



PANAMA MARITIME AUTHORITY MARITIME SINGLE WINDOW for seagoing Vessels NOTIFICATION

Updated on August 29, 2017

The Republic of Panama has chosen not to develop a completely new system, but to use the existing Panama Canal Maritime Service Portal to declare Government formalities, thus converting it into the Maritime Single Window (VUMPA) **as of November 20th, 2017**.

The Panama Canal will operate the VUMPA and all declared information will be shared with other Panamanian Government Agencies. In addition, the vessel's inspection result will also be shared among all government agencies. If vessel complies with all formalities in a timely manner, correct manner, and no incident is reported during inspection, the vessel will be allowed to begin cargo operation as soon as the docking procedure has ended.

In this first phase, all vessels with calls to the anchorage and/or port terminals located in Panama Canal waters, including vessels to transit the Panama Canal shall declare the required information through the **VUMPA**. The declared information is then forwarded from VUMPA to the competent authorities responsible for further processing. All authorities connected to VUMPA have dedicated contingency procedures and it is the prerogative of each authority to make decisions regarding its transition to contingency procedures.

Note: The implementation date of additional phases will be published accordingly. Meanwhile all vessels arriving to all other ports out of this first phase scope shall report arrival formalities as established in Resolution DGPIMA -001 related to Pre-arrival Notice System of the Panama Maritime Authority.

This implies that all ships within the first phase scope with ETA from September 24th, 2017 shall declare all arrival notifications in this system before the required time frame.

Advantages of this reporting:

- avoid double notifications to Government
- avoid double formalities inspection
- avoid cargo operation delays
- electronic reporting replaces the paper forms
- facilitate sharing of information among the authorities involved.

All required information is listed as a quick reference guide. Detailed requirement shall be revise in each government agency regulations, Laws and Decrees:

1. [At least 96 hours Prior to Arrival](#)



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2. [At least 48 hours prior to arrival](#)
3. [Other Requirements and exceptions](#)
4. [Upon Arrival](#)
5. [First visit to Panama?](#)
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FORMALITIES DECLARATION

1. [At least 96 hours prior to arrival](#)

The following information shall be declared:

All Calls			Calls to ports		
No.	Declaration	Ref.: FAL Form	No.	Attachment	Ref: FAL Form
1	General visit information, i.e. Vessel, ETA, Port of Arrival, draft, visibility, etc. ^{2/}	1	1	Ship's Stores ^{2/ 3/}	3
2	Cargo declaration, current format, includes dangerous goods ^{1/ 2/ 6/}	2/7	2	Crew's Effects ^{2/ 3/}	4
3	Crew list; the origin port is a mandatory information ^{1/ 2/ 4/ 6/}	5	3	Bonded Store ^{2/ 3/}	N/A
4	Last 10 visited ports ^{2/ 6/}	N/A	4	Waste and Residues Disposal ^{2/ 3/}	N/A
5	Maritime Declaration of Health (Health & Quarantine) ^{2/ 4/}	N/A	5	Vaccination List ^{2/ 3/}	N/A
6	Passenger list; the origin port is a mandatory information ^{1/ 2/}	6	6	Port Clearance from last visited Port ^{2/ 3/}	N/A
7	Vessel's admeasurement information, if first visit to the Republic of Panama ^{5/ 6/}	N/A			
8	Vessel's changes since last visit, if any	N/A			
9	Vessel's security information - ISPS Notification ^{2/ 5/ 6/}	N/A			

Note: Regarding the Panama Canal waters and services, please review the Panama Canal Regulations, advisories and notices for further requirements: <http://www.pancanal.com/eng/index.html>



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^{1/} if there is any cargo operation, crew change and/or passenger change in Canal waters before transit, an additional updated declaration is required to be submitted after departing such port. In addition, if the crew and/or passenger changes in ports or anchorage after transit, an additional updated declaration is required to be submitted as an attachment.

^{2/} **SHORT-ETA vessels** shall declare all required attachments and update the declared information after last port departure. However, the inspection may be performed at the anchorage and the terminal, as well, among additional risk analysis.

