

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

**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**

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.