

# Merchant Marine Circular

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

## **MERCHANT MARINE CIRCULAR MMC-346**

- To:** Masters, Ship-owners, Operators, Company Security Officers, Ship Security Officers, Panamanian Merchant Marine Consulates, Legal Representative of Panamanian Flagged Vessels, Recognized Organizations (RO's) and Recognized Security Organizations (RSO's) of Panamanian Flagged Vessels.
- Subject:** Amendments to the Ship Security Plans (SSP) for Recognized Security Organization (RSO) duly cancelled.
- Reference:** Law No. 38 June 4th, 1995 UNCLOS 1982.  
Resolution J.D. No. 026-2020 of February 27<sup>th</sup>, 2020.  
MMC-136 - Recognized Organizations authorized by the Republic of Panama.  
MMC-359 - Guidance for the implementation and certification of the ISPS Code.

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### **1. Purpose:**

The purpose of this Merchant Marine Circular is to inform all owners and operator companies that during the process of the last RO Code Audit, this Administration cancelled some Recognized Security Organizations (RSO's) responsible for the review and approval of the Ship Security Plan (SSP) for vessels of Panamanian Flag.

### **2. Scope:**

Due to the situation mentioned above, the Panama Maritime Authority authorized the Maritime Ships Security Department to receive, review and approve the amendments or modifications to the Ship Security Plans approved by Recognized Security Organizations, which have been sanctioned by the Panama Maritime Authority, with the total revocation of its authorization to render the services as Recognized Security Organization.

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3. This Administration will may approve the amendments relating to the following matters and it is only applicable for those Recognized Security Organizations that were cancelled on MMC-136.
  1. The CSO's identity and contact details
  2. SSAS procedures
  3. Procedures for reporting incidents
  4. Procedures for maintaining confidentiality of documents
  5. Procedures for controlling access to the ship
  6. Procedures for acknowledgement changes in security levels
  7. Measures on procedures at security level 2 and 3
  8. Frequency of security equipment testing
  9. Frequency on conducting drills and exercises
  10. Change of vessel name
  11. Change of owner or any contact details that affect the SSP
  12. All changes to an approved SSP related to the requirements of ISPS Code A/9.4.1 to A/9.4.18 shall be reviewed and approved.
  13. Any other not specified in the previous list.
4. The review and approval of the amendment of the Ship Security Plan, should not be considered of declaration of full compliance and/or the ensure certification in accordance with the applicable requirements. Verification of implementation of the requirements at the intervals established in accordance with ISPS Code Part A, and Chapter XI-2 of SOLAS 1974, as amended and provisions of SSP shall be performed onboard the subject vessel.
5. **Starting September 1, 2025**, the online application for Ships Security Plan Amendments will be available at the following website link: <https://ecertificatespanama.amp.gob.pa>. You must register to access, as well as to download the User Manual.
6. The following documents should be submitted, through the new website link:
  1. Document of Compliance (DOC)
  2. Safety Management Certificate (SMC)
  3. Ship Security Plan and Approval Letter
  4. The modified pages on the SSP and the Amendments index sheet
  5. Evidence of the amendment(s) requested (if apply)
  6. Official payment receipt of USD500.00



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7. Upon receiving the online application, the Maritime Ships Security Department will review and evaluate the Amendment request and will issue the Amendment Approval letter to the Company's operator.
8. In those cases, that the operating companies prefer that their Ship Security Plans are approved by another Recognized Security Organization authorized, they can do it without previous authorization of this flag.
9. On paragraph 5 of the MMC-136 the Panama Maritime Authority listed several RSO's responsible for the Review and Approval of the Ship Security Plans (SSP) authorized by this Administration.

## 10. FEES

- a. According to the Resolution J.D. No. 026-2020 dated February 27, 2020 the following fee is established:

Evaluation and approval of amendments to the Ship Security Plan for Panamanian flag vessels with a SSP approved by any Recognized Security Organizations, which have been sanctioned by the Panama Maritime Authority, with the total revocation of its authorization to render the services as Recognized Security Organization:

FEES	USD500.00
(no handling fee is applicable)	

11. All payments can be made at the Panama Maritime Authority offices or at any Panama Merchant Marine Consulate. For bank wires follow the instructions given in the MMC-219 and MMC-324.

**August 2025** – Modification on paragraph 5 and 6.

**March, 2025** – Change in Reference and paragraph 3, 9 and 11.

**October, 2022** – Modification of paragraph 10 a) and paragraph 11.

**January, 2021** – Modification of paragraphs 3 point 13, paragraphs 4, 5 and 10a.

**July, 2020** - Change in Reference and in paragraph 8.1

**June, 2020** – Change of PMA telephone numbers.

**November, 2017** – Change of email address.

**February, 2017** – New Circular



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

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