REQUIREMENTS FOR APPLYING FOR AN OPERATION'S LICENCE

SERVICE: CLEANING OF TANKS OR ANOTHER COMPARTMENT OF THE SHIPS
CLUSTER: WASTE MANAGEMENT AND FUMIGATION

DESCRIPTION: This service consists in the interior cleaning of the cargo tanks and other compartments containing petroleum products in the warehouse, for example: the mixture of crude oil, waste storage to reduce corrosion, salt water and the percentage of oxygen pollutants, among others.

PROCEDURE PROCESS: Notarized Special Power of Attorney, formal application and other documents requested shall be filled to the Directorate General of Ports and Ancillary Maritime Industries, Concessions Department, located at the headquarters of the Panama Maritime Authority in Diablo Heights, Demetrio Porras Street.

APPLICATION MUST BE FILED WITH THE FOLLOWING DOCUMENTS:

Note: In case of being a natural person, the application may be submitted by the applicant itself, and if it is a legal entity, it will be presented by a suitable attorney.

1. Notarized Special Power of Attorney, which shall include: telephone number, address, and e-mail of holder of the Power of Attorney. Same must be signed by grantor of Power of Attorney and by holder of Power of Attorney, in compliance with requirements set forth under the Judicial Code of the Republic of Panama (Section 627).
2. Memorial addressed to the General Director of Ports and Auxiliary Maritime Industries(Article 9 of the Resolution No. 011-2019 issued by the Board of Directors of the Panama Maritime Authority) requesting the Operation License and containing the following information:
   - General Data:
     - ✓ General Data of authorized representative: full name, I.D. card number, address, telephone numbers, P.O. Box, and e-mail.
     - ✓ General Data of company: Company name, address, telephone numbers, provide the R.U.C. number duly registered at the Directorate General of Internal Revenue, P.O. Box,

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and e-mail.

- Purpose of the operation's license.
- Description of all activities to be carried out.
- Detail all maritime and port areas where the service is to be rendered.
- Complete description of the treatment that will be given to such compounds.
- Value of the investment that the interested party makes or proposes to make.

3. Simple copy of I.D. Card or passport of authorized representative and of holder of Special Power of Attorney.
4. Original valid certificate, issued by the Public Registry, stating: legal representative, directors, dignitaries and authorized capital of the company.
5. Copy of the commercial license or operation notice issued by the Ministry of Commerce and Industries (MICI).
6. Certification of the Social Security as a registered employer in the system.
7. Copy of background and certificates that certify the expertise and experience of the technical staff that will supervise and execute these activities.
    1. List of staff and position held.
    2. Copy of valid personal identification card
    3. Copy of the suitability certificate of the technical responsible.
8. Photographs and description of the security equipment and facilities that are available for the provision of the service (helmet, safety glasses, gloves, safety harness, vest, etc.).
9. Photographs of tools, equipment and work machineries.
10. Copy of maintenance record of equipment and work machinery.
11. Contingency and emergency plan of the company in case of accident and / or incident.
12. Certification of staff training in the following topics:
    1. Works in confined space
    2. Handling of dangerous goods.
    3. Handling of auto content equipment.
    4. Basic first aid
    5. Safe work procedures
13. Updated copy of the company's contingency plan in case of contamination events. This plan must comply with the technical evaluation and approval by the Department of Pollution Prevention and

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Control of the Panama Maritime Authority.
(See: https://amp.gob.pa/wp-content/uploads/2019/04/Componentes-para-Evaluacion-de-planes-de-contingencia.pdf)

14. Updated copy of the waste management plan. This plan must comply with the technical evaluation and approval by the Department of Pollution Prevention and Control of the Panama Maritime Authority.
(See: https://amp.gob.pa/wp-content/uploads/2019/04/Componentes-para-la-Evaluación-de-los-Planes-de-Gestión-de-Desechos-y-Re...-1.pdf)
15. Authenticated copy of the Safety certification issued by the Benemérito Fire Department of Panama; Application of norms, codes and guides of the NFPA (National Fire Protection Association).
16. Authenticated copy of the written record of compliance with the Health Standards by the Ministry of Health.

- **IMPORTANT NOTE:**
  - The Company shall also file a compliance bond and a civil liability policy and pollution policy and / or oil spill in compliance with Resolution No. 011-2019 issued by the Board of Directors of the Panama Maritime Authority.
  - The Company shall have a physical location duly marked and identified where its office headquarters are located. (Same may not be a family residence).
  - In compliance with Resolution No. 013-2005 dated July 26th, 2005 issued by the Board of Directors of the Panama Maritime Authority, the company must make a fee inspection payment, as a fee set forth by the Department of Pollution Prevention and Control of the Panama Maritime Authority when it's requested.
  - The company must make a single fee inspection payment, as a fee set forth for each type of maritime ancillary service, in compliance with Resolution No. 011-2019 dated March 27th, 2019 issued by the Board of Directors of the Panama Maritime Authority, and published in the Official Gazette No. 28763-A, dated April 29th, 2019.
  - The Company shall file activity statistics within the first ten (10) days on a monthly basis in accordance with Chapter V, Article 19, paragraph 10 of the Resolution No. 011-2019 issued by the Board of Directors of the Panama Maritime Authority; said statistics shall be sent to

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the following e-mails: amp.estadistica@amp.gob.pa and concesiones@amp.gob.pa.

- Comply with the technical field evaluation in compliance with resolution MEPC.83 (44) of the International Maritime Organization (IMO), MARPOL and all its updates.
- Comply with the on-site technical evaluation made by the Port Safety and Hygiene Section. Same consists of visiting the site where the company is located and where it carries out its operations, in order to verify compliance with occupational industrial safety standards.
- To keep the Port Safety and Hygiene Section informed of any incident or accident which occurs in the facilities, at the following numbers: 501-5153 or 501-4244, and to the following e-mail: shpdop@amp.gob.pa, pursuant the Port Safety and Hygiene Rules and Regulations, Panama Maritime Authority. Title II: Organization and powers of Port Safety and Hygiene, Section 7: The Port Safety and Hygiene personnel shall investigate all accidents which occur in all ports, whether they cause injuries to workers or not, especially those which are more serious and more frequent, and the Office of the Director of Operations must be informed thereof. (be taken to mean Port Operations Department, telephone 501-5148, email operaport@amp.gob.pa)

RATE: B/. 1,000.00 annual per authorized company.

For additional information or consultation, contact the Department of Concessions at 501-5122 / 501-5123.

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