



**CANAL DE PANAMÁ**

**Panama Canal Authority  
Cooperative Working Agreement request  
Terms and conditions**

**November, 2024**

# Panama Canal Authority

## Cooperative Working Agreement Request

### **1. Substitution and Swapping of Booking Slots between Container vessels of Cooperative Working Agreement Members (Global Alliances or Vessel Sharing Agreements).**

Substitution and Swapping of booking slots between container vessels for Cooperative Working Agreement members (Global Alliances or Vessel Sharing Agreements) will be allowed, on a temporary basis, under the following conditions:

- Both vessels must be of the same type and must belong to the containership segment.
- Both vessels must belong to the same vessel classification (*Neopanamax, Super or Regular*).
- Both vessels must be transiting in the same direction.
- For swaps, vessels must have similar transit restrictions, and for substitutions, the new vessel must have similar or lesser transit restrictions.
- Both vessel operators must belong to services under the same Cooperative Working Agreement (Global Alliances or Vessel Sharing Agreements)
- The booking date of the vessels involved in the swap or substitution must be within the effective date of the services and of the cooperative working agreement.
- All other LoTSA and ordinary Booking slots rules remain in effect.

### **2. Criteria for the consideration of Cooperative Working Agreements (Global Alliances or Vessel Sharing Agreements) in Substitutions and Swapping between Container vessels through the Panama Canal.**

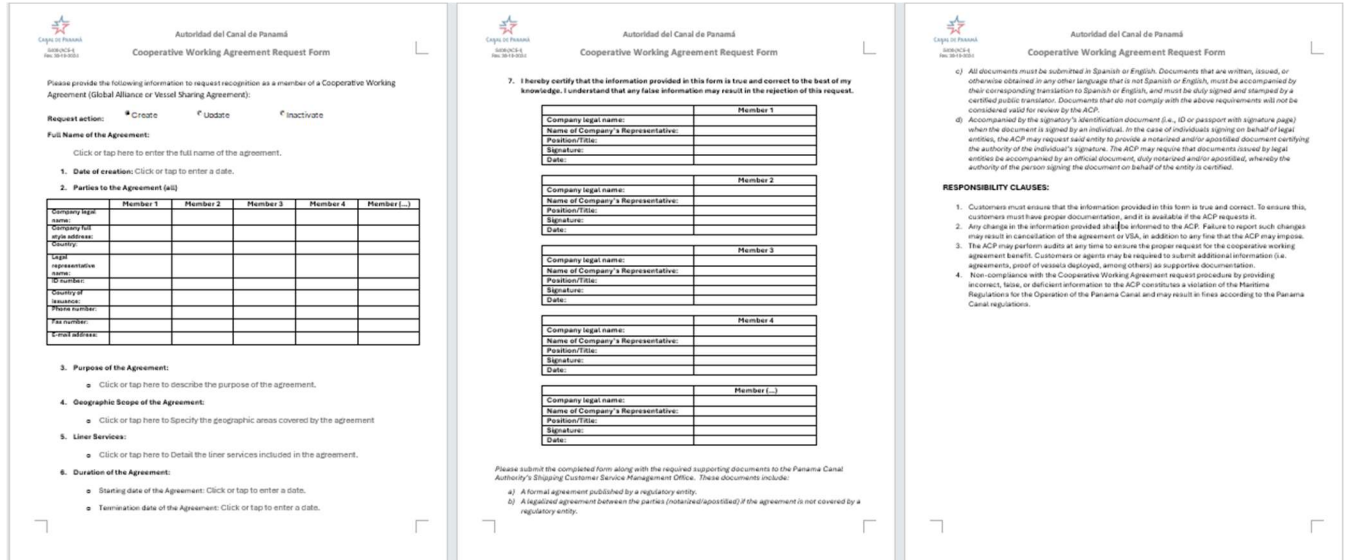
The Panama Canal Authority will recognize Cooperative Working Agreements between shipping lines if they meet the following criteria:

- The cooperation agreement must be governed by a legally established regulatory entity and the agreement must be formally published on the regulatory entity's website. The document must indicate the start date and duration of the cooperation agreement.
- If the cooperation agreement is not covered by a regulatory entity (such as the FMC or similar), there must be an agreement between the parties that is legalized, duly notarized, or apostilled. The document must reflect the start date and duration of the cooperation agreement.
- If the cooperation agreement is not a global agreement and maintains only one service through the Panama Canal, the liner service must have been transiting the Canal for at least one year under the name and code of the line service to which it belongs.
- The cooperation agreement must have a minimum duration of 3 years.
- The shipping lines or their corresponding local shipping agents must initiate the process by submitting the required documentation to the Panama Canal Authority to the email address [operationservices@pancanal.com](mailto:operationservices@pancanal.com). The requested documentation is as follows:
  - a. Cooperative Working Agreement Request Form (Form 5409 (ACE-I)). This form (please refer to page No. 3) contains information about the name of the agreement, start date, participating shipping lines, purpose of the agreement, areas covered in the agreement, line services included

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in the agreement, duration of the agreement, among others. To access the form 5409 (ACE-I) please click on the following link: <https://pancanal.com/en/maritime-services/customer-forms/>



The image shows three sequential screenshots of the 'Cooperative Working Agreement Request Form' (Form 5409) from the Panama Canal Authority. The first screenshot shows the header and initial instructions, including a table for listing members (Member 1 to Member 4 and Member (...)). The second screenshot shows a certification statement and a table for recording the signature and details of each member's representative. The third screenshot shows the 'RESPONSIBILITY CLAUSES' section, which outlines the requirements for the submitted documents and the consequences of non-compliance.

b. Copy of the Cooperative Working Agreement signed by the parties that was published by the regulatory entity.

c. Copy of the Cooperative Working Agreement signed by the parties, apostilled or notarized (in case it does not have a regulatory entity).

Requests to include a new Cooperative Working Agreement (Global Alliances or Vessel Sharing Agreements) or any changes regarding an established one (changes of effective dates, customer consolidations or deactivations, among others), shall be presented to ACP with a minimum of 3 months prior to submitting a swap or substitution request to update our records.

The ACP may request additional information from shipping lines to verify their membership in the Cooperative Working Agreement. It is important that vessel agents register in the Maritime Service Portal the corresponding liner service for each vessel's visit prior to submitting the request for swap or substitution.

**This procedure will be in effect from the date of its publication and replace all prior versions.**