



**PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS  
(National Headquarters Philippine Coast Guard)**

139 25<sup>th</sup> Street, Port Area  
1018 Manila

16 April 2021

NHQ-PCG/PCGCC

**STANDING OPERATING PROCEDURES  
NUMBER.....07-21**

**ACTIVATION OF CRISIS MANAGEMENT COMMITTEE**

**I. PURPOSE:**

To set forth procedures in the activation of Crisis Management Committee (CMC) when there is a perceived crisis, or in the occurrence of actual crisis.

**II. SCOPE:**

This SOP covers all members of PCG (uniformed and civilian) if there will be a perceived crisis, or in the occurrence of the actual crisis situation that requires PCG actions.

**III. TERMS AND DEFINITIONS:**

A. CMC – Crisis Management Committee

B. Crisis – a time of intense difficulty, trouble, or danger such as:

1. Natural disaster – A natural hazard is a natural process or phenomenon that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage. Various phenomena like earthquakes, landslides, volcanic eruptions, floods, hurricanes, tornadoes, blizzards, tsunamis, and cyclones are all natural hazards that kill thousands of people and destroy billions of dollars of habitat and property each year.

2. Human instigated disaster – are the consequences of technological hazards. Examples include stampedes, fires, transport accidents, industrial accidents, oil spills, and nuclear explosions/radiation. As with natural hazards, man-made- hazards includes perceived, potential, imminent, actual threats to life or property that are caused by direct or indirect human acts or inactions.

3. Maritime accident – Accident caused interchangeably with marine casualty

4. Marine Casualty – an event that has resulted in any of the following:

- 4.1 The death of, or serious injury to, a person that is caused by, or in connection with, the operations of a vessel; or
  - 4.2 The loss of a person from a vessel that is caused by, or in connection with, the operations of a vessel; or
  - 4.3 The loss, presumed loss, or abandonment of a vessel; or
  - 4.4 The stranding or disabling of a vessel or the involvement of a vessel in the collision; or
  - 4.5 Material damage being caused by, or in connection with, the operation of a vessel; or
  - 4.6 Damage to the environment brought about by the damaged of a vessel or vessels being caused by, or in connection with, the operations of a vessel or vessels.
5. Maritime Incident (MI) – means an occurrence or event being caused by, or in connection with, the operations of a vessel by which the vessel or any person is imperilled, or might result in serious damage to the vessels or structure or the environment.
  6. Oil spill – and accident release of oil into a body of water, as from a tanker, offshore drilling rig, or underwater pipeline, often presenting a hazard to marine life and the environment.

#### **IV. RESPONSIBILITIES:**

CMC shall be activated to advise CPCG of the appropriate PCG Courses of Actions (COA) for the effective and efficient response of our frontline units, in order to minimize the damage and effect that might be incurred by the anticipated crisis of life, properties, media, political implication, and social reactions. Likewise, CMC will ensure the timely PCG intervention and response as required by the pressing situation.

#### **V. SPECIFIC GUIDELINES:**

CMC will be activated if deemed necessary during an emergency situation, expected widespread heavy weather disturbances, maritime accidents involving vessels with more than twenty (20) persons on board, or if there is an imminent spillage of oil or other hazardous and noxious substances in large volume with alarming magnitude. Likewise, the occurrence of sea jacking, hostage-taking at sea, piracy, terror acts such as bombings, civil disturbances, mass actions, and the advent of natural calamities such as floods, earthquakes, typhoons, and tsunamis are necessary to be included in maritime incidents acted upon by the PCG.

Additional PCG, PCGA Officers, and other concerned Government/Private Agencies who has the technical expertise /experiences, and possesses first-hand information of the situation will be invited for consultation purposes, and eventually accommodated as part of the oversight committee.

A. CMC shall be composed of Chairman, Vice-Chairman, CG2, CG3, CG4, CG11, D, PCGCC, CGPAO, and C, CGLS as regular members. Additional members on the committee will be an option not limited to concerned PCG offices and operating units. The CMC will be headed by Deputy Commandant, while the vice-chairman will be the concerned PCG Functional Commander.

CMC shall be clustered in Five (5) specific clusters. To wit;

**CMC "A"** – is activated in case of maritime accident such as sinking, collision, grounding, flooding, fire/explosion at sea/port, capsizing, drifting, medical evacuation, heavy weather damage, and ditching. Composition:

Chairman: DCO, PCG

Vice Chairman: C, MSSC

Members: C, CGSSF; CG-2; CG-3; CG-4; CG-7; CG-8; CG-11; D, PCGCC;  
CGPAO; C, CGLS; TCS, MEDSVC; C, CGSOF; C, CGAF

**CMC "B"** – is activated in case of sea jacking, hostage taking, piracy and bombing incident and terrorist threat. Composition:

Chairman: DCO, PCG

Vice Chairman: C, MARSLEC

Members: C, CGSSF; CG-2; CG-3; CG-4; CG-11; CG-14; D, PCGCC;  
CGPAO; C, CGLS; C, TCS, MEDSVC; C, CGSOF; C, CGAF

**CMC "C"** – is activated in case of oil spill and related incidents that would result to the destruction of the maritime environment. Composition:

Chairman: DCO, PCG

Vice Chairman: C, MEPCOM

Members: CG-1; CG-2; CG-3; CG-4; CG-7; CG-9, CG-11; D, PCGCC;  
CGPAO; C, CGLS; C, CGAF; C, SSF; C, HSG

**CMC "D"** - is activated in case of natural calamities such as flood, earthquake, typhoon and tsunamis. Composition:

Chairman: DCO, PCG

Vice Chairman: C, CGLSC

Members: CG-1; CG-2; CG-3; CG-4; CG-7; CG-11; D, PCGCC; CGPAO;  
CGLS; TCS, MEDSVC; C, CGSSF; C, CGSOF; C, CGAF; C,  
HSG

**CMC "E"** - is activated during civil disturbances such as mass actions, demonstration and rallies. Composition:

Chairman: DCO, PCG

Vice Chairman: C, MARSLEC

Members: CG-1; CG-2; CG-3; CG-4; CG-7; CG-11; D, PCGCC; CGPAO;  
C, CGLS; TCS, MEDSVC; C, CGSOF; C, CGAF; C, HSG

B. The particular cluster of CMCs shall be activated upon recommendation of D, PCGCC/ CDO, and approval of CPCG or DCO, PCG in the absence of the former.

C. CMC upon activation shall hold a meeting aboard NHQ Command Center to assess given situation/s in order to come up with a timely and coherent PCG response.

D. CMC will provide General and Strategic direction and supervision to the concerned operating units with regard to the strict implementation of recommended PCG response based on the initial assessment.

E. The objective of CMC is to come up with feasible strategies that will immediately bring down a crisis situation to levels manageable by the concerned operating units.

F. CMC will ensure adherence to the existing Guidelines and Procedures (SOPs) duly approved by the Commandant PCG only.

G. CMC may create sub-committees and further recommend additional members from HPCG staff or other PCG Officers, other government, and private agencies as deemed necessary.

H. CMC efforts shall be replicated at the District level having jurisdiction of an emergency situation.

I. When the crisis is already manageable by sub-units, CMC shall be de-activated. Upon the recommendation of the Chairman to CPCG.

## VI. PROCEDURES:

- A. CG-3/D, PCGCC/CDO shall evaluate the arising situation. If the situation qualifies to the parameters set forth for the activation of CMC, or in the event that an emergency situation or crisis occurs crisis spontaneously occurred, subject officers shall immediately recommend to CPCG the activation of the Crisis Management Committee, and shall be communicate thru proper communication.
- B. Upon CPCG's approval, Operations Officer/ODO shall immediately inform the members of the CMC, using the fastest means of communications available, and ensure that they personally receive the notice. Likewise, the members shall be advised of their estimated time of arrival at the NHQ-PCG situation room which shall be within one (1) hour upon receipt of the call.
- C. CG-3/PCGCC/CDO shall give a briefing to the members of CMC for their appreciation of the prevailing situation.
- D. After the briefing, each member shall give positive insights, technical and legal advice to form part of PCG's Course of Actions (COA's), necessary preparation, and coherent PCG response on the impending crisis.
- E. CG-3 supplemental action plan shall be formulated and disseminated to the concerned tasked unit.
- F. After the dissemination, the CMC upon activation shall convene a meeting at NHQ-PCG Situation Room for the implementation of CPCG approved Courses of Actions (COAs). CMC, through the PCGCC, shall spearhead the implementation of the CPCG approved response and shall monitor through close coordination with concerned PCG out-lying units with regard to the process of implementing the CPCG approve COAs.
- G. PCGCC shall establish a real-time messaging application group composing of the CMC Members, District Commander/s, On-site Commander and other personnel deemed necessary to be included for immediate dissemination of information.
- H. CMC shall monitor the progress of the crisis and at times will report to the situation room for the review of COA's if it is still applicable.

- I. The Chairman of CMC shall recommend to CPCG the de-activation of CMC when the crisis situation ceases and already manageable.
  - J. Upon approval, the de-activation, notice shall be published/relayed to all members of the CMC.
- VII. **RECISSION:** This SOP rescind **LOI Nr 26-2010** (PCG Crisis Management Committee)
- VIII. **EFFECTIVITY:** This procedure shall take effect 15 days upon publication.

**BY COMMAND OF ADMIRAL URSABIA JR:**

**OFFICIAL:**

**FERDINAN B PICAR**  
**COMMO            PCG**  
Chief of Coast Guard Staff



**LIEZEL B BAUTISTA**  
**CDR                    PCG**  
Coast Guard Adjutant