



PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS
(National Headquarters Philippine Coast Guard)
139 25th Street, Port Area
1018 Manila

NHQ-PCG/CG-14

21 April 2023

MEMORANDUM CIRCULAR
NUMBER.....04-23

REVISED GUIDELINES IN THE CONDUCT OF COASTAL SECURITY PATROL
(CSP)

I. AUTHORITY:

- A. Republic Act 6969 (Toxic Substance and Hazardous and Nuclear Wastes Control Act of 1990)
- B. Republic Act 7184 (Firecrackers Law)
- C. Republic Act No. 7586 (National Integrated Protected Areas System Act of 1992)
- D. Republic Act 9157 (Wildlife Resources Conservation and Protection Law)
- E. Republic Act 9165 (Comprehensive Dangerous Drugs Act of 2002)
- F. Republic Act 9275 (Philippine Clean Water Act of 2004)
- G. Republic Act 9372 (Human Security Act of 2007)
- H. Republic Act No. 9993 (PCG Law of 2009) and its Implementing Rules and Regulations
- I. Republic Act 10654 (Fisheries Law)
- J. Act No. 3815 (Revised Penal Code)
- K. Presidential Decree 532 (Anti-Piracy Law of 1974)
- L. Presidential Decree 856 (Code of Sanitation of the Philippines)
- M. Presidential Decree 705 (Forestry Reform Code of the Philippines)
- N. Presidential Decree 1464 (Tariff and Customs Code of the Philippines)
- O. Presidential Decree 1866 as amended by Republic Act 8294 (Firearms Law)
- P. Presidential Decree 979 (Marine Pollution Decree)
- Q. Presidential Decree 984 (Pollution Control Law)
- R. Presidential Decree Number 603 (Child and Youth Welfare Code)
- S. Commonwealth Act 613 (Immigration Act of 1940)

- T. Executive Order No. 57 (National Coast Watch System)
- U. United Nations Convention on the Law of the Sea (UNCLOS)
- V. Department MC Number 2017-001 (Safety, Security and Environmental Numbering (SEEN) System for all Philippine Registered Vessels and/or Watercrafts)
- W. Department MC Number 2017-002 (Establishment of Recommended Transit Corridor at Moro Gulf and Basilan Strait)
- X. Department MC Number 2017-003 (Prescribed Radio Communication Equipment Onboard Philippine Registered Vessels)
- Y. Department MC Number 2017-004 (Guidelines for the Designation of VHF Marine Band Channel/ Frequency)
- Z. Department MC Number 2017-005 (Guidelines on Accreditation of Manufacturers and/or Suppliers of Radio Communications Equipment for Maritime Security Communication)

II. REFERENCES:

- A. Maritime Security and Law Enforcement (MARSLEN) Manual S. 2011
- B. Manual on the Rules on the Use of Force for Maritime Security and Law Enforcement Operations
- C. Boarding Procedures Manual
- D. Letter of Instructions (LOI) Number 0617-001 "Coastal Security Patrol"

III. PURPOSE:

To prescribe policies, procedures and guidelines for PCG operating units in conducting seaborne and land-based patrols. The primary objective of the patrol is to protect the Philippine maritime domain and preserve the country's territorial integrity from all forms of maritime security threats.

IV. SCOPE:

This Memorandum Circular shall apply to all PCG Districts down to Stations and Substations, all Philippine registered vessels engaged in international and domestic trade and all foreign registered vessels, whether engaged in international trade or not, transiting the Philippine territorial jurisdiction.

V. DEFINITION OF TERMS:

- A. **After Patrol Assessment** – an assessment or debriefing process administered after the conduct of CSP to identify lapses and determine corrective measures for the improvement of future CSPs.



