

# Merchant Marine Circular

Panama Maritime Authority  
General Directorate of Merchant Marine  
Control and Compliance Department

## MERCHANT MARINE CIRCULAR MMC-133

**To:** Ship-owners/Operators, Company Security Officers and Recognized Organizations (ROs).

**Subject:** Ship Security Alert System (SSAS).

**Reference:** Law No. 38 June 4th, 1995 UNCLOS 1982.  
Resolution J.D. No. 028 of December 22th, 2003.  
Resolution No.106-107-DGMM of October 9th, 2017.

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1. The purpose of this Merchant Marine Circular is to communicate the instructions and procedures of the Ship Security Alert System (SSAS) according to SOLAS 74', as amended Chapter XI-2 Reg. 6, the IMO Resolution MSC.136(76) and Resolution No.106-107-DGMM dated October 9th, 2017 (Visit Maritime Security link, ISPS Regulations, SSAS).
  2. **From October 2017**, through the Resolution No.106-107-DGMM dated October 9th, 2017 this Administration communicated that all the Panamanian flagged vessels must to code the following email address [threat@amp.gob.pa](mailto:threat@amp.gob.pa) in their SSAS terminal (as main account), due to the fact that from January 2018, the annual SSAS TEST, will be received only through the SSAS Community electronic platform in the following link: <https://polestarglobal.force.com/SSAS/login>.
  3. For ships to enter the Panamanian registry as of **January 1st, 2018**, they must schedule the first SSAS TEST through the use of the new SSAS platform <https://polestarglobal.force.com/SSAS/login>, which must be verified by their RSO during the initial verification.
  4. In those cases that the SSAS terminal has not been configured with the main email address [threat@amp.gob.pa](mailto:threat@amp.gob.pa); this Administration granted a period until August 31th, 2019 to make all the necessary arrangement to configure the SSAS terminal. The use of the following email [authorizations@segumar.com](mailto:authorizations@segumar.com) is optional, if the company operator decides maintain both email address in their SSAS equipment.



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5. Once the SSA terminal has been configured with the main email address [threat@amp.gob.pa](mailto:threat@amp.gob.pa), the company operator shall request access to platform by email to the e-mail address: [info@panama-ssas.com](mailto:info@panama-ssas.com), and should submit copy of the last Declaration of Company Security Officer (CSO) endorsed by this Administration in order to receive an email from [info@panama-ssas.com](mailto:info@panama-ssas.com), with their access credentials and instructions for using the platform and be able to schedule the annual SSAS TEST.
6. Only one annual SSAS TEST is mandatory and must to schedule through the following link: <https://polestarglobal.force.com/SSAS/login>, in a period no longer than twelve (12) calendar months and can be scheduled 24 hours in advance.
7. The confirmation message of the annual SSAS TEST only be confirmed through the SSAS platform and should be retained on board as evidence during the ISPS verification.
8. When the vessel changes name it will be necessary to schedule a new SSAS TEST, through the SSAS platform and must to follow the instruction:
  - 8.1. Request a CSO declaration with the new vessel name through the following website link <http://certificates.amp.gob.pa/certificates>.
  - 8.2. Once the CSO declaration has been endorsed by this Administration, the company operator must send a copy directly to [info@panama-ssas.com](mailto:info@panama-ssas.com), in order that the new vessel name shall be updated in the SSAS platform.
  - 8.3. When the vessel name is reflected in the SSAS platform, the company operator must to schedule a new SSAS TEST through the platform, due to change of name.
  - 8.4. The RSO surveyor must to verify that the test was successful through the SSAS platform.
  - 8.5. When the test is performed for change of name it will be taken as the mandatory Annual SSAS Test.
9. When the vessel has been requested an SSAS Malfunction authorization it will be necessary to schedule a new SSAS TEST, through the SSAS platform in order to verify that the SSAS is working properly and the captain should send us the technical report at the following email: [isps@amp.gob.pa](mailto:isps@amp.gob.pa)
10. From August 31th, 2019, this Administration will only recognize the SSAS TEST that is made through the SSAS platform with the main email address [threat@amp.gob.pa](mailto:threat@amp.gob.pa).
11. In case the information reflected in the SSAS platform does not match with the data of the vessel, please contact [info@panama-ssas.com](mailto:info@panama-ssas.com), in order to update the information.

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## 12. SPECIAL REQUIREMENTS

**12.1.** The SSAS TEST messages must include the information described below. It is important that the information is encoded as it is being requested so that the SSAS TEST MESSAGE can be received.

