



REQUIREMENTS FOR APPLYING FOR AN OPERATION'S LICENCE

SERVICE: SUPPLY OF ANHYDROUS AMMONIA THROUGH LAND EQUIPMENT
CLUSTER: SUPPLY

DESCRIPTION: It is the pumping of and the delivery of a chemical known as category No. 2-6-8, International Maritime Dangerous Goods Code, applicable to all maritime ancillary industries and the handling thereof. This maneuver is carried out through land equipment to vessels or port facilities, by pumping and delivery through pressure hoses or gas tanks (cylinder, line, pipe, decanter, or gallon).

PROCEDURE PROCESS: Notarized Special Power of Attorney, formal application and all other documents as requested, shall be filed with the Directorate General of Ports and Maritime Ancillary Industries, Concessions Department, located at the headquarters of the Panama Maritime Authority, 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, R.U.C. number

Authorization: 

Date: 11/6/19

duly registered at the Directorate General of Internal Revenue, P.O. Box, and e-mail.

- Purpose of the operation's license.
 - Description of all activities to be carried out.
 - Detail of all maritime and port areas where the service is to be rendered.
 - Value of the investment which interested party is engaging in or intends to engage in.
 - List of all workers who work in the company, and the tasks to be carried out by each one.
3. Simple copy of I.D. Card or passport of authorized representative and of holder of Special Power of Attorney.
 4. Original and current certificate issued by the Office of the Recorder of Deeds, which shows the following: authorized representative, directors, officers, and corporate authorized capital stock.
 5. Copy of commercial license issued by the Ministry of Commerce and Industries (MICI).
 6. Certificate issued by the Social Security, certifying that employer is registered in the system.
 7. Copy of concession contract agreement entered into with the Concessions Department (when it applies to a land station).
 8. Copy of history and certificates which evidence expertise and experience of technical personnel which shall supervise and execute these activities.
 1. List of all personnel and their positions.
 2. Copy of personal identification card number or of passport of all personnel.
 3. All drivers of tank trucks shall have a driver's license type H, for transporting dangerous goods.
 4. Suitability of company technical personnel and professionals.
 9. Contingency Plan, pursuant minimum requirements as set forth by the Port Pollution Prevention and Control Department.

(Please see <https://amp.gob.pa/wp-content/uploads/2019/04/Componentes-para-Evaluacion-de-planes-de-contingencia.pdf>).
 10. Photographs and description of all safety equipment and facilities they have available for rendering of the service, such as: gas-tight chemical protective suit, together with self-contained breathing apparatus, and including against liquid chemical products, gases, aerosols, helmets, safety goggles, safety harness, vests, etc., and same shall be required to be worn during transportation and operations thereof.
 11. Photographs of work tools, equipment, and machinery.

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Date: _____

CONCESSIONS DEPARTMENT

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12. General description of specifications of tank trucks or tank delivery trucks which they shall use, in order to transport the chemical, attaching photographs thereof.
13. Copy of vehicle registration for each equipment.
14. In the event of land equipment which is not owned by the company, must provide evidence of contract entered into by company and carrier.
15. Letter making clear when no transfer is made.
16. True and authentic copy of written evidence from the Ministry of Health, on compliance with Health Standards.
17. Copy of Resolution which approves the Environmental Impact Study or of the Environmental Conformity and Management Plan, issued by the Ministry of the Environment of Panama for this type of activity or operation. .(Exempted here from are all authorizations which certify that said studies are not required)
18. Copy of the Environmental Impact Study or of the Environmental Conformity and Management Plan, issued by the Ministry of the Environment of Panama for this type of activity or operation.(If applies)
19. Copy of company of waste and residue management plan, pursuant minimum requirements as set forth by the Port Pollution Prevention and Control Department.
(Please see <https://amp.gob.pa/wp-content/uploads/2019/04/Componentes-para-la-Evaluaci%C3%B3n-de-los-Planes-de-Gesti%C3%B3n-de-Desechos-y-Re...-1.pdf>) (if applies).
20. Company emergency plan. Must include contact numbers of the Port Safety and Health Section: 501-5153 or 501-4244, and the following e-mail: shpdop@amp.gob.pa; and all contact numbers of the Pollution Prevention and Control Department: (507) 501-5155/5406; Chiriquí: (507) 721-3744; and Colón: (507) 475 – 0000.
21. Company Operation's Manual, with appropriate seal and signature of approval by a certified company.
22. List of land/vessel safety verification, provided the company carries out the dispatch of the product to vessels.
23. Technical Card of manufacturer of hose and line systems, used for the transfer of the chemical to the vessel, provided the company carries out these types of operations.
24. Certificate of and hydrostatic tests made on hoses used for the transfer of the chemical, provided the company carries out discharges therewith.
25. Compliance with Chapter VII, Transit and Land Transportation Rules and Regulations, Executive

Authorization: 

Date: 11/6/19

CONCESSIONS DEPARTMENT

Balboa, Ancón. Diablo Heights, Bldg. Nº3. P.O. Box 0843-00533, Phone 501-5122.

Decree No. 640, dated December 27th, 2006.

• **IMPORTANT NOTICE:**

- The Company shall also file a compliance bond and a civil responsibility insurance, 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).
- 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.
- Comply with on-site technical evaluation made by the Port Pollution Prevention and Control Department. Same consists on visiting the site where the company is located, in order to evaluate minimum contingency equipment in order to provide a first response because of an incident of pollution of fuel oil within its contingency plan. Also, maintenance plans for each terminal shall be verified.
- 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 the following e-mails: amp.estadistica@amp.gob.pa and concesiones@amp.gob.pa.
- 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.
- Each transfer operation movement of said product in any maritime facilities shall be notified through a letter, as same shall be supervised by authorized personnel of the Panama Maritime Authority, for purposes of controlling safety of human life, the environment, the maritime environment, and receiving facilities.
- Must comply with all safety standards and all guidelines as set forth in every delivery center. All loading and unloading maneuvers and parking of vehicles within the port areas, thus carrying out the operation in safe zones authorized by the Panama Maritime Authority.

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Date: 11/6/19

CONCESSIONS DEPARTMENT

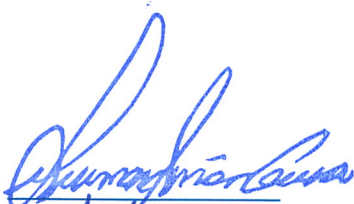
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- Must comply with all requirements and controls on protection issues in port facilities where they shall be operating, regarding the levels of protection in the system of access, watch, restrictive zones, etc., for purposes of preventing any incident or risk which affects protection in general, based on the International Ship and Port Facility Security Code – ISPS Code.
- To keep the Port Safety and Health Section informed of any incident or accident which may occur in the installations, by calling the following telephone numbers, 501-5153 o 501-4244, and to the following email: shpdop@amp.gob.pa, in compliance of the Port Safety and Hygiene Rules and Regulations of the Panama Maritime Authority, **Title II:** Organization and powers of Port Safety and Hygiene, **Section 7:** The Port Safety and Hygiene unit shall investigate all accidents in ports, whether cause injuries to employees or not, especially those which are more severe and frequent, informing immediately the Office of the Director of Operations. (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 any additional information or questions, please contact the Concessions Department at the following telephone numbers: 501-5122 / 501-5123.

Authorization:



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11/14/19.

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