



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

F-16
(DMA)
V.07



REQUERIMENTS FOR APPLYING FOR AN OPERATION'S LICENCE

SERVICE: GENERATION OF ELECTRICITY BY BARGE

CLUSTER: MARITIME AND PORT MANOEUVRES

DESCRIPTION: This operating license will be for companies that generate electricity through barge or floating equipment.

PROCEDURE OF THE PROCEDURE: special power of attorney, application memorial and other requested documents must be submitted to the Department of Concessions, at the General Directorate of Ports and Ancillary Maritime Industries, located at the main office of the Panama Maritime Authority in Diablo Heights, Demetrio Porras Street, Building No. 3, P.O. Box 0843-00533, Telephone 501-5123.

WHEN SUBMITTING THE APPLICATION, IT MUST CONTAIN THE DOCUMENTS DETAILED

BELOW:

Note: In the case of a natural person, the application may be filed by the applicant himself, and in the case of a legal entity, it shall be filed by a suitable attorney. If the application is submitted by a person not involved in the process, he/she must have the permits established in Article 70 of Law 38 of July 31, 2000 (which approves the Organic Statute of the Office of the Attorney General of the Administration, regulates the general administrative procedure and dictates special provisions).

1. Special power of attorney notarized with telephone number, address and e-mail of the special proxy. Same must be signed by grantor of power of attorney and by holder of power of attorney, in compliance with requirements under the Judicial Code of the Republic of Panama (Article 627).
2. Memorial addressed to the Directorate General of Ports and Ancillary 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 the following information:
 - ✓ General data of the legal representative: full name, ID number, address, telephone numbers, P.O. Box and e-mail.

Authorization: M. Elmsy

Date: 09/10/2024

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- ✓ General data of the company: company name, address, telephone numbers, R.U.C. number, duly registered at the General Revenue Office, P.O. Box and e-mail.
 - Purpose of the operating license.
 - Description of the activities to be developed.
 - Detail areas of operations where the service is intended to be provided.
 - Value of the investment.
 - The company must have a physical location duly marked and identified, where its main offices are located.
 - ✓ The signage and identification shall be a sign in which the full name of the company can be seen and it shall not be a sheet of paper.
3. Simple copy of identity card or passport of the legal representative and legal proxy.
 4. Certificate of Legal Entity, issued by the Public Registry, stating: legal representative, directors, officers and authorized capital of the company.
 5. Submit a copy of the notice of operation issued by the Ministry of Commerce and Industries (MICI).
 6. Certification from the Social Security Fund as a registered employer in the system.
 7. Photographs and current description of the Personal Protection Equipment (PPE) available for the provision of the service: helmet with chinstrap, safety glasses, overall with reflective tapes with name and logo of the company, gloves, safety harness, life vest, non-slip and antistatic footwear (safety toe caps), among others, which are subject to the evaluation of the file and on-site inspection.
 8. Current photographs of industrial tools, equipment and work machinery.
 9. Copy of the maintenance record of the equipment and working machinery.
 10. Submit a copy of all documentation accrediting the expertise and experience of the professionals who will participate in the activities. Attached to said documentation, a list of said personnel, their positions and a copy of their personal identity card or passport must also be submitted.
 - Competence of the company's technical and professional staff.
 - Certification of personnel training on the following topics:
 - ✓ Confined space work.
 - ✓ Basic first aid.

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Note: Any certificate or diploma presented must be endorsed by a training center or person duly accredited to issue such document.

11. The following information must be carried for the vessels to be used:

- Photographs of the vessel(s) to be used, showing the name(s) of the vessel(s).
- Documents issued by the General Directorate of Merchant Marine.
 - ✓ Copies of navigation patent of the vessel(s), non-Panamanian flag vessels are useful for the process but to navigate a commercial navigation permit is required.
 - ✓ Certificate of good standing of the vessel(s), issued by the Directorate General of Merchant Marine of the Panama Maritime Authority (if applicable).
 - ✓ Radio license, issued by the General Directorate of Merchant Marine of the Panama Maritime Authority.
 - ✓ Certificate of fitness issued by the Directorate General of Merchant Marine stating that the vessel complies with the specifications and safety standards applicable to it and that it is fit to provide the requested service.
 - ✓ Submit a copy of the ASI - ANNUAL SAFETY INSPECTION Report, this document will be requested only for those vessels under Panamanian flag.
- Current photos of the ship's rescue and fire control teams.

12. Develop an Emergency and Evacuation Plan, Contingency Plan and Waste Management Plan for the company, including office and operational areas:

- The Emergency Plan shall contain at least the following aspects:
 - Table of contents.
 - Glossary of terms used in the emergency and evacuation plan.
 - Signature of the person in charge of the preparation of the plan and signature of approval of the plan by the company.
 - Possible emergency scenarios that may occur in the facility according to the service requested by the company.
 - Analysis of threats and vulnerabilities.
 - Inventory of resources available to deal with emergency situations (this includes equipment and personnel).

