



CIRCULAR MCO – 018/2018

DATE: 05-09-2018
FROM: MCO HEAD OFFICE – TECHNICAL DEPARTMENT
TO: OWNERS /MANAGEMENTS/SURVEYORS.
SUBJECT: *MLC CERTIFICATION PROCEDURES*
REFERENCE:

- a. **SEGUMAR CIRCULAR MMC-369- Maritime Labour Convention, 2006 (MLC, 2006), Certification Process- MLC, 2006**

Dear All:

That through Executive Decree No. 86 of February 22, 2013, the National Legislation on the Maritime Labour Convention, MLC, 2006 of the International Labour Organization (ILO) was adopted and extensively discussed in tripartite sessions where representatives of seafarers, shipowners and the Panama Maritime Authority participated.

The purpose of this circular is to inform users of the Panamanian registry that from March 11, 2013, the International Technical Office of Segumar Panama shall issue at no cost, the Declaration of Maritime Labour Compliance, Part I, (DMLC Part I) in electronic format where the national regulations required to certificate the vessel in accordance to the guidelines of the Maritime Labour Convention, 2006 (MLC, 2006), are regulated.

DMLC PART I

- The DMLC Part I should only be requested when the vessel is going to start the inspection process in accordance with Regulation 5.1.3 and Standard A5.1.3 of the MLC. (**Initial and Renewal Survey**)

*** It is important to request the DMLC part I before the inspection process start.**

- If the vessel is going to make a single voyage, the shipowner, operator, RO or legal representative must request authorization for such purposes and attach a copy of the two valid financial securities according to the requirements of the Circulars MMC 336 and MMC 352.
- DMLC Part I. If a vessel maintains a current DMLC Part I and change the name of the vessel, change shipowner, change operator, change RO or change GT needs the reissue of the DMLC Part I, the interested party has to send to the account mlc@segumar.com the maritime labor certificate, a copy of the DOC, the DMLC Part II and the financial securities to cancel the existing DMLC Part I indicating the circumstances for which the DMLC Part I needs to be reissued.

The Maritime Labour Section of the Segumar Office will evaluate each case and issue the necessary authorization.

- If the **address of the operator or shipowner changes**, they must coordinate with the RO the update of the DMLC Part II and the maritime labour certificate. The DMLC Part I remains the same.

DMLC PART II

- Once the DMLC Part I is issued, the shipowner shall complete the Declaration of Maritime Labour Compliance Part II (DMLC-Part II), indicating the actions taken in order to ensure permanent compliance with the national requirements during the periods between surveys, as well as the measures proposed for guaranteeing continuous improvement of the aspects subject to survey.
- That a **recognized organization (RO)** authorized by the Panama Maritime Authority, shall endorse the Declaration of Maritime Labour Compliance Part II (DMLC-Part II), once the full **initial and renewal** inspection has ended in accordance to the requirements of the MLC, 2006; and shall proceed to issue the Maritime Labour Certificate valid for five (5) years from the date of completion of the inspection on which this certificate is based, in accordance to the MLC, 2006.
- If the **address of the operator or shipowner changes**, they must coordinate with the RO the update of the DMLC Part II and the maritime labour certificate. The DMLC Part I remains the same.

INITIAL INSPECTION

- The interim maritime labour certificate may be issue for a period not exceeding six months (A5.1.3.6/ A5.1.3.8 of the MLC).
- In case that the interim certificate expired, is not possible to issue an extension. The RO should request for authorization to mlc@segumar.com to issue a conditional certificate (not allowed to short term), taking into consideration the Paragraph 8 of the MMC 156. A DMLC (Part I and II) need not be issue for the period of validity of the interim certificate (A5.1.3.8).

INTERMEDIATE SURVEY

- Intermediate Surveys: **A change of RO would not affect the validity of already issued certificates.** Each intermediate survey must use as reference the date of the initial survey whether the vessel change or not of RO. In case of change from RO to another then the new Full Term certificate will be issue with the same validity of the previous MLC Full Term.
- For the intermediate inspection, do not need change the DMLC Part I and II. The DMLC (Part I and II) does not carry endorsement in the intermediate inspection. The maritime labor certificate must be endorsed at the end of the intermediate inspection according to the Standard A5.1.3 of the MLC.
- When authorization is required to revalidate the maritime labor certificate, the request shall be made directly by the RO that issue the maritime labour certificate by e-mail to mlc@segumar.com, indicating the reasons for not carry out the intermediate inspection (Standard A5.1.3.2) on the date indicated and should attach the maritime labor certificate in force.

ADDITIONAL INSPECTIONS

- The RO's should request authorization from mlc@segumar.com to carry out the additional inspection regarding to the MLC. To issue the authorization letter the report of the Annual Safety Inspection, Port State Control and/or Recognized Organization should verify by the MLC Section.

RENEWAL SURVEY

- Renewal period start 3 month before **No Short Term or Interim Certificate** will be issue during the Renewal survey. Inspection must be carry out reissuing DMLC Part II and Reports. Please notice that the DMLC Part I must be reissued before the Renewal Survey
- When the **renewal inspection cannot be carry out within the corresponding period**, the RO, may request an authorization to mlc@segumar.com to issue a **conditional certificate** and should sent a copy of the maritime labour certificate also at the same time you must request the **DMLC Part I before carry of the Renewal survey**. This Conditional will have a validity of 1 month, during this period, the DMLC Part I, reports, DMLC Part II and supporting documents must be send to MCO Head office immediately in order to issue the Full term
- When the shipowner or operator intend to carry out the renewal in advance of the maritime labour inspection without change or transfer Class or RO. The Class or RO it is obliged to report the certificate to this administration as per our MMC 159.

When the shipowner or operator intend to carry out the renewal in advance of the maritime labour inspection, and the change or transfer from Class or RO will take place and the procedures established in our MMC 309 regarding Procedures for Transfer of Statutory and Class Certification should be followed. In both cases, it will not be necessary to request authorization for this Administration.

Best Regards,

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