



PANAMA MARITIME AUTHORITY
MERCHANT MARINE CIRCULAR MMC-206

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To: **Ship-owners/Operators, Company Security Officers, Legal Representatives of Panamanian Flagged Vessels, Panamanian Merchant Marine Consulates and Recognized Organizations (ROs).**

Subject: **Recognition of Company Security Officers (CSO)**

References: . SOLAS 74/78 Chapter XI-2 Reg. 4
 . ISPS Code, Part A, Sections 9.4.14, 11, 12.2.5, 13.1, 13.5
 . ISPS Code, Part B, Sections 8, 9, 13.1, 13.7
 . Merchant Marine Circular N° 124, 125
 . Merchant Marine Circular N° 228

1. The purpose of this Circular is to update the responsibilities of the Company Security Officer (CSO) like a person designated by the Company to ensure that a Ships Security Assessment (SSA) is carried out; that a Ship Security Plan (SSP) is developed and submitted for approval, thereafter implemented and maintained, and liaison with Port Facility Security Officer (PFSO) and the Ship Security Officer (SSO).
2. This Administration urges the Company Security Officers (CSO's) of the Panamanian vessels transiting high-risk areas developing procedures to prepare crews for the contingency of their vessels being hijacked when transiting in high risk areas ([MSC.1/Circ.1390](#)).
3. All the Company Security Officers (CSO) recognized by this Administration have to perform the duties and responsibilities as detailed in Part A, Section 11 and the relevant provisions of Part B, Sections 8, 9 and 13 of the ISPS Code.
4. The CSO shall ensure that each vessel he or she is responsible for has appointed a trained and qualified SSO.
5. All the Company Security Officers (CSO's) of the Panamanian vessels transiting high-risk areas are hereby requested to maintain a wide communication with the Panama Maritime Authority and to liaise with the International Contact Centers according to the current and most updated BMP version (**MMC 208**), and raise their Security Level according to the Ship Security Plan.
6. **Starting from the September 1st, 2017 the CSO Endorsement online application will be available on the Following website link:** <http://certificates.amp.gob.pa/certificates> . After that date, the CSO Application will not be longer received by e-mail and only will be received through the

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aforementioned Website. We recommend using Google Chrome, Mozilla Firefox, Opera and Safari to get access in the online platform.

The information submitted by the online application through the above mentioned website link, should be completely accurate in order to avoid mistake(s) of the information transferred to the CSO.

For further details about the use of the online application, an user manual can be found at the website link <http://certificates.amp.gob.pa/certificates> by click on the button marked as “User Manual”. In case of any technical issue when using the online application, feel free to contact us to the e-mail address: isps@amp.gob.pa or to any of the Segumar offices worldwide; the contact details of Segumar offices can be found at the MMC-242

The Company Security Officer (CSO) according to the Section 13.1 Part A and the Guidance Recommended given in the Section 13.1 Part B of the ISPS Code has to complete an appropriate training and submit to this Administration through the Maritime Ships Security Department the Declaration of CSO with the following documents:

- Declaration of CSO duly signed and stamped by Management Company (**APPLICATION FORM**)
 - DOC (Document of Compliance), with copy of annual endorsement if it has taken place
 - Certificate of training IMO model course 3.20 issued in a training center for CSO principal and Alternative CSO (if apply).
 - Letter Head of experience signed and stamped where the CSO Principal / Alternative CSO worked as such (only if the course has more than 5 years of having been issued).
 - Any other necessary document to corroborate the information reflected in the CSO Declaration Form.

Once the requirements are met, they shall be submitted to the following email address: isps@amp.gob.pa + (507) 501-5085, or through any of the SEGUMAR offices worldwide according to the Merchant Marine Circular 242.

7. If the information reflected in the ISSC and CSR Certificates does not match with the DOC presented to the Recognition of the CSO the Shipowners/Operators, Company Security Officers, Legal Representatives of Panamanian Flagged Vessels, need to amend those Certificates as soon as possible to avoid any PSC detention.

8. From November 1, 2014 only the Application Form for CSO endorsement (version: 01) will be accepted. All endorsements made before that date are totally valid.

March , 2017 – Modification of point 6

August, 2016 - *Modification in bullets of point 6 and modification of point 8.*

September, 2014 – *Modification of points 6 and 8 and replacement of hyperlink on point 6.*

May, 2013 – *New points 3 and 4*

March, 2012 – *Changes in bullets of point 4*

September, 2011 – *Complete revision of content and Form*

May, 2011 - *Change in Phone Number*

March, 2010

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Inquiries concerning the subject of this Circular or any request should be directed to:
Maritime Ships Security Department
Directorate General of Merchant Marine
Panama Maritime Authority
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