



# MARITIME INDUSTRY AUTHORITY

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## MARINA ADVISORY

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**TO :** All Concerned Government Agencies, MARINA Recognized Organizations, Flag States, Port Control Authorities, Shipowners/Bareboat Charterers/Ship Operators/Ship Managers/ Ship Masters of Philippine-Registered Overseas Ships, Manning Agencies, Filipino Seafarers Onboard, and Other Concerned Entities

**SUBJECT :** **Authorization for Digitally Signed Electronic Certificates**

In view of the International Maritime Organization (IMO) Facilitation Committee (FAL) issuance of **Circular Letter No. FAL.5/Circ39/Rev.2 – Guidelines for the Use of Electronic Certificates (20 April 2016)**, and heeding the call of the Indian Register of Shipping (IRS) in enhancing the delivery of statutory certificates on board vessels, the MARINA hereby authorizes the use and acceptance of the digitally signed certificates and hereby employs the following guidelines for the use of electronic certificates.

### I. Background:

The Maritime Industry Authority (MARINA) has received a request from the IRS to facilitate the use and acceptance of E-Certificates based on the procedures and systems in place as per FAL.5/Circ.39/Rev.2. Moreover, the prevailing circumstances imposed by COVID-19 pandemic has resulted in travel restrictions and in some instances, disruption of mail delivery and courier services.

### II. Coverage:

All Philippine registered ships engaged in the international trade.

### III. Objective:

To establish a recognized set of features that will help alleviate the problems inherent in the paper documentation and will facilitate the MARINA's move toward the use and acceptance of the electronic certificates.

#### **IV. Guidelines on the Use of Electronic Certificates**

All reasonable steps should be taken to ensure that the use of electronic certificates shall have the following features:

- a. Validity and consistency with the format and content required by the relevant international convention or instrument;
- b. Protected from edits, modifications or revisions;
- c. A unique tracking number used for the verification; and
- d. A printable and visible symbol that confirms the source of issuance.

The use of websites for online viewing or verification of electronic certificates should ensure that these sites are constructed and managed in accordance with established information security standards for access control, fraud prevention, resistance to cyberattacks and resilience to man-made and natural disasters.

Moreover, the shipowners, operators and crews on ships that carry and use electronic certificates should ensure that these certificates are controlled through the safety management system, as described in Section 11 of the International Safety Management Code. With regard to the electronic signatures, it should meet authentication standards as adopted by the Administration.

The information contained in the electronic certificates, including confirmation of periodic endorsements that are issued by the Maritime Industry Authority (MARINA) as the duly authorized flag State administration of the Republic of the Philippines and statutory certificates issued by Recognized Organizations (RO) acting on behalf of this Administration should be made available onboard Philippine registered ships in accordance with the pertinent IMO maritime instruments.

Finally, the verification process should be reliable, secure and continuously available to confirm the authenticity and validity of an electronic certificate using the unique tracking number and other data contained or embedded in the electronic certificate.

#### **V. Instruction to ROs**

All reasonable efforts should be taken to ensure that electronic certificates are kept valid and available onboard Philippine registered ships, ROs are hereby authorized to use and accept electronic certificates as described in paragraph IV above. The ROs shall inform the MARINA of the details of the electronic certificates being issued to Philippine registered ships.

#### **VI. Notification**

The MARINA will notify the International Maritime Organization (IMO), relevant stakeholders such as other member State authorities, Recognized

Organizations (ROs), port State control officers, shipowners and crew, agents, vetting companies and other relevant agencies of this Advisory.

For the information and strict compliance of all concerned.

  
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