- a) **Name of vessel:** The name of the vessel must be written in closed capital letters and should appear exactly as it is written in the Navigation Documents.
- b) **IMO number:** It must contain 7 digits and may be preceded by the word "IMO".
- c) **Mobile Maritime Vessel Identifier:** The MMSI must contain 9 digits, which cannot be separated by spaces, dashes or other characters.
- d) **Call Sign:** It must contain between 4 and 7 digits and must appear exactly as it is written in the ship's registration patent. Do not use spaces, hyphens or other characters other than letters and numbers.
- e) **Date and time:** The date can be represented in any of the following 3 formats.
  - 1. DD-MM-YYYY
  - 2. MM-DD-YYYY
  - 3. YYYY-MM-DD

**12.2.** For which "DD" represents the day, "MM" represents the month and "YYYY" represents the year. The separators can be slashes, points or dashes.

- a) **The time:** can be represented in any of the following 2 formats:
  - 1. HH: MM
  - 2. HH: MM: SS

**12.2.1.** For which "HH" is the hour expressed in 24-hour format, "MM" represents the minutes and "SS" represents the seconds.

**12.2.2.** All times must be submitted according to the Coordinated Universal Time (UTC).

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## **12.2.3. Coordinates of the position of the vessel at the time of the SSAS**

**test:** The coordinates can be expressed in degrees, minutes and seconds, degrees and decimals of minutes or in decimals of degrees and additional should indicate the hemisphere.

## **12.2.4. Separators between grades, minutes and seconds can be:**

1. The symbols for degrees, minutes and seconds (° '")
2. Two points (:)
3. Spaces

## **12.2.5. The indicators of the hemispheres for the coordinates, must be expressed in the initial letter of the hemisphere and in English in capital letters:**

1. "N" or "S" for latitude
2. "E" or "W" for length
3. The hemisphere can be placed before or after the position coordinates.

## **12.2.6. The heading and speed of the vessel at the time of the TEST shall be detailed as follows:**

1. The heading of the vessel shall be expressed in degrees between 0 to 359 and shall be preceded by the words "Heading", "HDG", "Course" or "COG" and may be written in uppercase, lowercase or a combination of both.
2. The speed of the ship shall be expressed in knots and shall be preceded by the words "Speed", "SOG" or "Spd" and then indicate one of the following terms "knots", "knts", "kn" or " kt "and may be written in uppercase, lowercase or a combination of both.

## **12.2.7. TEST indicators should contain:**

1. Messages must include the word "TEST ". (The Word TEST at least once).



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2. In case the message received does not contain the words "**TEST**", the Panama Maritime Authority will request confirmation to the CSO about the status of the ship, the crew and thus, in this way rule out any case of false alarm. (For those ships that have already made the TEST, it is completely valid).

**12.2.8.** We request all CSO to verify the information that appears on the SSAS platform and update their data. In case the indicated company is not the one that appears in the last DOC please send an email to [info@panama-ssas.com](mailto:info@panama-ssas.com) for its update.

## 13. CONFIRMATION MESSAGE OF THE ANNUAL SSAS TEST

### 13.1. **SUSCCEFUL TEST** when:

1. The Maritime Ships Security Department confirms the reception of the same in the date scheduled in the Electronic Platform.
2. The TEST message includes all the information described in this Merchant Marine Circular.
3. The general ship data such as: name, IMO number, call signs and MMSI numbers are correct, as are the geographic coordinates and date received.

Once the test has been carried out, the CSO will receive a confirmation email indicating that the test has been successful, as the model is attached ([Successful Test Confirmation](#))

**13.2. FAILED TEST:** In the event that the test does not comply with the information above and shall be re-scheduled through the SSAS platform in accordance with what is established in the fifth paragraph of this Resolution.

**13.3. PENDING TEST:** In the event that the SSAS TEST cannot be carried out, and this must be notified by email to the account [info@panama-ssas.com](mailto:info@panama-ssas.com) 24 hours in advance, the reasons and the new date of programming through the SSAS platform.

**14.** In cases where the SSAS TEST cannot be performed due to technical problems of the equipment, it should be communicated to the email: [info@panama-ssas.com](mailto:info@panama-ssas.com).





