



PANAMA MARITIME AUTHORITY
DIRECTORATE GENERAL OF PORTS AND MARITIME ANCILLARY INDUSTRIES
CONCESSIONS DEPARTMENT

F-16
(DMA)
V.06



REQUIREMENTS FOR APPLYING FOR AN OPERATION'S LICENCE

SERVICE: TOWAGE

CLUSTER: MARITIME AND PORT OPERATIONS

DESCRIPTION: Assistance to ship maneuvering, recovery and rescue.

Payment for Gross Monthly Billing (FBM).

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 of 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, R.U.C. number duly registered at the Directorate General of Internal Revenue, P.O. Box, and e-mail.
 - Purpose of the operation's license.

Authorization:

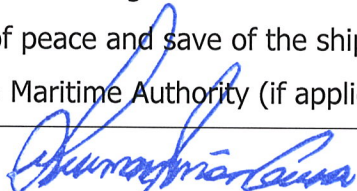
Date:

10/6/19

CONCESSIONS DEPARTMENT

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

- Description of all activities to be carried out.
 - Detail all maritime and port areas where the service is to be rendered.
 - Complete data of the ship (s) with which it is intended to provide the service:
 - ✓ Ship name, owner, constructor, navigation patent number, IMO number (ship identification number), call sign, gross tonnage, net tonnage and dimensions.
 - Value of the investment which interested party is engaging in or intends to engage in.
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. 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 personal identity card or passport, of all personnel.
 3. Suitability of the technical staff and professionals of the company.
 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 the ship (s) to be used, where the name of the same (s) is appreciated.
 10. Copy of maintenance record of equipment and work machinery.
 11. Company emergency plan. Must include contact numbers of the Port Safety and Health Section: 501-5153 or 501-4244, and the following e-mails: 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.
 12. Photographs of the ship (s) to be used, where the name of the same (s) is appreciated.
 13. Copy of the navigation patent (s) of the ship (s), ships with non-Panamanian flag are useful for the procedure but to navigate a commercial navigation permit is requested.
 14. Certificate of peace and save of the ship (s), issued by the General Directorate of Merchant Marine of the Panama Maritime Authority (if applicable).



Authorization: _____

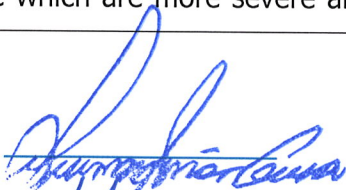
Date: 10/6/19

15. Certificate of fitness issued by the General Directorate of Merchant Marine in which it is indicated that the ship complies with the specifications and safety standards that are applicable to it and that it is suitable to provide the requested service.
16. Radio license issued by the General Directorate of Merchant Marine of the Panama Maritime Authority.
17. When it comes to operations that must be carried out within the waters of the operation of the Panama Canal, the service provider must provide proof that he requests the authorization of use of waters and banks of the Panama Canal.

• **IMPORTANT NOTE:**

- The Company shall also file a compliance bond and a civil responsibility insurance, 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.
- The Company shall file statistics of the activity during the first ten 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 reported to the following e-mails: amp.estadistica@amp.gob.pa and concesiones@amp.gob.pa.
- 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

Authorization:



Date:

10/6/19

CONCESSIONS DEPARTMENT

Balboa, Ancón. Diablo Heights, Bldg. N°3. P.O. Box 0843-00533, Phone 501-5122.

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, 10% of FBM per regular services and 15% of FBM per special services.

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

Authorization: 

Date: 10/6/19

CONCESSIONS DEPARTMENT

Balboa, Ancón. Diablo Heights, Bldg. N°3. P.O. Box 0843-00533, Phone 501-5122.