

Department of Transportation and Communications
PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS
(Headquarters Philippine Coast Guard)
139 25th Street, Port Area
1018 Manila

DCS-HRM

25 June 2010

STANDING OPERATING PROCEDURE)
NUMBER 11-10)

**DESIGNATION OF KEY OFFICERS AND COMPOSITION OF BOARD OF
COAST GUARD ADMIRALS**

I. REFERENCE: AFP PERSONNEL DIRECTIVE Nr 5 dtd 8 Aug 1990,
"Designation of Key Officers"

II. CONCEPT: These SOP prescribes the policies, procedures and
guidelines governing the determination or selection of officers for assignment to
key positions in the PCG service.

III. COMPOSITION: The Board of Coast Guard Admirals shall be composed
of the following officers:

Commandant, PCG	-	Chairman
Vice Commandant for Operations	-	Member
Vice Commandant for Administration	-	Member
Other Senior Officers with the rank of Coast Guard Rear Admiral	-	Member
Chief of Coast Guard Staff	-	Board Secretariat

IV. POLICIES:

a. The Board of Coast Guard Admirals (BCGA) shall determine the fill-
up of positions requiring the rank of O-6 and higher.

b. The BCGA shall likewise determine the fill up of positions for
foreign postings from among the PCG officers carrying the rank of O-6 and
higher.

c. The following positions require the rank of O-6 and higher:

1. Major Unit Commanders
2. District Commanders
3. Chief of Coast Guard Staff
4. Commander, Coast Guard Internal Affairs Services

Serving Our Nation by "Ensuring Safe, Clean and Secure Maritime Environment"

5. Deputy Commanders of Major Unit Commands and Districts
6. Members of HPCG Central Staff

d. The career development of officers who are being considered to occupy any of the positions listed under para IV (c) must be taken into account pursuant to the provisions of existing policies and regulations.

e. The Commandant, PCG may designate an officer in an acting capacity to any position listed in para IV (c) while waiting for the final determination of the Board when the relief or transfer of the incumbent is dictated by operational necessity.

V. PROCEDURES:

a. At least thirty (30) days prior to the projected relief, transfer or retirement of any officers occupying the aforementioned positions under para IV (c), the members of the Board shall convene and deliberate on whom among the PCG Senior Officers are qualified to fill up the vacant positions.

b. The Head, Secretariat shall submit a list of candidates for the positions to be filled up. The list shall include SOI and brief narrative career profile of the candidates.

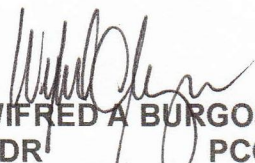
c. The designation of officers in the key positions listed above shall be in acting capacity (refer to para IV e) for thirty (30) days. Thereafter, the designation may be changed to permanent status upon the discretion of the Board, provided that no legal or service-connected impediment presents itself against such permanent designation.

VI. EFFECTIVITY: This regulation shall take effect upon publication.

VII. RESCISSION: All policies inconsistent with the SOP prescribed above are hereby rescinded.

BY COMMAND OF ADMIRAL TAMAYO:

OFFICIAL:


WIFRED A BURGOS
CDR PCG
Coast Guard Adjutant

ENRICO EFREN A EVANGELISTA
COMMO PCG
Chief of Coast Guard Staff