^{3/} ***EXCEPTION: Yachts, military vessels, fishing vessels, barges, tugs and any other vessel under 500 gross tons are not required to submit the above described attachments.***

^{4/} Non-manned barges are not required to submit crew list and Maritime Declaration of Health.

^{5/} Vessels under 500 gross tons are not required to submit the information.

^{6/} Military (ship type 93 and 94) and auxiliary Vessels are exempt from declaring the information. However, regarding the Panama Canal Transit, minimum vessel admeasurement and/or cargo information (commercial cargo, empty containers or passengers are considered cargo) shall be given to calculate services charges for bank guarantee and toll invoice.

Revisions to previously submitted pre-arrival information is permitted within the timeframe requirement or when requested by Government officials.

2. FORMALITIES declaration - 48 hours priors to arrival

The following information shall be declared:

Facilities & Naval Equip.	Vessel's Arrival Condition
Required for vessels with 125 feet length overall or more ^{1/ 2/}	Required for vessel types: ^{1/ 2/} <ul style="list-style-type: none"> • 03 Dry-bulk Carrier • 08 Roll-on/Roll-off • 09 Vehicle Carrier • 10 Vehicle/Dry-Bulk Carrier • 12 LPG Carrier • 16 Fishing Vessel • 27 Wood Chip Carrier • 28 Crude/Product Tanker • 30 LNG Moss • 31 LNG Membrane • 32 LNG Other

^{1/} Includes the current condition of the vessel.



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^{2/}**EXCEPTION:** Vessels under 125 ship length, Military (ship type 93 and 94) and auxiliary Vessels are not required to submit this information.

3. OTHER REQUIREMENTS AND EXCEPTIONS

- Yacht or Small crafts, with no local agents, requesting Panama Canal transit shall announce their visit to the Port entry Coordinator at least 8 nautical miles from sea buoy, and declare upon arrival the required information to the Panama Canal Admeasurement offices located at building 729 Balboa, or at building 1000, Cristobal.

3.1 BAPLIE & CONTAINER SUMMARY

Required for all full container vessels at least at 07:00 hours the day after the vessel transited the Panama Canal. Military (ship type 93 and 94) and auxiliary Vessels are exempt from declaring detailed information. However, at least the total loaded container shall be given for bank guarantee or toll invoice. Maximum vessel capacity will be used, if no information is given.

3.2 RADIOACTIVE CARGO

Declare all information at least 30 days before the arrival time ^{2/}

3.3 WHAT WILL NOT CHANGE?

The procedure for the Cargo declaration CUSCAR remains unchanged. The CUSCAR will still be sent directly by the ship's agent to Customs.

3.4 FREE PRATIQUE

Required in order to take bunkering, embark/ disembark passengers and crew, and any other activity at the anchorage prior to inspection.

The Last 10 Ports with no infection, Health & Quarantine with all NO answers, and an active Sanitation certificate shall be declared in order to issue the Free Pratique as granted before vessels arrival. Panama established 6 months + 30 days as an active period for each Sanitation Certificate.

Vessels arriving with all required information but the Sanitation certificate expired may request the certificate to the MINSA office. At the anchorage, the Agency



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and MINSA representative shall board the vessel to issue the sanitation certificate; when finished, MINSA may issue the Free Pratique as granted to perform activities at the anchorage.

Note: The general inspection will be coordinated afterword

4. UPON ARRIVAL

4.1 The following documentation shall be ready for inspection:

- Cargo on board and the document certifying the amount and type of cargo (Cargo manifest, Bill of Lading)
- International Ship Security certificate
- Safety Equipment certificate
- Marpol (IOPP) certificate
- Certificate of Fitness (for LPG, LNG, Chemical and Tankers)
- International Safety Management (ISM)
- Ship Classification certificate
- Ship Sanitation Control Exception certificate
- International Sewage Pollution Prevention certificate
- If transit Canal, ACP Tolls basis certificate
- Load Line certificate
- International Tonnage certificate
- Trim and Stability Booklet
- Capacity Plan
- General Arrangement Plan.

