**REPUBLIC OF THE PHILIPPINES**

**DEPARTMENT OF TRANSPORTATION**

**MARITIME INDUSTRY AUTHORITY**

AD NO.: 49-00

Initial Issue Date: 09-14-2023

Revision Date: 00

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| **INSPECTION REPORT****(Distance Learning / Assessment Center)** |

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| **Originating Office** |  | **Date**  |  |
| **Name of Institution and Registered Address** |  |
| **Application for:** **Approval/Renewal to Conduct Practical Assessment** **Approval/Renewal of Training Courses through Distance Learning Mode of Delivery** |
| **Course/s Applied for Approval**\*N/A if not applicable |  |
| **Level of Responsibility Applied for Approval**\*N/A if not applicable |  |
| **Date of Receipt of Application** |   |
| **Legal Basis** | **Reference:** |
| **OVERVIEW OF THE EVALUATION/INSPECTION**Please indicate the ff:✓- CompliantX – Needs further actionsN/A – Not part of the Evaluation and Inspection conducted |
| **KEY AREAS** |
|  | Documentary Requirements |  | General Requirement |
|  | Quality Standards System |  | Conduct of training by distance and e-learning programme |
|  | Physical Resources |  | Conduct of assessment of the trainee’s progress and achievement |
|  | Scenarios |  | Security and Intellectual property |
|  |  |  | Delivery Infrastructure |
|  |  |  | Receiving Technology |
|  |  |  | Learning Management System (LMS) |
|  |  |  | For Cloud-based simulation as may be applicable |
| **INSPECTION DETAILS** |
| **Date of Inspection** |  | Special Order No.  |
| **Amounts Paid** | Filing Fee(if applicable) |  | O.R. / Ref. No.  |  |
| Accreditation Fee  |  | O.R. / Ref. No.  |  |
| Inspection Fee |  | O.R. / Ref. No. |  |
| **Inspection Team** |  |  |
|  |  |
|  |  |
| **Date of Re-Inspection** |  | Special Order No.  |
| Re-inspection FeeAmount Paid |  | O.R./ Ref. No. |
| **Re-Inspection Team** |  |  |
| **SPECIFIC DETAILS ON THE EVALUATION AND INSPECTION** |
| **KEY AREAS** | **REMARKS** |
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| **Overall Findings:**  |
| **RECOMMENDATION:**  | ( ) Approval/ Accreditation( ) Issuance of Cease and Desist( ) Notice of Deficiency |
| **Validity of Approval/ Accreditation:** |  |

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|  |  |  |
| Division Chief, Accreditation DivisionSTCW Office |