



**PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS**  
(National headquarters Philippine Coast Guard)  
139 25<sup>th</sup> Street, Port Area  
1018 Manila

**CG K9 Force/MARSLEC/CG-14  
NHQ-PCG**

15 July 2022

**STANDING OPERATING PROCEDURE**

**NUMBER 06-22**

**GUIDELINES GOVERNING THE ACCEPTANCE OF DOG DONATIONS TO THE  
CGK9 FORCE**

**1. PURPOSE:**

This SOP prescribes the guidelines governing the acceptance of dog donations to the CGK9 Force.

**2. SCOPE:**

The coverage of these guidelines includes all parameters, standard evaluation and accepted general conditions of dogs that will be donated to the CGK9 Force.

**3. DEFINITION OF TERMS:**

a. CG Veterinary Officer – a licensed veterinarian and a PCG commissioned officer under the CG Veterinary Service, operationally controlled by the CGK9 Force.

b. CGK9 Chief Evaluator – a personnel who completed the Coast Guard K9 Evaluators Course, is assigned at the CGK9 Training Center, and evaluates/qualifies dogs for training.

c. CGK9 Training Center – headed by a Director, is the place where candidate K9 handlers and working dogs undergo their proficiency training.

d. Ehrlichia Antibody (Ab) test – is a rapid immunochromatographic screening test for detecting *Ehrlichia canis* antibodies in the dog's blood, serum or plasma.

e. Heartworm antigen test – is an immunochromatographic test for detecting *Dirofilaria immitis* antigen in the dog's blood, serum or plasma.

f. Leptospirosis antibody (Ab) test – a test designed to detect *Leptospira* IgM antibodies in the dog's blood, serum or plasma.

**4. POLICY:**

To ensure that any donated dog must be compliant to its potential handler and should pass the evaluation and determination of its fitness for training. Likewise, every donation should be in writing through a duly notarized Deed of Donation

**5. PROCEDURE:**

a. All intended donation of dogs must be formally communicated to Headquarters, CGK9 Force and donors must be informed of the standard screening and/or evaluation procedures (Annex A) before their dog can be considered for adoption;

b. Dogs intended for donation to CGK9 Force must have minimum age of 4 months to 12 months old and the preferred breed fit for K9 training should be limited to Belgian Malinois, Labrador Retriever, Golden Retriever and/or Jack Russel Terrier.

c. The evaluation of dogs intended for donation to CGK9 Force shall be conducted at the CGK9 Training Center by a Chief Evaluator and CG Veterinary Officer within the NCR-CL and STL areas. For other areas, the same shall be evaluated by a Chief Evaluator and CG Veterinary Officer available at any CG District.

d. Once the donated dog has passed the performance and health evaluation, the result (Annex B) along with photos, will form part of the documentation attached to the duly notarized Deed of Donation (Annex C) subject to the review of C, CGK9 Force.

e. Any donated dog shall be turned over to the CGK9 Training Center and shall be included in the monthly inventory as part of PCG asset/property being submitted to the CG Accounting Service.


**6. RESCISSION:** Any existing CGK9 Force policy, declaration and/or directive not in conformity with any provisions of this SOP in part or as a whole is hereby rescinded.

**7. EFFECTIVITY:** This SOP shall take effect upon publication.

**BY COMMAND OF COAST GUARD ADMIRAL ABU:**

OFFICIAL:

**TITO ALVIN G ANDAL**  
**CG COMMO**  
Chief of Coast Guard Staff

  
**JAYSIEBELL B FERRER**  
**CG CDR**  
Coast Guard Adjutant