



Republic of the Philippines  
DEPARTMENT OF TRANSPORTATION

**MARITIME INDUSTRY AUTHORITY**



**REVISED IMPLEMENTING RULES AND REGULATIONS OF REPUBLIC ACT 10635, "ACT ESTABLISHING THE MARINA AS THE SINGLE MARITIME ADMINISTRATION RESPONSIBLE FOR THE IMPLEMENTATION AND ENFORCEMENT OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED, AND INTERNATIONAL AGREEMENTS OR COVENANTS RELATED THERETO"**

## **RULE I**

### **PRELIMINARY PROVISIONS**

#### **Section 1. Title of These Rules**

These rules shall be known as the "Revised Implementing Rules and Regulations (R-IRR) of RA 10635 or "ACT ESTABLISHING THE MARINA AS THE SINGLE MARITIME ADMINISTRATION RESPONSIBLE FOR THE IMPLEMENTATION AND ENFORCEMENT OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED, AND INTERNATIONAL AGREEMENTS OR COVENANTS RELATED THERETO".

#### **Section 2. Coverage**

This R-IRR shall cover the Maritime Industry Authority in its role as the single maritime administration responsible for the implementation and enforcement of the STCW Convention, 1978, as amended.

This (R-IRR) shall also cover all other government agencies (exercising functions related to the STCW Convention) particularly the Commission on Higher Education (CHED), the Department of Health (DOH), the Department of Education (DepEd), and the Philippine Coast Guard (PCG), and all government agencies that may in the future be granted the mandate to exercise STCW-related functions.

## **RULE II**

### **DEFINITION OF TERMS**

#### **Section 3. Definition of Terms**

As used in this R-IRR, the following definitions shall apply:

1. **Able Seafarer Deck** means a deck rating competent to perform the functions at the support level, as specified in column 1 of Table A-II/5 of the STCW Code, and who has previously qualified to serve as a rating forming part of a navigational watch under Table A-II/4 of the STCW Code
2. **Able Seafarer Engine** means an engine rating competent to perform the functions at the support level, as specified in column 1 of Table A-III/5 of the STCW Code, and who has previously qualified to serve as a rating forming part of an engineering watch under Table A-III/4 of the STCW Code.
3. **Advisory** refers to information on the existing policy of the Administration as part of effectively implementing maritime laws and international maritime instruments, specifically RA 10635 and the STCW Convention.
4. **Appropriate media** refers primarily to the MARINA website, other government agency website, and social media, and may include Advisories, printing in a newspaper of general circulation, or any other medium that will promote the widest dissemination among the public of the list of compliant, suspended or phased-out MEPs and ATCs.
5. **Approved training course (ATC)** means a training program relevant to specific competencies, as established and approved by the Administration.
6. **Assessment** means the process of evaluating evidence of competence through one or more of the methods of demonstrating competence under Column 3 of the competency tables of the STCW Code.
7. **Assessment Center (AC)** refers to an institution duly accredited by the Administration to conduct practical assessment of competence for issuance of appropriate STCW Certificates.
8. **Assessor** refers to a person conducting in-service assessment of competence of a seafarer, either on board or ashore in an MTI intended to be used in qualifying for certification under STCW.
9. **Authority to Operate** refers to the authority issued or granted by CHED to MHEI for the operation of a maritime higher education program in the form of a Permit or Recognition.
10. **BODRA** refers to the Board of Deck Ratings under MARINA.
11. **BOERA** refers to the Board of Engine Ratings under MARINA.
12. **BOMDO** refers to the Board of Marine Deck Officers under MARINA.
13. **BOMEQ** refers to the Board of Marine Engineer Officers under MARINA.
14. **Candidate** refers to a person who will undertake a theoretical examination and/or practical assessment of the knowledge, understanding and proficiency, gained from the following: approved education and training, approved training

ship experience, approved laboratory equipment training, or approved in-service experience, in order to confirm that such person can understand and perform the standard tasks relevant under the STCW table of competence.

15. **Certificate of Competency (COC)** refers to a certificate issued to Masters, officers, and Global Maritime Distress and Safety System (GMDSS) radio operators in accordance with the provisions of Chapters II, III, IV or VI of the Annex to the STCW Convention, entitling the lawful holder to serve and perform the functions involved at the level of responsibility specified therein.
16. **Certificate of proficiency (COP)** means a certificate, other than a certificate of competency, issued to a seafarer by or under the authority of the Administration, stating that the relevant requirements of training competencies or seagoing service under the STCW Convention have been met.
17. **Certificated** means properly holding a certificate.
18. **CHED** refers to the Commission on Higher Education.
19. **Chief engineer officer** means the senior engineer officer responsible for the mechanical propulsion and the operation and maintenance of the mechanical and electrical installations of the ship as defined under Chapter I (General Provisions), Regulation I/1 of the Convention.
20. **Competence** refers to a specific task, as identified in Column 1 of the Competency Tables of the STCW Code, or as otherwise specifically determined by the Administration.
21. **Compliant** means the state of conformance to standards for MEP, ATC or any relevant program, as prescribed by the MARINA, CHED, in compliance with STCW Code.
22. **Daily journal of bridge watchkeeping duties** is a documentary evidence required by the Administration showing specific activities during bridge watchkeeping of a candidate for COC as Officer-in-Charge of a Navigational Watch, under the supervision of the master or a qualified officer for a period of not less than six (6) months, in compliance with Regulation II/1 (2.3.) of the STCW.
23. **Daily journal of engine-room watchkeeping duties** is a documentary evidence required by the Administration showing specific activities during engine-room watchkeeping activities of a candidate for COC as Officer-in-Charge of an Engineering Watch, under the supervision of the chief engineer or a qualified officer for a period of not less than six (6) months, in compliance with Regulation III/1 (2.3.) of the STCW.
24. **DepEd** refers to the Department of Education.
25. **Documentary Evidence (DE)** refers to documents attesting or certifying that the training which the Convention requires to be completed or the competence

it requires to be achieved prior to the seafarers concerned are assigned to the duties and responsibilities specified, has been successfully completed or demonstrated.

26. **DOH** refers to the Department of Health.
27. **EAP** refers to the Examiners of Ancillary Proficiencies under MARINA.
28. **Electro-technical officer (ETO)** means an officer qualified in accordance with Regulation III/6 of the Convention.
29. **Electro-technical rating** means a rating qualified in accordance with Regulation III/7 of the Convention.
30. **Engineer officer** means an officer qualified in accordance with the provisions Regulation III/1, III/2 or III/3 of the Convention.
31. **Evaluator** refers to a qualified, competent and skilled person approved by the Administration, involved in the process of evaluating evidence of compliance of MHEI, MTI or any institution or person approved by the Administration that provides services for the purpose of the seafarer's compliance under the STCW Code, as amended.
32. **Examination** means a formal assessment, both theoretical and practical, to evaluate a person's knowledge, understanding or proficiency in any of the specific competencies under Column 1 of the Competency Tables of the STCW Code.
33. **Function** means a group of tasks, duties and responsibilities, as specified in the STCW Code, necessary for ship operation, safety of life at sea or protection of the marine environment.
34. **GMDSS radio operator** means a person who is qualified in accordance with the provisions of Chapter IV of the STCW Convention.
35. **Instructor** refers to any person accredited or permitted by the Administration to conduct in-service training of a seafarer, either on board or ashore in an MTI, which is intended to be used in qualifying for certification under STCW;
36. **Joint Circular** refers to a policy jointly formulated by MARINA and other government agencies for the implementation of the STCW Convention.
37. **Learner** refers to any person undergoing any MEP, ATC, or any similar process, intending to be competent or proficient, with the ultimate goal of being properly certificated under the STCW by the Administration.
38. **MARINA** refers to the Maritime Industry Authority, which is the "Maritime Administration" or "Single Maritime Administration", in accordance with Sec. 2 (e) of RA 10635, or simply the "Administration" under STCW.

39. **Maritime Education Program (MEP)** refers to any program in maritime education such as Bachelor of Science in Marine Transportation (BSMT), Bachelor of Science in Marine Engineering (BSMarE), Technical Vocational Livelihood (TVL), and Pre-baccalaureate Maritime Specialization leading to achievement of competence under STCW.
40. **Maritime Higher Education Institution (MHEI)** refers to a higher education institution granted authority by CHED to operate Bachelor of Science in Marine Transportation and/or Bachelor of Science in Marine Engineering programs.
41. **Maritime Training Institution (MTI)** refers to a duly established institution, public or private, authorized by MARINA to offer mandatory maritime training course/s under the STCW Convention, 1978, as amended and in accordance with the applicable laws, rules, and regulations of the Administration.
42. **Medical certificate** refers to the document issued in accordance with Regulation I/9 and Section A-I/9 of the STCW Convention and STCW Code, respectively, certifying the medical fitness of a seafarer.
43. **Medical Facility for Overseas Workers and Seafarers (MFOWS)** is a health facility including its medical practitioners which has been duly accredited and recognized by the DOH. It conducts pre-employment medical examinations prior to deployment of land and sea based workers for domestic/overseas employment to determine whether he/she is physically and mentally fit for work.
44. **Medical fitness** refers to the state of being medically fit as certified by recognized medical practitioners in accordance with Regulation I/9 of the STCW Convention, 1978, as amended.
45. **Medical Practitioner** refers to a person holding a valid Certificate of Registration duly issued by the Board of Medical Examiners of the Professional Regulation Commission (PRC), is authorized to engage in the practice of medicine in the Philippines, and working in or actively employed by MFOWS to issue Pre-Employment Medical Examination (PEME) certificate to seafarers.
46. **Memorandum Circular or Circular** refers to the policy issued by the Administration to effectively implement maritime laws and international maritime instruments, specifically RA 10635 and the STCW Convention.
47. **MISMO System** means the MARINA Integrated Seafarers' Management Online (MISMO) System which is a digital platform used for all transactions of seafarers and MARINA stakeholders relevant to the assessment of competence and certification of seafarers. It aims to reduce processing time, streamline processes and requirements, and eliminate corrupt practices.
48. **Monitoring** refers to a series of activities to determine, check, supervise, or observe the extent of compliance or degree of deviation from a standard including core processes and procedures leading to the achievement of defined objectives and outcomes.

