



TECHNICAL CIRCULAR No. 236 of 06<sup>th</sup> December 2014

To:	All Surveyors/Auditors
Applicable to flag:	All Flags
Subject:	MLC Accommodation (Panama)
Reference:	MLC Panama

**MLC Accommodation**

1. Accommodation

New ships are to be constructed and equipped to the requirements of the Convention and Existing Ships to ILO C92. Construction and outfitting of accommodations are to be in accordance with the requirements contained in the ship specific DMLC Part I.

Certificate of Inspection of Crew Accommodation (CICA) shall continue to be issued to existing ships. New ships may be issued a CICA on a voluntary basis, and where issued, is considered sufficient evidence of compliance with Title 3. [MMC-279 & MMC 282]

2. Food and Catering

The Administration recognizes training of ship's cooks as follows: [MMC-275/(4)]

When the training course certificate is issued by a training center with a cook's course recognized by the PMA.

When the training course certificate is issued by the Competent Authority of a country that has ratified the Convention and the course certificate stipulates that it has been issued in accordance with Regulation/Standard 3.2 of the Convention.

Ships are required to maintain on board the documents of endorsements issued by the PMA attesting to the satisfactory training and qualifications of the cook(s) serving on board. [MMC-275/(9)]

**Customer Service Center**

5201 Blue Lagoon Drive, 9<sup>TH</sup>. Floor,  
Miami, Fl., 33126  
Tel: 1 (305) 716 4116,  
Fax: 1 (305) 716 4117,  
E-Mail:

[joel@conarinagroup.com](mailto:joel@conarinagroup.com)

**Technical Head Office**

7111 Dekadine Ct.  
Spring, Tx., 77379  
Tel: 1 (281) 370 9363,  
1 (713) 204 6380

E-Mail: [tho@conarinagroup.com](mailto:tho@conarinagroup.com),  
[houston@conarinagroup.com](mailto:houston@conarinagroup.com)

### 3. Health and Safety

Any serious marine casualty taking place on board Panamanian flagged vessels, resulting into injuries or loss of life, shall be investigated by the Marine Accident Investigation Department. The email to report an accident causing injuries or death to seafarers is [casualty@amp.gob.pa](mailto:casualty@amp.gob.pa) [MMC-274/(2 thru 5)]

Each company or ship shall develop its internal procedures and send the information or report through the form published on the Administration website- [www.segumar.com](http://www.segumar.com). [MMC-274/(2 thru 5)]

The following forms must be completed and sent to [labormar@amp.gob.pa](mailto:labormar@amp.gob.pa) [MMC-274/(2 thru 5)]

- -Model of Maritime Declaration of Health
- -Seafarers Injury Medical Record
- -Ship's Master Report Form

### 4. Seafarer complains

The Administration has outlined the on board complaint process as follows: [MMC-265/(7-12)]

The process begins with lodging a complaint to the head of the department or superior officer; the head of department or superior officer should then attempt to resolve the matter within prescribed time limits on board the ship, which shall not exceed five (5) days.

If the head of department or superior officer cannot resolve the complaint to the satisfaction of the seafarer, the latter may refer it to the master, who should handle the matter personally; seafarers should at all times have the right to be accompanied by another seafarer of their choice on board the ship concerned.

A record of complaints and disposition actions is to be maintained on board. The seafarer shall be provided with a copy of records and disposition actions related to their complaint. If a complaint cannot be resolved on board, the matter should be referred ashore to the shipowner, who will have a period of eight (8) days to resolve the matter, in consultation with the seafarer concerned or any person they may appoint as their representative.

In all cases the seafarer has the right to submit the complaint directly to the master, the Shipowner, or the competent authorities (i.e. flag state inspectors, port state inspectors, representatives of the Competent Authority in a foreign country or directly to the offices of the General Directorate of Seafarers).

#### **Customer Service Center**

5201 Blue Lagoon Drive, 9<sup>TH</sup>. Floor,  
Miami, Fl., 33126  
Tel: 1 (305) 716 4116,  
Fax: 1 (305) 716 4117,  
E-Mail:

[joel@conarinagroup.com](mailto:joel@conarinagroup.com)

#### **Technical Head Office**

7111 Dekadine Ct.  
Spring, Tx., 77379  
Tel: 1 (281) 370 9363,  
1 (713) 204 6380

E-Mail: [tho@conarinagroup.com](mailto:tho@conarinagroup.com),  
[houston@conarinagroup.com](mailto:houston@conarinagroup.com)

If within the period of eight (8) days, the complaint on board has not been resolved, the period shall be extended for twenty two (22) additional days, which shall be recorded on the registries of the ship and be available to the competent authorities.

Any kind of harassment against seafarers filing complaints is banned. Harassment covers any adverse action taken by any person with respect to a seafarer for lodging a complaint which is not manifestly abusive or maliciously made.

Seafarers may file their complaints directly to the Administration via email at [afundora@amp.gob.pa](mailto:afundora@amp.gob.pa) and/or [labormar@amp.gob.pa](mailto:labormar@amp.gob.pa)

REFERENCES:

- MLC - Panama

ATTACHMENTS: No.

Kindest Regards,

Cosmin Bozenovici  
Naval Architect – Conarina Technical Head Office

**Customer Service Center**

5201 Blue Lagoon Drive, 9<sup>TH</sup>. Floor,  
Miami, Fl., 33126  
Tel: 1 (305) 716 4116,  
Fax: 1 (305) 716 4117,  
E-Mail:

[joel@conarinagroup.com](mailto:joel@conarinagroup.com)

**Technical Head Office**

7111 Dekadine Ct.  
Spring, Tx., 77379  
Tel: 1 (281) 370 9363,  
1 (713) 204 6380

E-Mail: [tho@conarinagroup.com](mailto:tho@conarinagroup.com),  
[houston@conarinagroup.com](mailto:houston@conarinagroup.com)