



NOTICE TO THE PUBLIC

In view of the suspension of all theoretical examinations from 13 March 2020 to 31 May 2020 pursuant to the imposed Enhanced Community Quarantine due to the COVID-19 pandemic, please be informed that all affected examinees with original examination schedule within the aforementioned dates shall be provided with a **NEW SCHEDULE OF THEORETICAL EXAMINATION** by the Examination and Assessment Division (EAD), STCW Office or the concerned MARINA Regional Offices (MROs), **through text message and email**. Thereafter, examinees shall confirm the sent schedule so as to be included in the Official List of Examinees.

Due to the COVID-19 pandemic and in accordance with the recommendation of relevant authorities, the following safety guidelines shall be strictly observed by all examinees:

1. Temperature screening shall be conducted upon entering the MARINA premises. Examinees with body temperature of 37.4C or higher shall not be allowed to take the exam.
2. An accomplished Health Monitoring Form shall be submitted to the duty guard before entering the MARINA premises. The said form will be sent through the examinees' registered email address.
3. Wearing of face mask is a must.
4. We strictly enforce social distancing, therefore, please arrive at your confirmed time slot, not too early/not too late, to avoid overlapping of clients.
5. Only those with confirmed schedule shall be accommodated in MARINA to ensure the observance of physical distancing. Limit your personal belongings to one (1) small bag only. Backpack and luggage shall not be allowed.
6. Bring your own pen to avoid physical contact with proctors and examinees.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION

MARITIME INDUSTRY AUTHORITY



7. Practice safe hand hygiene. Alcohol-based sanitizers will be available for use at the Examination Center but we also recommend to bring your own sanitizer.

We are steadfast in our commitment to be of service to you. Thus, we have equipped our office to reduce, if not possibly eliminate risks during your stay and in return, we respectfully request all examinees to follow safety protocols. We reserve the right to refuse entry to those who will not comply.

For those examinees that will not be able to take the examination on the given date, they may request to reschedule their examination to later available date through SMS or email without forfeiture of their payment. No need to report to MARINA Office to secure new schedule.

For information and widest dissemination.