49. **Non-compliant** means the state of non-conformance or insufficiency of conformance to standards for MEP, ATC or any relevant program, as prescribed by the MARINA, CHED or, in compliance with STCW.
50. **Office of the Deputy Administrator for Maritime Manpower (ODAMM)** refers to the office in MARINA responsible for all STCW and maritime manpower concerns.
51. **Other Maritime Training Provider** refers to maritime training providers other than Maritime Higher Education Institutions, Maritime Training Institutions, or Assessment Centers.
52. **Permit** refers to a form of government authority issued by CHED to a higher education institution (HEI) for the operation of a particular higher education program on probation, which is renewable and generally revocable for non-compliance with the program requirements;
53. **Phased-out** means the state of loss of recognition of any MEP or ATC by MARINA, CHED, or NTC, or ordered and confirmed as such by the CHED Commission en banc, consistent with the relevant CHED regulations.
54. **Pre-Employment Medical Examination (PEME) Certificate** refers to a form issued to all seafarers meeting the requirements specified in Section A-I/9, paragraph 7 of the STCW Code before rendering service on board. Medical information recorded in the certificate shall be limited to those directly relevant to the functional requirements of the seafarer's duties.
55. **Preventive suspension** means an immediate, on-the-spot measure of the Administration to stop an MHEI, MTI, AC, or OMTP from conducting an approved program upon finding of commission of a prohibited act that severely affects the outcome-based learning to prevent continued violation and exerting undue influence or pressure on the witnesses against the institution and its concerned personnel liable for the violation.
56. **Panel of METSS (PMETSS)** refers to the Panel of Maritime Education and Training Standards Supervisor (METSS) under the direct supervision of the Deputy Administrator for Maritime Manpower primarily responsible for policy formulation in the implementation of STCW Convention and other maritime manpower concerns.
57. **PRC** refers to the Professional Regulation Commission.
58. **Rating** means a member of the ship's crew other than the master or an officer.
59. **Record of Assessment (ROA)** means a documentary evidence maintained and regularly transmitted within the prescribed period by an approved examination institution to the Administration.
60. **Recognition** is another form of government authority or approval granted to a particular higher education program for operation as a continuing or permanent

concern, after having been satisfactorily operated under a government permit, constitutes as basis for the graduation of students, and remains valid unless revoked for cause.

61. **Seafarer** means any person who is employed, engaged or works onboard seagoing ships, whether or not such ships are engaged in the domestic or overseas trade, and to whom the STCW Convention applies.
62. **Seagoing ship** means a ship other than those which navigate exclusively in inland waters or in waters within, or closely adjacent to, sheltered waters or areas where port regulations apply.
63. **Ship Security Officer (SSO)** means the person on board the ship, accountable to the master, designated by the company as responsible to the security of the ship including implementation and maintenance of the ship security plan and liaison with the company security officer and port facility security officers.
64. **Standard of competence** refers to the minimum knowledge, understanding and proficiency, as listed in the relevant Column of the STCW Competency Tables, which a seafarer must be able to demonstrate to be entitled to certification, to the satisfaction of the Administration.
65. **STCW Convention or Convention** refers to the 1978 International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, and its subsequent amendments.
66. **Surveillance** refers to the conduct of unannounced visit/inspection of a maritime education, training or assessment institution to ensure that the delivery of its program/course or assessment is in accordance with the existing Policies, Standards, and Guidelines (PSGs) and other relevant rules and regulations.
67. **Suspension** means the action of the Administration in compelling an MHEI, MTI, AC, or OMTP to stop conducting an approved program/assessment/training course as a final punitive measure for non-compliance or commission of a prohibited act.
68. **TESDA** refers to the Technical Education and Skills Development Authority.
69. **TPME** refers to the Technical Panel for Maritime Education which serves as advisory/recommendatory body for review, revision, updating, and implementation of policies, standards and guidelines relating to the Bachelor of Science in Marine Transportation (BSMT), Bachelor of Science in Marine Engineering (BSMarE) and other higher education programs that may be developed in the future which would require compliance with the STCW Convention, 1978, as amended.
70. **Trainee** refers to an individual undergoing the process of learning specific skills in an approved maritime training course.

## **RULE III**

### **MARINA AS THE SINGLE MARITIME ADMINISTRATION**

#### **Section 4. Single and Central Maritime Administration**

The MARINA shall act as the single and central maritime administration for all purposes relating to the full and effective implementation of the STCW Convention and Code.

To carry out an effective regulatory framework conducive to the efficiency, transparency and competitiveness of the Philippine seafaring industry, the Single Maritime Administration shall be organized as follows:

- 4.1. MARINA Administrator.** The MARINA Administrator shall be responsible for the overall compliance with the requirements of the STCW Convention to be assisted by a Deputy Administrator for Maritime Manpower (DAMM), subject to the approval of the President on the creation of the position of DAMM.
- 4.2. The Deputy Administrator for Maritime Manpower (DAMM).** The Deputy Administrator for Maritime Manpower shall be responsible on all STCW and maritime manpower concerns and have direct supervision over the following:
  1. Panel of METSS;
  2. Board of Examiners (BOEs);
  3. Board of Deck Ratings;
  4. Examiners of Ancillary Proficiencies;
  5. Board of Engine Ratings;
  6. Accreditation Service;
  7. Monitoring and Surveillance Service;
  8. Manpower Examination and Assessment Service;
  9. Manpower Development Service;
  10. Manpower Certification Service.

The DAMM shall be appointed by the President for a term of six (6) years: Provided, That upon the expiration of their respective terms, they shall continue to serve until their successor shall have been appointed and qualified: Provided, further, That no vacancy shall be filled except for the unexpired portion of the term: Provided, finally, That the President may remove the Administrator and Deputy Administrators from office for cause upon recommendation of the MARINA Board.

The DAMM must be a Filipino citizen, at least thirty-five years old on the date of his/her appointment, of good moral character and with recognized executive ability and competence in previous public or private employment, with adequate training and experience in economics, technology, finance, law, management, public utility, or in other phases or aspects of the maritime industry.

Whenever a vacancy arises in the DAMM, the MARINA Board shall make the appropriate recommendation to the Office of the President through the Administrator. However, pending the appointment based on the recommendation to the Office of the President, the Administrator may temporarily designate a MARINA organic personnel to act as Officer-In-Charge DAMM until such time that the recommended DAMM has been issued an appointment.

**4.2.1** The DAMM has the following duties and responsibilities:

1. Oversees and manages MARINA developmental and regulatory work with regard to manpower, both international and domestic;
2. Ensures the competent, efficient, and timely performance of the maritime manpower related services, encompassing both local and international manpower or seafarers, and other maritime manpower related services by its component service units, divisions, sections or sub-units;
3. Ensures the continuing alignment and compliance of the maritime manpower, manning industry, and the MARINA to the relevant international conventions, policies, standards, and regulations;
4. Ensures the continuing and improving competence and competitiveness of Filipino maritime manpower in the international market;
5. Encourages and builds toward the improvement of standards for and performance of local maritime manpower;
6. Keeps abreast of developments in the international maritime industry with regard to maritime manpower, and manages the policy-making, strategic refocusing, and operational adjustments that these developments make necessary;
7. Prepares for, facilitates, and manages stakeholder consultations, such as MAGIC meetings, in preparation for participation in IMO meetings and conferences in an efficient and timely manner;
8. Coordinates with the STCW divisions of the Regional Offices

with regard to devolved manpower regulatory functions periodically and as necessary;

9. Oversees and manages the work of the Maritime Training Institute;
10. Acts as Secretariat to the Joint Committee on Maritime Affairs (JCMA);
11. Prepares for, facilitates, and manages Philippine and MARINA participation in IMO meetings and conferences in an efficient and timely manner; and
12. Oversees the conduct of the STCW Advisory Council Meeting.

**4.3 Panel of Maritime Education and Training Standards Supervisors (PMETSS).** The PMETSS shall be composed of all MARINA Maritime Education and Training Standards Supervisors (METSS) and shall:

1. Assist the MARINA Administrator and the Office of the Deputy Administrator for Maritime Manpower in ensuring Philippine compliance with the provisions of the STCW Convention;
2. In relation to the monitoring of Maritime Higher Education Institutions (MHEIs) and Maritime Training Institutions (MTIs):
  - a. Serves as auditors/inspectors/evaluators;
  - b. Prepares monitoring/audit inspection/ evaluation reports;
  - c. Collates and analyzes reports for the purpose of proposing improvements of monitoring procedures in the Philippine maritime education and training (MET) system;
  - d. Assists the Office of the Deputy Administrator for Maritime Manpower in STCW-related curriculum development;
  - e. Assists in the implementation and continuous improvement of the MARINA National Quality Standards System (NQSS) and the STCW Quality Standards System (QSS).
3. Collectively, assists the Administration in the proper administration of STCW;
4. Contributes in developing better procedures and processes for the implementation of STCW; and
5. Through any one of its members who have the appropriate qualifications, temporarily acts on behalf of any of the members of the MARINA Board

of Examiners in the Examination and Assessment Division, upon designation by the Administrator.

**4.4 Board of Examiners (BOEs).** The BOEs shall be constituted as follows:

1. Board of Marine Deck Officers (BOMDO); and,
2. Board of Marine Engineer Officers (BOMEEO).

**a. Board of Marine Deck Officers (BOMDO)/ Board of Marine Engineering Officers (BOMEEO)**

**i. Composition, Selection, Term of Office, and Compensation**

Each Board shall be composed of a Chairman and four (4) members who shall be appointed by the Administrator.