- B. **After Patrol Report** – a report prepared by the CSP Team Leader that contains all the relevant events that transpire during the conduct of CSP. This report must be submitted to the respective PCG Districts.
- C. **Area of Responsibility (AOR)** – a geographic region that is pre-defined and assigned to a PCG District, Station and Substation wherein they have the primary responsibility and authority to conduct various operations with respect to PCG functions.
- D. **Coast Guard Intelligence Group (CGIG)** – are subordinate units of the Coast Guard Intelligence Force (CGIF) stationed at each PCG District that assists in intelligence and information gathering.
- E. **Coast Guard Command Center (ComCen)** – the Center located at National Headquarters – Philippine Coast Guard (NHQ-PCG) that is primarily tasked in monitoring the administration and operation of PCG Operating Units ashore and afloat by means of speedy transmission of communications and accurate information to and from individuals, groups or entities both internal and external.
- F. **Coastal Barangay Intelligence Networks (CBIN)** – group of locals from different coastal barangays and villages that serve as agents to the CGIF in providing relevant information with regard to maritime security and safety.
- G. **Coastal Security Patrol (CSP)** – seaborne and/or land-based patrols conducted within coastal communities to protect the Philippine maritime domain and preserve the country's territorial integrity from all forms of maritime security threats.
- H. **Competent Authority** – refers to the Officers duly authorized to issue directives and/or Mission Orders to conduct CSP. For the purpose of this issuance, competent authority refers to the Commandant, PCG, the District Commanders and the Station Commanders.
- I. **Explosive Ordnance Disposal Team (EODT)** – a team that is composed of experts specially trained to deal with the construction, deployment and disposal of high explosive munitions and other types of ordinance.
- J. **Maritime Security and Law Enforcement Manual** – a compilation of laws, rules and issuances on maritime security and law enforcement operations. This manual serves as a ready reference and quick guide for all Coast Guard Personnel in the performance of their law enforcement duties. An electronic copy of which can be secured from DDRI, CGETDC and CG2 office. Updated/latest version can be viewed/downloaded at the Philippine Coast Guard website (www.coastguard.gov.ph).



- K. **Mission Order for Law Enforcement Activity (MO-LEA)** – refers to a written directive or an order issued by competent authority (PCG Unit Commanders) to qualified PCG Units to conduct land-based and/or seaborne law enforcement operations. It includes the Situation, Mission, Execution of the Mission, Admin and Logistical requirements to support the conduct of operation, as well as the coordination and communication among PCG units. It requires an After Operation Report upon completion of the mission.
- L. **Intelligence Operations Center** – a branch of the CGIF where all intelligence communications and reports are received. It is also in charge of initiating the coordination between PCG Districts, Stations and Substations, to include other government agencies as regards to the conduct and monitoring of security operations.
- M. **PCG Blotter and Log Book** – a book where PCG personnel records the relevant details of various operations undertaken such as the conduct of CSP, responses to incidents and other activities relative to the performance of PCG's functions. This is similar to that of the Blotter used by the Philippine National Police (PNP).
- N. **Total Number of Patrol** – refers to the frequency of patrols conducted in the District's AOR.
- O. **Total Area Patrolled** – refers to the accumulated number of area (square kilometers) patrolled.
- P. **Total Length of Coastline Patrolled** – refers to the accumulated length of coastline patrolled.

VI. GENERAL POLICIES:

1. All seaborne and/or land-based patrols conducted must be covered with appropriate Mission Order duly signed by competent authority.
2. All Coastal Security Patrol members must have in their possession during the conduct of patrol a laminated copy of "Miranda Rights". It is respectfully suggested that Miranda Rights be translated to the spoken dialect of the area where the patrols are made.
3. All PCG Districts shall establish or designate coastal security patrol lines in their respective Areas of Responsibility (AOR), formulate their own CSP guidelines and provide appropriate directives taking into consideration the peculiarities of their respective AOR.
4. All PCG Stations and Substations shall establish CSP guidelines in accordance with this Memorandum and directives from the PCG



Districts. In this regard, PCG Stations and Substations are directed to undertake the following:

- a) Provide a political map of your respective AOR depicting the boundaries of every municipalities, barangays and coastal villages.
- b) Ensure that such map identifies the location of each coastal barangay and village, to include the names and contact details of your respective coastal barangay officials as well as operators and owners of vessels, boats and motorized bancas, and other maritime interests (e.g. mangroves, fish ports, marine sanctuary etc).
- c) Provide a PCG blotter and Patrol logbook as contained in the MARSLEN Manual to record all complaints filed by stakeholders, untoward incidents, illegal activities and other significant events that affects the security of the area. The entry in this blotter shall be made based on the policies, guidelines and procedures governing entry of PCG blotters.
- d) Conduct regular seaborne and/or land-based patrols in the coastal barangays and villages in your respective AOR at least twice a week to monitor the peace and order situation of the community.
- e) Submit report weekly or as often as necessary to your respective PCG Districts. The report shall be based on the consolidated information coming from the CSP checklist. As such, District Commanders are required to consolidate all submitted reports and forward the same through email every 5th day of the following month to the Commandant, Philippine Coast Guard (CPCG / ATTN: CG2, CG14) for assessment purposes. The email/letter shall be forwarded to all CG Districts/ CGIG by the O/CG-2 on a separate message.
- f) Initiate educational awareness campaigns to the coastal communities/barangays regarding maritime security law enforcement, maritime safety administration and marine environmental protection.
- g) Be proactive and visible in all undertakings in the coastal barangays and villages in your respective AOR. (especially if such is regarding maritime security law enforcement, maritime safety administration and marine environmental protection)

VII. GUIDELINES:

When conducting seaborne and/or land-based patrol

1. Gather information as regards to the commission of illegal activities as provided for in RA 9993, the Revised Penal Code, Special Criminal Laws and Environmental Laws.
2. Observe precautionary measures while conducting seaborne and/or land based patrols and always be mindful of routes which will provide best visibility for the operations.
3. Use tact persuasiveness when conducting spot inquiry or questioning of passengers and crew of vessels and residents of coastal communities for information.
4. Be familiar with known criminals or those with criminal records residing in or frequenting in your respective AOR. Report any information against the aforesaid personalities to the CG Districts/CGIG for their appropriate action.
5. Establish good rapport with the coastal communities and develop contacts that can give factual information about lawlessness conditions in their respective AOR.
6. Establish good relationship with other law enforcement agencies as well as the prosecution service, judiciary and local health units in your respective AOR.
7. Must always be on the lookout for indicators of illegal activities and must be knowledgeable of all conditions and details of events in their respective AOR.
8. Must ensure that safety of personnel and vessels is paramount at all times.
9. If crimes are committed in the course of the patrol, initiate arrest and coordinate with the concerned District/Station legal officer for the filing of appropriate charges.
10. If crimes have been committed but without resulting to the arrest of the suspects/offenders, conduct in-depth case build-up operations against identified suspects/offenders and coordinate with the concerned District/Station legal officer for filing of appropriate charges before the Prosecutor's Office.



When responding to calls for PCG Assistance

1. Gather and take note of all the information such as: name of the caller, date, time and nature of the calls in the patrol logbook when responding to calls that requires PCG assistance. Further, such calls must be categorized as regular, urgent or emergency in nature since the manner of response or approach shall be dependent on the nature of the call.
2. Strictly follow security protocols provided by the PCG District's respective CGIG's prior, during and after the conduct of CSP.
3. Consider factors that may affect the safety of personnel and vessels such as time, weather, sea conditions, security situations, demography and the possibility of greater risk or damage before conducting any forms of patrols.
4. Approach the scene of the crime with extra caution.
5. Immediately attend to the injured person unless the other members of the patrol team are in immediate danger.
6. Focus all efforts to arrest criminals but priority must be given in assisting the injured person/s or those in fatal situation.
7. Determine the crime committed, identify and briefly interview the complainants, victims and possible witnesses at the crime scene.
8. Never attempt to touch or move any suspicious object, instead contact the nearest PCG District, Station, Substation or the ComCen and request for a K-9 bomb detection team or Explosive Ordnance Disposal Team (EODT) when responding to reported or found explosives.
9. Bystanders must be directed to vacate the area and transfer to a safe place and place a "Coast Guard line do not Cross" barricade tip.

VIII. DUTIES AND RESPONSIBILITIES:

A. The CSP Team Leader shall:

1. Develop a patrol plan to ensure a systematic operations to avoid waste of time, effort and resources. Patrol plan must include the following:
 - i. Area Coverage
 - ii. Organizational Detail of Personnel
 - iii. Duration
 - iv. Stand-by points
 - v. Route plan



2. Designate and select members of the patrol team/s;
3. Inspect the members of the CSP team as regards to the operational readiness of personnel and equipment as well as the completeness of the uniforms;
4. Conduct briefing prior to dispatch with respect to the activities to be prioritized during the patrol and remind the patrol team to strictly adhere to the guidelines stated in the PCG Maritime Security and Law Enforcement Manual, Manual on the Rules on the Use of Force for maritime security and law enforcement operations and Boarding Procedures Manual;
5. Render a situation report through radio or telephone to PCG Stations, Substations and ComCen;
6. Fill-out official CSP checklist and render after patrol report duly signed by all members of the patrol; and
7. Conduct after patrol assessment to identify operational lapses in order to device corrective measures on the said lapses.