4.2 Aedes Aegypti Fumigation at Panama

Vessels are required to coordinate their fumigation upon arrival. Free Pratique granted is required to board the vessel. Agents shall declare the fumigation date and upload the fumigation document or certification.

4.3. Prohibitions

All disembarking passengers, crew, officers and others shall avoid bringing the following to the Republic of Panama waters or territory:



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- Controlled drugs such as opium, heroin, morphine, cocaine, cannabis, amphetamines, Lysergic acid diethylamide (LSD), MDMA (known colloquially as Ecstasy) and barbiturates.
- Firearms, ammunition, realistic imitation firearms, and explosives including fireworks and ammonium nitrate.
- Offensive weapons such as - flick knives, butterfly knives, belt buckle knives, push daggers, swordsticks, hand and foot claws, death stars, spring operated telescopic truncheons, blow pipes, knuckledusters, hollow kubotan, certain martial art type items, curved blade swords with a blade over 50 centimeters and any knife which has a concealed blade or concealed sharp point and is designed to appear to be an everyday object.
- Indecent or obscene materials featuring children, such as books, magazines, photographs, films, videos and IT equipment including software.
- Material other than the related to the type of consensual sexual activity between adults which can be legally purchased in Panama.
- Most animals and birds, whether dead or alive.
- Meats, dairy products, vegetables (whether fresh or dried), fish, poultry, honey and most of their products (whether or not cooked) from outside the Panama.
- Plants, bulbs, trees, fruit, potatoes and other tubers.

5 FIRST VISIT TO PANAMA?

The following documentation shall be declared 96 hours prior to Panama arrival:

The documents must be legible, of good quality, and shall include all pages.

Receiving this information in advance will expedite the vessel's scheduling process, the calculations required for the proper assessment of tolls and other services, and facilitate the inspection process upon arrival. Please note that the vessel will be measured upon arrival.

- International Tonnage Certificate (ITC-69)
- PC/UMS Documentation of Total Volume or suitable substitute
- Volume calculations (If available)
- Suez Canal Certificate (If available)
- Load Line Certificate (If multiple Load Lines exist, provide the one with least freeboard)
- Pilot Card (Vessels speed and general information)
- Ship Particulars
- Certificate of Registry
- Ship Classification Certificate



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- Minimum Crew Safe Manning Certificate
- International Sewage Pollution Prevention Certificate
- Passenger Ship Safety Certificate – Form P (for passenger vessels)
- Certificate of Fitness (for Chemical Tanker and Gas Carriers)

The following drawings (plans) shall be provided in PDF or AUTOCAD format only, in one plan (not sections), in order to allow for precise calculations:

- General Arrangement Plan
- Capacity Plan with deadweight scale
- Midship Section Plan
- Lines Plan (if available)
- Shell Expansion Plan
- Docking Plan
- Visibility Plan
- Trim and stability booklet or hydrostatic information (summer loaded figures at zero trim for extreme draft, displacement, deadweight and tons of immersion)
- Lightship Test Report or Result Deadweight Measurement Report (for Dry bulkers)
- Container Loading or Stowage Plan when fully loaded (full container vessels only)
- Cargo Securing Manual (full container vessels only - All pages regarding container information above and below deck and all combinations available)

Nevertheless, we encourage all vessels under construction or planning to transit the Panama Canal to revise the Notice to Shipping “[Vessel Requirements](#)” and to submit all required vessels drawings for revisions on time in order to avoid delays before and during their Panama Canal Transit.

6 DEPARTURE REQUIREMENTS

To request the Vessel’s departure to Panama Maritime Authority, the following documentation shall be uploaded as an attachment:

- Radio License
- Patent for Navigation
- Ship Registry documents
- Departure Crew List
- Departure Passenger List
- Request to Depart from Panama- form
- Updated Bill of Lading



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Until further notice, contact the Panama Maritime Authority as usual to perform the required payment.

