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NHQ-PCG/CG-3

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**CIRCULAR**  
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**UTILIZATION OF THE INDO-PACIFIC REGIONAL INFORMATION SHARING  
(IORIS) PLATFORM FOR INFORMATION EXCHANGE DURING MARITIME  
ROUTINE AND INCIDENT SITUATIONS**

**1. AUTHORITIES**

- A. Executive Order No. 57, (2024) dated 25 March 2024, entitled "Strengthening the Philippines' Maritime Security and Maritime Domain Awareness";
- B. Executive Order No. 57, (2011) dated 06 September 2011, entitled "Establishing a National Coast Watch System, Providing for its Structure and Defining the Roles and Responsibilities of Member Agencies in Providing Coordinated Inter-Agency Maritime Security Operations and for Other Purposes";
- C. Republic Act No. 9993 otherwise known as the "Philippine Coast Guard Law of 2009" and its Implementing Rules and Regulations (IRR); and
- D. IORIS Partnership Agreement between PCG and IORIS dated 05 September 2023.

**2. REFERENCES**

- A. IORIS (v3.0) User Guide
- B. IORIS Factsheet V10
- C. IORIS Brochure V5



- D. IORIS Inter-Agency Standard Operating Procedures/ Protocols for Information Exchange in Routine and Incident Situations

### 3. PURPOSE

This Circular imposes to utilize the Indo-Pacific Regional Information Sharing (IORIS) platform for information exchange during maritime routine and incident situations to enhance Maritime Situational Awareness (MSA) and effectively respond to maritime threats and incidents.

### 4. SCOPE

This Circular applies to all PCG personnel with authorized access to IORIS for coordination and information exchanges and ensure full adherence to maintain confidentiality and data integrity. This complies with the Critical Maritime Routes in the Indian Ocean II (CRIMARIO II) project which establishes standards and security measures for cybersecurity and information sharing.

### 5. DEFINITION OF TERMS

- A. **Authorized Users** - perform tasks involving monitoring, sharing and responding to the IORIS platform for the maritime situation awareness of all major and significant events of PCG operations in their respective areas of responsibility. For purposes of this Standing Operating Procedure, the Authorized Users are the Deputy Chief of District Staff for Operations, D-3, and/or District Command Center.
- B. **Coast Guard Districts** - refer to Coast Guard Operating Commands responsible for securing their respective locations, while launching maritime safety operations, humanitarian assistance and maintaining law enforcement and environment security within their respective area of operations.
- C. **Community Areas (CAs)** - virtual group of users to facilitate effective communication and collaboration among various stakeholders and cater for specific operational needs. They are categorized into four distinct categories:
- i. **IORIS Hubs:** Critical Maritime Routes in the Indian Ocean (CRIMARIO) administered CAs for four regions established on a permanent basis, membership of which is obligatory for all authorities using IORIS. The Hubs are intended for collective calling and notification and daily communication checks to ensure a cohesive and transparent network.

- ii. **Thematic Community Areas (THECA):** permanent CAs established to exchange information of a routine nature in specific themes, such as Illegal, Unreported and Unregulated (IUU) Fishing, Search and Rescue (SAR), vessel tracking, piracy, etc. THECA should support routine information exchange, fostering seamless communication and collaboration among members, enabling the sharing of essential updates, insights and operational details in general, but not detailed operational planning and coordination.
  - iii. **Geographic Community Areas (GECA):** permanent CAs established to exchange information of a routine nature concerning cross-sectoral challenges within a designated geographical area amongst regional bodies and national maritime authorities. Same as THECAs, GECA are created to support routine information exchange, fostering communication and collaboration among members and enabling the sharing of essential updates, insights and operational details.
  - iv. **Operational Community Areas (OPCA):** CAs created temporarily to support real-time and immediate coordination of any operation. OPCAs should only include parties directly involved in the respective operation. Reporting within the OPCAs assures a synchronized flow of information, ensuring timely updates and informed decision-making until the operation's conclusion.
- D. **Critical Maritime Routes in the Indian Ocean II (CRIMARIO II)** - is a project funded by the European Union (EU) to enhance information exchange and analysis, and crisis/incident management, and to strengthen inter-agency cooperation in maritime surveillance, policing, investigation and judicial matters. It follows the first CRIMARIO project, which focused on improving MSA and information sharing among countries in the Indian Ocean. CRIMARIO II extends this work to a broader scope, including more countries and addressing a wider range of maritime security issues.
- E. **Daily Activity Report (DAR)** - provides detailed information about the movements, activities and statuses that involve summarizing key activities, tasks and achievements from operating within the Indo-Pacific region daily.
- F. **Daily Vessel Report (DVR)** - provides detailed information about the movements, activities and statuses of vessels operating within the Indo-Pacific region daily.
- G. **Inter-Agency Cooperation** - refers to the collaboration and coordination between different government agencies, organizations or departments to

achieve common goals or address shared issues. This cooperation can occur at various levels (local, regional, national or international) and across various sectors (such as law enforcement, public, health, environmental protection and emergency response).

