



Department of Transportation and Communications
HEADQUARTERS PHILIPPINE COAST GUARD
139 25th Street, Port Area
1018 Manila



12 OCT 2005

HPCG

CIRCULAR
NUMBER ...10-05

COMMANDANT INSTRUCTION

UNIT ENDORSEMENT

1. **AUTHORITY:**

- a. Republic Act 5173
- b. Section 2 b and d of PD 601

2. **PURPOSE:** This circular prescribes the policies governing the issuance of Commandant Instructions. These are official pronouncements of the Commandant of the Philippine Coast Guard instructing all concerned units to familiarize themselves with reproduced maritime publications, international or regional conventions, and treaties and bilateral agreements which the Philippines is obligated to enforce within its national jurisdiction and which act as a legal basis for the performance of the mandate of the Philippine Coast Guard for the enforcement and implementation of the same within the Philippines.

3. **OBJECTIVES:** To provide PCG units with an official basis in published form that bears the authority of the Commandant, Philippine Coast Guard so that, in addressing various issues particularly on matters concerning the PCG major functions, it would be construed that the actions done are in accordance with the Commandant's Instructions and so as to continuously familiarize all operating PCG units with their legal mandate.

4. **SCOPE:** This circular shall be applied to all PCG reproduction of maritime publications international or regional conventions and treaties and bilateral agreements which the Philippines is obligated to enforce within its national jurisdiction and which act as a legal basis for the performance of the mandate of the Philippine Coast Guard for the enforcement and implementation of the same within the Philippines. It is to be disseminated exclusively to all PCG operating units and is not intended for sale to the public.

5. **POLICIES:**

- a. All publications and documents, including international or bilateral agreements which the Command considers as relevant to the implementation of International/Regional Conventions and other relevant instruments shall be reproduced as reference materials for the exclusive use of PCG units.
- b. All reproduced maritime publications shall be considered as "Commandant's Instructions" and shall be implemented according to existing policies.

- c. For uniformity, the cover of the reproduced maritime publication shall be **international orange** with the **PCG logo**.
- d. The reference reproduced shall be labeled as Commandant's Instruction. It shall be indexed beginning with the acronym of the issuing office and serialized for the year it was issued. This shall be followed by the title of the publication, for proper identification. For example, a manual on the ISPS Code if reproduced by CG-8 as the first reference material to be published for year 2005, will be serialized as: **Commandant Instruction CG8-05-01: ISPS Code**. The serial number shall always be in three groups of characters separated by hyphens: the first group of characters shall be the originating office (CG8 if it emanated from the Office of CG-8 or CG1 if from the Office of CG-1); the second group of character shall be the last two digits of the year issued (such as 05 for year 2005); and the last group shall be the publication number (such as 01 if it is the first reference material reproduced by the originating office for the year);
- e. The reference shall have a standard cover page (enclosed example) for purposes of uniformity which shall detail the purpose, action, directives affected and the discussion explaining the material published as Commandant's Instruction. It shall form the primary and main body of the Commandant's Instruction. The reference material referred in such cover page shall be integrated into the publication only as an addendum thereto for easy reference while attributing the source and author of the same.
- f. The Commandant's Instruction shall be published in hardbound form, standardized sizes while clearly indicating in its front cover the serial number and identification of the issuing office in its title page.

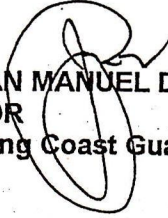
6. **EFFECTIVITY:**

This Circular shall be effective upon approval.

BY COMMAND OF VICE ADMIRAL GOSINGAN:

OFFICIAL:

ELPIDIO B PADAMA
RADM PCG
Acting Chief of Staff


JUAN MANUEL DF RAMOS JR
LCDR PCG
Acting Coast Guard Adjutant



TANGGAPAN NG KOMANDANTE
(OFFICE OF THE COMMANDANT)
PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS
(HEADQUARTERS PHILIPPINE COAST GUARD)
139 25th Street, Port Area
Manila

COMMANDANT INSTRUCTION CG8-05-003

Subj: **International Ship and Port Facility Security (ISPS) Code Manual**

1. PURPOSE: This instruction forwards the International Ship and Port Facility Security (ISPS) Code Manual for use by Philippine Coast Guard personnel.
2. ACTION: Coast Guard Unit Commanders shall ensure implementation of and compliance with this instruction as well as its availability and safekeeping for ready reference of all concerned.
3. DIRECTIVES AFFECTED: None
4. DISCUSSION: This manual contains the International Ship and Port Facility Security (ISPS) Code Manual as Annex. Compliance with the said Code became mandatory on 01 July 2004.

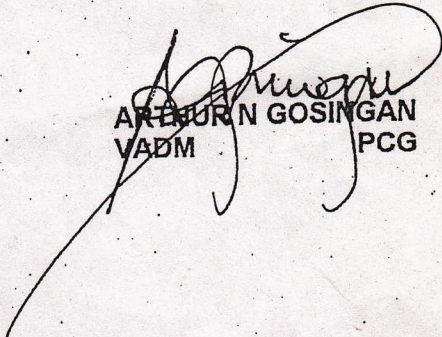
The objectives of the ISPS Code are :

- a) to establish an international framework involving cooperation between Contracting Governments, Government agencies, local administrations and shipping and port industries to detect/assess security threats and take preventive measures against security incidents affecting ships or port facilities used in international trade;
- b) to establish the respective roles and responsibilities of all these parties concerned, at the national and international level, for ensuring maritime security;
- c) to ensure the early and efficient collation and exchange of security related information;
- d) to provide a methodology for security assessments so as to have in place plans and procedures to react to changing security levels; and
- e) to ensure confidence that adequate and proportionate maritime security measures are in place.

Included in the Annex are two national instruments, Executive Order No. 311 and DOTC Department Order No. 2004-29, relative to the implementation of the the ISPS Code in the Philippines.

5. EFFECTIVITY: This instruction shall become effective on even date.

6. CHANGES AND CORRECTIONS: Notices of Changes to this Instruction are to be published in a separate publication upon approval by the Commandant of the Philippine Coast Guard. All comments thereto are to be directed to same office.


ARNEL N GOSINGAN
VADM PCG