



PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS
(National Headquarters Philippine Coast Guard)
139 25th Street, Port Area
1018 Manila

NHQ-PCG/CGSSIAC/CG-11

16 September 2024

STANDING OPERATING PROCEDURE

NUMBER 23-24

MANAGEMENT AND CARRYING OF FIREARMS BY PCG UNIFORMED PERSONNEL AND CIVILIAN AGENTS

1. AUTHORITY

- A. Republic Act No. 9993, entitled "Philippine Coast Guard Law of 2009", and its Implementing Rules and Regulations dated 27 July 2009
- B. NHQ-PCG Circular No. 08-09, entitled "Policy on the Carrying of Firearms by PCG Uniformed Personnel and Civilian Agents" dated 24 August 2009

2. REFERENCES

- A. Republic Act No. 10591, entitled "Comprehensive Firearms and Ammunition Regulation Act" dated 29 May 2013
- B. Republic Act No. 11766, entitled "An Act Fixing the Validity Period of the License to Own and Possess, Registration, and Permit to Carry Firearms Outside of Residence or Place of Business, Amending for the Purpose Sections 7 and 19 of Republic Act No. 10591" dated 06 May 2022
- C. NHQ-PCG/CGIAS Circular No. 13-19, entitled "Revised Guidelines and Procedures on Disposition of Violations of Code of Conduct and Discipline for PCG Uniformed Personnel" dated 18 November 2019
- D. HPCG/CGA/CGWCEISS Standing Operating Procedure No. 06-02, entitled "Issuance of PCG Firearms" dated 21 August 2002
- E. NHQ-PCG/CG-11 Standing Operating Procedure No. 10-21, entitled "Guidelines on the Rationalized Issuance of PCG Firearms" dated 09 June 2021
- F. HPCG Circular No. 08-09, entitled "Policy on the Carrying of Firearms by PCG Uniformed Personnel and Civilian Agents" dated 24 August 2009

3. PURPOSE

This Standing Operating Procedure (SOP) shall prescribe the guidelines on carrying and managing firearms issued by the Command to its uniformed personnel and/or civilian agents. Given the documented occurrences of PCG personnel employing firearms to intimidate and inflict psychological distress on civilians, an SOP on the management and carrying of firearms is vital to create awareness and discipline among PCG personnel to ascertain the level of awareness related to their duties and responsibilities, as well as to cultivate a sense of order and consciousness about firearms.

4. SCOPE

This SOP applies to all uniformed personnel and/or civilian agents of the Command authorized and with competency to carry PCG-issued firearms in the performance of duty.

Below is the extent of firearms management by PCG Uniformed Personnel and civilian agents:

- A. PCG-issued firearms shall be used in the performance of the official functions that warrant the need for firearms or as deemed appropriate by the Office/Unit Head.
- B. All PCG Uniformed Personnel with personally owned firearms shall declare and submit copies of their individual License to Own and Posses Firearms (LTOPF), Firearms Registration, and Permit to Carry Firearms Outside Residence (PTCFOR) for accounting purposes and monitoring to cognizant office/unit staff.
- C. All personally-owned firearms shall be declared and deposited to the unit's armory with detailed logbooks signed by the duty armorer during the duration of his/her duty.
- D. All PCG Uniformed Personnel with issued individual service firearms shall renew their Memorandum Receipts (MRs) annually in accordance with Ref D and E.
- E. All PCG units must ensure that all PCG Uniformed Personnel must undergo gun safety and handling seminars prior to their assumption to duties which requires the need for firearms.

5. PROCEDURES IN THE CARRYING OF PCG-ISSUED FIREARMS OUTSIDE OF RESIDENCE

A. For Officers and Non-Officers:

- i. Shall be given authority to carry issued firearms, whether in uniform or civilian clothing, in the performance of duty and/or when on an assignment pursuant to a mission order/letter order (MO/LO), without prejudice to proper authorities to require presentation of issued MO/LO when appropriately requested.
- ii. Issuance of MO/LO is mandatory when the tasking is beyond the normal operation of the personnel such as, but not limited to, combat or tactical operation, field intelligence gathering operations, security detailing and/or other activities that require utilization of PCG-issued firearms.
- iii. Personnel without the necessary MO/LO shall strictly be in authorized uniform while carrying firearms in performing their official duties and shall be under the supervision of their immediate Supervisor, Team Leader, Officer-in-Charge and/or Commanding Officer.
- iv. Officers and Non-Officers possessing personal firearms cannot be issued MO/LO by the Command without prior authorization and approval from Coast Guard Weapons, Electronics and Information System Command (CGWEISC) and Deputy Chief of Coast Guard Staff for Intelligence, CG-2. Personal firearms must comply with the necessary permits such as LTOPF and PTCFOR from the Philippine National Police - Firearms and Explosive Office (PNP-FEO).
- v. After a tour of duty, during retirement or separation from the service, issued firearms shall be returned to the property custodian for inventory and safekeeping in the armory, and the issued MO/LO shall be revoked.
- vi. For individual service firearms covered with MRs and Property Accountability Receipts (PAR) as a replacement to the Invoice Receipt (IR) General Form No. 30 (A), MRs issued are subject to renewal annually and procedure of which shall be in accordance with Ref E.

B. Manner of Carrying Firearms:

- i. Issued pistols to uniformed personnel shall be carried in a side holster fit for a specific uniform (belt holster for Working Blue/tactical holster for Battle Dress Attire) unless such peculiar uniform requires different placement of holster (pilots, boat operators, Special Operations Force).



- ii. Personnel in civilian clothing or personnel without issued holsters shall carry their firearm in a concealed manner when outside their residence unless the necessity to use the firearm is imminent.
- iii. MO/LO issued to Officers and/or Non-Officers shall specifically describe the details of the firearm including the duration and effectivity.
- iv. Those authorized to carry firearms shall not bring said firearms in public drinking places, cabarets, public dance halls and public amusement places, places of worship, malls, markets or while attending civic, political and religious rallies and meetings.
- v. Carrying of long firearms is prohibited in Metro Manila, chartered cities, provincial capitals and other thickly populated areas or during fiestas or other large gatherings except while in the performance of duty.
- vi. The Commission of Election (COMELEC) has the sole authority to approve the issuance of a PTCFOR during the election period. Thus, during the election period, it shall be unlawful for any person, including those possessing a PTCFOR to bear, carry or transport firearms or other weapon in public places including any building, street park, private vehicle or public conveyance, unless with authority from the COMELEC.
- vii. Any PTCFOR, MO/LO and MR issued prior to the effectivity of the COMELEC Resolution and covered by the prohibition are declared suspended and without force and effect.

6. RESCISSION

All other procedures contrary to this SOP are amended, rescinded and/or modified accordingly.

7. EFFECTIVITY

This SOP shall take effect on 21 August 2024.

BY COMMAND OF ADMIRAL GAVAN PCG:

OFFICIAL:

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RADM **PCG**
Chief of Coast Guard Staff


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