



PANAMA MARITIME AUTHORITY
DIRECTORATE GENERAL OF PORTS AND
MARITIME ANCILLARY INDUSTRIES

CIRCULAR
DGPIMA/CCP/023/2018

TO: SHIPPING AGENCIES, OWNERS, SHIP OPERATORS, SHIP CAPTAINS

FROM: MEREDITH PINEDO
Director General of Ports and Maritime Ancillary Industries, In Charge

MATTER: ATTACHED DOCUMENTS AND INFORMATION REQUIRED FOR THE MARITIME SINGLE WINDOW OF PANAMA (VUMPA)

DATE: November 20th, 2018

We hereby make reference to the Panama Maritime Single Window (VUMPA). In this project, we have been able to advance on the first stage, including the processes related to vessel reception and electronic vessel departure. We remind you that VUMPA requires that information is required on the vessel's visit, to be displayed on the screens provided therefore, and to upload enclosures, according to the type of each visit.

NOTE: Inclusion of other terminals in the country is still pending, and same are subject to the present process of Berthing Document.

Regarding attachments, we remind you to disclose in VUMPA, in the ATTACHMENTS option ("Attached documents"), and prior to the arrival of a vessels in Panamanian jurisdictional waters, the following documents for purposes of speeding the electronic departure and risk analysis process carried out by all different Government Agencies:

- ❖ Visits exclusively to the anchorage area:
 - Waste Disposal Statement from last Port of Call where the activity took place and/or the document which evidences the intent to discharge garbage in Panama
 - Departure from last Port of Call
 - List of vaccines given to the crew
- ❖ Visits exclusively for Transiting the Canal:

- List of vaccines given to the crew
- ❖ Visits to Port Terminals:
 - Departure from last Port of Call
 - Waste Disposal Declaration from last Port of Call where the activity took place and/or the document which evidences the intent to discharge garbage in Panama
 - Vessel's Supplies Declaration
 - Crew's Effects Declaration
 - List of vaccines given to the crew
 - Vessels under Panamanian Flag: Attach Ship Registration and Radio License
 - Vessels under other flags: Attach Ship Registration

NOTE: If changes of crew or passengers take place in Panama, it is necessary that prior to applying for vessel's departure, an updated crew list must be attached.

We remind you that all payments to be made for acceptance, legalization, and departure purposes shall continue to be made manually, until further notice.

In addition, to all attachments described above, it is important to emphasize that declaration of all information required and detailed under VUMPA must be made in the **screens provided by VUMPA** within a period of no less than 96 hours prior to arrival in jurisdictional waters of the Republic of Panama, **according to the type and/or size of each vessel, as follows:** (1) To state the vessel and general information regarding the visit (ETA, draft, shipping agency, shipping or cruise line, schedules and movements required in Panama, among others); (2) Cargo Declaration (general, dangerous, containerized, empty containers, condition of empty tanks); (3) Last 10 ports of call visited and next port of call [after visiting Panama]; (4) Crew List; (5) Passengers' List; (6) Security Information of the Vessel and of the Security Officer (ISPS); (7) Maritime Health/Quarantine Declaration; (8) Basic structural changes since the last visit; (9) If this is the first visit, must send structural information of the vessel. Vessels with cargo operations in a distance of less than 96 hours from the Republic of Panama, shall update the information at time of departing from the previous port of call; also, must update any information which changes prior to arrival.

NOTE: Please refer to the Rules and Regulations for Transiting the Panama Canal, Panama Canal Authority (ACP, in Spanish), in order to identify all other additional requirements, such as BAPLIE file, condition of vessel's fuel, among others.

All information declared in VUMPA at time of reception of the vessel, must be correct and immediate, as same shall be used for control and risk analysis processes, as well as for Electronic Departure Authorization.

In order to facilitate the inspection process in reception of the vessel, the following documents must be available for review:

- ❖ Fuel Supply Declaration.
- ❖ Port State Control Certificate.
- ❖ IOPP Certificate.
- ❖ IAPP Certificate.
- ❖ International Vessel and Port Installation ("ISPS").

WARNING: All movements to the following port terminals shall be declared in VUMPA, and declare the responsible Agency in order to make any payments related to said movements: Decal, Melones, Flamenco, PSA, PATSA, PPC Balboa, PPC Cristobal, Manzanillo, CCT, COASSA, Colón 2000. If additional agencies are not included, collections shall be invoiced to the agency responsible for the visit. These additional agencies must be declared in VUMPA under "Manage Additional Agencies". Please be advised that the following terminals, Decal, Melones, Flamenco, Manzanillo, CCT, COASSA and Colón 2000, are required to have a physical by the Panama Maritime Authority personnel. The other maritime terminals in the country continue with the present process of declaration and inspection.

The above is required so that vessels may not suffer any delays, from the beginning of port operations and for dispatch thereof.


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