B. The CSP Members shall:

1. Wear the prescribed PCG Patrol uniform or BDU and must be equipped with the prescribed operational paraphernalia necessary for the conduct of the mission;
2. Attend the muster before and after the patrol for briefing and debriefing purposes, respectively;
3. Conduct patrols on the assigned coastal security patrol line. Observe and check the area for suspicious people, structures or buildings and vessels in the course of the patrol to enhance Coast Guard visibility within and along the coastal areas;
4. Respond to calls, entertain complaints, initiate investigation and protection of the crime scene and minimize the after-effects of crimes, maritime incidents and other catastrophes whether natural or man-made;
5. Prevent maritime law violators and arrest sighted law violators, assuring the public that peace is preserved;

6. Conduct surveillance in various establishments and other installations to include vessels and report unusual occurrences and conditions that are projected to be hazards to maritime security and safety; and
7. Report occurrences and conditions which relate to crime, public peace, order and safety.

C. The COAST GUARD DISTRICT/STATION LEGAL OFFICER shall:

1. Assist the Coastal Security Patrol Team in preparing and filing of appropriate cases.
2. Join the Coastal Security Patrol Team in the conduct of its operation, if his/her presence is necessary.
3. Conduct lectures on international conventions, local legislations, laws and regulations covering law enforcement on the aspects of maritime security, maritime safety and marine environmental protection.
4. Conduct lectures relative to the rights of person/s arrested or under custodial investigation.
5. Maintain a record of the cases filed and submit the same on a monthly basis to the Coast Guard Legal Service.

D. The COAST GUARD INTELLIGENCE GROUP (CGIG) shall:

1. Conduct **Environmental Scanning** based on the six (6) environmental factors (**PESTEL**) of the key areas and coastal towns under the jurisdiction of the specific PCG Districts, Stations and Substations:
 - a. **Political Factors** — These factors determine the extent to which a government may influence the economy which include peace and order policies; political rivalries; election related incidents; political affiliations and alliances that may affect law enforcement to some extent.
 - b. **Economic Factors** — These factors determine the economy's performance and growth including but not limited to local industry, food supply, public transport, road networks and financial institutions.
 - c. **Social Factors** — These factors scrutinize the social environment of the area and gauge determinants such

as cultural trends, demographics, local customs and traditions and population.

- d. **Technological Factors** — These factors refers to innovations in technology that may affect the operations of PCG units in the area favorably or unfavorably. These may include mobile technology, automation and introduction of Internet service, ecommerce or even mobile commerce.
 - e. **Environment Factors** — These factors include all those that influence or are determined by the environment which include but not limited to tourism influx, local products, agriculture output, current peace and order situation, threat or criminal groups existing and other law enforcement issues.
 - f. **Law and Order (Legal) Factors** - These factors are certain ordinances that are implemented by PCG. PCG Station and Sub Station Commanders must be familiar with legislated policies regarding peace and order to complement their duties and responsibilities.
- 2. Identify and closely monitor persons of interest, criminal groups, lawless elements, as well as possible maritime security threats in areas where CSP is conducted;
 - 3. Conduct security briefings and debriefings to the CSP Team before and after the conduct of CSP, respectively;
 - 4. Activate and intensify Coastal Barangay Intelligence Networks (CBINs);
 - 5. Submit a periodical consolidated CSP Assessment Report to respective Commanders of PCG Districts and Commander, CGIF; and
 - 6. Devise security plans and protocols that must be strictly implemented during the conduct of CSPs.
- E. The **DC of CGS for Intelligence, CG-2** shall be responsible in the efficient implementation and close monitoring of the execution of this Memorandum Circular.

F. The DC of CGS for MARSLEN, CG-14 shall:

1. Assist in the efficient implementation and close monitoring of the execution of this Memorandum Circular;
2. Be responsible in the monitoring and tabulation of consolidated maritime security-related incident reports and records of conducted CSP; and
3. Regularly coordinate with C, MARSLEC, C, CGIF and DC of CGS for Intelligence, CG-2 for all other concerns relating to the implementation and revision of this Memorandum Circular.

