

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

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CIRCULAR)
NUMBER 05-99)

**PROCUREMENT, COMMISSIONSHIP AND CALL TO ACTIVE DUTY
OF PCG OFFICERS**

I. GENERAL

1. AUTHORITY:

- a. Republic Act 5173
- b. Executive Order No. 477 dated 1 April 1998

2. PURPOSE: This Circular prescribes the policies, regulations and procedures governing procurement and commissionship of PCG Officers.

3. OFFICERS GRADE: Officers' grade designations corresponding to pay grade symbols shall be as follows:

<u>PAYGRADE SYMBOL</u>	<u>OFFICERS GRADE</u>
0-10	Coast Guard Admiral
0-9	Vice Admiral
0-8	Rear Admiral
0-7	Commodore
0-6	Captain
0-5	Commander
0-4	Lieutenant Commander
0-3	Lieutenant
0-2	Lieutenant Junior Grade
0-1	Ensign

4. QUALIFIED STATUS: Only persons in qualified status shall be recommended for commissionship as PCG Officer.

a. A person shall be considered in qualified status for commissionship if he/she is:

1. A natural-born citizen of the Philippines,

2. Of good moral character and habits,

3. Physically and mentally qualified under existing regulations for Coast Guard service,

1. Holder of baccalaureate degree requiring four (4) or more years of study;

2. Graduate of ROTC/NROTC (Naval Science 43),

6. Within the following age bracket:

a) At least twenty-one (21) years of age but not more than twenty-six (26) on the date of appointment, except graduates of PMMA or foreign service academies who will be appointed as Ensigns and 2nd Lieutenants upon graduation;

b) At least twenty-one (21) years of age but not more than twenty-six (26) years of age on the date of appointment for naval reservists on inactive status;

c) At least twenty-five (25) years of age but not more than thirty-five (35) years on the date of appointment for JAGS, MC, CHS or DS; and

d) At least twenty-one (21) years of age but not more than twenty-five (25) on the date of appointment as Probationary Ensign, except PCG enlisted personnel who shall qualify for commissionship, whose age should not be more than thirty (30) years on the date of appointment.

7. Have passed the PCG Aptitude and IQ Examination administered by the Philippine Psychological Corporation (PPC).

b. Notwithstanding the provisions of subparagraph a) above, a person is not in qualified status for commissionship if he/she:

1. Has definite psychoneurotic tendencies, is a chronic alcoholic, or a drug user/dependent,

2. Has been found to be an intemperate or incontinent, or a fraud by psychological examination;

3. Has been found to have homosexual tendencies or has been determined by medical/psychological experts to manifest such behavior while in the active service,

4. Has been discharged from the government or civilian employment on any condition other than honorable,

5. Has a pending criminal, civil or administrative case,

6. Has been imprisoned under final judgement of a court for the commission of an act involving moral turpitude or for conviction of any of the crimes against national security and the law of nations, crimes against the fundamental laws of the state, crimes against order, or crimes against public morals, and

7. A deserter or felon.

5. APPOINTMENT OF COMMISSIONED OFFICERS: The President of the Republic of the Philippines shall appoint the commissioned officers of the PCG upon the recommendation of the Commandant, PCG through the Secretary of Transportation and Communications. All original appointments shall be in the grade of Ensign, except for MC, JAGS, CHS and other related fields of specialty requiring eight (8) or more years of academic studies whose original appointment shall be in the grade of Lieutenant Senior Grade. Dentists with at least one (1) year experience of active practice may be appointed with the initial rank of LTJG.

6. AUTHORIZED COMMISSIONED OFFICER STRENGTH: The authorized commissioned officer strength which shall be the basis for commissionship is that embodied in the Department of Budget and Management authorized Troop Ceiling for a specified fiscal year. The SOTC may, however, through the recommendation of CPCG, appoint Probationary Ensigns depending on the actual and anticipated number of vacancies of commissioned officers per TO or authorized manning level.

