



## ***MARITIME TRAINING DEPARTMENT***

### ***Requirements for Recognition of National and International Maritime Training Centers***

*The General Directorate for Seafarers, through the Maritime Training Department, has the responsibility to authorize, supervise, the Maritime Training Programs recognized by the Panama Maritime Authority. For this matter the MTD has established recognition requirements in accordance with the STCW 1978, amended Convention, specifically Regulation I/6 and Section A-I/6 which establishes that "all training and assessment for seafarers as required under the Convention, are administrated, supervised, and monitored in accordance with the provisions of Section A-I/6 of the STCW Code." At the same time all the training and evaluation activities must be supervised and verified under a standard quality system in accordance with Regulation I/8 and Section A-I/8.*

***To obtain Panama Maritime Authority's recognition (or renovation) for Maritime Training Programs, the Training Center must submit through his Panamanian Lawyer to the Maritime Training Department the following documentation:***

#### ***1) Legal Formalities:***

- a. Power of Attorney granted to a **Panamanian lawyer**, dully legalized by apostille or by a Panamanian Consulate and translated to Spanish.
- b. The application must be made through a formal note (including the courses list) addressed to the General Directorate for Seafarers, plus eight USD in stamps o postage machine, according Law No. 8, 2010.
- c. Payment of 400.00 USD, in concept of evaluation of training programs.

#### ***2) Documentation (This documentation must be presented in CD format):***

- a. Complete developed manuals for the training programs that the center wishes to recognize. This must include: framework, complete outline, timetables, and detailed teaching syllabus, as per **IMO Model Courses**.
- b. Complete resume of the Instructors assigned for each training course. This resume must include copies of the following: Certificates of Competency, IMO Model Course 6.09 – Training Course for Instructors, credentials, diplomas and any other documentation that sustains the proper training and qualifications of the Instructors to provided Maritime Training Courses as per Regulation I/6 and Section A-I/6 of the STCW Convention and Code.



- c. If the training course includes the use of simulators (ARPA, RADAR, ECDIS, AIS, GMDSS, and others as applicable) the Instructors must provide prove of having the proper training and practical experience in the use of training simulators.
- e. Format of the certificate issued by the training center when the participant completes and approves the training program.
- f. Copy of the Quality Assurance Certificate.
- g. Copy of the Quality Manual and Procedures.
- h. Photos or video of the facilities and equipments of the center.

3) ***Notice to Maritime Training Centers who have been granted with Panama Maritime Authority's Recognition:***

- a. Maritime Training Centers recognized by the Panama Maritime Authority are subject to follow-up audits and inspections. The travel expenses for these activities are to be covered by the Maritime Training Center.
- b. Maritime Training Centers recognized by the Panama Maritime Authority must be up dated with all circulars that are published in the Panama Maritime Authority's web page: [www.amp.gob.pa](http://www.amp.gob.pa)
- c. The Maritime Training Centers must be abreast of the publications (circular) that the General Directorate for Seafarers realizes, through the ***Maritime Training Department*** by our web page [www.amp.gob.pa](http://www.amp.gob.pa) with the following Link (General Directorate for Seafarers). **(Applicable for National and International Maritime Training Centers).**
- d. When the Maritime Training Center, wishes to add or include new courses after been certified they must comply with the Article Fifth, of the Resolution ADM-105-2008 of September 19th, 2008, as well as completing the whole process of audit for those courses.