- H. **Indo-Pacific Regional Information Sharing (IORIS)** - platform tool which enables coordination and communications via a secure encrypted online environment. It is a secure and neutral, web-based, maritime coordination and information-sharing tool for national and regional multi-agency use.
- I. **IORIS Administrator** - an IORIS Officer who manages user accounts, access permissions and platform configuration. For purposes of this SOP, the designated IORIS administrator is the PCG Command Center.
- J. **IORIS Point of Contact (POC)** - identified representative that acts as the primary liaison to CRIMARIO II. In this case, the POC is the PCG Command Center.
- K. **National Coast Watch System (NCWS)** - the central inter-agency mechanism for a coordinated and coherent approach to maritime issues and maritime security operations towards enhancing governance in the country's maritime domain.
- L. **Philippine Coast Guard Command Center (PCG ComCen)** - serves to maintain situational awareness of all major PCG Operations and all significant external events or activities.
- M. **Sensitive Information** - typically refers to an information that requires a high level of confidentiality, precision and security due to its strategic importance, potential risk or the need to protect sensitive information.
- N. **Vessel of Interest (VOI)** - vessels that have been identified as requiring special attention or monitoring due to various reasons such as suspicious activities, deviations from their planned routes, or involvement in illegal activities like piracy, smuggling or unauthorized fishing.
- O. **Vessel Monitoring System (VMS)** - is a satellite-based monitoring system used primarily in the fisheries sector to track and report the positions and activities of fishing vessels.
- P. **Vessel Traffic Management System (VTMS)** - is a marine traffic monitoring system established by harbor or port authorities to ensure the safe and efficient movement of vessels within a specific area.

## 6. GUIDELINES

- A. Adherence to confidentiality on the access to IORIS is paramount during maritime routine and incident situations, as well as regular exchanges and coordination with other national and regional maritime authorities, which are part of the IORIS network.
- B. PCG personnel with authorized access to IORIS shall avoid disclosing sensitive information and shall refrain from sharing personal data, classified intelligence or anything not directly related to maritime security.
- C. PCG personnel that are recognized by CRIMARIO II: IORIS as trainers shall facilitate training to train and educate authorized personnel in order that the IORIS platform continuously serves its purpose. Further, the trainer and trainees shall:
  - i. Familiarize themselves with IORIS functionalities and features through training and reference materials;
  - ii. Use the platform responsibly and ethically;
  - iii. Follow established communication protocols and etiquette; and
  - iv. Report any suspicious activity or system issues to the IORIS POC.
- D. Coast Guard personnel trained by CRIMARIO II to use the IORIS platform must ensure that the personnel assigned to the Operations Division is provided with regular training to gain proficient knowledge in using the platform.
- E. Operating Commands/Units must ensure the utilization of the IORIS system to institutionalize the operations of the IORIS platform. Furthermore, regular Troops Information and Education (TI&E) must be conducted to their personnel about the IORIS platform broadening their knowledge and familiarity with using the system.
- F. Operating Commands/Units shall ensure the proper turnover and seamless transition of authorized personnel who will have access to the IORIS platform.

## 7. UTILIZATION

- A. For routine information exchange in designated THECA or GECA

All Coast Guard Districts shall use IORIS routinely for information exchange, providing correct and understandable information, such as:

- i. Routine DVR Reports submitted to the Coast Guard Command Center:
  - a. Daily at 1600H local time;
  - b. Coverage (0800H – 1600H);
  - c. To be submitted to: Command Center and Deputy Chief of Coast Guard Staff for Operations, CG-3;
  - d. SITREP should include inter alia:
    - 1. Weather advisory;
    - 2. Aids to Navigation (ATON);
    - 3. Assets available for deployment, including aircraft and other types of assets (location and availability)
  - e. Other types of reports specific to each organization such as but not limited to incident reports, progress reports and spot reports.
- ii. Maritime Incident Reports Involving Vessels of Interest
  - a. The PCG District or PCG ComCen shall issue an alert on the incident (VOI) with relevant information such as:
    - 1. Position;
    - 2. Vessel Data;
    - 3. Description of the behavior; and/or
    - 4. Any other relevant information.
  - b. When necessary, the appropriate PCG District or PCG ComCen may seek assistance from other agencies regarding:
    - 1. Any additional/relevant information; and/or
    - 2. Availability to participate in a common operation
- iii. Maritime Search and Rescue Reports

Search and Rescue (SAR) reports must be reported to the IORIS platform with the following information:

  - a. Incident Details;
  - b. Passenger Manifesto;
  - c. Travel Records;
  - d. Vessel Particulars and Location;
  - e. Position (Lat, Long);
  - f. Area of Operation (AO);
  - g. Weather Forecast;
  - h. Notice of Arrival;