II. PROCUREMENT

1. PROCUREMENT PRIORITY: To enable the PCG to maintain its military attributes as a uniformed commissioned service performing law enforcement functions, priority shall be given to the following applicants for commissionship, provided they are in qualified status until such time that the PCG will be able to develop and conduct appropriate Coast Guard Officers Qualification Course (CGOQC) for qualified civilian applicants with limited or no previous training for naval officers.

a. Graduates of PMMA or foreign Naval/Coast Guard Academies,

b. Reserve Officers of the Navy in the inactive status provided he/she has passed the Naval Officers Qualification Course, and

c. PCG enlisted personnel who excelled in his field of endeavor provided he/she had satisfied all the requirements as provided in this Circular.

2. PROBATIONARY ENSIGNS:

a. Civilian applicants who are in qualified status for commissionship may be called to active service as Probationary Ensign while undergoing CGOQC and shall be entitled to the same pay, benefits and privileges of the P/ENS of the PN.

b. The Assistant Chief of Staff of Personnel, CG-1 shall be responsible for the processing of applicants for P/ENS. CPCG shall create a PCG Officers Admission Board (PCGOAB) composed of at least three (3) PCG Commissioned Officers, to be headed by CG-1. A medical officer and another officer to be designated by CPCG shall assist AC of S, CG-1 in the screening and deliberation of applicants.

c. Priority shall be given to the following applicants provided they are in qualified status as follows:

1. Enlisted Personnel with commissionship in the reserve force;
2. Qualified PCG Civilian Personnel with commissionship in the reserve force; and
3. Qualified PMMA graduates with commissionship in the reserve force.

d. The Secretary of Transportation and Communications shall appoint P/ENS subject to the recommendation of CPCG.

III. COMMISSIONSHIP

1. APPLICATION FOR COMMISSIONSHIP: After the transition period as provided in Section VII of this Circular, all prospective Coast Guard Officers shall apply for commissionship in the PCG Officers Corps regardless of their prior commissionship in the AFP. The following documents shall be submitted to support their application:

- a. full sized picture of applicants (post card size)
- b. birth or baptismal certificate. If not available, any legal document in lieu thereof;

c. certificate from the Board of Examiners or the Supreme Court as the case may be, for Technical Service Officers;

d. College diploma for line officers;

e. Transcript of records as proof of highest educational attainment;

f. If with prior military experience, submit the following:

1. Statement of military service from the Adjutant General, -

2. Discharge Orders, and

3. Copy of orders for awards, decorations and/or citations received for outstanding ability and/or exceptional service rendered.

g. Physical and medical examination reports conducted by PCG or AFP physicians,

h. NBI clearance,

i. Security clearance from Assistant Chief of Staff for Intelligence, CG-2, and

j. Other documents as may be required.

4. SPECIFIC REQUIREMENTS FOR TECHNICAL SERVICE OFFICERS: In addition to the requirements provided for in this Circular, applicants for commission in the Technical Service, PCG must satisfy the following:

a. For commission in the Nurse Service, PCG:

1. graduate from a recognized school/college of nursing,

2. passed the Board Examination prescribed by law for the practice of nursing, and

3. unmarried.

b. For commission in the Medical Service, PCG:

1. graduate from a recognized school/college of medicine,

2. passed the board examination prescribed by law for the practice of medicine, and

3. have at least one (1) year of active practice immediately prior to the filing of the application for commission as LT.

c. For commission in the Dental Service, PCG:

1. graduated from a recognized school/college of Dentistry,
2. passed the Board Examination prescribed by law for the practice of Dentistry, and
3. has at least one (1) year of active dental practice immediately prior to the filing of the application for commission as LTJG.

d. For commission in the JAGS, PCG:

1. Graduated from a recognized school/college of law,
2. Member of the Integrated Bar of the Philippines, and
3. Have at least one (1) year experience of active practice as a lawyer.

e. For commission in the Chaplain Service, PCG:

Must have completed a four-year college course and four-year Theological Seminar Course from a duly accredited theological institution or any course equivalent to a four-year theological education from duly recognized institutions of learning. For Muslim Imams, the four-year theological course may be waived provided they have satisfactorily completed six (6) years college studies in an Islamic school.