The Chairman and members of the Board shall, at the time of the appointment, possess the following qualifications:

- (a) Must be a citizen and resident of the Philippines;
- (b) Must be of proven integrity and with high moral values as evidenced by his past professional conduct;
- (c) Must be a duly registered Master Mariner/Chief Engineer with a valid Certificate of registration and valid Certificate of Competency;
- (d) Must not have any pecuniary interest, directly or indirectly, in any school, academy, college, university or institution conferring an academic degree necessary for admission to the practice of merchant marine profession; or where review classes in preparation for the licensure examination are being offered or conducted, nor shall he be a member of the faculty or of the administration thereof at the time of his appointment to the Board;
- (e) For the Board of Marine Deck / Engine Officers, he must have served as management level for at least two (2) years onboard sea-going vessel and with an aggregate total of at least seven (7) years of practice as Merchant Marine Officer;
- (f) The last shipboard experience as Master Mariner or Chief Engineer Officer should not be less than 12 months accumulated within a period of ten (10) years prior to appointment date on seagoing ships of 500 gross tonnage or more (for the marine deck officer) or a main propulsion

machinery of 750 kw propulsion power or more (for the marine engineer officer).

- (g) Must not have been convicted by any competent court of an offense involving moral turpitude.

The Chairman and members of the Board shall hold office for a term of three (3) years and until their successors shall have been appointed and duly qualified. The Chairman or member of the Board may be reappointed for another term but in no case shall serve continuously for more than six (6) years. Each member of the Board shall qualify by taking the proper oath of office prior to entering upon the performance of his duties.

## ii. Duties and Responsibilities

1. Establish examination and assessment procedures, in compliance with STCW, and with the approval of the DAMM;
2. Create and evaluate a database of questions for competence-based examination, as per the STCW Table of Competencies;
3. Review and/or update the database of examination questions per required competence;
4. Assess evidence of competence in accordance with the STCW;
5. For BOMDO, ensure that all candidates for COCs as Office-in-Charge of Navigational Watch have completed at least six (6) months of bridge watchkeeping duties conducted during the navigational watch onboard ship, covering a minimum period of six (6) months and that all the requirements appropriate to the operational level of responsibility, consistent with STCW functions and competencies have been complied with;

For BOMEQ, ensure that all candidates for COCs as Office-in-Charge of Engineering Watch have completed at least six (6) months of engine-room watchkeeping duties conducted during the watch onboard ship, covering a minimum period of six (6) months and that all the requirements appropriate to the operational level of responsibility, consistent with STCW functions and competencies have been complied with;

6. For BOMDO, ensure that all candidates for certification as GMDSS Radio Operator have complied with the requirements of Chapter IV of the STCW, in coordination with NTC;

For BOMEQ, ensure that all candidates for certification as Electro-Technical Officer (ETO) have complied with all the requirements under Regulation III/6, including the approved seagoing service under Regulation III/6, Par. 2.2;

7. Ensure that all candidates for COCs at the management level have complied with all the requirements appropriate to that level of responsibility, consistent with STCW functions and competencies;
8. For BOMEQ, ensure that COCs are issued with appropriate limitations on the type of propulsion machinery and that relevant training has been completed.

The compensation and allowances of the Board of Marine Deck Officers and Marine Engine Officers under Art. 4, Sec. 8 of Republic Act No. 8544 shall, however, be comparable to the compensation and allowances being received by the chairpersons and members of other existing regulatory boards under the Professional Regulation Commission (PRC) and as provided under the General Appropriations Act (GAA).

#### **4.5 Board of Deck Ratings (BODRA)**

The composition; selection; term of office and compensation; and duties and responsibilities of the BODRA shall be as follows:

##### **1. Composition**

The Board of Deck Ratings (BODRA) shall be composed of five (5) registered deck department personnel, none of whom must be a registered master, with at least five years of sea-going experience on ships of 500 gross tons or more and at least one (1) year as Able Seafarer Deck (or equivalent), are qualified and certificated Assessors, and well-recognized in the industry for integrity and professionalism, subject to the following requirements:

- a. At least two (2) members shall have been certificated on tankers;
- b. At least two (2) members shall have served as Able Seafarer Deck (or equivalent) on their last assignment;
- c. At least one (1) member shall have prior approval as assessor of competence with the use of simulators;
- d. At least two (2) members must have prior experience as educator/trainer in an MHEI or MTI for at least one (1) year on STCW-related course(s);

## 2. Selection, Term of Office and Compensation

- a. Prospective applicants shall be shortlisted down to five (5) qualified candidates, based on merits, with due consideration for the composition requirements, by the ODAMM, at least three months prior to the required assumption of office;
- b. The Administrator shall select and appoint the member(s) of the BODRA from among the candidates in the submitted shortlist;
- c. The members of the BODRA shall be appointed for a period of three (3) years, except for the first five (5) members, who shall be appointed for a term of three (3) years, two years and six months, two years, one year and six months, and one year, respectively;
- d. The BODRA shall be chaired by the member whose term will expire first;
- e. The compensation and allowances of the chairman and members of the BODRA shall be comparable to a MARINA Director;
- f. There shall be no re-appointment of any member within a period of three (3) years from the time of completion or termination of service.

## 3. Duties and Responsibilities

The BODRA shall:

- a. Establish practical assessment scenario for all Deck Ratings, as per STCW Regulation II/4- Rating forming parts for navigational watch and STCW Regulation II/5- Able Seafarer-deck, in compliance with the STCW Convention and with the approval of the DAMM.
- b. Develop competency mapping standard for the Practical Assessment of Deck Ratings compliant with existing laws and policies.
- c. Examine in accordance with the regulations the qualifications, experience and character of applicants for Certificate of Accreditation for Assessor as per STCW Regulation II/4 and STCW Regulation II/5 and approve the issuance if such certificate where appropriate.
- d. Serve as a technical inspector for the accreditation of Practical Assessment Center for Regulation II/4 and II/5.
- e. Ensure that the Practical Assessment scenarios submitted by the assessment center is in accordance with the STCW Convention and standard set by the administration based on the approved assessment competence mapping standard prior to accreditation of assessment centers for RFPNW, and Able Seafarer-Deck and

ensure submitted assessment scenarios shall undergo proper pilot testing/validation prior to its approval.

- f. Serve as a technical inspector in the conduct of monitoring and verification of compliance of assessment centers with the standards of ratings
- g. Harmonize the procedures for periodic evaluation, assessment, and monitoring activities undertaken by accredited institutions with registered programs for ratings

#### **4.6 Board of Engine Ratings (BOERA)**

The composition; selection; term of office and compensation; and duties and responsibilities of the BOERA shall be as follows:

##### **1. Composition**

The Board of Engine Ratings (BOERA) shall be composed of five (5) registered engine department personnel, none of whom must be a registered chief engineer officer, with at least five years of sea-going experience on ships powered by main propulsion machinery of 750 kilowatts or more and at least one (1) year as Able Seafarer Engine (or equivalent), are qualified and certificated Assessors, and well-recognized in the industry for integrity and professionalism, subject to the following requirements:

- a. At least two (2) members shall have been certificated on tankers;
- b. At least two (2) members shall have served as Able Seafarer Engine (or equivalent) on their last assignment;
- c. At least one member shall have served as Electro-Technical Rating (or equivalent) on board ship;
- d. At least one (1) member shall have prior approval as assessor of competence with the use of simulators;
- e. At least two (2) members must have prior experience as educator/trainer in an MHEI or MTI for at least one (1) year on STCW-related course(s).

##### **2. Selection, Term of Office, and Compensation**

- a. Prospective applicants shall be shortlisted down to five (5) qualified candidates, based on merits, with due consideration for the composition requirements, by the ODAMM, at least three months prior to the required assumption of office;

- b. The Administrator shall select and appoint the member(s) of the BOERA from among the candidates in the submitted shortlist;
- c. The members of the BOERA shall be appointed for a period of three (3) years, except for the first five (5) members, who shall be appointed for a term of three (3) years, two years and six months, two years, one year and six months, and one year, respectively;
- d. The BOERA shall be chaired by the member whose term will expire first;
- e. The compensation and allowances of the chairman and members of the BOERA shall be comparable to a MARINA Director;
- f. There shall be no re-appointment of any member within a period of three (3) years from the time of completion or termination of service.

### 3. Duties and Responsibilities

The BOERA shall:

- a. Establish practical assessment scenario for all Engine Ratings, as per STCW Regulation III/4-Rating forming parts of engine ratings, STCW Regulation III/5-able seafarer engine and STCW Regulation III/7 electro-technical ratings, in compliance with the STCW Convention and with the approval of the DAMM.
- b. Develop competency mapping standard for the Practical Assessment of Engine Ratings compliant with existing laws and policies.
- c. Examine in accordance with the regulations the qualifications, experience and character of applicants for Certificate of Accreditation for Assessor as per STCW Regulation III/4, STCW Regulation III/5 and STCW Regulation III/7 and approve the issuance of such certificate where appropriate.
- d. Serve as technical inspector for the accreditation of Practical Assessment Center under Regulation III/4, III/5 AND III/7.
- e. Ensure that the Practical Assessment scenarios submitted by the assessment center is in accordance with STCW convention and standard set by the administration based on the approved assessment competence mapping standard prior to accreditation of assessment centers for RFPEW, Able seafarer-engine and ETR and ensure submitted assessment scenarios shall undergo proper pilot testing/validation prior to its approval.

- f. Serve as a technical inspector in the conduct of monitoring and verification of compliance of assessment centers with the standards of ratings.
- g. Harmonize the procedures for periodic evaluation, assessment, and monitoring activities undertaken by accredited institutions with registered programs for ratings.