Disclaimer: *The above information has been gathered to give you a quick guide for all requirements. However, we encouraged you to visit all government agencies sites and regulations. Vessels arriving to Panama Canal waters, please revise the Panama Canal Regulations for further requirements: <http://www.pancanal.com/eng/index.html>*

7. Reference and Fines Information

Vessels that do not comply with the specified requirements will be subject to Panamanian fees, based on official tariffs published in government authorities' web sites:

Ministry of Health

http://www.minsa.gob.pa/sites/default/files/publicacion-general/decreto_ejecutivo_1617_de_21_oct_2014.pdf

http://www.minsa.gob.pa/sites/default/files/publicacion-general/rsi_2_edicion_ihr_2005_es.pdf

http://www.minsa.gob.pa/sites/default/files/publicacion-general/ley_38_que_incorpora_rsi_opt.pdf

http://www.minsa.gob.pa/sites/default/files/publicacion-general/3dcto_232_sanidad_maritima_gaceta_18961_1979_0.pdf

http://www.minsa.gob.pa/sites/default/files/publicacion-general/resolucion_0837_11_julio_2016.pdf

Additional reference information:

<http://apps.who.int/iris/bitstream/10665/246186/1/9789243580494-spa.pdf?ua=1>

Immigration National Services

The SNM was created by Decree "Law 3" of February 22, 2008, Regulated by Executive Decree 320 of August 8, 2008 and modified by Decree No. 26 of Monday, March 2, 2009.

Fines are established as follows:



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Article 315 of D. E 320: Violators of the provisions of these regulations will be punished according to the following:

1. Do not carry documentation that identifies you. (Fine of \$10.00)
3. Irregular Migrant (Fine of \$50.00 per fraction of month due).
4. Employer, agent, contractor or intermediary of any nature that does not comply with the obligations established in Title VI, Chapter IV, Title IX, Chapter I, Art. 90 of the Decree Law. (Fine of \$1,500.00 by foreigner 1st \$3,000.00 for foreigner the 2nd time and \$5,000.00 for foreigner the 3rd time.
10. Failure to comply with the obligations contained in Chapter VI, Title VI of the Decree Law by international maritime, air and land transport companies (first paragraph of Article 88 of the Decree Law), article 50 numeral 2,4,5 , 6 and 8 of the Decree Law and for entering passengers.
Without carrying a passport; with passport expired or impaired, with passport without a minimum visa of 3 months; without a visa to enter the national territory (authorized or stamped); without return ticket to your country of origin (tourist); do not distribute the entrance and exit card. (Fine of \$1,000.00 per foreigner the first time \$5,000.00 for foreigner the 2nd time and \$10,000.00 for foreigner the 3rd time.

Likewise, we can mention the fines established in Law 60 of September 1, 1978, which regulates the Special Visa of Mariners:

Article 1. All seafarers who enter as such to the Republic of Panama shall do so by means of a Special Visa for Mariners valid for thirty (30) days issued by the SNM.

PARAGRAPH 1: No foreigner who is a tourist in the national territory may embark as a crew member in national ports or waters.

Article 6. The representatives or agents of ships that anchor in territorial waters or dock in national ports are obliged to immediately notify the SNM and request the presence of their officials on board to request the necessary documentation.

Exceptions are those ships that dock to cross the Panama Canal in cases in which the crew does not land.

Article 7. When a ship is engaged in repair, loading or unloading activities and this situation is prolonged for more than fifteen (15) days, the representatives or agents must request by means of official SNM the respective permissions for the crew to remain in the National territory for the duration of the said situation.

Article 9. The representatives or agents of ships that are in national waters, are under obligation:



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1. To receive in the ports of entry the sailors contracted with Special Visa of Marino.
2. To transfer to the ports of exit to the sailors who must leave the country by expiry of contracts or holidays.
3. Notify SNM when a seafarer for justified reasons cannot leave the national territory.
4. Notify SNM when a seafarer stays in the national territory without justifiable cause.

Article 10. The violators to the provisions established in this Law will be sanctioned with a fine of Fifty (\$50.00) to five hundred balboas (\$500.00).

Law 3 of February 22, 2008

Decree 26 of March 2, 2009

Law 60 of September 1, 1978

The sanctions referred to in these articles will be imposed by the SNM.

[National Customs Authority](#)

[Ministry of Agricultural Development](#)

[Panamanian Food Safety Authority](#)

[Panama Maritime Authority](#)

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