



Date: NOV 22 2021

MARINA ADVISORY NO. 2021--66 _____
Series of 2021

TO: ALL SEAFARERS AND OTHER ENTITIES CONCERNED

SUBJECT: IMPLEMENTATION OF THE MARINA COMPETENCY REVIEWER PORTAL (CRP)

As part of the initiative of the Administration to provide an equal opportunity to all qualified seafarers for the Merchant Marine Officers' theoretical examination, notice is hereby given that this Authority shall implement the MARINA Competency Reviewer Portal, otherwise known as the "MARINA CRP" effective immediately.

The MARINA CRP is an online platform designed to help the aspiring seafarers in the preparation for their Theoretical Examination for Merchant Marine Officers. It hosts diagnostic examination; provides accessibility to examination questions and answers that can be reviewed by the candidate; and allows them to take mock examinations prior to setting a schedule for their actual examination.


This portal shall be accessed by all seafarers with approved application for Regular and Re-sit theoretical examination in accordance with the guidelines herein attached as **Annex A**.

This shall be applicable to all seafarers whose applications for theoretical examination were approved starting the approval date of this Advisory.

All approved seafarer-applicants may secure the examination schedule on the following MARINA examination venues starting the below reflected dates:

MARINA Examination Venues	Start Date of Examination
MARINA Central Office	05 January 2021
MARINA Regional Office VI (Iloilo)	17 January 2021
MARINA Regional Office VII (Cebu)	
MARINA Regional Office XI (Davao)	

For the guidance and strict compliance of all concerned.


VADM ROBERT A EMPEDRAD AFP (Ret)
Administrator



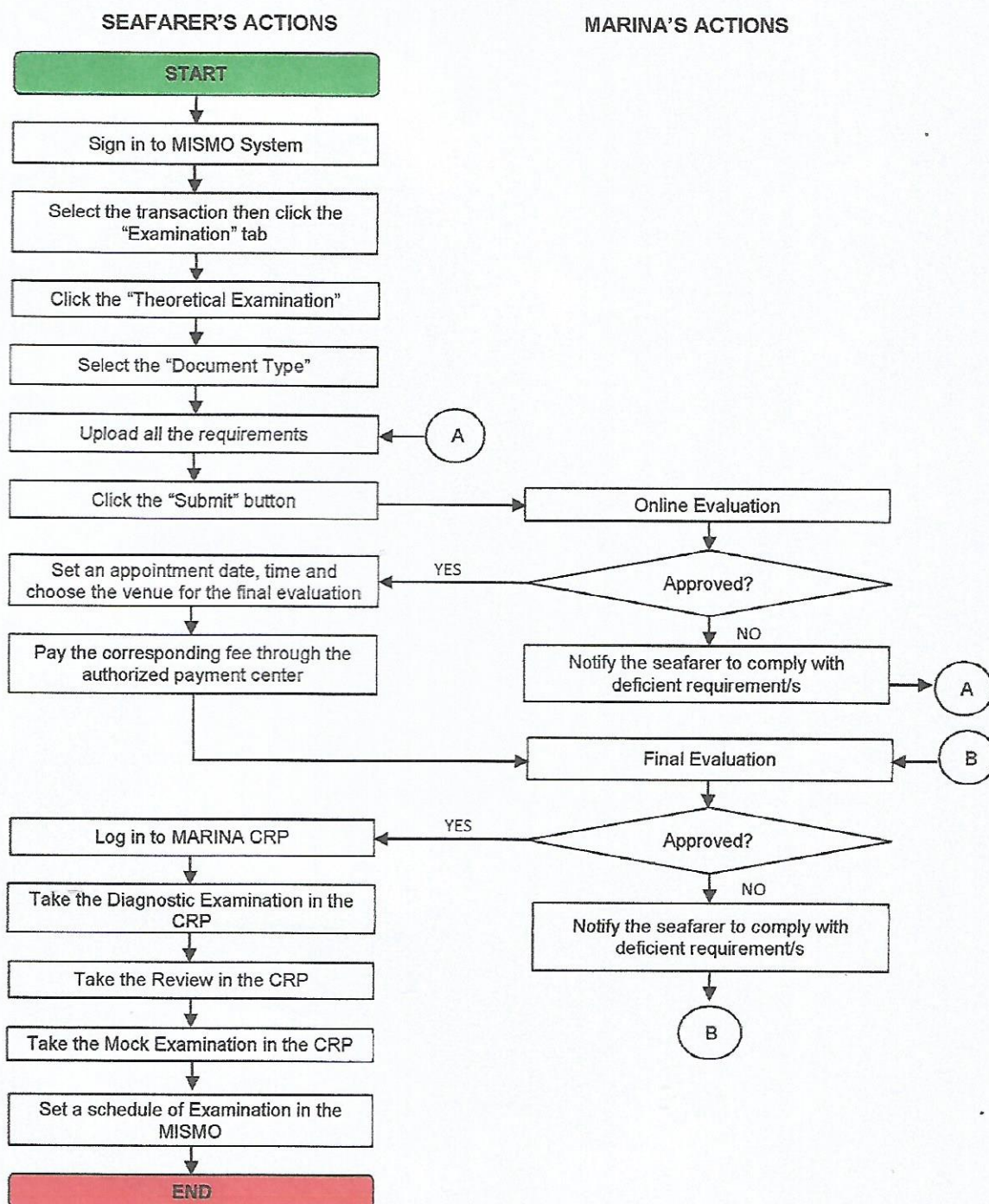
MARITIME INDUSTRY AUTHORITY

ANNEX A of MARINA Advisory No. 2021-66

Guidelines for Seafarers on the Use of MARINA Competency Reviewer Portal (CRP)

I. Process Flow of Application for Theoretical Examination

All seafarers who wish to take the theoretical examination for Merchant Marine Officers shall observe the below process.



