



PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS

(Headquartes Philippine Coast Guard)

139 25th St., Port Area

1018 Manila

HPCG/CG-11

15 November 2017

**STANDING OPERATING PROCEDURE
NUMBER 12-17)**

ISSUANCE OF TRAINING AMMUNITION

I. REFERENCE:

- a. RA 9993 also known as Philippine Coast Guard Law of 2009 and its IRR
- b. GHQ, AFP Directive Nr AGPCR2 19-2005 dtd 27 May 2005, subject: Issuance of Training Ammunition/Explosives

II. GENERAL: All security related training activities require resources in order to be successful. Ammunition are some of the most valuable resources in relation to training that requires combat skills. Along this line, the accurate programming, acquisition and distribution of training ammunition shall ensure the successful conduct of unit training program.

III. PURPOSE: This SOPprescribes the policies and proceduresforthe issuance of training ammunition to all PCG Units/Offices.

IV. Definition of Terms:

a. **Ammunition** – The material fired, scattered, dropped, or detonated from any weapon, as bombs or rockets, and especially shot, shrapnel, bullets, or shells fired by guns.

b. **Training Ammunition** –A dummy round or drill round that is completely inert, contains no primer, propellant, or explosive charge. It is used to check weapon function, and for crew training. A distinct from “practice” ammunition, which may contain smaller than normal amounts of propellant and/or explosive.

c. **Annual Training Ammunition Allocations (ATAA)** – is a program intended for the allocation of training ammunition to PCG covering the period of 1 year.

d. **Coast Guard Ordnance Depot (CGOD)** - a place where ammunition, weapons, and other military materials are stored.

e. **Logistics Supply Depot (LSD)**—is an installation/facility or place used by PCG to store its supplies temporarily until they can be distributed to the different PCG Units.

f. **Marksmanship** - is an art or skill of using a firearm, such as a rifle or a pistol in order to have an ability to shoot accurately at a target.

g. **MARSEC Units** – is one of the functional Commands of PCG which composed of Coast Guard K9 Force, Coast Guard Intelligence Force, Coast Guard Security and Intelligence Service, Coast Guard Investigation and Detection Service, and Coast Guard Patrol Force. A PCG unit with a function to monitor and evaluate maritime security operations including control and supervision of ports and ship's security enforcement operations.

h. **Special Operations Force (SOF)** – a PCG Unit trained and equipped forces, manned with selected personnel, using unconventional tactics, techniques, and modes of employment to conduct special operations.

V. POLICIES:

a. PCG operational Commands and Support Command/Units shall plan and program for ammunition requirements to include all the annual training ammunition requirements in the Annual Training Ammunition Allocations (ATAA). This shall be the basis of issuance of training ammunition to requesting units by this Headquarters.

b. All Officers and Non-officers are required to undergo Marksmanship Training once a year. However, Officers and Non-officers assigned in MARSEC Units shall undergo Marksmanship Training once every six (6) months while personnel assigned at Special Operations Force (SOF) shall undergo same once every quarter.

c. Marksmanship Training must be integrated with the unit training of the squad/platoons in order to emphasize team cohesiveness and confidence among members. The program of ammunition expenditure must comply with the allowable number of rounds per individual of a certain activity. (See Annex A in POI for Marksmanship Course Integrated to Unit Training)

d. All Pre-Entry courses such as Coast Guard Officer Candidate (CGOC), Coast Guard Man Course (CGMC), Career Courses, Leadership Courses, Specialization Courses, K9 Training, SOF Training, Coast Guard Intelligence

Course (CGIC), VIP Protection Course, and other related Security Courses are priority for the issuance of training ammunition.

e. All units shall turn-in to Coast Guard Ordnance Depot (CGOD) or Logistics Supply Depot (LSD) at least eighty percent (80%) of the empty shell NLT two (2) weeks after the conduct of training. Units not complying with this requirement shall not be issued their subsequent training ammunition allocations.

f. Subordinate units shall only draw their training ammunition allocation within one (1) week before the actual conduct of such activity.

VI. PROCEDURE:

- a. Phase 1 - Programming
- b. Phase 2 – Ammo Issuance
- c. Phase 3 – Report Submission

VII. RESPONSIBILITIES:

a. Operational Commands and Support Commands/Units.

(1) Plan for the conduct of marksmanship training for all Officers and Non-officers assigned in Security and Law Enforcement Unit effective upon approval of this Circular.

(2) Program all the annual training ammunition requirements in the Annual Training Ammunition Allocations (ATAA) of the preceding year.

(3) Integrate Marksmanship Training in the unit training of the squad/platoons. Ensure that the program of ammunition expenditure must comply with the allowable number per capita of rounds.

(4) The following documents shall be submitted when requesting training ammunition HPCG (Attn: DCS for MWCEIS, CG-11):

- a. Basic Letter request endorsed by Unit Commander;
- b. Roster of Troops / Students;
- c. After Operation/Test/ Firing Report of the training being conducted;
- d. Approved Training Directive;
- e. Program of Instruction (POI);
- f. Program of Ammunition Expenditures;

g. Original copy of the Property Turn-in slip (PTIS) of eighty percent (80%) empty shells used during the previous training conducted, turned-in and signed by CO, CGOD, CO, LSD, and SAO; and or

h. After Training/Activity Report of last training that has been conducted based on the latest ammunition issuances.

b. **HPCG Staff**

(1) **DCS for MCWEIS (CG-11)**

a. Review, process and ensure that all annual training ammunition requirements are allocated in the APB, included in the ATAA's and conform to the approved Training Program of the PCG units.

b. Endorse to CG-4 all programmed training ammunition requirements of PCG for inclusion in the ammunition procurement and issuance of directives.

