



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: COLLECTION OF WASTE FROM SHIPS THROUGH FLOATING EQUIPMENT (LIQUID WASTE)**

**CLUSTER: WASTE MANAGEMENT AND FUMIGATION**

**ANEXED: I, II, IV y V MARPOL CONVENTION 73/78**

**DESCRIPTION:** Collection of waste, liquids or solids coming from the ships and bilge cleaning, ballast water pumping or any other from ordinary operation of a ship through barges or any floating equipment.

**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, R.U.C. number

Authorization: 

Date: 

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 all maritime and port areas where the service is to be rendered.
  - Complete description of the treatment that will be given to such compounds.
    - ✓ 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 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 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. Training certificate for personnel handling hazardous materials.
  9. Emergency plan of the company. 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.
  10. Updated copy of the contingency plan in case of contamination event. According to the minimum requirements of the Department of Prevention and Control of Port Pollution.  
(See <https://amp.gob.pa/wp-content/uploads/2019/04/Componentes-para-Evaluacion-de-plan-de-contingencia.pdf>).
  11. Updated copy of waste management plan of the company. This plan must comply with the technical

Authorization: 

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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-Evaluaci%C3%B3n-de-los-Planes-de-Gesti%C3%B3n-de-Desechos-y-Re...-1.pdf>).

12. 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.).
13. Copy of maintenance record of equipment and work machinery.
14. If this service is done to anchored vessels, the personnel must be trained in safe boarding. (Maritime Training Center recognized by the AMP).
15. Copy of navigation patent of the ship (s), the ships with non-Panamanian flag are useful for the procedure but to navigate a commercial navigation permit is requested.
16. If you do not provide the service through your own vessel, you must submit the charter contract
17. Certificate of peace and security of the ship (s), issued by the General Directorate of Merchant Marine of the Panama Maritime Authority (if applicable).
18. National radio license issued by the General Directorate of Merchant Marine of the Panama Maritime Authority.
19. Aptitude Certificate 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.

• **IMPORTANT NOTE:**

- 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).
- 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.

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- 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 the following e-mails: [amp.estadistica@amp.gob.pa](mailto:amp.estadistica@amp.gob.pa) and [concesiones@amp.gob.pa](mailto: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.
- 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](mailto: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](mailto:operaport@amp.gob.pa))

**RATE:** B/. 500.00 monthly per authorized company.

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

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