

23 January 2002

CGMS/CGAO

CIRCULAR)

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MARSHAL SERVICE FUNCTIONS AND  
COAST GUARD POLICE ACTIVITIES

1. PURPOSE

The purpose of this Circular is to furnish information on the Coast Guard Marshal Service (CGMS) Functions and Coast Guard Police (CGP) Activities and to provide guidance to those concerned on the mission and functions.

2. SCOPE

This Circular covers the responsibilities of the Chief Marshal, PCG and the Coast Guard Marshal of the command and its subordinate units as well as the organization, mission, authority and jurisdiction of the CGP. The term "Coast Guard Police" as used in this circular applies to the CGPs of all Districts, Major and Special Units of the PCG.

3. MISSION AND FUNCTION OF THE CHIEF MARSHAL, PCG

The mission of the Chief Marshal, PCG is to instill discipline among all personnel of the PCG in order to attain a lawful environment through the promulgation and enforcement of laws and regulations responsive to the overall objective of the PCG.

The major functions of the Chief Marshal, PCG (CM, PCG) are:

- a. Formulate plans and policies relative to the implementation of laws, rules and regulations in the PCG;
- b. Exercise technical supervision and coordinate activities of the CGMS/CGP units in all levels of commands in the PCG and act as Chairman of the PCG Safety Council and Safety Director of the PCG;

disciplinary sanctions and assistance in these matters;

d. Receives complaints and investigate cases involving offenses against person and property, disturbance of peace and public order, vehicular accidents, traffic violations and other offenses vis-à-vis Coast Guard laws and regulations committed by personnel of the PCG;

e. Coordinates and establishes liaison with other police agencies in the collection and exchange of information vital to the enforcement efforts of laws and regulations and to the expeditious solution of cases under investigation;

f. Establishes and implements policies and procedures in the registration of PCG vehicles and to exercise supervision in the implementation of the Land Transportation and Traffic Code to include PCG rules and regulations pertaining to the proper utilization and dispatch of such vehicles except those that are being utilized for covert purposes;

g. Conducts studies and researches of PCG regulations, policies, circulars, SOP, directives and memoranda relative to discipline, law and order and recommend amendment, revision and updating;

h. Compiles statistical and miscellaneous reference data on the PCG disciplinary cases and render assessment and periodic reports thereof;

i. Issues alarm and makes appropriate coordination and liaison for the apprehension of individual wanted and escaped PCG personnel;

j. Conducts frequent inspections and/or staff visits of all CGMS and CGP units, motor pools and confinement facilities of the PCG;

k. Investigates human rights abuses/complaints and other related cases reported or referred to the office;

l. Perform other functions as directed by the Commandant, PCG.

#### 4. COAST GUARD MARSHAL (CGM)

a. The CGM is the Officer of the Special Staff of the command who advises the CPCG/Commander in the formulation of policies, laws and regulations in the maintenance of order and discipline within the command and to provide direction, technical supervision and coordination in the implementation/enforcement of such policies, laws and regulations in the PCG;

- b. A CGM is normally designated as a member of the Special Staff of the Headquarters (HPCG, Major or Special Units);
- c. As a Special Staff Officer, he is responsible to the CPCG or to the unit commanders, as the case maybe, as far as to the activities of the CGP unit under his supervision. By constant liaison, inspection and analysis of operating procedures, he formulates plans and policies which are disseminated through the command channels of the CGP units;
- d. Investigates and recommends disposition of administrative, criminal and civil cases involving PCG personnel and monitors and maintains centralized records of such cases;
- e. Formulates policies, laws and regulations in the maintenance of order and discipline among PCG personnel and make plans in the execution and implementation of such;
- f. Conduct review of existing policies, rules and regulations and recommends changes, revision of such to higher authorities;
- g. Formulates plans in the administration and operation of command detention center, stockades and disciplinary barracks;
- h. Issues general alarm for the apprehension of deserters and AWOK personnel to include insular prisoner and escaped PCG prisoner;
- i. Plans and programs for the upgrade of CGM/CGP services and the training of the Coast Guard Marshal and Coast Guard Police units of the PCG;
- j. Formulates policies, plans and programs for crime prevention in the command level to reduce incidence of violation of PCG Laws, rules and regulations;
- k. Coordinates in the operation and employment of all Coast Guard Police personnel/units in within the AOR as prescribed by the command;
- l. Coordinates traffic and if necessary with civilian authorities and local police units when troop movement is in progress. Under certain conditions in the area of operation, the Coast Guard Marshal supervises the enforcement of traffic and control;
- m. Supervises the investigation of crimes involving the members of the command and establishment;

n. Acts when directed and/or ordered in cases of emergency, to supervise relief work performed by the PCG on the occasion of public disaster;

o. When so designated, the Coast Guard Marshal may also be the ~~Commander of a Coast Guard Police Unit~~ in addition to his staff duties and may thereby be authorized in any of the following degrees of control over Coast Guard Police of command:

