NEW REQUIREMENTS FOR LIAISON OFFICERS IN PROCESSING ONBOARD APPLICATIONS FOR THE ISSUANCE OF SIRB

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Please be informed that in the implementation of Section III.4 of MARINA Circular 2008-04 on the Revised Rules on the Issuance of the Seafarers' Identification and Record Book (SIRB), onboard applications shall only be allowed provided it is filed through a duly authorized company representative and subject to submission of the following documentary requirements and upon the approval of the Authority:

1. NBI clearance valid for one (1) year; and

2. Duly notarized Resolution of the company's Board of Directors, certified by the Board Secretary, authorizing the filing of the application and designating the officials/ authorized representatives to represent the applicant company through a Special Power of Attorney (SPA).

Said authority shall be renewed annually, or whenever a new designation is made.

For guidance and compliance.

Adopted: 05 Dec. 2008

(SGD.) MARIA ELENA H. BAUTISTA
Undersecretary for Maritime Transport, DOTC and Officer-in-Charge, MARINA

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