- i. Progress Report;
    - j. Location of available responders (Floating Assets);
    - k. Number and location of available and nearby hospitals and ambulances;
    - l. Number of available medical personnel;
    - m. Cargo Manifest;
    - n. Crew List;
    - o. Previous Data Records regarding involvement in drug cases/activities; and/or
    - p. If available, satellite images of the ship and adjacent area.
  - iv. Marine Pollution (MARPOL) Reports: must be reported to the IORIS platform with the following information:
    - a. Incident Details;
    - b. Passenger Manifesto;
    - c. Travel Records;
    - d. Vessel Particulars and Location;
    - e. Position (Lat, Long); and
    - f. Area of Operation (AO).
- B. All Coast Guard Districts shall, upon request, share relevant information in the IORIS platform with other government agencies such as the following:
- i. Vessel movements and activities;
  - ii. Suspicious incidents and threats;
  - iii. Search and rescue operations;
  - iv. Illegal fishing and other maritime crimes;
  - v. Environmental concerns;
  - vi. Classify information according to established security levels;
  - vii. Ensure information accuracy and timeliness;
  - viii. Follow data privacy regulations and avoid sharing sensitive personal information; and/or
  - ix. Alert the concerned office/agency for unusual activities to respond and take action on it.

C. For Operational coordination in designated OPCA(s)

- i. Upon creation of the OPCA, the Area Administrator (PCG ComCen) is responsible with the following:
  - a. Adds relevant Districts and agencies to the area;
  - b. Provides users with the necessary permission;
  - c. Issues a message/alert presenting the purpose of the operation;
  - d. Issues a short Situational Report (SITREP) on the incident/VOI;
  - e. Asks for additional info from participating Districts/agencies; and
  - f. Asks for possible asset support.
- ii. The PCG ComCen (or authority in charge) coordinates the agencies by:
  - a. Informing the Districts/agencies about its:
    1. Intentions
    2. Actions
    3. Results
  - b. The other agencies acknowledge or inform as well as about their:
    1. Intentions
    2. Actions
    3. Results
  - c. At the finalization of the operation, the coordinating authority provides a short report about the overall result.

**8. RESPONSIBILITIES**

A. Director, Coast Guard Command Center

- i. Acts as the Area Administrator and Point of Contact of IORIS in the PCG;
- ii. Serves as the support of the authorized users in maintaining the proper use of IORIS;
- iii. Monitors IORIS usage and ensures compliance with this SOP;
- iv. Conduct regular evaluations to assess the IORIS effectiveness in enhancing PCG's maritime security and information-sharing capabilities;



- v. Acts as the primary liaison and assists in the conduct of training of CRIMARIO II; and
  - vi. Coordinates IORIS-related activities within PCG.
- B. Deputy Chief of Coast Guard Staff for Operations, CG-3
- Responsible for the observation and enforcement of using the IORIS platform of the Districts.
- C. Deputy Chief of Coast Guard Staff for Maritime Communications, Weapons, Electronics and Information Systems, CG-11
- i. Assist in the enforcement, maintenance and functionalities of IORIS.
  - ii. Ensure that budgetary requirements intended for IORIS training are administered.
- D. Authorized Users
- i. Deputy Chief of District Staff for Operations, D-3
- Responsible for contributing and accessing information deemed to remain confidential.
- ii. District Command Center (COMCEN)
- Responsible for contributing and accessing information deemed to remain confidential.
- E. CGWCEIS Regional Centers of Coast Guard Districts
- i. Provide technical support, debug tools and services to address any issues or challenges encountered with the IORIS platform diagnosing and resolving technical problems, conducting maintenance activities and ensuring the reliability and availability of the platform for uninterrupted operations.
  - ii. Will be trained during the CRIMARIO II training and will train the personnel who will handle the IORIS account of the Districts.

F. District Commanders

- i. Ensure a level of security and proper turn-over for IORIS account holders when dealing with authorized users who will be relieved and their replacements.
- ii. Ensure compliance with updating and sharing in the IORIS platform by their subordinates.

**9. PENAL CLAUSE**

Violation of the provisions of this Circular shall be subjected to disciplinary action and administrative sanctions by the Command.

**10. REVISION AND UPDATES**

This Circular shall be reviewed and updated every five (5) years or until CRIMARIO II provides new provisions to the Circular to reflect changes in IORIS functionalities, security requirements and PCG operational procedures.

**11. REPEALING CLAUSE**

All issuances, rules and regulations or parts thereof inconsistent with this Circular are revoked, amended or modified.

**12. EFFECTIVITY**

This Circular shall take effect upon publication.

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

**OFFICIAL:**

**HOSTILLO ARTURO E CORNELIO**  
**CG RADM**  
Chief of Coast Guard Staff

  
**JAYSIEBELL B FERRER**  
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