#### **4.7 Examiners of Ancillary Proficiencies (EAP)**

The composition, selection, term of office; compensation, and, duties and responsibilities of the EAPs shall be as follows:

##### **1. Composition**

The Examiners of Ancillary Proficiencies (EAP) shall be composed of seven (7) registered officers in the deck and engine department, with at least five years of sea-going experience on ships of 500 gross tons or more or powered by main propulsion machinery of 750 kilowatts or more, are qualified and certificated Assessors, not more than sixty (60) years old, and well-recognized in the industry for integrity and professionalism, subject to the following requirements:

- a. At least one (1) member shall have been certificated and had served in the management level on an oil tanker;
- b. At least one (1) member shall have been certificated and had served in the management level on a chemical tanker;
- c. At least one (1) member shall have been certificated and had served in the management level on a gas tanker;
- d. At least one (1) member shall have served as a deck officer on a passenger ship;
- e. At least one (1) member shall have served as a GMDSS Radio Operator on board ship in the last five years;
- f. At least one (1) member shall have served as the Ship Security Officer on board ship in the last five years;
- g. At least one (1) member shall have served as an Electro-technical officer (ETO) or its equivalent in the last five years;
- h. At least two (2) members must have prior experience as educator/trainer in an MHEI or MTI for at least one (1) year on STCW-related course(s).

## 2. Selection, Term of Office and Compensation

- a. Prospective applicants shall be shortlisted to three (3) qualified candidates, based on merits, with due consideration for the composition requirements, by the STCW Office, at least three months prior to the required assumption of office;
- b. The Administrator shall select and appoint the member(s) of the EAP from among the candidates in the submitted shortlist;
- c. The members of the EAP shall be appointed for a period of three (3) years, except for the first seven (7) members, where the three oldest members shall be appointed for a term of only two (2) years;
- d. The EAP shall be chaired by the member whose term will expire first, or in the case of simultaneous expiration of term, the oldest member;
- e. The compensation and allowances of the chairman and members of the EAP shall be comparable to the MARINA Division Chief, respectively;
- f. There shall be no re-appointment of any member to the EAP or any of the boards within a period of three (3) years from the time of completion or termination of service.

## 3. Duties and Responsibilities

The EAP shall:

- a. Establish minimum standards for all seafarers requiring certification under Chapter V of STCW (Special Training Requirements for Personnel on Certain Types of Ships) Code, and with the approval of the DAMM;
- b. Conduct evaluation of the application of MTI for the grant of authority to conduct training in compliance with the minimum standards under Chapter V of STCW Code prior to the approval of the application by the Accreditation Service;
- c. Establish minimum standards for all seafarers requiring certification under Chapter VI of the STCW (Emergency, Occupational Safety, Security, Medical Care, and Survival Functions), and with the approval of the DAMM;
- d. Conduct evaluation of the application of MTI for the grant of authority to conduct training in compliance with the minimum standards under Chapter VI of the STCW Code prior to the approval of the application by the Accreditation Service;

- e. Conduct monitoring and verification compliance with the minimum standards of MTIs offering courses under Chapter V and Chapter VI of the STCW Code; and,
- f. Perform other duties and responsibilities as may be directed by the DAMM.

#### **4.8 Accreditation Service.**

The Accreditation Service shall:

1. Oversee and ensure uninterrupted accreditation of maritime training institutions (MTIs), Assessment Center's (ACs), Instructors, Assessors, Supervisors, medical practitioners, maritime higher education institutions (MHEIs), and senior high schools;
2. Ensure the quality and performance of maritime schools and training institutions catering to domestic seafarers, harbor, bay, and river pilots through consistent and thorough audit and inspection;
3. Recommend the adoption, updating, implementation, and review of policies, standards, rules, regulations, and guidelines in relation to accreditation;
4. Prepare and submit monthly statistical reports on the Approved MTIs, ACs, IAS and MHEIs and submit to the MISS, PPS, and QMD in a timely manner;
5. Prepare position / information / discussion papers on matters / issues relating to accreditation;
6. Establish procedures for ensuring that all METPs and ATPs are conducted in accordance with STCW and related international agreements;
7. Ensure the standard implementation of regulatory functions with regard to accreditation in the MROs;
8. Responds to inquiries pertaining to the discharge of functions relating to maritime manpower accreditation;
9. Coordinate and participate in public consultation regarding issues, problems, complaints, proposed laws, programs, policies, rules, regulations, and guidelines in relation to newly approved issuances in coordination with other MARINA Units, relevant government agencies, private sector associations, and other entities involved in the maritime manpower accreditation; and

10. Represent the Authority in international maritime conferences, meetings and negotiations, as required.

#### **4.8.1. Training Program Accreditation (STCW) Division**

1. Recommends the approval of training courses which are compliant with MARINA Memorandum Circ. 2013-01 series of 2012, STCW Circular No. 2018-02, STCW Advisory 2019-05 and its subsequent amendments after thorough evaluation and inspection;
2. Establishes the accreditation procedures for ATPs, in compliance with the STCW;
3. Plans and carries out an efficient and effective schedule of accreditation and re- accreditation of any ATP conducted by MTIs.
4. Establishes accreditation procedures for distance learning, e-learning and other suitable alternative modes of learning, as necessary, upon approval; and
5. Formulates / drafts / revises policies and advisories relative to approval of maritime training courses and submits to the administrator for approval through the ODA-Maritime Manpower.

#### **4.8.2. Education Accreditation (STCW) Division**

1. Evaluates and recommends the accreditation of any maritime education and training institutions as Assessment Centers;
2. Evaluates and recommends the accreditation of medical practitioners, maritime higher education institutions (MHEIs), and senior high schools;
3. Evaluates and recommends the accreditation of instructors / assessors / supervisors of maritime training institutions and assessment centers in accordance with STCW Circ. 2014-04 and its subsequent amendments;
4. Implements inspections and recommends the accreditation of maritime assessment centers in accordance with the STCW Circ. 2015-10, STCW Circ. 2016-15, and STCW Circ. 2016-18 and its subsequent amendments;

5. Prepares and submits reports on the conduct and results of the evaluation and inspection of MHEIs in accordance with JCMMC Nos. 1 and 2 and its subsequent amendments;
6. Plans and conducts inspection of any MHEI for accreditation, in coordination with CHED; and
7. Formulates / drafts / revises policies and advisories relative to the accreditation of ACs and IAS and evaluation and inspection of MHEIs and submits to the administrator for approval through the ODA-Maritime Manpower.

#### **4.8.3. Domestic Accreditation Division**

1. Inspects the standards and facilities of maritime schools and training centers offering courses / programs for domestic maritime manpower, periodically;
2. Evaluates the effectiveness of domestic maritime educational and training programs of government and private schools;
3. Recommends changes in the curricula as may be necessary; and,
4. Endorses the issuance of accreditation certificates to maritime schools and training centers upon their successfully passing the requirements, audit, and evaluation.

#### **4.9. Monitoring and Surveillance Service.**

The Monitoring and Surveillance Service shall:

1. Ensure the continuing effectiveness and improvement of monitoring and surveillance systems and procedures for ATPs, MTIs, MHEIs, ACs, MFOWs, and other such entities;
2. Oversee and ensure the competent and timely performance of all monitoring and surveillance work;
3. Ensure that all programs are evaluated according to the policies, standards, and requirements of the STCW;
4. Ensure the preparation and timely submission of all required reports;
5. Recommend the adoption, updating, implementation, and review of policies, standards, rules, regulations, and guidelines in relation to

monitoring and surveillance and enforcement procedures to ensure compliance by MTIs, ACs, OMTPs, and MHEIs;

6. Prepare position/information/discussion papers on matters/issues relating to monitoring and surveillance;
7. Respond/reply to inquiries pertaining to the discharge of functions relating to monitoring and surveillance;
8. Coordinate and participate in public consultation regarding issues, problems, complaints, proposed laws, programs, policies, rules, regulations, and guidelines in relation to newly approved issuances in coordination with other MARINA Units, relevant government agencies, private sector associations, and other entities involved in the monitoring and surveillance; and,
9. Represent the Authority in international maritime conferences, meetings and negotiations, as required.

#### **4.9.1. Surveillance Division**

1. Creates and establishes surveillance procedures for ATPs, in compliance with the STCW and its IRR;
2. Plans and carries out an efficient and cost-effective schedule of random surveillance of any ATP conducted by MTIs;
3. Establishes surveillance procedures for distance learning, e-learning and other suitable alternative modes of learning, as necessary;
4. Conducts random surveillance of MHEIs, as instructed and approved;
5. Institutes measures to allow remote surveillance of all approved examination and Assessment Centers;
6. Prepares and submits Surveillance Reports in a timely manner, after the completion of the operation;
7. Prepares and submits Surveillance Report in a timely manner, upon further verification with other concerned Units / Divisions on the results and findings of monitoring of electronically submitted ERs and TCROAs;
8. Prepares and submits Memorandum Reports on the results of verification conducted regarding complaints received in a timely manner;

9. Ensures the standard implementation of regulatory functions with regard to monitoring and surveillance in the MROs; and
10. Conducts investigation on complaints or controversies in violation of existing MARINA rules and regulations in the implementation of the STCW Convention.

#### **4.9.2. Monitoring Division (MHEIs/MFOWs and MTIs/ACs)**

1. Prepares the Annual Monitoring Program for the conduct of monitoring activities for the following: 1) MHEIs, 2) MTIs, 3) ACs, 4) MFOWs (Medical Clinics/Medical Practitioners), and 5) Senior High Schools within the required period;
2. Conducts monitoring activities in accordance with the approved monitoring plan and monitoring program within the required period;
3. Evaluates and assesses Maritime Education programs in accordance with the STCW Convention and existing policies, standards, and guidelines within the required period;
4. Establishes an efficient and cost-effective monitoring procedure for all ATPs, in compliance with the STCW;
5. Plans and carries out regular and comprehensive monitoring of any ATP conducted by MTIs and ACs according to schedule;
6. Establishes monitoring procedures for distance learning, e-learning and other suitable alternative modes of learning, as necessary; and
7. Plans and carries out a schedule of regular and comprehensive monitoring of any MHEI, in coordination with CHED.

