

GUIDELINES IN THE ASSIGNMENT OF PREFIXES D3 AND E3 TO THE CERTIFICATES OF REGISTRATION/LICENSE OF MARINE DECK AND ENGINEER OFFICERS IN THE OPERATIONAL LEVEL

PRC MEMORANDUM CIRCULAR NO. 09-04, February 06, 2009

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/e8eb85795f6b/>

I. AUTHORITY

Section 10 (c), Article IV of Republic Act No. 8544, otherwise known as the “PHILIPPINE MERCHANT MARINE OFFICERS ACT OF 1998”, as implemented by Joint Resolution No. 08-01 dated July 24, 2008 of the Boards of Marine Deck and Engineer Officers.

II. OBJECTIVE

To upgrade the Certificates of Registration/License of Marine Deck and Engineer Officers in the operational level with prefixes D4 and E4 to prefixes D3 and E3, respectively.

III. POLICIES

1. These guidelines shall apply to all successful examinees in the operational level of the Marine Deck and Engineer Officers licensure examinations and all holders of Certificates of Registration/License with prefixes D4 and E4.
2. Application for the assignment of prefixes D3 and E3 shall be personally filed by the Marine Officer, and if on board, through his duly authorized representative, or through the recognized Liaison Officer of the company. Representative with proper identification, who shall RECEIVE the new certificate/license in behalf of the Marine Officer, shall present a Special Power of Attorney (SPA) or a letter of authorization if a registered professional with the Commission.
3. Applications may be filed at the Professional Regulation Commission, P. Paredes Street, Sampaloc, Manila or in any of the regional offices in the cities of Baguio, Cagayan de Oro, Cebu, Davao, Iloilo, Legazpi, Lucena, Tacloban, Tuguegarao, Zamboanga and satellite offices in Butuan and Pagadian.

IV. DOCUMENTARY REQUIREMENTS

1. Original and photocopy of previous and current Certificate of Registration as Officer in Charge of a Navigational Watch, Third Mate, Officer in Charge of an Engineering Watch or Fourth Engineer.
2. Three (3) pieces passport size and one (1) piece 1” x 1” pictures (in proper Merchant Marine Uniform with two (2) gold stripes shoulder boards, no head gear and with complete name tag).
3. Original and photocopy of valid PRC ID Card
4. Current Community Tax Certificate (Cedula).

V. PROCEDURE

1. Applicant shall secure from the Information Counter of the Marine Deck Officers Division (MDOD) or Marine Engineer Officers Division (MEOD), as applicable, the Application PRC-MDO/MEO Form No. 8-A, PERRC (PRC MDO/MEO Form No. 02) and Application for Professional Identification Card (PRC MDO/MEO Form No. 12).
2. Applicant submits the filled-up application forms together with the documentary requirements at Windows 13 and 14 of MDOD and Windows 21 and 22 of MEOD for evaluation and assessment of fees.
3. Applicant pays the prescribed fees and proceeds to MDOD Windows 9 and 10 and MEOD Windows 26 and 27 for the assignment of prefixes D3 or E3 to Certificate/License Number.
4. The registration officer issues claim slips and advise the marine officer to return on the scheduled date of release.
5. A Resolution shall be issued by the Board at least a week to cover the approved applications.

VI. EFFECTIVITY

This Memorandum Circular shall take effect immediately.

BOARD FOR MARINE DECK OFFICERS

BOARD FOR MARINE ENGINEER OFFICERS

(SGD.) CAPT. JAIME D. AQUIN

Vice-Chairman

Officer-in-Charge

(SGD.) CHIEF ENGR. OFFICER JOSE G. ABUGAN

Chairman

Approved:

PROFESSIONAL REGULATION COMMISSION

(SGD.) NICOLAS P. LAPEÑA, JR.

Chairman

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at <https://batas.org>

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.