



# Merchant Marine Circular

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

## MERCHANT MARINE CIRCULAR MMC-337

**To:** Owners / Operators, Company Security Officers, Legal Representatives of Panamanian Flagged Vessels, Panamanian Merchant Marine Consulates and Recognized Organization.

**Subject:** Instructions for Payments to CSR and ISSC.

**Reference:** Law No. 38 June 4th, 1995 UNCLOS 1982.  
Resolution No. 106-059-DGMM of July 11th, 2012  
Resolution JD No. 038-2014 of November 12th, 2014  
Resolution JD No. 040-2014 of November 12th, 2014  
Resolution JD No. 003-2020 of February 12th, 2020  
MMC-183 Continuous Synopsis Record (CSR) Online Application.  
MMC-359 Guidance for the implementation and certification of the ISPS Code.

- 
1. The purpose of this Merchant Marine Circular is to inform all the users of the Panamanian Registry the following instructions for the payment of the Continuous Synopsis Record (CSR) and International Ship Security Certificate (ISSC).
    - a) If the Payment of the Continuous Synopsis Record (CSR) or International Ship Security Certificate (ISSC) is request in our Head Office in Panama or through any General Panamanian Consulate that is not mentioned below, those certificates will be sent by e-mail through the Head Office in Panama with the regular cost that is indicated in the MMC-183 and MMC-359.
    - b) If the Continuous Synopsis Record (CSR) or International Ship Security Certificate (ISSC) is requested in any Segumar Offices or through any Panamanian Merchant Marine Consulates (listed below) a consular fee are applicable for One Hundred Dollars (USD100.00) per certificate plus the regular cost established by MMC-183 and MMC-359.

This applies to all those certificates whose place of issuance is the Offices of Segumar or any other listed in paragraph 5.



# Merchant Marine Circular

2. Please be sure to submit the receipt with the total amount for the issuance of the CSR and ISSC through the following website link <http://certificates.amp.gob.pa/certificates>.
3. This Administration kindly informs that according to MMC-368 from August 1st, 2018, the Continuous Synopsis Record (CSR) and International Ship Security Certificate (ISSC) will be E-Certificates with QR Code that must be printed on board with the specification described in the MMC-368.
4. For E-CSR and E-ISSC requested in any Segumar Offices or through any Panamanian Merchant Marine Consulates (listed in the paragraph below) a consular fees is applicable for One hundred Dollars (USD100.00) per E-certificate plus the regular cost established in MMC-183 and MMC-359. These certificates will be sent by e-mail for the same Segumar Office or Panamanian Merchant Marine Consulates where you made the payment.
5. These are the offices authorized to charge a consular fee:
  1. Panama Consulate in Portugal.
  2. Panama Consulate in Kobe, Japan.
  3. Panama Consulate in Hamburg, Germany.
  4. Panama Consulate in Venecia, Italy.
  5. Economic & Commercial office of Panama in Hong Kong.
  6. Segumar –Tokyo (Panama Consulate in Tokyo, Japan).
  7. Segumar – Imabari (Panama Consulate in Kobe, Japan).
  8. Segumar – Singapore (Panama Consulate in Singapore).
  9. Segumar – Piraeus (Panama Consulate in Piraeus Greece).
  10. Segumar – Istanbul (Panama Consulate in Istanbul, Turkey).
  11. Segumar – Korea –Seoul Office (Panama Consulate in Korea, Seoul)
  12. Segumar – Miami (Panama Consulate in New York is not authorized to charge a consular fee only the cost established by MMC-183 and MMC-359).
  13. Segumar – Dubai (Panama Consulate in Dubai, EA).
  14. Segumar – Manila (Panama Consulate in Manila, Philippines).
  15. Segumar – London (Panama Consulate in London, UK).
  16. Segumar – Houston (Panama Consulate in Houston, US is not authorized to charge a consular fee only the regular cost established by MMC-183 and MMC-359).
  17. Segumar – Shanghai (Panama Consulate in Shanghai).
  18. Panama Consulate in Jakarta, Indonesia.
  19. Segumar Hong Kong



# Merchant Marine Circular

6. In case of international bank transfers follow the instructions established in MMC-219 regarding the cost of the transfer, once the transfer has been made, send the receipt along with the vessel's description, IMO number and certificate to be paid to [agomez@segumar.com](mailto:agomez@segumar.com) (SEGUMAR-Miami Office) in order to issue the PMA official receipt that should attach in the E-Segumar Platform depending on the request made.
7. In case if you want to make the payment in Panama, can be made directly to the Panama Maritime Authority in the Treasure Department and make payments through certified check, bank deposits, credit card, cash or ACH through the following bank account:  
  
Banco Nacional de Panama (bank)  
  
Checking Account Number 10000050450  
  
Beneficiary: Panama Maritime Authority
8. The client must send proof of payment (receipt of payment issued by the bank and /or digital proof of the bank transfer), to the following email address [dpmb@amp.gob.pa](mailto:dpmb@amp.gob.pa), [esolis@amp.gob.pa](mailto:esolis@amp.gob.pa), [mpalma@amp.gob.pa](mailto:mpalma@amp.gob.pa) and should include the payment details such as, vessel name, IMO number, type of service requested, contact person name and any comments that you consider important for the proper follow-up of the process.
9. For any assistance, please feel free to contact us at the following email: [csr@amp.gob.pa](mailto:csr@amp.gob.pa), [issc@amp.gob.pa](mailto:issc@amp.gob.pa) or through any of the SEGUMAR offices worldwide.

For further assistance, please note below the contact points.

**December, 2020** – Inclusion of item 19 in paragraph 5

**October, 2020** – Modification of Reference, paragraph 1 a), 4, 6 and inclusion of new paragraphs 7 and 8.

**July, 2020** – Inclusion of new resolution in the reference, Modification paragraph 5 item 18 and Change of PMA telephone numbers.

**March, 2020** – Modification of Reference, paragraph 1 a), b), paragraph 4 and inclusion of paragraph number 6.

**June, 2019** – Modification of paragraph 5 letter p).

**August, 2018** – Modification of paragraph 1 and 3.

**July, 2018** – Inclusion of new paragraph in point 4.

**April, 2018** – Inclusion of new Segumar Offices



# Merchant Marine Circular

**January, 2018** – Inclusion of new Segumar Offices.

**June, 2017.**

**October, 2016.**

---

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

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

Phone: (507) 501-5086 / 5085

E-mail: [csr@amp.gob.pa](mailto:csr@amp.gob.pa) / [issc@amp.gob.pa](mailto:issc@amp.gob.pa)

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