#### **4.10. Manpower Examination and Assessment Service.**

The Manpower Examination and Assessment Service shall:

1. Recommend revisions and enhancements to the content, systems, or procedures of the competency assessment of international and domestic seafarers.
2. Maintain, coordinate with, and supervise the pool of national assessors;
3. Develop, review, and validate assessment tools for the competency assessment of international and domestic officers and ratings;

4. Administer the competency assessment for marine deck and engine officers and ratings of ships engaged both in the international and domestic trade;
5. Issue Certificates of Passing, Authenticated PRC records, and other relevant record documents to qualified applicants/seafarers international or
6. Assist in the maintenance of a comprehensive database of international and domestic Filipino seafarers and other maritime manpower resources of the country;
7. Prepare responses to inquiries relating to the discharge of regulatory / supervisory and promotional / developmental functions over Filipino seafarers and other maritime manpower resources of the country
8. Recommend the adoption, updating, implementation, and review of policies, standards, rules, regulations, and guidelines in relation to manpower examination and assessment;
9. Prepare position / information / discussion papers on matters/issues relating to manpower examination and assessment;
10. Ensure the standard implementation of regulatory functions with regard to manpower examination and assessment in the MROs;
11. Respond/reply to inquiries pertaining to the discharge of functions relating to manpower examination and assessment;
12. Coordinate and participate in public consultation regarding issues, problems, complaints, proposed laws, programs, policies, rules, regulations, and guidelines in relation to newly approved issuances in coordination with other MARINA Units, relevant government agencies, private sector associations, and other entities involved in manpower examination and assessment;
13. Represent the Authority in international maritime conferences, meetings and negotiations, as required.

#### **4.10.1. Competency Assessment Development Division**

1. Ensures that the standards of performance forming the basis of all examinations and assessments are appropriate and aligned to STCW policies and standards and other relevant conventions, policies and standards;
2. Ensures that all examination and assessment systems and procedures are appropriate and compliant with national and international Conventions, policies and standards;

3. Ensures that the tools and techniques used for assessments are kept up-to-date;
4. Provides technical aid in designing, development, revising, and validating assessment tools and techniques;
5. Prepares and submits quality procedures and forms for review and approval;
6. Prepares and finalizes project proposals and systems interface for approval;
7. Prepares and submits Board Resolutions, Advisories, reports, minutes of meetings, and other documents relevant / pertaining to the BOE meetings;
8. Safekeeps and organizes all documents and records of the BOE;
9. Performs the functions of a Secretariat to all of the Boards; and
10. Coordinates the administrative assistance rendered to the National Assessors as necessary.

#### **4.10.2. Examination and Assessment Division**

1. Ensures that all examination and assessment activities adhere to the required systems and procedures;
2. Ensures that all assessment of competence are properly coordinated and monitored for continued compliance with national and international rules and regulations / conventions;
3. Coordinates and monitors all regional and remote examination and assessment offices and institutions to ensure continued compliance with STCW;
4. Ensures that all on-going examination and assessment of competence is conducted in an orderly and efficient manner;
5. Ensures that the policies and procedures for examination and assessment of all seafarers are properly coordinated and synchronized with their respective Boards;
6. Evaluates applications and issues examination permits / practical assessment permits in a timely manner;
7. Prepares all examination documents in a timely manner;

8. Conducts the theoretical examination according to procedures;
9. Prepares / generates examination records in a timely manner;
10. Monitors the conduct of practical assessment through the CCTV;
11. Verifies and checks the reports submitted by the ACs per level of responsibilities;
12. Generates and endorses examination statistical reports to Competency Records Division;
13. Manages the MARINA Competency Assessment System (MCAS)
14. Coordinates, facilitates, and documents the conduct of monthly BOE meetings;
15. Receives relevant reports from the BOE and submits reports for approval, in a timely manner; and
16. Replies to seafarers' queries received through FB, via emails, and from the PAMRD in a timely manner.

#### **4.10.3. Competency Records Division**

1. Maintains, protects, and updates all pertinent records relevant to competence examination and assessment, including any analyses based on them;
2. Ensures that all records and any analyses based on them are complete and systematically and logically organized;
3. Ensures that all records and any analyses based on them are readily available to relevant stakeholders;
4. Generates and prepares statistical and other required reports relevant to manpower examination and assessment periodically and in a timely manner; assists in the preparation of statistical analyses of data relevant to manpower examination and assessment;
5. Receives, processes, and files reports from relevant stakeholders;
6. Receives, processes, manages, and files all incoming and outgoing communications to the Manpower Examination and Assessment Service;

7. Prepares, generates, and issues Certificates of Passing to successful examinees /applicants;
8. Verifies, authenticates, and issues PRC board ratings.
9. Prepares, coordinates, and facilitates the conduct of oath taking of successful passers; and Manages the QSS of the Service Unit.

**4.11. Manpower Development Service.** The Manpower Development Service shall:

1. Design, develop, enhance, and implement maritime manpower development policies and systems to ensure an adequate supply and to meet future demands of the industry for maritime manpower;
2. Respond / reply to inquiries pertaining to the discharge of functions relating to manpower development;
3. Coordinate and participate in public consultation regarding issues, problems, complaints, proposed laws, programs, policies, rules, regulations, and guidelines in relation to newly approved issuances in coordination with other MARINA Units, relevant government agencies, private sector associations, and other entities involved in the manpower development;
4. Responsible for the development, implementation and monitoring of programs/activities under the MIDP Priority Program 9 entitled "The Philippines to Advance the Development and Provision of Qualified and Competent Seafarers"; and
5. Represent the Authority in international maritime conferences, meetings and negotiations, as required.

**4.11.1. Domestic Manpower Development Division**

1. Develops and implements plans, programs, and projects for the development of the domestic maritime manpower sector;
2. Conceptualizes and develops MCs affecting different stakeholders of the maritime manpower sector namely: All domestic seafarers, Manning Agencies, Fishing Companies/ Personnel, Shipping Companies / Shipowners, and all others concerned;
3. Performs Internal and External stakeholder consultation for MC revision and enhancement; prepares publication and information dissemination of MCs upon MARINA Board approval;

4. Crafts the draft Advisory for comment and revision of affected stakeholders; produces and publishes the enhanced Advisory upon Administrator Approval;
5. Designs and develops training programs / curricula for domestic seafarers, and harbor, bay and river pilots, in response to or in compliance with national and international laws, conventions, codes, rules and regulations and other developments in the maritime manpower sector;
6. Prepares position / information / discussion papers on matters / issues relating to Filipino seafarers, harbor, bay and river pilots, shipyard manpower and other maritime manpower resources of the country;
7. Responds to inquiries relating to Filipino seafarers, harbor, bay and river pilots, shipyard manpower, and other maritime manpower resources of the country; and
8. Represents the Authority in international maritime conferences, meetings and negotiations, as required.

#### **4.11.2. International Manpower Development Division**

1. Develops new standards for mandatory training courses in accordance with the STCW Convention, 1978, as amended, related Conventions and international agreements, following the procedure in the Design and Development of Maritime Training Standards under the QMS Manual and submits to the ODA-Maritime Manpower, for approval;
2. Revises existing training standards for mandatory courses in accordance with the STCW Convention, 1978, as amended, related Conventions and international agreements, developments in the international maritime manpower sector, research studies, industry feedback, among others, following the procedure in the Review and Revision of Maritime Training Standards under the QMS Manual, and submits to the ODA-Maritime Manpower, for approval;
3. Designs and develops Standard Course Packages for BSMT and BSMarE programs in accordance with STCW Convention 1978, as amended and policies, resolutions and guidelines issued and to be issued by both MARINA and CHED, and submits to CHED en Banc through the Technical Panel on Maritime Education, for approval;
4. Develops and implements plans, programs, and projects for the development of the international maritime manpower sector;

5. Develops appropriate education and training programs for proper implementation in the Philippines; and
6. Recommends ways to improve the delivery of services of the STCW Office nationwide and internationally.

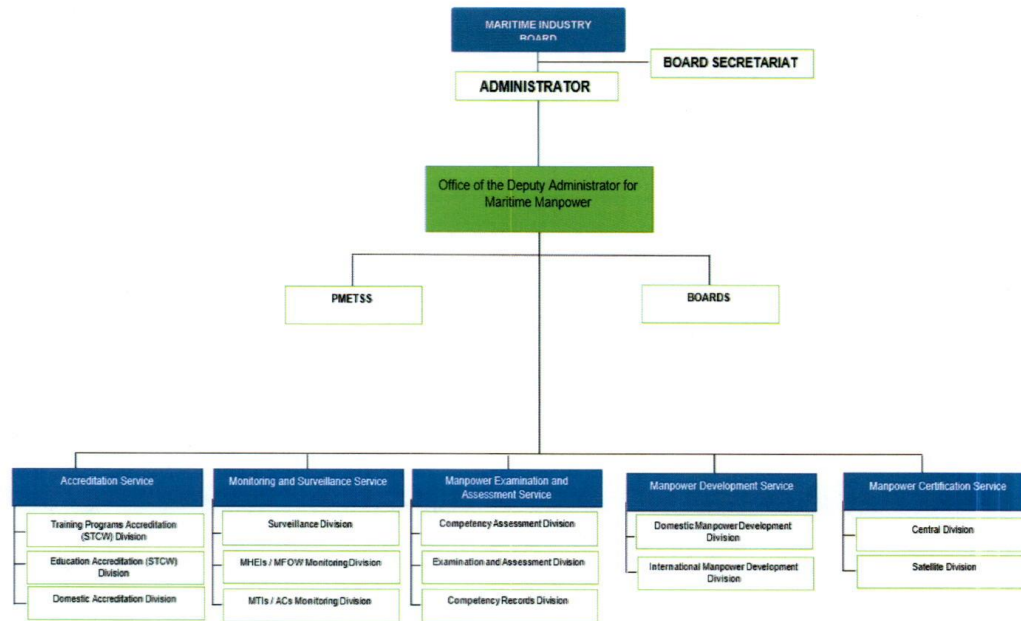
#### **4.12. Manpower Certification Service.**

