



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

MAY 27 2024

MARINA ADVISORY NO. 2024 -27

TO : ALL SEAFARERS, SHIP OWNERS/OPERATORS AND ALL CONCERNED MARITIME ENTITIES

SUBJECT : REITERATION OF REQUIRED VALID DOCUMENTS TO BE MADE AVAILABLE ON-BOARD DOMESTIC SHIPS

Pursuant to the provisions of Republic Act. No. 9295¹ and its Implementing Rules and Regulations, MARINA has the power and authority to inspect all vessels to ensure and enforce compliance of every domestic ship operator with required safety standards and other rules and regulations on vessel safety. In addition, Section 14 (f) of Executive No. 125/125-A² mandated MARINA to prescribe and enforce laws, rules and regulations, including penalties/sanctions for violations thereof, governing water transportation with the assistance of other maritime law enforcement agencies. Hence, NOTICE is hereby given to all seafarers, ship owners/operators, and all concerned maritime entities for the mandatory compliance of all documents listed below and reminding that non-compliance herewith is deemed a violation of existing MARINA Circulars and guidelines:

I. SHIP CERTIFICATES AND DOCUMENTS

A. Passenger Ships

REQUIRED DOCUMENTS ON BOARD	REFERENCE	Remarks
1. Certificate of Ownership	MC 2013-02	Except ship under bareboat charter
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Bay & River License/ Coastwise License	MC No. 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Loadline Certificate	MC SR 2021-02	Except ships less than 15m in length

¹ "AN ACT PROMOTING THE DEVELOPMENT OF PHILIPPINE DOMESTIC SHIPPING, SHIPBUILDING, AND SHIP REPAIR AND SHIP BREAKING, ORDAINING REFORMS IN GOVERNMENT POLICIES TOWARDS SHIPPING IN THE PHILIPPINES, AND FOR OTHER PURPOSES."

² "REORGANIZING THE MINISTRY OF TRANSPORTATION AND COMMUNICATIONS, DEFINING ITS POWERS AND FUNCTION, AND OTHER PURPOSES"

14. Cargo Securing Manual Compliance Certificate and Approved Cargo Securing Manual	MC 2015-10	Except ships carrying no vehicles and/or cargo units
15. Certificate of Classification	MC MS 2023-02	Except passenger ships less than 50GT or carrying below 50 passengers
16. Ship Station License	MC 120	Applicable
17. Certificate of Public Convenience/Rider and Decision/ Special Permit/ Provisional Authority	RA 9295	Applicable to ships for commercial use
18. Certificate of Exemption from Securing of CPC and Decision	RA 9295	Applicable to ships exclusively for company use
19. Passenger Insurance Cover	MC 2016-01	Applicable

B. Cargo Ships

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	MC 2013-02	Except ship under bareboat charter
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Bay & River License/ Coastwise License	MC No 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Loadline Certificate	MC SR 2021-02	Except ship less than 15m in length
6. Certificate of Stability and Intact/Trim/Stability Booklet	MC SR 2021-04	Except cargo ships 3 GT and below
7. Damage Stability Booklet	MC 2015-08	Except ship less than 80m in length
8. Plans Approval <ul style="list-style-type: none"> ▪ General Arrangement; ▪ Capacity Plan (for cargo ships above 15 GT) ▪ Life Saving and Fire Control Plan (for cargo ships above 50 GT) 	MC 2015-07	Applicable

<ul style="list-style-type: none"> Holding Tank or Sewage Treatment Plant including discharge pipeline incorporated to the Engine Room Arrangement Plan and Piping Plan (Except cargo ships carrying 15 persons or below including crew) 	MC SR 2020-02	
9. Document of Compliance	MC 2015-11 MC 2018-10	Except ship 100GT and below
10. Safety Management Certificate	MC 2015-11 MA No. 2018-10	Except ship 100GT and below
11. Safe Manning Certificate and Crew List	MC MS 2020-03	Applicable
12. Cargo Ship Safety Certificate	MC MS 2023-01	Applicable
13. Cargo Securing Manual Compliance Certificate and Approved Cargo Securing Manual	MC 2015-10	Except cargo ships carrying cargoes (whether solid, liquid or gas) in bulk and those in timber stowed on deck
14. Certificate of Classification	MC MS 2023-02	Except Cargo Ships below 100GT. However, the exception is not applicable for those carrying dangerous/harmful cargoes
15. Ship Station License	MC 120	Applicable
16. Certificate of Public Convenience/Rider and Decision/ Special Permit/ Provisional Authority	RA 9295	Applicable to ship for commercial use
17. Certificate of Exemption from Securing of CPC and Decision	RA 9295	Applicable to ship exclusively for company use

