



# Technical Circular

No.: 145/2020

Date: 31<sup>st</sup> December 2020

## **Subject: Panama MMC-381 Reg. U.S. Pre-ports arrival checklist for Panama flagged vessels.**

1. Panama Maritime Administration with a view that ships under their registry can be within the US Coast Guard QUALSHIP 21 program, has implemented additional assessment requirements to decrease the detention numbers of vessels calling in the United States of America (U.S.) ports that may be subject to Port State Control (PSC) inspections.
2. For this, the Administration has enforced the implementation of the U. S. Pre-arrival Checklist to assist Ship-Owners, operators, technical managers, Designated Persons Ashore (DPA) and the vessel Master's to find weak items that can result as a ground for detention through PSC inspections by the U.S. Coast Guard.
3. The checklist is to be sent ninety-six hours (96hrs) before the vessel arrives to U.S ports, to the email address: [psc@amp.gob.pa](mailto:psc@amp.gob.pa). For voyages with lasts less than 96 hours (96hrs), the checklist must be sent at least twenty-four hours (24hrs) before arrival at port.
4. The use of the checklist is compulsory for all the Panamanian vessels prior to arrivals U.S. ports, and is to be signed by the vessel Masters and/or company Designated Persons Ashore (DPA). The omission of this requirement may lead to administrative sanctions for to the vessel Master, and/or Chief Engineer and/or to the vessel company as well.
5. If an extraordinariness issues, such as equipment failures or any others situations that cannot be resolve on board of the vessel immediately; Ship-Owners, operators, technical managers, DPA or vessel's Master, is to immediately coordinate the effective corrective actions, together with the vessel Recognized Organization (R.O.) and Segumar Offices. PSC Authority is to be informed at the same time.
6. Ship owners/ operators and masters of Panama flagged ships are advised to be guided by above.

**Enclosure:** Panama MMC-381



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. While we have taken utmost care to be as factual as possible, readers/ users are advised to verify the exact text and content of the Regulation from the original source/ issuing Authority.

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# Merchant Marine Circular

Panama Maritime Authority  
General Directorate of Merchant Marine  
Department of Control and Compliance

## MERCHANT MARINE CIRCULAR MMC-381

- To:** Ship-owners/Operators, Company Designated Person Ashore (DPA), Legal Representatives of Panamanian Flagged Vessels.
- Subject:** U.S. Pre-ports arrival checklist for Panama flagged vessels.
- Reference:** Law N°. 2 1980, SOLAS, Chapter I, Part B, Rule 11, A y C - USCG - Targeting of Foreign Vessels for Port State Control (PSC) Examination - Serial CVC-WI-021(1).

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1. The purpose of this Merchant Marine Circular is to implement additional assessment requirements to decrease the detention numbers of vessels calling in the United States of America (U.S) ports that may subject to Port State Control (PSC) inspections.
  2. As you are aware the Coast Guard implemented an initiative to identify high-quality ships and flags, and provide incentives to encourage quality operations. This initiative is called QUALSHIP 21, and through this initiative high-quality vessels should be recognized and rewarded for their commitment to safety and quality.
  3. As Administration one of our main objectives is to be part of the QUALSHIP 21 program and obtain the associated benefits to Panama Flagged vessels. For this reason, a checklist has drawn up ([see ANNEX](#)), to assist Ship-Owners, operators, technical managers, Designated Persons Ashore (DPA) and vessel Master's to find weak items that can results as a ground for detention through Port State Control Inspections by the U.S. Coast Guard.
  4. The checklist must be sent ninety-six hours (96hrs) before the vessel arrives to U.S ports, to the following email address: [psc@amp.gob.pa](mailto:psc@amp.gob.pa). For voyages with lasts less than 96 hours (96hrs), the checklist must be sent at least twenty-four hours (24hrs) before arrival at port.



# Merchant Marine Circular

The use of this checklist is compulsory for all the Panamanian vessels prior to arrivals U.S. ports, and shall be signed by the vessel Masters and/or company Designated Persons Ashore (DPA). The omission of this requirement may lead to administrative sanctions for to the vessel Master, and/or Chief Engineer and/or to the vessel company as well.