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- Emergency brigades.
- Establish responsibilities of the people in charge of responding to emergency situations.
- Operational procedures for each possible emergency scenario.
- Directory with the telephone numbers of emergency response institutions, in addition to the company personnel participating in the response group. It should include the contact numbers of the Port Safety and Hygiene Department: 501-5153 or 501-4244, e-mail shpdop@amp.gob.pa; and the contact numbers of the Pollution Prevention and Control Department: Panama: (507) 501-5155/5406, Chiriqui: (507) 721-3744, Colon: (507) 475-0000, telephones 24/7: Panama: (507) 6880-1245/1915, Chiriqui: (507) 6879-3262, Colon: (507) 6880-522.
- Evacuation plan of administrative and operational areas (workshops, warehouses, etc.).
 - It must include a sketch of the evacuation routes, with their respective sign.
- Submit the company's contingency plan in case of events. 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-Evaluacion-de-planes-de-contingencia.pdf>).
- Submit waste and residues management plan (applies to vessels of 400 GRT or more and all vessels authorized to carry 15 persons or more). This Plan must be technically evaluated and approved by the Department of Pollution Prevention and Control of the Panama Maritime Authority (See <https://amp.gob.pa/wp-content/uploads/2019/04/Componetes-para-la-Evaluaci%C3%B3n-de-los-Planes-de-Gesti%C3%B3n-de-Desechos-y-Re...-1.pdf>).

13. Authenticated copy of the plant or resolution granted by the General Secretariat of Energy.

14. Technical data sheet of the plant, equipment and electric generation system inside the building.

15. Certified and updated information of the verification and inspection, pressure and vacuum control (hydrostatic test), according to the requirements of the specification under which such hose was manufactured.

16. Shipboard Oil Pollution Emergency Plan (S.O.P.E.P.) (Must include a minimum pollution prevention kit) applies to all vessels of 150 gross tonnage and above and all non-oil vessels of 400 gross tonnage and above, must be approved for administration).

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17. In the case of operations to be carried out within the operation of Panama Canal waters, the service provider must provide proof that it is applying for a permit for the compatibility of use of Panama Canal waters and banks.

Note: For the technical inspection, the user must have the following on board:

- Oil Record Book (PART I and II).
- International Oil Pollution Prevention Certificate (IOPP Certificate), foul water and Atmospheric Emissions (IAPP Certificate).
- Contingency equipment according to or similar to the list described in the SOPEP.
- Updated list of external and internal contacts in case of emergency.

IMPORTANT NOTES:

- The company must pay for a single inspection fee of the Department of Concessions, corresponding to the rate established for each type of auxiliary maritime service, complying with the regulations for operating licenses.
- The company must pay for the certification of peace of mind issued by the Finance Directorate of the Panama Maritime Authority, in accordance with resolution J.D. N°.088-2020 of November 26, 2020.
- The company must comply with the technical field evaluation of the Pollution Prevention and Control Department. This consists of a visit to the site where the company is located to evaluate the minimum contingency equipment to give a first response to an oil pollution event within its contingency plan. In addition, the maintenance plans of each terminal will be verified.
- The company must comply with a technical evaluation in the administrative and operational areas by the Port Safety and Hygiene Department. This consists of a visit to the company and to the site where operations are carried out, to verify compliance with industrial and occupational safety standards.
- The company must submit any other documentation required by the Department of Port Safety and Hygiene and the Department of Pollution Prevention and Control.
- Upon notification of the resolution authorizing the operating license, the company (applicant)

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must submit to the General Directorate of Ports and Auxiliary Maritime Industries the following policies and bonds:

- ✓ Performance Bond.
 - ✓ Liability Policy.
 - ✓ Pollution and/or oil spill policy.
- The company must keep the Panama Maritime Authority informed of any incident or accident that occurs on the vessels and facilities, at the Port Safety and Hygiene Department contact numbers 501-5153/4244 and/or the Pollution Prevention and Control Department contact numbers 24/7: Panama: (507) 680-1245/1915, Chiriqui: (507) 6879-3262, Colon: (507) 6880-5222 and to the e-mail shpdop@amp.gob.pa or contaminación@amp.gob.pa, in accordance with the Port Safety and Hygiene regulations of the Panama Maritime Authority.
 - The company shall submit statistics the first ten (10) days in a monthly periodicity obeying chapter V, article 19, numeral 10 of the resolution J.D. No. 011-2019 of March 27, 2019; these statistics shall be reported to the following emails: amp.estadistica@amp.gob.pa, concesiones@amp.gob.pa and contaminación@amp.gob.pa.

RATE: B/. 10,000.00 per month per authorized barge.

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

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09/10/2014

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