C. Tanker Ships

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	MC 2013-02	Except ship under bareboat charter
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Bay & River License/ Coastwise License	MC No. 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Loadline Certificate	MC SR 2021-02	Applicable
6. Certificate of Stability and Intact/Trim/Stability Booklet	MC SR 2021-04	Applicable
7. Damage Stability Booklet	MC 2015-08	Applicable
8. Plans Approval <ul style="list-style-type: none"> ▪ General Arrangement; ▪ Capacity Plan (for tanker ships above 15GT) ▪ Life Saving and Fire Control Plan (for tanker ships above 50GT) ▪ Holding Tank or Sewage Treatment Plant including discharge pipeline incorporated to the Engine Room Arrangement Plan and Piping Plan (Except tanker ships carrying 15 persons or below including crew) 	MC 2015-07 MC SR 2020-02	Applicable
9. Document of Compliance	MC 2015-11	Applicable
10. Safety Management Certificate	MC 2015-11	Applicable
11. Safe Manning Certificate and Crew List	MC MS 2020-03	Applicable
12. Cargo Ship Safety Construction Certificate	MC MS 2023-01	Applicable
13. Cargo Ship Safety Equipment Certificate	MC MS 2023-01	Applicable
14. Certificate of Fitness	MC MS 2023-01	Applicable only to Gas and Chemical Tankers

15. Certificate of Classification	MC MS 2023-02	Applicable
16. Ship Station License	MC 120	Applicable
17. Civil Liability Certificate	MC 184	Applicable to tankers carrying persistent oil
18. Certificate of Public Convenience and Decision/ Special Permit/ Provisional Authority	RA 9295	Applicable to tanker ships for commercial use
19. Certificate of Exemption from Securing of CPC and Decision	RA 9295	Applicable to tanker ships exclusively for company use

D. Tugs

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	MC 2013-02	Except tug under bareboat charter
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Bay & River License/ Coastwise License	MC 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Loadline Certificate	MC SR 2021-02	Except tugs less than 15m in length
6. Certificate of Stability and Intact/Stability Booklet	MC SR 2021-04	Applicable
7. Plans Approval (GA/Life Saving/Fire Fighting)	MC 2015-07	Applicable
8. Safe Manning Certificate and Crew List	MC MS 2020-03	Applicable
9. Cargo Ship Safety Certificate	MC MS 2023-01	Applicable
10. Certificate of Classification	MC MS 2023-02	Except tug less than 100GT
11. Document of Compliance	MC 2015-11	Applicable to tug used for pulling/pushing

		barges carrying oil products
12. Safety Management Certificate	MC 2015-11 MA No. 2018-10	Applicable to tug used for pulling/pushing barges carrying oil products
13. Ship Station License	MC 120	Applicable
14. Certificate of Public Convenience and Decision/ Special Permit/ Provisional Authority	RA 9295	Applicable to tug for commercial use
15. Certificate of Exemption from Securing of CPC and Decision	RA 9295	Applicable to tug exclusively for company use

E. Non-Propelled Barges

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	Mc No. 2013-02	Except barge under bareboat charter
2. Certificate of Philippine Registry	Mc No. 2013-02	Applicable
3. Bay & River License/ Coastwise License	Mc No. 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Loadline Certificate	MC SR 2021-02	Except non-propelled barges less than 15m in length
6. Certificate of Stability and Intact/Trim/Stability Booklet	MC SR 2021-04	Applicable
7. Plans Approval <ul style="list-style-type: none"> General Arrangement; Capacity Plan (for non-propelled barges above 15m) Life Saving and Fire Control Plan (for non-propelled barges above 50GT) 	MC 2015-07	Applicable
8. Safe Manning Certificate and Crew List	MC MS 2020-03	Except unmanned barge

9. Cargo Ship Safety Certificate	MC MS 2023-01	Applicable
10. Certificate of Classification	MC MS 2023-02	<ul style="list-style-type: none"> • Except non-propelled barges less than 100GT. However, the exception is not applicable for those carrying dangerous/harmful cargoes • Except non-propelled barges regardless of size operating exclusively in the bay and river trade. However, the exception is not applicable for those carrying dangerous/harmful cargoes
11. Certificate of Public Convenience and Decision/ Special Permit/ Provisional Authority	RA 9295	Applicable to barge for commercial use
12. Certificate of Exemption from Securing of CPC and Decision	RA 9295	Applicable to barge exclusively for company use

F. Fishing Vessels (above 3GT)

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	MC 2013-02	Applicable
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
4. Loadline Certificate	MC SR 2021-02	Applicable to Fish Carrier only
5. Certificate of Stability Intact/Trim/Stability Booklet and	Philippine Fishing Vessel	Except fishing vessel with outrigger; and

	Safety Rules and Regulations (PFVSRR)	Except fishing vessels below 24m in length
6. Safe Manning Certificate and Crew List	PFVSRR	Applicable
7. Fishing Vessel Safety Certificate	PFVSRR	Applicable
8. Ship Station License	MC 120	Applicable

G. Motorbancas with outriggers (including tourist wooden hulled boats)

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	MC 2013-02	Applicable
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Bay & River License/ Coastwise License	Mc No. 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Load Marking Certificate	MC 2015-06	Applicable
6. Safe Manning Certificate and Crew List	MC MS 2020-03	Applicable
7. Passenger/Cargo Ship Safety Certificate	MC MS 2023-01	Applicable
8. Certificate of Compliance	MC 134	Applicable to motorbancas carrying passengers
9. Certificate of Public Convenience and Decision/ Special Permit/ Provisional Authority	RA 9295 MA 2024-11	Applicable to motorbancas for commercial use
10. Passenger insurance	MC 2016-01	Applicable to motorbancas carrying passengers

