



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

12 July 2013

HPCG/CG-8

**STANDING OPERATING PROCEDURE**  
**NUMBER ..... 04 - 13**

**GUIDELINES ON MOVEMENT OF VESSELS DURING HEAVY WEATHER**

**I. PURPOSE:**

This Standing Operating Procedures (SOP) prescribes the guidelines and procedures governing the implementation of HPCG Memorandum Circular 02-13 on Movement of Vessels during Heavy Weather dated 05 June 2013.

**II. SCOPE:**

This SOP applies to all Philippine Coast Guard (PCG) Districts, Stations and Detachments having jurisdiction over all vessels operating within the territorial jurisdiction of the Republic of the Philippines except on vessels engaged in "Short Distance Voyages" within the designated "Special Areas" when Public Storm Warning Signal Number 1 is hoisted

**III. PROCEDURES:**

The Coast Guard District/Station/Detachment who has jurisdiction over the area when Public Storm Warning Signal (PSWS) Number 1 or higher is hoisted within its point of origin, the intended route, and point of destination shall strictly implement the following:

- A. No vessel of any type or tonnage shall be allowed to sail except to take shelter when Public Storm Warning Signal (PSWS) Number 1 or higher is hoisted within its point of origin, the intended route, and point of destination;

- B. For the purpose of taking shelter, all vessels shall leave without passengers and dangerous cargo on board. For other cargoes that may be permitted to remain on board, the Master/Patron shall observed maximum precautionary measures through proper lashing and stowage as prescribed by MARINA's cargo securing guidelines, and
- C. For vessels already underway, when PSWS is hoisted in its immediate vicinity along its route, or point of destination, the Master or Patron shall be advised to take no other option except to avoid the path of the typhoon and to take mandatory sheltering.

#### IV. RESPONSIBILITY:

##### A. Coast Guard District Commander:

1. Shall designate responsible personnel to monitor and promptly obtain the latest PAGASA weather bulletin;
2. Shall designate responsible personnel to plot in the weather chart the track, forecast position of the typhoon and PSWS Sectors;
3. Shall promptly disseminate to all subordinate units the latest PAGASA weather bulletins and updates;
4. Shall promptly disseminate to all local media and communication networks especially through radio and television regarding the guidelines on movement of vessel during heavy weather;
5. Shall render situation report (SITREP) to Higher Headquarters (Attn: CG-3/CGAC) every hour when signal number 1 or higher is hoisted. SITREPs shall include weather condition, maritime traffic condition and vessels taking shelter;
6. Shall monitor distress frequencies during heavy weather condition, and
7. Shall supervise the strict implementation of MC and SOP on Guidelines on Movement of Vessels during Heavy Weather.

##### B. Coast Guard Station/Detachment Commander:

1. Shall designate responsible personnel to monitor and promptly obtain the latest PAGASA weather bulletin;
2. Shall designate responsible personnel to plot in the weather chart the track, forecast position of the typhoon and PSWS Sectors.
3. Shall promptly disseminate to all subordinate units the latest PAGASA weather bulletins and updates.

4. Shall promptly disseminate to all local media and communication networks especially through radio and television regarding the guidelines on movement of vessel during heavy weather.
5. Shall render situation report (SITREP) to Higher Headquarters (Attn: CG-3/CGAC) every hour when signal number 1 or higher is hoisted. SITREPs shall include weather condition, maritime traffic condition and vessels taking shelter;
6. Shall ensure that Master's request to leave port for purposes of taking shelter in a safer area or riding out the typhoon are put in writing and properly attested;
7. Shall ensure that vessels granted approval to leave port for the purpose of taking shelter or riding out the typhoon have disembarked their passenger and dangerous cargoes
8. Shall monitor vessels already underway and advise the Master/Patron to avoid the path of the typhoon and to take mandatory sheltering;
9. Shall monitor distress frequencies during heavy weather condition, record all distress alerts and take appropriate action as necessary;
10. Shall issue (EIAR-Form A) to the Master of the vessel indicating the specific violations in accordance with the HPCG Memorandum Circular 02-13 on Movement of Vessels during Heavy Weather. The violations noted shall be recorded in the Vessel's Inspection Record Book;
11. The Station Commander shall review and adjudicate the EIAR and impose the appropriate penalty in accordance with the HPCG Memorandum Circular 02-13 on Movement of Vessels during Heavy Weather;
12. Shall receive payments from violations, issue official receipts thereof, and deposit amount collected to the PCG Trust Receipt Account Number 0012-2222-12, Landbank of the Philippines. Likewise, copy furnish to the Coast Guard Finance Center on all payments received and deposited amounts, and
13. Shall ensure strict implementation of the MC and SOP on Guidelines on Movement of Vessels during Heavy Weather at all times; and
14. Shall perform other tasks as the District Commander and/or the Commandant, PCG may direct.

**C. The Deputy Chief of Staff for Maritime Safety Service, CG-8:**

1. Shall maintain record of reported violations of vessels under HPCG Memorandum Circular 02-13 for monitoring purposes; and
2. Shall review existing regulations on Movement of Vessels during Heavy Weather periodically and initiate amendments as necessary

**D. The Director, Coast Guard Action Center (CGAC):**

1. Coordinate with PAGASA on the availability of weather bulletin every 0500H, 1000H, 1700H and 2300H or whenever weather updates from PAGASA are available and immediately disseminate same through the fastest means of communications to all PCG units with priority to the areas directly affected or may be affected by the typhoon;
2. Shall plot in the weather chart the track, forecast position of the typhoon and PSWS Sectors in reference to paragraph 1 hereof;
3. When Low Pressure Area or Inter-tropical Convergence Zone is in effect within the Philippine Area of Responsibility, Director, CGAC shall categorized the situation as Level 1 or Guarded Alert in the directly affected area;
4. When PSWS 1 is in effect within the Philippine Area of Responsibility, Director, CGAC shall categorized the situation as Level 2 or Heightened Alert in the directly affected area;
5. When PSWS 2 and above is in effect within the Philippine Area of Responsibility, Director, CGAC shall categorized the situation as Level 3 or Full Alert in the directly affected area;
6. Shall monitor continuously all PCG units and take appropriate action on all reported maritime incidents. Recommend to the Chief, CG Staff the activation of the Crisis Management Committee in case of major incidents;
7. Shall immediately advise the Commandant, PCG of any major maritime incident; and
8. Shall perform other tasks as the Commandant, PCG may direct.

**V. RESCISSION:**

This SOP rescinds all other publications contrary to the provisions stated herein.

**VI. EFFECTIVITY:**

This SOP shall take effect upon approval

Approved by:

  
RODOLFO D ISORENA  
RADM PCG  
Commandant, PCG