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15. For more information about these new regulations and check the compatibility of the equipment please send an email to [info@panama-ssas.com](mailto:info@panama-ssas.com).
16. In those cases, that the SSAS equipment is not operating correctly, the operator company may request a SSAS malfunctioning authorization through the E-Segumar platform in the following website <http://certificates.amp.gob.pa/certificates> and will be evaluated and processed by the Maritime Ships Security Department head office or by any international Segumar offices that the client decides.
  - 16.1. The following documents will be submitted through the online platform E-Segumar:
    1. Evidence of the SSAS service requested by the operator company.
17. When the SSAS problem will be solved, it is necessary perform a SSAS TEST, through the SSAS platform in the following website <https://polestarglobal.force.com/SSAS/login>. It will be necessary send us a copy of the technical SSAS report at the following email: [isps@amp.gob.pa](mailto:isps@amp.gob.pa).
18. All the Panamanian flagged vessels must keep the email address [threat@amp.gob.pa](mailto:threat@amp.gob.pa) (as main address) in their SSAS terminal. The use of [authorizations@segumar.com](mailto:authorizations@segumar.com) is optional, according to the MMC-133.
19. **Special instructions in HRA.**
  1. The PMA recommends that all Panamanian Flagged vessels with or without armed or unarmed security personnel, and that prior to the entry into the High Risk Area (HRA), the crew should be fully briefed on the preparations and a piracy drill shall be conducted as well. The security drill should be reviewed and all personnel briefed on their duties, including familiarization with the alarm using to identify a piracy attack.
  2. These drills must to schedule through the SSAS platform in following link: <https://polestarglobal.force.com/SSAS/login>, indicating that it is a "Piracy Drill" or "SSAS Test", at the same time the Panamanian Flagged vessels are requested to verify that the SSAS equipment have been correctly set-up and is working properly.



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3. These measures should be taken to ensure that the security procedures are working properly along with the recommendations stated in the Best Management Practices BMP (last version) and the Internationally Recommended Transit Corridor (IRTC) established in the MMC-208 and MMC-238.
  4. In case that the message received indicates the words SSAS ALERT or SECURITY, the PMA will require a confirmation about the status of the ship and the crew.
20. For the vessels that have been granted a Certificate of Exemption from the use of the SSAS or they are out of service during a calendar year and have a Certificate of Special Registry of Laid-Up are excluded of the present Resolution.
21. In cases of noncompliance with these regulations the Panama Maritime Authority may impose the following sanctions:
1. The International Ship Security Certificate (ISSC) may be invalidated y/o will not be issued.
  2. Additional audits of the ISPS Code may be authorized to vessels that demonstrate non-compliance with the provisions of this Resolution.

For further assistance, please note below the contact points.

**March, 2021** – Inclusion of point 4 in paragraph 13.1

**December, 2020** - Change of PMA phone numbers.

**October, 2019** - Inclusion of paragraphs 12.

**June, 2019** - Refers in paragraph 1 to Maritime Security link, ISPS Regulations, SSAS.

**January, 2019** - Modification of paragraphs from 1, 2, 3, 4 and 12, inclusion of paragraphs from 5 to 11 and exclusion of paragraphs 9 to 21 and posted in MMC-125

**November, 2018** - Modification of paragraphs s **NEW REGULATIONS FOR SSAS TEST MESSAGE AND ANNUAL SSAS TEST MESSAGE**

**April, 2018** - Modification of TEST Message (Test indicators) and SSAS MALFUNCTIONING.

**March, 2018** - Modification of TEST Message (Test indicators)



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**January, 2018** - Modification of paragraph s NEW REGULATIONS FOR SSAS TEST MESSAGE AND ANNUAL SSAS TEST MESSAGE

**October, 2017** - Inclusion of paragraphs 2 and 3 in the New Regulations for SSAS TEST MESSAGE.

**October, 2017** - Inclusion of Resolution No.106-107-DGMM (English version).

**October, 2017** - Changes all throughout the text

**March, 2016** - Change in paragraph 6

**January, 2016** - Changes throughout the text

**October, 2015** - Changes in paragraph 12 and 13

**August, 2014** - Changes throughout the text

**September, 2013** - Changes in paragraph 7

**June, 2013** - Changes in paragraph 12

**May, 2013** - New points 11 and 12

**March, 2012** - Changes all throughout the text

**February, 2004** - First issuance

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Inquiries concerning the subject of this Merchant Marine Circular or any other request should be directed to:

Maritime Ships Security Department  
Directorate General of Merchant Marine  
Panama Maritime Authority

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E-mail: [isps@amp.gob.pa](mailto:isps@amp.gob.pa)

Website: <https://panamashipregistry.com/circulars/>