



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS
MARITIME INDUSTRY AUTHORITY
A Bonifacio Avenue corner 20th and Railroad Street,
South Harbor, Port Area, Manila

(Insert Date)

(Insert Name of Company)
(Insert Address)

SUBJECT : SPECIAL MANNING AUTHORIZATION

This refers to your letter dated [Insert Date of Application], requesting approval for the Special Manning Authorization for the vessel MV "[Insert Vessel Name]", [Insert Type of Vessel], with Official Number [Insert Official Number], Gross Tonnage (GT) of [Insert GT] and Engine Propulsion Power [Insert Main Engine KW], as follows:

Trading Area / Route

- **From:** [Port of Origin]
- **To:** [Port of Destination]
- **Trading Area:** [Domestic]
- **Type of Operation:** [e.g., Domestic Trade / Special Voyage / Delivery]
- **Specific Period:** [Insert specific dates]
- **Purpose:** Provide a brief description of the reason for the special manning request.

Manning Complement

Deck Department			Engine Department		
Capacity	Competence	Number	Capacity	Competence	Number
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
TOTAL			TOTAL		
Others (as applicable):					

Relative thereto, this Office interposes **no objection** to the request, provided that the safety of the vessel are ensured, including but not limited to the following conditions:

1. This authorization is **valid only** for the specified purpose, period, and voyage/area as indicated above.
2. All crew members shall hold valid and appropriate licenses (if applicable) or certificates in accordance with applicable regulations.
3. The vessel shall not deviate from the authorized route or extend the voyage beyond the approved specific period.
4. This authorization does not exempt the vessel from complying with other applicable maritime safety, environmental, and labor regulations.
5. A copy of this authorization must be carried onboard and made available for inspection when required.
6. Any changes to this authorization must be requested in writing and approved prior to implementation.

Issued this () day of (), at ()

Please be guided accordingly.

Very truly yours,

[Insert OIC/Director Name]
OIC/Regional Director