The Manpower Certification Service shall:

1. Ensure timely issuance, revalidation, and replacement of COP, COC, and COE of international maritime manpower;
2. Accredite Liaison Officers of Crewing or Principal / Shipping Companies for issuance of COP and other related STCW Certificates, and for on-board and expedite processing of seafarers STCW certificates;
3. Authenticate and issue Certified True Copies of STCW Certificates as requested by Maritime Administration, Consul or Embassy (Marina Circular 2014-06 (MC 2013-09) P100 plus doc stamps);
4. Authenticate copies of all COCs, COEs and COPs it has issued exclusively;
5. Check the authenticity of STCW certificates and reports any fraud or inconsistencies, if found;
6. Prepare and submit Indorsement Reports of unlawfully acquired STCW certificates or/ fraud in a timely manner;
7. Collect and submit all accomplished ARTA forms from SM Manila and PITX offices for consolidation, evaluation, and reporting to Citizens Charter;
8. Ensure that all procedures for issuance of Certificates (COCs, COEs, and COPS) are followed and in accordance with the STCW;
9. Issue appropriate certificates to qualified seafarers in a timely manner;
10. Recommend and implement improvements or corrective measures to ensure speedy, efficient, and effective certification processes to better serve the seafarers, even in remote areas;
11. Recommend the adoption, updating, implementation, and review of policies, standards, rules, regulations, and guidelines in relation to manpower certification;
12. Prepare position / information / discussion papers on matters / issues relating to manpower certification;

13. Ensure the standard implementation of regulatory functions with regard to certification in the MRO;
14. Respond to inquiries pertaining to the discharge of functions relating to manpower certification;
15. Coordinate and participate in public consultation regarding issues, problems, complaints, proposed laws, programs, policies, rules, regulations, and guidelines in relation to newly approved issuances in coordination with other MARINA Units, relevant government agencies, private sector associations, and other entities involved in the manpower certification;
16. Responsible for the development, implementation and monitoring of programs/activities under the MIDP Priority Program 9 entitled "The Philippines to Advance the Development and Provision of Qualified and Competent Seafarers"; and
17. Represent the Authority in international maritime conferences, meetings and negotiations, as required.

#### 4.13. Organizational Chart



#### **4.14. Support Services.**

The following MARINA service/office units whose functions are provided hereunder shall also provide support to the ODAMM:

##### **1. Quality Assurance Service under the Office of the Administrator;**

- a. Ensures that all policies and procedures contained in the MARINA QMS are effectively being implemented by the concerned Service Unit, Regional Office, Satellite/Extension Office, Division or personnel;
- b. Ensures that the MARINA QMS is certified under the prevailing version of the ISO 9001 Standard;
- c. Ensures that MARINA QMS is in compliance with applicable Standards and Conventions;
- d. Reviews all new policies, procedures, forms or amendments thereto prior to approval;
- e. Ensures that Internal Quality Audit, either scheduled or unannounced were conducted;
- f. Ensures that all Non-Conformities are meted with appropriate correction and corrective action;
- g. Recommends mechanisms and procedures for the continual improvement of the MARINA QMS;
- h. Identifies and recommends capacity-building programs relative to the implementation of the MARINA QMS;
- i. Maintains all documented information relating to the implementation of the MARINA QMS;
- j. Responsible in facilitating the conduct of Independent Evaluation under Regulation I/8 of the STCW Convention, 1978, as amended and A-I/8 of the STCW Code and ensure timely submission of the corresponding report/s in accordance with Regulation I/7 of the Convention;
- k. Responsible to ensure compliance with Regulation I/10 of STCW Convention, 1978, as amended; and
- l. Performs other tasks as may be assigned by the Administrator.

**2. Information Technology Support Division under Management Information and Systems Service;**

- a. Prepares and drafts the Information Systems Strategic Plan (ISSP) in coordination with other divisions, and submits for approval;
- b. Provides support to IT concerns of the Office of the Deputy Administrator for Maritime Manpower in a timely manner;
- c. Responds to all requests/queries concerning ICT in a timely manner;
- d. Performs daily and regular checking of servers, internet connection, and Local Area Network;
- e. Provides training and coaching relative to the IT staff development of the other Units of the Authority;
- f. Configures and maintains the networked computer system, including hardware, system software, and applications;
- g. Diagnoses and resolves hardware, software, networking, and system issues when they arise;
- h. Replaces and upgrades defective or outdated components when necessary;
- i. Monitors system performance to ensure everything runs smoothly and securely;
- j. Researches and recommends new approaches to improve the network computer system;
- k. Ensures maintenance of computers, printers, and auxiliary machines of MARINA;
- l. Formulates and implements policies, plans, and programs on network administration;
- m. Develops and updates the information technology infrastructure plan;
- n. Administers the MARINA Local Area Network (LAN) / Internet Connectivity;
- o. Implements, operates, and administers the MARINA Network Back-up System; and
- p. Prepares technical specifications for the acquisition of network system devices and materials.

**3. Public Affairs and Media Relations Division under Communications Service;**

- a. Prepares and publishes information materials in various formats on the MARINA and maritime-related matters in electronic and print media in a strategic and timely manner;
- b. Prepares and publishes clear, relevant, and attractive public relations content in various formats in electronic and print media;
- c. Publishes MARINA Circulars, Advisories, Press Releases, and other materials of a similar nature on the MARINA website and other MARINA venues, electronic or print;
- d. Maintains, updates, and monitors the MARINA social media accounts;
- e. Drafts carefully crafted responses to communications from stakeholders as well as any essential ancillary documents for approval by the DA-SM and the Administrator;
- f. Receives, processes, and ensures timely action on queries, concerns, and feedback from stakeholders; maintains and updates database of communications and responses; prepares periodic analytical reports and recommendations based on the issues raised, and submits them to the relevant stakeholders;
- g. Develops and administers the Customer Client Satisfaction Survey (CCSS); prepares periodic analytical reports and recommendations based on the CCSS and files the report with the relevant stakeholders;
- h. Organizes, facilitates, and conducts press briefings, consultations, discussions, and other such events to generate and disseminate relevant information, to air maritime topics and concerns, and to maintain a positive image for the MARINA and maritime affairs; and
- i. Undertakes textual, audio, photo, and video documentation of MARINA events, and prepares them for printing, posting, and publishing.

**4. Maritime Manpower Legal Division under Legal Service;**

- a. Relative to pending cases for alleged violation of MARINA rules and regulations, prepares show cause orders directing respondent seafarers, instructors, assessors, Maritime Training Institutions (MTIs), Other Maritime Training Providers (OMTPs), Assessment Centers (ACs), and other related persons and entities to submit a verified answer; conducts clarificatory hearing and mandatory mediation conference; drafts decisions for the approval of the Legal Service Director or higher authorities, as the case may be;

- b. Consolidates and transmits the records of appealed cases to the Office of the Administrator;
- c. Prepares and issues Legal Clearance, Certificate of No Pending Case, Certificate of No Prior Violation to the Filipino seafarers, instructors, assessors, Maritime Training Institutions (MTIs), Other Maritime Training Providers (OMTPs), Assessment Centers (ACs), and other related persons and entities; and
- d. Drafts policies, rules, and regulations (including rules of procedures and advisories) as well as prepares and reviews agreements, contracts and other instruments on legal matters related to the implementation of the STCW Convention and maritime manpower concerns.

#### **4.14. MARINA Regional Offices (MROs).**

In addition to their duties and responsibilities, all MROs, through the Regional Director, shall:

- a. Encourage and support campaigns and capability-building activities on STCW compliance by MHEIs, MTIs, ACs, and OMTPs;
- b. Review all policies adopted by MHEIs, MTIs, ACs, and OMTPs as required by this R-IRR and submit consolidated reports to MARINA, through ODAMM;
- c. Consolidate reports on incidents and cases of non-compliance and prohibited acts within the Region, including reports from Satellite Offices within the Region, and periodically submit a corresponding Regional Report to MARINA, through ODAMM;
- d. Monitor and evaluate the implementation and enforcement of this IRR;
- e. Coordinate with appropriate offices and other agencies or instrumentalities for such assistance as it may require in the performance of its functions;
- f. Provide administrative support to the ODAMM and CHED, as appropriate, when monitoring and surveillance activities are conducted; and
- g. Effect sanctions and penalties as ordered by the DAMM on erring MTIs, ACs and other maritime training providers;
- h. Recommend to the Administrator a list of candidates as Regional Evaluators, who are registered deck officers or engineer officers with at least three (3) years of sea-going experience on ships of 500 gross tons or more or powered by main propulsion machinery of 750 kilowatts or more, and are qualified and certificated Assessors, with tanker

certification, and well-recognized in the industry for integrity and professionalism;

**4.14.1. Through the Regional Evaluator:**

- a. Assess and evaluate evidence of competence, including documentary evidence, for the issuance of COPs under Chapter V and VI of STCW Convention, for officers and/or ratings, as appropriate;
- b. Assess and evaluate evidence of competence, including documentary evidence, for the issuance of COPs under Chapter VI, for officers and ratings, as appropriate;
- c. Issue appropriate COPs upon satisfactory compliance with the requirements.

