



## CIRCULAR MCO – 005-2020

**DATE:** NOVEMBER 17<sup>TH</sup>, 2020  
**FROM:** MCO HEAD OFFICE – TECHNICAL DEPARTMENT  
**TO:** SURVEYORS / MANagements/OWNERS/OPERATORS  
**SUBJECT:** REMOTE SURVEYS PROCEDURES MANUAL

Dear All:

PMA Authority have issued MMC-382 regarding Panama Policy on Remote Surveys and Remote Inspection Techniques and MMN 007-2020 regarding COVID-19 Request for Postponement-Extension of Statutory Certification and Services, both attached to this Circular and we kindly ask you to carefully and thoroughly read it.

### **Key points to observe on MMC-382 Remote Panama Policy on Remote Surveys and Remote Inspection Techniques are:**

Human life safety is the key factor for the shipping industry and their exposure to risks is an aspect to considering during surveys; similarly, minimizing disruptions during loading and unloading operations, and their associated risks is one of the commitments of this administration.

Remote Surveys applies for the following surveys:

1. ISM/ISPS and MLC, rectification of Non-Conformities or remarks,
2. Statutory rectification of deficiencies or remarks,
3. Occasional Underwater Surveys
4. Radio Surveys which have been attended by a radio technician subcontracted by the RO as service supplier or an exclusive radio surveyor.

Remote surveys not listed above, will be evaluated on a case by case basis by PMA Administration.

Remote surveys shall be reported to the PMA Administration.

### **Key points to observe on MMN007-2020 COVID-19 Request for Postponement- Extension of Statutory Certification and Services are:**

All statutory certificates extensions for the maximum period of three (3) months according to Conventions shall be requested on a case by case basis to PMA Administration since August 2020.

The Postponement/ extension of the inspection of the outside ships bottom will continue to be processed on a case by case basis by PMA Administration

For equipment services extensions required beyond three (3) months period will be granted on a case by case basis by PMA Administration.

Remote surveys may be allowed after evaluating the scope intended to cover, and on a case by case basis by PMA Administration due to exceptional circumstances of COVID-19.

Taking both Merchant Marine Circular/ Notice in consideration, MCO RO have submitted our **Remote Surveys Procedures Manual** to PMA Administration. In order to provide implementation requirements and application procedures from MCO for remote surveys based on relevant survey requirement of MCO Rules for Classification and Statutory Surveys regulations.

Our guidelines apply to the following surveys:

1. Damage and repair (minor hull damage, equipment and machinery damage, equipment replacement).
2. Elimination of class conditions
3. Extension Surveys
4. Machinery continuous surveys, change of owner or name of vessel
5. Closing of audit findings (Safety Management audits, ISPS verifications, MLS Audits).

Notwithstanding the above,

6. Whether or not it is possible to do a remote survey for projects such as damage and repair still requires MCO to evaluate and assess on individual cases,
7. For surveys that may involve statutory requirements, the feasibility of remote surveys is subjected to the instructions of PMA Administration
8. The annual survey and above scope generally cannot be carried out remotely.
9. If another kind of remote survey is requested will be evaluated on a case by case basis whether it is feasible.

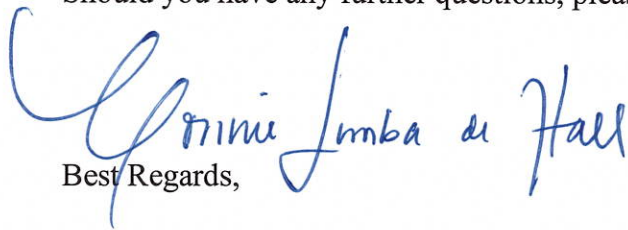
The same reports used for the current surveys shall be filled and in place of survey it shall be filled as "Remote Survey".

The process and conclusion of remote survey are to be recorded in the ship log upon completion of survey, and the applicant is to provide "required electronic documents" to the Survey Instructions.

After the surveyor verifies that the applicable documents provided by the applicant are correct and valid, relevant certificates and/ or reports are to be issued/endorsed according to MCO requirements and procedures instructions.

We sincerely hope and trust, that we can count with your kind cooperation for the above.

Should you have any further questions, please do not hesitate to contact us.

Handwritten signature in blue ink that reads "Connie Lomba de Hall".

Best Regards,

**Eng. Connie J. Lomba de Hall**

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