5. If an extraordinariness issues, such as equipment failures or any others situations that cannot be resolve on board of the vessel immediately; Ship-Owners, operators, technical managers, DPA or vessel's Master, shall immediately coordinate the effective corrective actions, together with the vessel Recognized Organization (R.O,) and Segumar Offices. At the same time, PSC Authority shall be informed as requested by regulation 11 "Maintenance of conditions after survey", SOLAS Chapter I.
6. For more details regarding the USCG PSC targeting process, please refer to USCG - Targeting of Foreign Vessels for Port State Control (PSC) Examination - Serial [CVC-WI-021\(1\)](#), enclosed to this document and the USCG PSC web page in the following link:

<https://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/Inspections-Compliance-CG-5PC-/Commercial-Vessel-Compliance/Foreign-Offshore-Compliance-Division/PortStateControl/R>

**June, 2020.**

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Inquiries concerning the subject of this Merchant Marine Circular or any other request should be directed to:

Navigation and Maritime Safety Department  
Directorate General of Merchant Marine  
Panama Maritime Authority

Phone: (507) 501-5033

E-mail: [psc@amp.gob.pa](mailto:psc@amp.gob.pa)

Website: <https://panamashipregistry.com/circulars/>

PanCanal Building  
Albrook, Panama City  
Republic of Panama  
Tel: (507) 501-5355  
E-mail: [mmc@amp.gob.pa](mailto:mmc@amp.gob.pa)

 Panama Ship Registry  
 @ShipPanama

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**PANAMA MARITIME AUTHORITY  
GENERAL DIRECTORATE OF MERCHANT MARINE**



U.S. Pre-ports arrival checklist for Panama flagged vessels.

Vessel Name \_\_\_\_\_ IMO Number \_\_\_\_\_  
 Previous port \_\_\_\_\_ Date of departure \_\_\_\_\_  
 Port of arrival \_\_\_\_\_ Date of arrival \_\_\_\_\_  
 Inoperative (out of service) equipment if any \_\_\_\_\_

1. Have your ship been detained in the last 12 months? yes\_\_\_\_ No\_\_\_\_\_
  
2. If the answer is yes, all the deficiencies have been rectified already? Yes \_\_\_\_ No \_\_\_\_
  
3. If the answer is no, please inform which elements are still pending and if require any authorization letter from our side.  
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 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
4. Has your ship any condition of Class? Yes\_\_\_\_ No\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
5. Are the following items working and maintained in the proper condition as per the applicable international regulations.

No.	Area	Items to check and verify before arrival at US ports	YES	NO	COMMENTS
1	Documentational check	Vessel certificates (on board and duly endorsed, Statement of Compliance for IMO DCS reporting, SEEMP PART II)			
2		Crew certificates (not expired and proper endorsements)			
3		ISM previous deficiencies and non-conformities have duly follow up and closed			
4		ISM non-conformities have been duly reported to the Company and Flag State			
5		ISM internal and external audits held as required and reports are available on board			
6		Risk assessments records are available			
7		Personnel onboard meet the requirements of MSMC			

8		Work and rest hours records updated as required			
9		CSO and DPA contact details are available			
10		Continuous Synopsis Record (CSR) updated			
11		Seafarers Employment Agreements (SEA) valid and signed by interested parties			
12		ISPS Security level set correctly as per Flag State and Port Authorities requirement			
No.	Area	Items to check and verify before arrival at US ports	YES	NO	COMMENTS
13		Log books of fire fighting equipment and Life saving appliances (LSA) updated			
14		Ballast water-the records duly updated			
15		Garbage record book duly updated			
16		Safety (fire, abandon, enclosed space, etc) and Security drills carried out and registered in log book			
17		Manuals (e.g. stability, SOPEP, damage control plan, etc.) available in latest version			
18		Fire protection system check	Fire detection, smoke detectors and heat detectors (no temporary covers), and the crew must be familiarized with the procedures and equipment for test		
19	Fire dampers, Mechanical Ventilations (working and in good condition)				
20	Fixed fire extinguishing system (CO2 fire detection system fully operational and connected)				
22	Fire doors not permanently locked, self-closing device in good order, Un-gastight due to worn packing, etc.				
23	Fire extinguishers (Adequate cylinder pressure, also those located in machine room spaces, service certificate expired)				
24	Fire main system, fire hoses and fire insulation valve				
25	Fire pump and its pipes (pressure on deck)				
26	Quick closing valves in good order, Remote control devices.				
27	Muster lists and Fire Plans (updated)				
28	All personnel familiar with signals, muster station and duties in case of emergencies				
29	Emergency escapes free of obstructions				
30	Life Saving Appliances check		Operational readiness of lifesaving appliances (engines, and davits and falls ready to use)		
31		Rescue boats and lifeboats are in good condition (Lifeboat windows have good visibility, steering, lights, compass, propeller protection, etc.)			
32		Lifejackets and immersion suits are in good condition, for the total number of crewmembers on board.			
33		Inflatable liferafts (hydraulic release unit, embarkation ladder, required lifeboat inventory as required, expired service period, etc.)			
34		Launching and recovery arrangements for survival craft (Wasted/Holed davit, defective winch brake)			
35	On deck verification	Gangway ladder and moorings (working and arranged properly)			
36		ISPS Access control procedures duly complied			
37		Outside decks (clean and well illuminated)			