H. Recreational Boats

DOCUMENT	REFERENCE	REMARKS
1. Certificate of Ownership	MC DS 2019-01	Applicable
2. Recreational Boat Certificate	MC DS 2019-01	Applicable
3. Permit to Operate <i>(Note: CPC is acceptable in lieu of PTO)</i>	MC DS 2019-01	Applicable to recreational boats for commercial use
4. Recreational Boat Safety Certificate	MC DS 2019-01	Applicable to recreational boats for commercial use
5. Safe Manning Certificate	MC DS 2019-01	Applicable to recreational boats for commercial use
6. Loadline Certificate / Load Marking Certificate	MC SR 2021-02 MC 2015-06	Applicable to recreational boats above 15 meters Applicable to recreational boats below 15 meters Except for recreational boat exclusively for personal/company use
7. Stability Certificate	MC SR 2021-04	<ul style="list-style-type: none"> • Except recreational boats carrying 12 passengers and below; or • Except recreational boats not engaged in commercial use; or • Except recreational boats below 3GT

I. Motorbanca without outrigger, wooden cargo ships and similar boats

REQUIRED DOCUMENTS ON BOARD	REFERENCE	REMARKS
1. Certificate of Ownership	MC 2013-02	Applicable
2. Certificate of Philippine Registry	MC 2013-02	Applicable
3. Bay & River License/ Coastwise License	Mc No. 110	Applicable
4. Tonnage Measurement Certificate	MC SR 2021-01	Applicable
5. Load Marking Certificate	MC 2015-06	Applicable
6. Safe Manning Certificate and Crew List	MC MS 2020-03	Applicable
7. Cargo Ship Safety Certificate	MC MS 2023-01	Applicable
8. Certificate of Public Convenience and Decision/ Special Permit/ Provisional Authority	RA 9295	Applicable to boats/motorbancas for commercial use

II. CREW DOCUMENTS

REQUIRED CREW DOCUMENTS	REFERENCE	REMARKS
Domestic Certificate of Competency (DCOC) or Certificate of Competency (COC)	MC 2012-04	COC is acceptable as DCOC for same type of ships For Tankers: COC + BTOCT ³ and/or ATOTCO ⁴ (oil) and/or ATCTCO ⁵ (chemical); or BTLGTCO ⁶ and/or ATLGTCO ⁷ (Liquefied gas), as applicable"

³ Basic Training for Oil and Chemical Tanker

⁴ Advance Training for Oil Tanker Cargo Operations

⁵ Advance Training for Chemical Tanker Cargo Operations

⁶ Basic Training for Liquefied Gas Tanker Cargo Operations

⁷ Advance Training for Liquefied Gas Tanker Cargo Operations

		For Passenger ships: COC + Crowd & Crisis Management.
Seafarer's Record Book (SRB) / Seafarers Identification and Record Book (SIRB)	MC MD 2024-01	<ul style="list-style-type: none"> • Ships 35 GT and above • Fishing vessel 50 GT and above
Seafarer's Identification Book (SIB)	MC MD 2024-02	<ul style="list-style-type: none"> • Ships/boats below 35 GT • Fishing vessels below 50GT to 3GT • Fishing vessels below 50GT to 3GT • Except Fisherfolks
MARINA LICENSE ID Master Mariner Chief Mate Officer-In-Charge Navigational Watch (2 nd Mate or 3 rd Mate) Major Patron Minor Patron Boat Captain 3 Boat Captain 2 Boat Captain 1 Chief Engineer 2 nd Engineer Officer-In-Charge Engineering Watch (3 rd or 4 th Engineer) Marine Diesel Mechanic 2 Marine Diesel Mechanic 1 Motorman	MC-SC-2023-05 MC 2012-03 MC-SC-2023-05 MC 2012-03	500 GT and above below 500 GT below 250 GT below 100 GT below 35 GT below 15 GT 750 KW and above below 750 KW below 500 KW below 250 KW
Note: Corresponding licenses or certificate of competencies should be in conformity with the issued Safe Manning Certificate		

In transition of the full implementation of QR Code under the MARINA Blockchain-Enabled Automated Certification System (BEST), either original or certified true copy of ship documents listed above shall be retained onboard. In case of SRB, MARINA license ID / Certificate of Marine Profession (CMP) and other applicable documents of crew, original documents shall be onboard.


Further be advised that if the general impression/observation on board shows clear grounds for believing that the condition of the ship or its equipment does not correspond substantially with the particulars of the certificates or that the Master or crew is not familiar with essential shipboard procedures, a more detailed inspection should be carried out and/or the safety certificates shall be suspended until compliance.

Hence, all Masters, shipping companies and other concerned entities are directed to strictly observe the continuing safety and statutory compliance of their ship to avoid suspension or delay.

Enforcement units of MARINA and Philippine Coast Guard are hereby enjoined to enforce this Advisory.

This Advisory shall take effect immediately.

For strict compliance.


SONIA B. MALALUAN
Administrator