



Republic of the Philippines
Department of Labor and Employment

Maritime Training Council

MEMORANDUM CIRCULAR NO. 02
Series of 2009

TO : ALL CONCERNED

SUBJECT : ORDER OF PAYMENT FORM FOR THE ISSUANCE OF
CERTIFICATE OF PROFICIENCY (COP) UNDER MTC
RESOLUTION NO. 04, SERIES OF 2008.

DATE : 19 March 2009

Pursuant to MTC Resolution No. 04, Series of 2008, entitled: "Approving the Guidelines in the Recognition of Assessment of Seafarers' Competence by the Accredited Maritime Training Centers for the Issuance of Certificate of Proficiency by the Maritime Training Council," the attached Order of Payment Form shall be accomplished by the training center to enable the candidates to pay to the nearest OWWA Office the required fee.

Said Form shall be attached to the TCROA Report when submitted to the MTC as the candidate's proof of payment, after which, the COP shall be issued.

For compliance.


NORIEL P. DEVANADERA
Acting Executive Director

MC-order of Payment Form/gtg



ORDER OF PAYMENT FORM

(Under MTC Resolution No. 04, Series of 2008 for the issuance of COP)

NAME OF SEAFARER: _____ DATE: _____

ENDORSED BY: _____

(NAME OF TRAINING CENTER)

PAYMENT FOR: (Pls. check the appropriate box)

- Basic Safety Training and Instruction
- Proficiency in Survival Craft and Rescue Boat (other than Fast Rescue Boats)
- Advanced Training in Firefighting
- Medical First Aid
- Medical Care

AMOUNT

P _____

P _____

P _____

P _____

P _____

TOTAL P _____

 Training Director

(To be filled up by OWWA Cashier)

Amount Paid: _____ O.R. Number _____ Date: _____

Cashier's Signature _____

(Note: This Order of Payment Form shall be attached to the TCROA Report as proof of payment)