**RULE IV**

**POWERS AND FUNCTIONS OF MARINA**

**Section 5.** The MARINA shall exercise the following powers and functions:

- a. Act as the single and central maritime administration for all purposes relating to compliance with the STCW Convention.
- b. Administer and ensure the effective implementation of the STCW Convention; including all international conventions or agreements implementing or applying the same, as well as international maritime safety conventions or agreements that it seeks to promote compliance with.
- c. Assume all powers and functions of the Professional Regulation Commission (PRC), the Commission on Higher Education (CHED), the Technical Education and Skills Development Authority (TESDA), the Department of Health (DOH) and the National Telecommunications Commission (NTC) relative to the issuance, validation, verification, correction, revocation or cancellation of certificates of competency, endorsement, proficiency and documentary evidence required of all seafarers and all such other matters pertaining to the implementation of the STCW Convention, subject to the following:
  1. The MARINA shall ensure that the examination, licensing and certification system for marine deck and engine officers are in accordance with the requirements prescribed under the STCW Convention.
  2. The MARINA shall adopt rules and regulations, in accordance with the STCW Convention, governing able-bodied deck and engine ratings including:

- i. Monitoring and verification of compliance with the standards of ratings;
  - ii. Harmonization of the procedures for periodic evaluation, assessment and monitoring activities undertaken by accredited institutions with registered programs for ratings; and,
  - iii. Issuance of certificates of proficiency to ratings.
3. The MARINA shall ensure that all legal and administrative measures relative to the issuance of certificates of competency of GMDSS radio operators are in accordance with the STCW Convention. For this purpose, the MARINA shall assess, revalidate and issue GMDSS radio operator's certificate in accordance with the provisions under the STCW Convention.
4. The MARINA shall ensure that all maritime education, including the curricula and training programs, are structured and delivered in accordance with the written programs, methods and media of delivery, procedures, and course materials compliant with international standards as prescribed under the STCW Convention. For this purpose, the MARINA shall:
- i. Chair the Technical Panel on Maritime Education (TPME) of the CHED; the TPME shall among others, formulate, review and recommend to the CHED en banc all policies, standards, and guidelines for maritime education, including curricula, facilities and guidelines;
  - ii. Monitor and verify, in coordination with the CHED, compliance with the policies, standards, and guidelines of maritime education in the conduct of maritime education and training programs; -
  - iii. Review and harmonize the procedures for periodic evaluation, assessment and monitoring of all maritime education and training institutions in accordance with the standards of the CHED and other recognized international organizations;
  - iv. Develop, formulate and recommend for implementation, strict quality assurance mechanisms and relevant typology for maritime education programs and institutions;
  - v. Recommend to the CHED en banc the closure/phase-out of substandard maritime education institutions, in accordance with the rules and regulations, as well as recommend alternative schemes or options for the affected maritime educational institution;
  - vi. Maintain an updated list of compliant and phased-out maritime education and training programs, publish such lists in appropriate media, and provide the public with a clear understanding of the consequences of enrolling in a phased-out program; and,

- vii. Formulate and issue appropriate rules and regulations relative to operations of MTIs, ACs and OMTPs.
5. The MARINA shall coordinate with the DOH to ensure that the medical standards established to ascertain the medical fitness of seafarers are in accordance with the international conventions/treaties and existing laws. For this purpose, the MARINA shall:
- i. Ensure that the medical examinations and issuance of medical certificates by the DOH accredited hospitals, medical clinics, and laboratories, including medical practitioners are in accordance with the standards prescribed by the STCW Convention; and,
  - ii. Ensure that medical certificates are issued by a duly-qualified medical practitioner recognized by and accredited with the DOH, and for this purpose, a register of recognized medical practitioners shall be maintained and made available to seafarers, shipping companies and State parties to the STCW Convention.

## **RULE V**

### **COMPOSITION OF THE MARITIME INDUSTRY BOARD AND STCW ADVISORY COUNCIL**

#### **Section 6. The MARINA Board**

To ensure the proper implementation and enforcement of the STCW Convention in relation to international maritime safety and environmental agreements, the Commandant of the Philippine Coast Guard (PCG), in lieu of the Secretary of National Defense, shall be included as member of the Maritime Industry Board, which shall accordingly be composed as follows:

##### **Voting members**

- a. The Secretary of Department of Transportation (Chairman);
- b. The MARINA Administrator (Vice Chairman)
- c. The Executive Secretary (Member);
- d. The Secretary of the Department of Trade and Industry (Member);
- e. The Chairman of the Development Bank of the Philippines (Member);
- f. The General Manager of the Philippine Ports Authority (Member);
- g. The Commandant of the Philippine Coast Guard; and

- h. The Chairman of the Society of Naval Architects and Marine Engineers, Inc. (Member)

**Non-voting members**

- i. Secretary of the Department of Foreign Affairs;
- j. Private Sector Representative for overseas shipping;
- k. Private Sector Representative for domestic shipping; and

**Section 7. The STCW Advisory Council (SAC)**

**7.1. Composition.**

The SAC shall consist of not more than eleven (11) members, who shall be appointed from the concerned maritime sectors representing, but not limited to, ship owners, seafarers, maritime education and training, and shipbuilders in the following manner:

- a. Ship-owner - 1
- b. Professional Association of Seafarers - 2
- c. Members of the Academe teaching professional STCW courses - 2
- d. Maritime Education and Training Institutions - 1
- e. Maritime Business Service Provider (Manning) - 2
- f. Maritime Regulatory Expert - 2
- g. Listed STCW Competent Person of PH - 1

The SAC members shall designate a Chairman and Vice-Chairman from among themselves.

**7.2. Appointment and Term of Office.**

The MARINA Board shall appoint the members of the SAC from the list of nominees submitted by concerned stakeholders taking into consideration the following criteria:

- a. integrity;
- b. exemplary leadership;

- c. advocacy for transparency and good governance; and,
- d. commitment to participate in the works of SAC.

The SAC members shall serve for a period of three (3) years subject to reappointment not to exceed a total period of six (6) years.

### **7.3. Frequency of Meetings and Quorum.**

The SAC shall meet at least once a month and may hold special meetings to consider urgent matters upon call of the Chairman or any three members thereof. A majority shall constitute a quorum for the transaction of business.

### **7.4. Roles and responsibilities.**

The primary role of SAC is to assist the Administration on the orderly and proper implementation of the STCW Convention, 1978, as amended, taking into consideration the best interest of the Philippine Maritime Industry. Towards this end, the SAC shall:

1. provide advice to MARINA pertaining to the formulation of appropriate, clear and coherent policies and regulatory document frameworks as it implements the requirements of the STCW Convention, 1978, as amended;
2. assist MARINA by providing information and updates on new developments in the maritime industry and in identifying key issues which affect the country's maritime education and training;
3. propose amendments or recommend alternative solutions and enhancement on existing policies and regulations, as well as emerging critical issues particularly covering maritime education, training, certification and assessment to ensure the effective and complete implementation of the STCW Convention, 1978, as amended;
4. participate in meaningful dialogues and exchanges between MARINA and stakeholders in matters affecting policies and regulations promulgated, or to be promulgated pertaining to the implementation of the STCW Convention, 1978, as amended; and
5. undertake any other activities the MARINA Board or STCW Administration may so identify.

## **RULE VI**

### **POWERS AND FUNCTIONS OF CONCERNED GOVERNMENT AGENCIES**

#### **Section 8. Commission on Higher Education (CHED)**

The CHED shall:

1. In coordination with MARINA, issue and review all existing Policies, Standards and Guidelines (PSGs) governing BSMT and BSMarE programs, including the methods and media of delivery, procedures, and course materials thereof, to ensure that they are:
  - 1.1. structured and delivered in accordance with written programs, as are necessary to achieve the prescribed standard of competence; and,
  - 1.2. supported by persons who are appropriately qualified for the type and level of training or assessment involved as provided under Regulation I/6 and Section A-I/6 of the STCW Convention.
- Anent thereto, the result of joint review shall be forwarded to the TPME for subsequent review and recommendation to the CHED en banc;
2. In coordination with MARINA, issue guidelines on the evaluation and inspection of existing MHEIs, including, among others, those that pertain to the decisions, resolutions and/or orders issued relevant to the phasing out/closure of the maritime education programs or revocation of permit or recognition;
3. Revoke the Authority to Operate maritime education programs previously granted to any existing MHEI upon the recommendation of the MARINA based on the result of the evaluation and inspection if found not compliant with the relevant CHED PSGs in line with the STCW Convention; and
4. Appropriately act on the result of all monitoring and surveillance activities submitted by MARINA.

#### **Section 9. Technical Panel on Maritime Education (TPME)**

The TPME shall:

1. Formulate, review and recommend to CHED en banc all policies, standards, and guidelines (PSGs) for maritime education, including curricula, facilities and guidelines;
2. Provide technical expertise to CHED in conceptualizing and developing PSGs, rules and regulations concerning the operation of maritime higher education programs with STCW component;

3. Provide technical expertise to CHED in evaluating compliance by Higher Education Institutions (HEIs) with the minimum standards for maritime higher education programs with STCW component for purposes of issuance of permit/recognition and certificate of program compliance (COPC), provision of appropriate incentives and imposition of sanction such as program termination or closure;
4. Provide technical expertise to CHED in developing assessment instruments in undertaking monitoring and evaluation tasks;
5. Represent CHED in meetings, workshops conferences, consultations, hearings as appropriate and as the need arises; and
6. Perform other tasks as may be assigned by CHED.