IV. CALL TO ACTIVE DUTY

1. QUALIFIED APPLICANTS: In addition to having satisfied the provisions of paragraph 4 (Qualified Status), the following applicants are qualified for CAD:

- a) Graduates of Naval Officers' Qualification Course, NETC, PN,
- b. Graduates of Advanced CMT Course (NROTC NS 43) with baccalaureate degree;
- c. Baccalaureate degree holder in Engineering who have passed the board examination for the practice of their profession,

d. Graduates of the Philippine Merchant Marine Academy and the US Merchant Marine Academy,

e. Licensed Naval Architects,

f. Superintendent of drydocks,

g. Licensed Merchant marine officers and marine Engineers,

h. Others whose professional or technical training and experience may be required by the PCG and

i. Must not be more than thirty-three (33) years of age for the Technical Service and twenty-seven (27) years of age for line officers.

2. PRIORITY FOR CAD: In the rank of Ensign (0-1), priority for call to active duty shall be extended to commissioned officers in the reserve force of inactive status, provided that they do not exceed the age limits for both line and technical service.

3. INITIAL COMMISSION: Initial commission in the Philippine Coast Guard shall be made in any rank between and including Ensign and Lieutenant Senior Grade depending upon the qualification, age and experience of the applicant, provided that the applicant from Petty Officer's grade (NCOs) is qualified for initial commission in the rank of Ensign only.

4. PROBATIONARY TRAINING: Probationary training shall not be required for Advanced CMT graduates, provided the course of instruction in this category is approximate or is equivalent to the Naval Officer's Qualification Course.

V. PLACEMENT IN THE PCG OFFICERS' LINEAL LIST

Newly commissioned officers shall be placed next to the lowest commissioned officer in the PCG Seniority Lineal List based on the date of appointment. However, where two or more officers were commissioned on the same date, the following shall be considered in determining relative seniority:

a. class standing or order of merit when the officers came from the same course and training institution;

b. if the newly commissioned officers came from different school/training institutions, the date of graduation shall be considered. However, if the date of graduation is the same, the class standing or order of merit based on the ratio and proportion of the size of the class they have attended shall be considered.

c. all things being equal, seniority shall be determined by age.

VI. IMPLEMENTING GUIDELINES:

The Commandant, PCG may issue implementing guidelines consistent with this Circular for its effective implementation.

VI. TRANSITORY PROVISIONS

1. LATERAL ENTRY: All PCG officers carried under the PCG Roster of Troops on the last day of the transition period in conjunction with the provisions of EO No. 475 and 477 dated 30 March 1998 and 15 April 1998 respectively, shall be automatically transferred and re-appointed to the PCG Officers Corps with the same ranks, benefits and privileges while still in the service of the Philippine Navy. They shall continue to use their AFP Serial Numbers for identification provided however, newly commissioned officers after the transition period shall be issued PCG Serial Numbers which shall be based on the last number of the PCG Officers Seniority Lineal List.

2. SENIORITY LINEAL LIST: PCG line officers shall maintain an Officer Seniority Lineal List based on Seniority lineal List while still in the PN. A Board composed of six (6) officers with the DCA as Chairman and the AC of S, CG-1 as member/recorder shall be created by CPCG to determine and integrate the relative seniority of PCG officers.

Technical Service Officers of the PCG such as MC, DS, JAGS, NC, CHS shall maintain their own individual Seniority Lineal List.

VII. REPEALING CLAUSE:

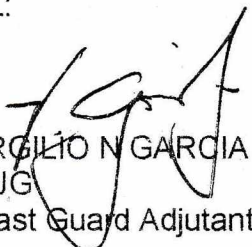
Any Circular, rule or regulation inconsistent with this Circular are hereby repealed.

VIII. EFFECTIVITY:

This Circular shall take effect immediately upon publication.

BY COMMAND OF COMMODORE FAJARDO:

OFFICIAL:



VIRGILIO N GARCIA JR
LTJG PCG
Coast Guard Adjutant

ELPIDIO B PADAMA
CAPT PCG (GSC)
Acting Chief of Staff, PCG