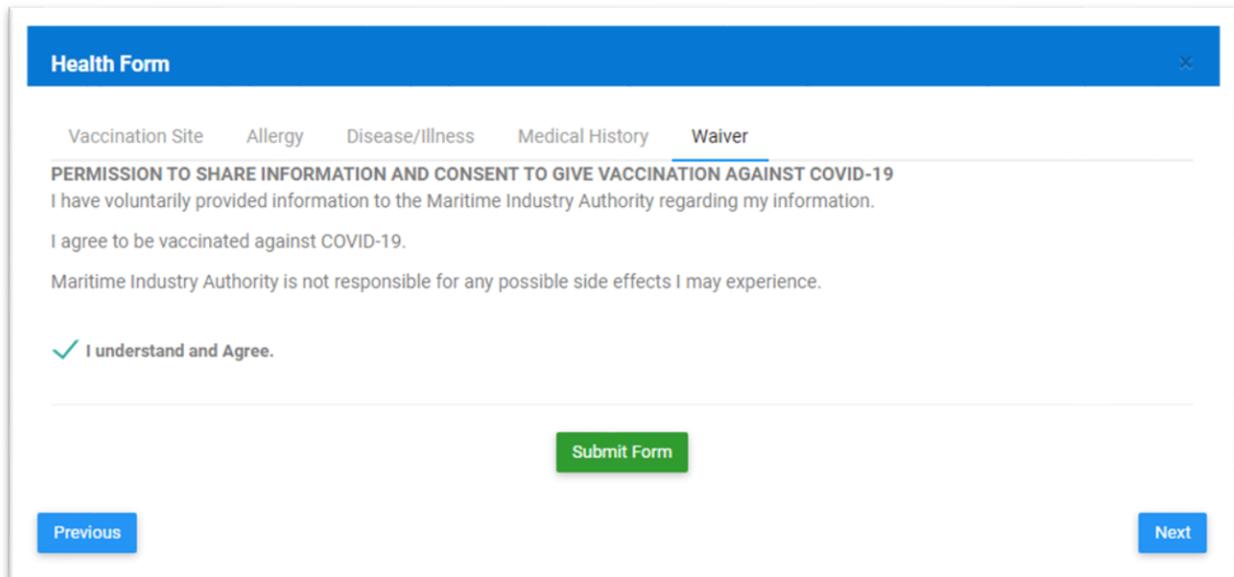
[Save](#)

7. To create a Health Form click the **Create Health Form** located on the upper right of the Seafarer's Profile.



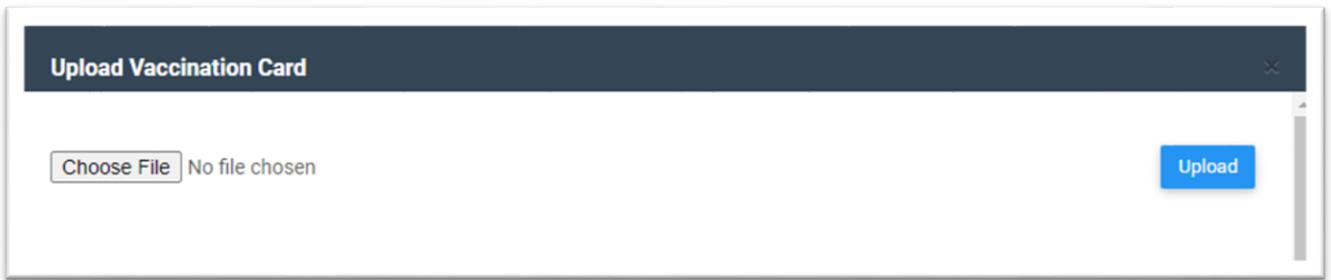
Fill up all data fields in the Health Form

Click **I Understand and Agree** on the Waiver



Then click **Submit Form**

8. To upload File for vaccination Card click. **Upload File**



Then click **Choose File** . Then select the Vaccination Card picture and then click **Upload**



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