#### **Section 10. Philippine Coast Guard (PCG)**

The PCG shall:

1. In coordination with MARINA, establish the control procedures to verify and ensure that seafarers on board seagoing ships calling Philippine ports are certificated or have been issued appropriate dispensations in accordance with the STCW Convention, without prejudice to its Port State Control functions;
2. Verify Filipino cadets undergoing Shipboard Training onboard all ships calling Philippine ports to check if such cadets:
  - 2.1. receive systematic practical training and experience in the tasks, duties, and responsibilities of an Office-In-Charge of a watch;
  - 2.2. are closely supervised and monitored by qualified officers onboard the ship in which the Shipboard Training is being undertaken;
  - 2.3. perform the required watchkeeping duties under the supervision of the Master or a qualified officer; and,
  - 2.4. have adequately documented their training activities in the Training Record Book or similar document; and
3. In coordination with MARINA, issue the corresponding policy detailing the control procedures and guidelines in the verification of certificates of seafarers and Filipino cadets on board seagoing ships calling Philippine ports, without prejudice to its Port State Control functions.

## **Section 11. Department of Health (DOH)**

The DOH shall:

1. In coordination with MARINA, establish policies and standards for medical fitness and requirements for the recognition of medical practitioners who will be responsible for assessing the medical fitness and the procedures for the issuance of medical certificates to Filipino seafarers in accordance with Regulation I/9 of the STCW Convention;
2. In coordination with MARINA, ensure that all assessment activities conducted by recognized medical practitioners are subjected to regular monitoring to verify that the same are in accordance with the STCW Convention;
3. In coordination with MARINA, conduct surveillance of assessment activities conducted by recognized medical practitioners to further ensure that the same are implemented in accordance with the existing applicable laws, circulars, and guidelines issued by MARINA and DOH and the STCW Convention; and
4. Establish and maintain an electronic uploading system and submit a summary of medical report of seafarers to MARINA. The DOH-accredited medical clinics/practitioners shall submit/upload their medical reports to the system established by the DOH or, pending its establishment, to the MISMO System, and medical clinics/practitioners not connected to the system shall not be allowed to conduct pre-employment medical examination for seafarers.

### **a. Medical Facilities for Overseas Workers and Seafarers (MFOWS) and Medical Practitioners**

Medical Facilities for Overseas Workers and Seafarers (MFOWS), through their Owner/s, Board of Directors, Presidents, Training Directors, or any person who holds a comparable role, responsible for the implementation of STCW, and oversight within the MFOWS, and Medical Practitioners shall:

- i. Adhere to all rules and regulations, orders or directives of the DOH and MARINA;
- ii. Conduct pre-employment medical examination (PEME) of seafarers within the premises as accredited and recognized by the DOH;
- iii. Ensure that PEME for seafarers is personally conducted only by those accredited and recognized by the DOH;
- iv. Allow the unannounced entry of the monitoring team of DOH and/or MARINA provided they show the proper written authority;
- v. Ensure the safety and privacy of seafarers during the conduct of PEME;

- vi. Ensure that all the medical equipment/instruments are in good working condition during operating hours and has an effective preventive maintenance system in place;
- vii. Ensure adequate number and availability of medical staff to accommodate the medical assessment necessary to accomplish the PEME;
- viii. Ensure that all clients' complaints/feedback are addressed accordingly; and
- ix. Shall execute a Memorandum of Agreement with MARINA for the purpose of registration to the MISMO System.

## **Section 12. Department of Education (DepEd)**

The DepEd shall:

- ii. Evaluate and approve applications of schools, public and private, intending to offer Senior High School (SHS) Maritime Programs/Specializations upon the recommendation of MARINA; and
- iii. In coordination with MARINA, monitor and evaluate the implementation of Senior High School (SHS) Maritime Programs/Specializations in accordance with all the pertinent regulations under the STCW Convention and the existing PSGs of DepEd.

## **RULE VII**

### **COMPLIANCE MECHANISMS AND VIOLATIONS & PENALTIES**

## **Section 13. Compliance Mechanisms.**

Pursuant to Section 7 of RA 10635 mandating the MARINA to ensure that the processes and procedures for issuance, validation, verification, correction, revocation, or cancellation of certificates of competency, endorsement, proficiency and documentary evidence required of seafarers under the STCW Convention shall be the most efficient and convenient way for the seafarers, the following compliance mechanisms are hereby instituted:

### **13.1. One-Stop Shop Arrangements.**

- ii. Establishment of One-Stop Shop Arrangements

A one-stop shop facilitation service shall be established in places as may be determined by the MARINA Board. The one-stop shop arrangement shall serve as the system for the issuance, validation, verification,

correction, revocation, or cancellation of certificates of competency, endorsement, proficiency and documentary evidence required of seafarers under the STCW Convention or certification.

iii. Guiding Principles

To ensure that the processes and procedures be the most efficient and convenient way for the seafarers, the Authority shall be guided by the following principles in the establishment of one-stop shop arrangement:

- a. retain only such steps, procedures and requirements that are necessary to allow it to fulfill its legal mandate and the policy objectives of its enabling law;
- b. remove redundant and unduly burdensome processes, procedures and requirements; and,
- c. adopt such process or procedure and impose such requirements that are the least costly to the transacting public, giving due regard to its legal mandate and the policy objectives of its enabling law, including but not limited to the single-window approach and the zero-contact policy.

**13.2. Computerization and Automation.**

1. Online Electronic Mechanism.

Within six (6) months from the effectivity of these Rules, the Authority shall have an online or electronic mechanism in assessing fees, collecting/accepting payments, and sharing/exchange of other relevant data for the issuance, validation, verification, correction, revocation, or cancellation of certificates of competency, endorsement, proficiency and documentary evidence required of seafarers under the STCW Convention or certification.

2. Electronic submission and acceptance

- a. There shall be a fully-functioning online portal for the processing of applications licenses, clearances, permits, certifications or authorizations.
- b. This Authority shall develop electronic versions of licenses, clearances, permits, certifications or authorizations with the same level of authority as that of the signed hard copy, which may be printed by the applicants or requesting parties in the convenience of their offices. These electronic copies shall be accepted in place of

hard copies, unless a hard copy of the requirement is required by law.

### **13.3. Elimination of Redundant Fees and Charges**

The MARINA, in coordination with relevant government agencies, shall ensure that only rationalized fees and charges are collected from seafarers and other private stakeholders in applications related to compliance with the requirements of the STCW Convention.

It shall also issue policies and guidelines on the elimination of redundant fees and charges and constantly monitor existing fees and charges being charged by covered entities from seafarers, learners, candidates, and trainees as well as exercise regulatory intervention where it is established after due process that public interest needs to be protected and safeguarded.

### **13.4. Other Similar Mechanisms.**

The MARINA and other government agencies covered herein may establish other similar mechanisms consistent with the previously mentioned mandate under Section 7 of RA 10635 and existing laws and regulations including the RA 11032 ("Ease of Doing Business and Efficient Government Service Delivery Act of 2018") and policies issued by the Anti-Red Tape Authority (ARTA).

## **Section 14. Violations and Penalties**

The MARINA shall issue and revise appropriate circulars to prescribe corresponding fines and penalties for violations of relevant rules, regulations, and policies to effectively implement RA 10635 and this Revised Rules and Regulations without prejudice to the imposition of fines and penalties by concerned government agencies in the exercise of their respective mandates to ensure compliance by persons and entities subject to their regulation.

## **Section 15. Jurisdiction and Venue**

To effectively carry out the provisions of this R-IRR, the MARINA, through the Legal Service or MARINA Regional Office concerned, shall exercise original and exclusive jurisdiction to hear and decide all cases involving violations of RA 10635, these Revised Rules and Regulations, or any circular, ruling and order issued committed by Filipino seafarers, instructors, assessors, MTIs, OMTPs, and ACs. The Legal Division for Maritime Manpower under the Legal Service shall formulate appropriate rules and regulations to carry out this function.

Complaints against and violations by MHEIs shall be within the exclusive jurisdiction of MARINA and CHED, through the TPME.

Complaints against and violations by Senior High Schools and MFOWS shall be within the exclusive jurisdiction of the Department of Education and the Department of Health, respectively.

## **RULE VIII**

### **TRANSITORY PROVISION**

#### **Section 16. Transitory Provision**

In view of change in organizational structure of MARINA in Rule III of this R-IRR, the Executive Director of the STCW Office shall formulate and issue a transition plan within thirty calendar (30) days from the effectivity of this regulation as guide for the smooth transition from current organizational structure of the STCW Office to the divisions and service units under the Deputy Administrator for Maritime Manpower.

## **RULE IX**

### **MISCELLANEOUS PROVISIONS**

#### **Section 17. Review of Existing Policies**

Upon effectivity of this Revised Implementing Rules and Regulations, the MARINA, CHED, DOH, PCG, DepEd shall review the existing joint circulars to ensure compliance with the provisions of these rules and regulations.

#### **Section 18. Separability Clause**

Any part or provision of this IRR, which may be held invalid or unconstitutional shall not affect the validity and effectivity of the other provisions.

#### **Section 19. Repealing Clause**

The IRR for the MARINA STCW Administration Act of 2014 dated 24 July 2014 is hereby repealed.

All other rules and regulations, policies and issuances or parts thereof inconsistent with this R-IRR are hereby repealed, revised or modified accordingly.

**Section 20. Effectivity**

This R-IRR shall take effect fifteen (15) days after its publication in the Official Gazette or in a newspaper of general circulation and upon filing of three (3) certified copies thereof with the Law Center, University of the Philippines, Diliman, Quezon City.

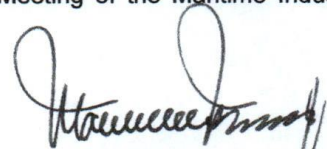
Manila, Philippines, 29 December 2021.

**BY AUTHORITY OF THE BOARD:**

  
**VADM ROBERT A EMPEDRAD AFP (Ret)**  
Administrator

**SECRETARY'S CERTIFICATE**

This is to certify that the Revised Implementing Rules and Regulations of Republic Act No. 10635 was approved during the 2<sup>nd</sup> Regular Meeting of the Maritime Industry Board held on 29 November 2021.

  
**ATTY. MAXIMO I. BAÑARES JR.**  
Corporate Board Secretary