IX. REPEALING CLAUSE:


Letter of Instructions (LOI) Number 0617-001 "Coastal Security Patrol" dated 14 June 2017 is hereby repealed.

X. EFFECTIVITY:

This Memorandum Circular shall take effect immediately upon approval and publication.

BY COMMAND OF COAST GUARD ADMIRAL ABU:

OFFICIAL:


JAYSIEBELL B FERRER
CG CDR
Coast Guard Adjutant

TITO ALVIN G ANDAL
CG COMMO
Chief of Coast Guard Staff

HEADING OR LOGO (STATION/SUB-STATION)
ADDRESS

COASTAL SECURITY PATROL REPORT

1. Team Composition:

a. Team Leader:

b. Members:

- i. _____
- ii. _____
- iii. _____
- iv. _____

2. Total AOR Covered (sq. kms):

3. Length of Coastline covered (kms):

4. Mode of Patrol:

	() Check	Remarks
Foot Patrol		
Motorcycle Patrol		
Vehicle patrol		
Aluminum Boat/ Rubber Boat/ Vessel patrol		

5. Coverage of Patrol:

	Total No. of Patrol	Total AOR patrolled (sq. kms)	Total length of coastline patrolled (kms)	No. of kilometers (from point to point) patrolled more than 2 times a week	Total length of coastline patrolled from point to point
Foot Patrol					
Motorcycle Patrol					
Vehicle Patrol					
Aluminum Boat/ Rubber Boat/ Vessel Patrol					
Total					

6. Date/Time:

	Date	Time
Departure		
Arrival		

7. Location/Target Area:

8. Situation assessment:

	Normal	Threat/Hazard	Risky
Security			
Political			
Economic			
Social			
Technological			
Environmental			
Law and Order (Legal Factor)			

9. Illicit Activities in the Area

- Illegal, Unreported and Unregulated (IUU) Fishing
- Illegal Transport of Forest Products (ITOPF)
- Drug Trafficking
- Human Trafficking
- Smuggling
- Armed Robbery against Ships at Sea
- Communist Terrorists Sightings
- Proliferation of CBRNE
- Garbage Pollution
- Pilferage
- Others _____

10. Resources in the Area

- Rich Mangrove
- Rich Corals
- White Beach
- Tourist Spot
- Historical Site
- Industrial
- Whale Shark Attraction
- Diving Spots
- Others _____

11. Coastal Barangay Covered in Patrol

Coastal Barangay A
Coastal Barangay B
Coastal Barangay C
Coastal Barangay D

12. Solution:

Law Enforcement
Information & Education Campaign
Presence/patrol to deter illegal acts
Coastal clean up
Mangrove planting
Scubasurero
Others _____

13. CBINs:

- a. Name _____
- b. Address _____
- c. Cellphone No. _____
- d. PCG Contact No. _____
- e. Barangay Capt Name _____
- f. Barangay CP No. _____

14. Specifications:

a. Involved:

b. Activity/ies:

c. Specific Location:



d. Equipment:

15.

Violation	Apprehension		Remarks
	Yes ()	No()	

16. Action Taken:

17. Remarks:

Patrol Leader

HEADING OR LOGO (STATION/SUB-STATION)
ADDRESS

CONSOLIDATED COASTAL SECURITY PATROL REPORT
Period Covered

1. Total AOR Covered (sq. kms):
2. Length of Coastline covered (kms):
3. Mode of Patrol:

	Total No. of Patrol	Total AOR patrolled (sq. kms)	Total length of coastline patrolled (kms)	No. of kilometers (from point to point) patrolled more than 2 times a week	Total length of coastline patrolled from point to point
Foot Patrol					
Motorcycle Patrol					
Vehicle Patrol					
Aluminum Boat/ Rubber Boat/ Vessel Patrol					
Total					

4. Summary of Violation and Apprehension

VIOLATION	ACTION/APPREHENSION	REMARKS

RECAPITULATION	
TOTAL NUMBER OF VIOLATION	TOTAL NUMBER OF APPREHENSION

Prepare by:

Approved by:

Operations Officer

Commander, Coast Guard D