II. Login Instructions

1. Upon approval of your application in the final evaluation, you will receive a notification through SMS that you may already access the MARINA CRP through <https://online-review.marina.gov.ph>. Enter your SRN and your MISMO Account password to log in.

Note: You may only login to a maximum of two (2) devices for the entire duration of your review. Only one device can be logged in at a time.

2. Upon entering the login information, an authentication code will be sent to your MISMO registered email address. Open your email and follow the instruction indicated therein.

Note: It is important that you know the login credentials of your MISMO registered email address. Otherwise, update your email address in your MISMO Account to receive the authentication code.

3. Upon successful login, the terms and conditions will appear on the MARINA CRP homepage. Read it carefully and understand all provisions before clicking the "Accept" button. Thereafter, the General Instructions on the use and accessibility of the MARINA CRP may now be viewed.
4. In case of three (3) failed login attempts, your account will automatically be locked. You may request to the MARINA System Administrator to unlock and reset your account by sending an email to crp@mail.marina.gov.ph.
5. For security purposes, the CRP account which is idle for 10 minutes will be logged-out automatically.

III. General Instructions

The MARINA CRP has three (3) stages – (1) Diagnostic Examination, (2) Online Review, and (3) Mock Examination. Hereunder are the general instructions to be observed for each stage as well as the instructions in setting your actual examination schedule. This can also be found in the homepage of your MARINA CRP Account.

STEP 1: Take Diagnostic Exam.

- If you are a regular candidate or first-time taker, it is the first stage of the preparation where you will be able to assess your current theoretical competence prior to undergoing the review using CRP.
- After completing this exam, your actual scores per Competence will appear. Thus, it will help you identify the areas that you need to focus on.
- If you will be taking re-sit, the diagnostic examination is only optional. You may skip this stage and proceed directly to the Reviewer section. Once you skipped the Diagnostic Exam, you will no longer be able to access this page.

STEP 2: Review

- After successfully completing the Diagnostic Exam, the **Reviewer** section will be enabled.
- **For Regular/First-Time Taker:**
 - You will be given an opportunity to review the test items in the portal for a **maximum of 360 hours**.
- **For Resit:**
 - You will be given an opportunity to review the test items in the portal for a **maximum of 120 hours**.
- Upon reaching a minimum of **120 hours** (for Regular/First-Time Taker) or **60 hours** (for Resit) review time, you will have an option to take the Mock Examination. Otherwise, if you are not yet ready to take the Mock Examination, you may continue taking the review.
- The allotted time will start running upon clicking the **"START"** button. It will only stop by either of the following:
 - a. by clicking the **"STOP"** button that can be found under the remaining running time;
 - b. once the review per competence has been completed;
 - c. by closing the web browser; or
 - d. if the Reviewer section is idle for ten (10) minutes.
- Once you have reached the maximum allowable time for review, this section will automatically close and you will be automatically directed to the mock examination.
- **Important:** You are required to complete a minimum of **120 hours** (for Regular/First-Time Taker) or **60 hours** (for Resit) review time to proceed with the Mock Examination which is a pre-requisite for the scheduling of your actual theoretical examination at your chosen MARINA designated examination venue.

STEP 3: Take Mock Examination

- It serves as a practice before the official examination to give a better perspective of what kind of question will appear on the said exams.
- You may take a **maximum of three (3)** mock examinations.
- After completing and passing the first mock examination, you will have an option to **set your official schedule of examination** through the MARINA Integrated Seafarers Management Online (MISMO) System. Otherwise, you shall continue taking the review as long as you still have remaining time in the Reviewer section and take the second mock examination.
- After completing the three (3) mock examinations, your account at CRP will automatically be deactivated and you will be redirected to the MISMO System for the scheduling of your actual theoretical examination schedule.
- This section has the same design as the MARINA Competency Assessment System (MCAS). Thus, you will be able to familiarize yourself with the system that will be used in the actual examination.

STEP 4: Set your Examination Schedule

- After completing and passing at least one (1) mock examination, you could already set your official examination schedule through the MISMO System.
- Once you set your examination schedule, it can no longer be changed.
- If you were not able to attend your examination, you may apply for the rescheduling of your examination through the MISMO System.
 - For First-Time Taker, just click **Select Transaction > Examination > Reschedule with Payment or Reschedule without Payment**, then fill out the needed information and upload your Examination Permit, Valid Medical Certificate, and additional supporting documents, if any.
 - For Resit (those with failed Function/s), just click **Select Transaction > Examination > Resit with Payment or Resit without Payment**, then fill out the needed information and upload your Examination Permit, Valid Medical Certificate, and additional supporting documents, if any.
- **Important:** If you failed to attend on the scheduled date of examination whether first-time taker or resit, you may apply for another date of your examination through the MISMO System. However, you will not be able to access the CRP except if you applied for **Reschedule Without Payment or Resit Without Payment**, as applicable, and provided that your original examination or last examination date, as applicable, was scheduled six (6) months ago or beyond. The Reschedule/Resit Without Payment is only applicable to the candidates under the following circumstances:
 - a. Force majeure (before and during examination);
 - b. Death of immediate member of family as evidenced by a death certificate;
 - c. Medical condition accompanied by a medical certificate; or
 - d. Immediate deployment supported by Certificate of Sea Service and SIRB/SRB.

IV. Specific Instructions in Navigating the System

The detailed guidelines on how to navigate each section of the MARINA CRP can be found in your MARINA CRP account.