- 1) Commander of all Coast Guard Police Units;
- 2) Commander of certain Coast Guard Police units and staff supervision over the said unit;
- 3) When provided for by TO/ or TD, the Commander of Major and Special Units will designate their respective Coast Guard Marshal;
  - a) HPCG – Coast Guard Marshal
  - b) CG Districts – District Marshal
  - c) CG Major/Special Units – Unit Marshal
  - d) PCG Bases – Base Marshal
  - e) Post/Annexes – Post Marshal

## 5. COAST GUARD POLICE ORGANIZATION

The Coast Guard Police Units are organized or support of the PCG Headquarters, Districts, Major and Special Units, CG Bases, Post, Annexes and Stations. CGP units are organized into CGP Teams, Detachments, Companies and Battalions.

## 6. MISSION AND PRINCIPAL FUNCTIONS OF THE COAST GUARD POLICE UNITS

The mission of the CGP Units is to maintain good order and discipline within the PCG establishment and to enforce laws, regulations and orders. To accomplish this mission, CGP Units are expected to perform the following principal functions:

- a. Enforcement of laws and regulations;
- b. Execution of regulatory measures, direction and disciplinary control of traffic;
- c. Prevention and investigation of crimes within territorial limits of PCG camps, units, offices or stations or outside thereof, and in situations involving PCG personnel and property;
- d. Apprehension of absentees, escaped PCG personnel and deserters;

- e. Control of circulation and identification of individuals;
- f. Custody, care and rehabilitation of coast guard prisoners
- g. Protection of property and prevention of pilferages of coast guard and other government property that may entrusted in their care;
- h. Protection of, and aid to PCG personnel in distress;
- i. Promotion of safety.

## 7. AUTHORITY AND JURISDICTION

- a. How conferred – Coast Guard Police authority and jurisdiction are conferred upon PCG personnel when designated in order to perform coast guard police type duties by virtue of assignment, for permanent or detached duty to CGP unit or Coast Guard Marshal Office duly activated as such.
- b. Authority – Coast Guard Police have the right and authority to:
  - 1) Apprehend persons subject to the PCG Regulations, Articles of War or subject to trial thereafter.
  - 2) Prevent the violation of and enforce adherence to laws, regulations and orders by PCG personnel and other persons not members of the PCG who are inside PCG reservations, posts, camps and stations, in respect to such laws, regulations and orders are applicable to the latter.
  - 3) Prevent and investigate crimes in the PCG establishment and in the conduct of said investigation, to summon any person subject to PCG laws for interrogation and/or interview. Covert investigations, when necessary in the interest of justice for security are authorized.
  - 4) To arrest and confine PCG personnel in accordance with the PCG Regulations, Articles of War and other applicable laws.
  - 5) To apprehend absentees, escaped PCG personnel and deserters.
- c. Jurisdiction – The Coast Guard Marshal of the PCG. Coast Guard Police Officers and Enlisted Personnel of the Coast Guard Police have jurisdiction over all PCG personnel and all other persons subject to PCG Law in their respective areas of responsibility and/or operations.

a. Detachments or details organized or generated by or on the authority of local commanders to perform duties similar to or partly those of coast guard police for the purpose of enforcing locally the disciplinary or security requirements of a command/unit shall have jurisdiction over PCG personnel of that command/unit only.

b. Enforcement details, as defined in sub-paragraph a above may, when desirable be designated by Commanders of separate, detached or isolated units, CG base, Districts of temporary nature or other units or installations of similar size and under similar situation.

c. Commanding Officers of PCG vessels in local or foreign waters are authorized to create CGP Teams whenever conditions so warrant to maintain jurisdiction over their own personnel. Such teams shall be organized in the number required from especially selected Commissioned Officers and Petty Officers as determined by existing conditions and the size of liberty parties.

9. RESCISSION

Circular Number 3, GHQ AFP dated 25 July 1996 is hereby rescinded.

BY COMMAND OF THE VADM LISTA PCG

DANILO A ABINOJA  
COMMO PCG  
Chief of Staff

OFFICIAL

NEIL J PALAPAR  
LT PCG  
Coast Guard Adjutant