



MARITIME INDUSTRY AUTHORITY

MEMORANDUM

FOR : **THE OFFICER-IN-CHARGE**
Management Information and Systems Service (MISS)

FROM : **THE DIRECTOR II**
Manpower Development Service

SUBJECT : **REQUEST FOR PUBLICATION**

DATE : **20 October 2023**

Pursuant to MARINA Memorandum Circular (MC) No. MD-2023-01, the Manpower Development Service (MDS) respectfully requests for publication the hiring of Panel of Experts (POE's) and Pool of Trainers (POT's) at MARINA official website to wit:

1. Deck Department
 - a. Twelve (12) slots for POE.
 - b. Twelve (12) slots for POT.

2. Engine Department
 - a. Twelve (12) slots for POE.
 - b. Twelve (12) slots for POT.

For consideration.


ARSENIO F. LINGAD II

Enc: A/S



NOTICE

Pursuant to MARINA Memorandum Circular (MC) No. MD 2023-01 Series of 2023 "Rules and Regulations in the Conduct of Assessment of Competence and Licensing of Officers onboard Merchant Ships Below 500 Gross Tonnage (GT) or With Engine Propulsion Power (EPP) Below 750 KW and Fishing Vessels More Than Three (3) Gross Tonnage (GT) to Below 1000 Gross Tonnage (GT) in Philippine Waters", **this Authority is pleased to announce that it is now accepting applicants for twelve (12) slots for Panel of Experts (POE) and twelve (12) slots for Pool of Trainers (POT) for the Deck Department and twelve (12) slots for POE's and twelve (12) slots for POT's for the Engine Department with the following qualifications and documentary requirements:**

PANEL OF EXPERTS (POE's)

1. Qualifications of Panel of Experts

1.1. Deck Panel of Experts

- 1.1.1. Must be a Filipino Citizen
- 1.1.2. Physically and mentally fit
- 1.1.3. Duly licensed Master Mariner/Chief Mate/OIC-Navigational Watch/Major Patron
- 1.1.4. Must have at least three (3) years sea service as Master/Skipper/Chief Officer/Deck Officer
- 1.1.5. Qualified and certificated Assessors
- 1.1.6. Well-recognized in the industry for integrity and professionalism

1.2. Engine Panel of Experts

- 1.2.1. Must be a Filipino Citizen
- 1.2.2. Physically and mentally fit
- 1.2.3. Duly licensed Chief Engineer/Second Engineer/OIC-Engineering Watch/Marine Engine Mechanic 3
- 1.2.4. Must have at least three (3) years sea service as Chief Engineer Officer/Second Engineer/ Engine Officer
- 1.2.5. Qualified and certificated Assessors
- 1.2.6. Well-recognized in the industry for integrity and professionalism

MARINA Building
12th Floor, 20th Street cor. Bonifacio Drive
1018 Port Area (South), Manila
1018 Port Area (South), Manila

Tel Nos: (632) 523-9078 / 526-0971
Fax No: (632) 524-2895
Website: www.marina.gov.ph



1.3. Documentary Requirements

- 1.3.1. PRC Board Certificate or valid MARINA License
- 1.3.2. SRB or SIRB reflecting 3 years of sea service as Merchant Marine Officer/ Fishing Vessel Officer
- 1.3.3. Certificate of Sea Service issued by company supporting entries in SRB or SIRB
- 1.3.4. Valid Medical Certificate issued by a DOH-accredited medical clinic or hospital.
- 1.3.5. IMO Model Course 3.12 training certificate

2. Duties and Responsibilities

The appointed Panel of Experts shall perform the duties and responsibilities:

- 2.1. Formulate procedures and examination questions in the conduct of theoretical assessment including the answers based on the Competency Mapping for submission to the MARINA Administrator through MDS on a quarterly basis.
- 2.2. Update the Competency Mapping, Knowledge Understanding and Proficiency, Methods of Demonstrating Competence, and Criteria for evaluating Competences as necessary.
- 2.3. Formulate procedures and scenarios in the conduct of practical assessment based on the Competency Mapping for submission to the MARINA Administrator through MDS on a quarterly basis.
- 2.4. Conduct practical assessment.
- 2.5. Calibrate, validate and revise as needed assessment instruments.
- 2.6. Attend meeting/s organized by the MARINA Administrator or his duly authorized representative.
- 2.7. The POEs shall submit a report to the MDS after conducting any activity assigned by the MARINA.

Failure to perform any or all of the duties and responsibilities shall be ground for the revocation of appointment.



POOL OF TRAINERS (POT's)

3. Qualifications of Pool of Trainers

3.1. Deck Pool of Trainers

- 3.1.1. Must be a Filipino Citizen
- 3.1.2. Physically and mentally fit
- 3.1.3. Duly licensed Master Mariner/Chief Mate/ OIC-Navigational Watch/Major Patron
- 3.1.4. Must have at least three (3) years sea service as Master/Skipper/Chief Officer/Deck Officer
- 3.1.5. Qualified and certificated Instructors
- 3.1.6. Well-recognized in the industry for integrity and professionalism

3.2. Engine Pool of Trainers

- 3.2.1. Must be a Filipino Citizen
- 3.2.2. Physically and mentally fit
- 3.2.3. Duly licensed Chief Engineer/Second Engineer/OIC-Engineering Watch/Marine Engine Mechanic 3
- 3.2.4. Must have at least three (3) years sea service as Chief Engineer Officer/Second Engineer/ Engine Officer
- 3.2.5. Qualified and certificated Instructors
- 3.2.6. Well-recognized in the industry for integrity and professionalism

3.3. Documentary Requirements

- 3.3.1. PRC Board Certificate or valid MARINA License
- 3.3.2. SRB or SIRB reflecting 3 years of sea service as Merchant Marine Officer/ Fishing Vessel Officer
- 3.3.3. Certificate of Sea Service issued by company supporting entries in SRB or SIRB
- 3.3.4. Valid Medical Certificate issued by a DOH-accredited medical clinic or hospital.
- 3.3.5. IMO Model Course 6.09 training certificate

4. Duties and Responsibilities

The appointed Pool of Trainers shall perform the duties and responsibilities:

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Department of Transportation
MARITIME INDUSTRY AUTHORITY

- 4.1. Conduct training on Ship Handling and Safe Navigation 1 and Engine Operation Maintenance 1, respectively.
- 4.2. Calibrate, validate and revise as needed teaching instruments.
- 4.3. Attend meeting/s organized by the MARINA Administrator or his duly authorized representative.
- 4.4. The Pool of Trainers shall submit a report to the MDS after conducting any activity assigned by the MARINA.

Failure to perform any or all of the duties and responsibilities shall be ground for the revocation of appointment.

Interested applicants must submit all documentary requirements **on or before 03 November 2023** at the Maritime Training Program Development Division, Manpower Development Service, Maritime Industry Authority (MTPDD-MDS, MARINA) 2nd Floor MARINA Building, A. Bonifacio Drive Corner 20th Street and Railroad Street, South Harbor, Manila or **through email address: mds@marina.gov.ph**.


Atty. **HERNANI N. FABIA**
Administrator

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