(2) **DCS for Logistics (CG-4)**

a. Issue directive to PCG units, for implementation as recommended by CG-11.

b. Plan and program for ammunition requirements that is not available in CGOD/LSD Stock for acquisition/procurement from local and foreign sources.

c. Initiate procurement of training ammunition thru PCG Procurement Service and deliver the items to CGOD/LSD to replenish the ammunition stock.

d. Review and validate the quantities and type of requested ammunition for subsequent issuance of directive and for further action of CG-3 in case there are any changes.

e. Initiate preparation of ammunition training allocation and designates ammunition depot installation to requesting unit where issuance and distribution to be conducted and monitor the issuances and consumption of training ammunition.

f. Implement appropriate measures to prevent multi-issuance of training ammunition for a particular training activity in the ATAAs.

g. Ensure that Major units comply with the provisions of this Circular and initiates appropriate action in case of violation.

(3) **Logistics Command**

a. Procure the training ammunition from the local or foreign sources and deliver the items to CGOD/LSD to replenish the ammunition stock.

b. Facilitate the issuance of training ammunition to all requesting units.

(4) **Subordinate Units**

a. Submit proposed training ammunition requirements per training activity to HPCG (Attn: DCS for MWCEIS, CG-11) thru channel for review and subsequent incorporation in the ATAA.

b. Submit after training report and turn-in at least eighty percent (80%) of the empty shell NLT two (2) weeks after the conduct of training.

c. Render periodic reports of training ammunition receipt and consumption.


VIII. **RESCISSION:** All PCG previous publications not in conformity with this Circular are hereby rescinded.

IX. **EFFECTIVITY:** This SOP takes effect immediately upon publication.

BY COMMAND OF COMMODORE GARCIA:

OFFICIAL:

JOSE WILLIAM U ISAGA
CAPT PCG
Chief of Coast Guard Staff


CYNTHIA E. ESQUIVIAS
LCDR PCG
Acting Coast Guard Adjutant

29/12/12

Annexes:

- A - Program of Instruction (POI)
- B - Sample Ammunition Justification

Annex A

PROGRAM OF INSTRUCTIONS (POI)
MARKSMANSHIP COURSE INTEGRATED TO UNIT TRAINING

| SUBJECT | Nr of Periods/Type of Instruction | Scope |
|--|---|--|
| 1. Quick Reaction Firing | 2 HRS LECTURE 6 HRS PRAC. EXERCISES TOTAL = 8 HRS | Engaging targets using front sight only from a distance of 5 to 25 meters, walking then turning right/left 90 degrees or 180 degrees and immediately engage the target in standing position (double tap) |
| 2. Endurance Firing | 1 HR LECTURE 3 HRS PRAC. EXERCISES TOTAL = 4 HRS | Test students ability to withstand fatigue and shoot the target accurately. |
| 3. CQB (Close Quarter Battle) | 2 HRS LECTURE 6 HRS PRAC. EXERCISES TOTAL = 8 HRS | Principles involved, phrases of room combat, organization and techniques of room combat. |
| 4. ICTC (Individual Combat Training Circuit) | 2 HRS LECTURE 6 HRS PRAC. EXERCISES TOTAL = 8 HRS | Sneaker Course, Shooting Gallery, Confidence, Firing, Field Firing, Shipping and Counter Sniping, Night Firing |
| 5. Range in Series | 2 HRS LECTURE 6 HRS PRAC. EXERCISES TOTAL = 8 HRS | Test the students skill to hit targets at 50 meters (kneeling, standing), 100 meters (prone), 150 meters (prone) and 200 meters (prone) |
| 6. Fire and Maneuver | 1 HR LECTURE 3 HRS PRAC. EXERCISES TOTAL = 4 HRS | Test the students fundamental skills learned during the different phases of Marksmanship Instruction. Purpose is to simulate battlefield conditions in order to develop a proficient combat infantryman |
| | 40 HOURS | |

Note: All Practical Exercises must conduct dry fire/rehearsal IAW Annex A and Annex B of HPCG Circular No. ____ (MARKSMANSHIP TRAINING) dated ____ 2017 prior to live firing

Annex B

SAMPLE AMMUNITION JUSTIFICATION

| | | | |
|--------------------------|--|---------------------------|-----------------------|
| 1. Quick Reaction Firing | Demo/familiarization | = | 4 rds |
| | Recorded 2 rds x 5 targets | = | 10 rds |
| 2. Endurance Firing | Demo/familiarization | = | 4 rds |
| | Recorded 2 rds x 5 targets | = | 10 rds |
| 3. CQB | Demo/familiarization | = | 4 rds |
| | recorded 2 rds x 5 targets | = | 20 rds |
| 4. ICTC | Demo/ familiarization | = | 4 rds |
| | recorded 2 rds x 5 targets | = | 30 rds |
| 5. Range in Series: | | | |
| | Slow Fire = 5 rds each position for demo/familiarization prior recorded firing | = | 20 rds |
| | 50m kneeling/sqt | 5 rds x 2 targets | = 10 rds |
| | 10m prone | 5 rds x 2 targets | = 10 rds |
| | 150m prone | 5 rds x 2 targets | = 10 rds |
| | 200m prone | 5 rds x 2 targets | = 10 rds |
| | | Total | 60 rds |
| 6. Fire and Maneuver | | = | 30 rds |
| | 20 rds for demo/familiarization prior record firing | = | 20 rds |
| | | <u>Grand Total</u> | <u>200 rds</u> |