



REQUIREMENTS FOR APPLYING FOR AN OPERATION'S LICENCE

SERVICE: TRANSPORTATION AND SUPPLY OF FUEL OIL
CLUSTER: SUPPLY

DESCRIPTION: Supply of fuel oil to vessels through barges or oil tankers.

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 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.

Authorization: 

Date: 10/6/19

- Full data of all vessels which shall be used to render the service:
 - ✓ Name of vessel, owner, ship builder, navigation license or patent number, IMO number (vessel's identification number), call sign, gross tonnage, net tonnage, and dimensions.
 - 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.
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 the concession contract signed by the Concessions Department.
 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.
 3. Suitability of company technical personnel and professionals.
 9. Contingency Plan in the event of spillage, 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-planos-de-contingencia.pdf>).
 10. Company Emergency Plan "on board in the event of pollution by fuel oil" (SOPEP) (Must include a minimum kit of pollution prevention). It applies to all oil tankers which gross registered tonnage is equal or higher than 150, and all non-oil vessels which registered tonnage is equal or higher than 400, must be approved by the Administration.
 11. In the event that service is not rendered by use of its own vessels, it must file the charter contract agreement.
 12. Photographs of all vessels to be used, where their names can be read.
 13. Copy of navigation license or patent of all vessels. Vessels not registered in Panama are not useful for this procedure, but in order to navigate they are required to have a commercial navigation authorization.

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CONCESSIONS DEPARTMENT

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

14. Certificate of Good Standing for all vessels, issued by the Office of the General Director of Merchant Marine, Panama Maritime Authority (if applies).
15. Certificate of Fitness issued by the Office of the General Director of Merchant Marine, which states that the vessel is in compliance with all safety specifications and standards and which apply thereto, and that it is fit to render the requested service.
16. Radio license issued by the Office of the General Director of Merchant Marine, Panama Maritime Authority.
17. Photographs and description of all safety equipment and installations which they have available for rendering of the service (helmet, safety goggles, gloves, safety harness, vests, etc.).
18. Copy of maintenance record of work equipment and machinery.
19. Waste Management Plan (applies to vessels with gross registered tonnage which is equal to or more than 400, and to all vessels authorized to transport 15 individuals or more).
20. Certificate of hoses which shall be used in transfer operations (hydrostatic tests).
21. Company contingency and 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.
22. All vessels which are to be used to render this service within jurisdictional waters, shall not have an age of more than 15 years, taking as reference the date when they were laid down.

• **FOR TECHNICAL INSPECTIONS, USER SHALL HAVE ON BOARD THE FOLLOWING:**

Fuel Oil Record book (PARTS I and II).

International Certificate for the Prevention of Oil Pollution (IIOP), waste water and Atmospheric Emissions (HAPP).

Contingency equipment in compliance with or similar to the list mentioned in the SOPEP.

Updated list of all external and internal contacts in the event of an emergency.

In the event of oil tankers of less than 150 GRT, they must provide a Contingency Plan for spill incidents.

• **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

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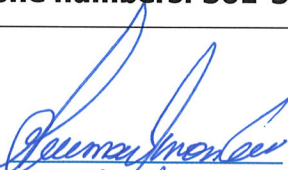
Maritime Authority.

- The Company shall have a physical location duly marked and identified where its office headquarters are located. (Same may not be a family residence).
- Regarding operations to be carried out in waters for the functioning of the Panama Canal, service provider must provide evidence that it requested the authorization for use of waters and along the banks of the Panama Canal.
- 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; and 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 Pollution Prevention and Control Department. Same consists of visiting the site where the company is located, in order to evaluate minimum contingency equipment available to give a first response regarding a pollution incident involving fuel oil, as provided for in its contingency plan.
- Company shall have entered into a contract agreement with an oil company.
- To keep the Port Safety and Health Section informed of any incident or accident which occurs in the installations, at the following numbers: 501-5153 or 501-4244, and to the following e-mail: shpdop@amp.gob.pa, pursuant the Port Safety and Health Rules and Regulations, Panama Maritime Authority. **Title II:** Organization and powers of Port Safety and Health, **Section 7:** The Port Safety and Health 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 /. 1500.00 monthly per ship, barge or tanker.

For any additional information or questions, please contact the Concessions Department at the following telephone numbers: 501-5122 / 501-5123.

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