



PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS

(National Headquarters Philippine Coast Guard)

139 25th St., Port Area

1018 Manila

NHQ-PCG/CGFS

08 May 2023

**STANDARD OPERATING PROCEDURE
NUMBER 08-23**

COAST GUARD FINANCE SERVICE BADGE

I. REFERENCE:

HPCG Circular No. 06-10 dated 24 May 2010 (PCG Awards and Decorations)

II. PURPOSE:

This SOP prescribes the authority, eligibility and manner of wearing of the CGFS Badge.

III. OBJECTIVE:

- a. To give identification to personnel assigned at Coast Guard Finance Service, in-charge with all the finance requirements of PCG Offices, Units and Districts in support to the attainment of their mission.
- b. To provide the qualifications and eligibility for the recognition.
- c. To provide policies, guidelines and procedures for the conferment of the CGFS Badge.

IV. SCOPE:

This SOP applies to all PCG personnel assigned at Coast Guard Finance Service whom by virtue of qualification prescribed in the salient provisions are eligible to receive the above-mentioned badge.

V. THE CGFS BADGE DESCRIPTION:

- a. **Shell** – represents the Coast Guard Finance Service as the keeper of wealth, the unit primary responsible for the proper disbursement of PCG funds.
- b. **White sparkling pearl** – represents the PCG funds.
- c. **Laurel** – symbol of honor to be part of a noble profession and the symbol of triumph of the organization.
- d. **PCG Logo** – symbolizes loyalty. A representation that the Coast Guard Finance Service is one with the whole PCG.

- e. **Honestas - Integritas** – the Coast Guard Finance Service Core Values. Honesty and Integrity, most significant and distinct principles of the men and women of the Coast Guard Finance Service, above all else.

VI. POLICY GUIDELINES:

- a. **To Whom Awarded:** PCG personnel on active duty status are authorized to wear the CGFS Badge provided they comply with the requirements as provided in this SOP.

b. Requirements for the Award:

A person must have the following qualifications to be conferred with Coast Guard Finance Service Badge:

1. Must be a bonafide member of the PCG;
2. Must have been duly certified by Commander, Coast Guard Finance Service;
3. Must be assigned fulltime to CGFS for at least one (1) year*
"Note that the assignment as detached service status to CGFS from other Units/Offices is not considered as assigned fulltime to CGFS"
4. Candidate Coast Guard Non-Officers must be assigned fulltime to CGFS for at least one (1) year or must be enlisted, whichever comes later.

A person who possesses all the qualifications and none of the disqualifications shall be called as candidate prior to conferment of CGFS Badge.

- c. **By Whom Awarded:** The Commandant, Philippine Coast Guard thru the recommendation of Commander, Coast Guard Finance Service.

d. Dimensions:

1. Height – 3.00 cm
2. Width – 3.50 cm



VII. MANNER OF WEARING:

- a. The badge must be worn at the center of the left breast pocket below the flap on every General Office Uniform (Marlen Blue, Bush Coat and Working Blue), Dress Blouse and White Docks, if the wearer is currently assigned at CGFS.
- b. The badge must be worn at the center of the right breast pocket below the flap on every General Office Uniform (Marlen Blue, Bush Coat and Working Blue), Dress Blouse and White Docks, if the wearer is no longer assigned at CGFS.

VIII. OCCASIONS FOR WEARING THE FINANCE SERVICE BADGE:

- a. **Mandatory:** Should be worn on all occasions when in prescribed PCG uniform of the day both local and abroad.
- b. **Optional:** May also be worn at the option of the wearer on the following occasions provided that it is not prohibited by existing regulations:
 - 1. Private social occasions
 - 2. On holidays or when not on duty
- c. **Prohibition:** Shall not be worn as prescribed by HPCG Circular 06-10
 - 1. While suspended from command or rank or while facing trial at the General Court Marshal (GCM), to include the PCG Code and Conduct and Discipline Board
 - 2. While serving sentence and/or confinement
 - 3. While wearing civilian clothing

IX. AUTHORITY:

The Commandant, Philippine Coast Guard thru the recommendation of Commander, Coast Guard Finance Service shall approve and award the CGFS Badge.

X. RESCISSION:

All policies that are inconsistent with this SOP are hereby rescinded upon approval.

XI. EFFECTIVITY:

This SOP shall take effect immediately upon approval.

BY COMMAND OF COAST GUARD ADMIRAL ABU:

OFFICIAL:


JAYSBELLE B. FERRER
CG CDR
Coast Guard Adjutant

TITO ALVIN G ANDAL
CG COMMO
Chief of Coast Guard Staff