38		Pilot transfer arrangements			
39		Garbage management			
40		Sanitary facilities			
41		Ventilators, air pipes, casings			
42		Weather tight doors			
43		Hatch covers			
44		Emergency source of power-Emergency Generator (unable to start automatically or manually)			
45		Emergency lighting, batteries and switches			
No.		Items to check and verify before arrival at US ports	YES	NO	COMMENTS
46		International shore connection and standard discharge connection			
47	Bridge check	Nautical Publications latest editions on board			
48		Lights, shapes and signals working properly and available			
49		Radio equipment, GMDSS, VHF/DSC, MF/HF, EPIRB, AIS, VDR, Radar Transponder, Echo sounder, Speed log, NAVTEX, MMSI number, etc.			
50		Voyage data recorder (VDR/S-VDR) and ship security alarm system (SSAS) operational, tested and not showing system error			
51		LRIT working satisfactorily (conformance test on board)			
52		Nautical charts and ECDIS updated (ECDIS was checked for last ENC updates, PPI cross checked in ECDIS, ECA entries positions cross checked, passage plan, etc.)			
53		Deck Logbook (duly updated and accurate, indicating the working language, entries for ECA (changeover), entries for sewage discharge, etc.)			
54	Engine Room check	Oil Record Book (duly updated and accurate)			
55		Steering gear			
56		Air pipes and ventilators			
57		Cleanliness of machinery spaces			
58		Oil water separator / oil filtering equipment (engine crew have to be able to test). If PSCOs discover unapproved modifications to the oily water separator piping system, criminal prosecution of the vessel and its crew by the U.S. Department of Justice may result.			
59		Jacketed piping system for high pressure fuel lines			
60		Oil Content Meter (engine crew have to be able to test)			
61		Avoid imprudent amount of bilge water, accumulation of oil, fuel leaks, oil soaked lagging in the engine room space.			
62		Alarm system of bilge high level			
63		Oil mist detector alarm			
64		Sewage treatment plant (no operative, blower defective, cleaning agents, etc.)			
65		Remotely operated shutoff valves (ROSOV)			
66		Inert Gas system (tankers only)			
67		Overboard discharge monitoring and control equipment ODME			

		(tankers only)			
68		Audio-visual alarms of high and high-high alarms (tankers only)			
69		Fixed gas detection system (tankers only)			
70	MLC	Sanitary			
71		Heating, air conditioning and ventilation			
71		Hospital, medical chest			
73		MLC Insurance certificates			
74		Personal protective equipments (PPE)			

6. This Administration invite to the companies and Masters, to report to the Flag State and to the Port Authorities in case have any pending, malfunctioning or missing items which require additional Verification; in case require a technical assistance from our side e.g. authorization letter from the Flag State please also inform. The main objective is to reduce the likelihood of Detention by PSC.

7. This checklist must be sent 96 hours before the arrival to the below contact information. The omission of this task may lead to administrative sanctions for the Master as well as for the company of the ship (the one appearing in the DOC Certificate). For trips that last less than 96 hours, said document must be sent at least 24 hours before arrival in port.

Contact Information:

- Port State Control Section (Panama Office) contact information:

e-mail address: [psc@amp.gob.pa](mailto:psc@amp.gob.pa)  
 Phone: +507-501-5094 / +507-501-5092

- Segumar Miami office contact Information:

e-mail address: [segumar.miami@segumar.com](mailto:segumar.miami@segumar.com)  
 Phone: +1-212-869-6440

Master Name: \_\_\_\_\_

Master Signature: \_\_\_\_\_

Date: \_\_\_\_\_

DPA Name: \_\_\_\_\_

DPA Signature: \_\_\_\_\_

E-mail address: \_\_\_\_\_

24/7 Phone contact: \_\_\_\_\_

Date: \_\_\_\_\_

Version 1.0 Last updated: \_\_\_\_\_



***Inquiries concerning the subject of this Circular or any other request should be directed to:  
 Navigation and Maritime Safety Department  
 Directorate General of Merchant Marine  
 Panama Maritime Authority  
[psc@amp.gob.pa](mailto:psc@amp.gob.pa)  
 Phone: (507) 501-5033***