



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

16 February 2016

O/CG12

MEMORANDUM
CIRCULAR 01-16)

CLASSIFICATION OF PCG OFFICERS TRAINING

1. AUTHORITY:

Republic Act 9993 and IRR

2. REFERENCE:

USCG International Maritime Education and Training Program

3. SCOPE: This Circular prescribes the procedures in determining and classifying appropriate training type for different source of Philippine Coast Guard (PCG) officers.

4. PURPOSE: To enhance the professionalism of the Philippine Coast Guard Officer Corps by providing the appropriate type of training for candidate coast guard officers emanating from different sources.

5. CONCEPT:

- a. The Deputy Chief of Coast Guard Staff for Operations, CG3 will submit annually the queuing table of organization, particularly on the last quarter of the year to the Deputy Chief of Coast Guard Staff for Human Resource Management, CG1 as to determine number of officers to be recruited for line and technical officers to fill-up the newly approved PCG Table of Organization.
- b. The Deputy Chief of Coast Guard Staff for Human Resource Management, CG1 then will prepare a matrix for the line and technical officers' recruitment quota.

- c. The Deputy Chief of Coast Guard Staff for Human Resource Management, CG1, will further coordinate with Deputy Chief of Coast Guard Staff for Education and Training, CG12 to determine number of PCG cadets under PCG-PMMA cadetship program who will be graduating the next calendar year and eventually join the PCG Officer's Corps.
- d. Upon determination of the number of the graduating PCG Cadets, CG1 will deduct the said number from the line officers' quota and finalize the officer's recruitment quota.
- e. Once the recruitment has been completed, CG1 in coordination with the Technical Services unit, will classify the Candidate Coast Guard Officers to line and technical officers. PMMA graduates and other applicants from other maritime academies will be automatically classified as line officers based on their educational attainment.
- f. CG1 then will pass the information to CG12 to make the necessary preparation for the Candidate Coast Guard Officer's training for a particular academic year.

6. POLICY:

- a. CG12 will determine the number of trainees every training year, in coordination with CGETC to prepare the appropriate training type and its corresponding facilities for the Candidate Coast Guard Officers and classify them accordingly.
- b. Classification of Training:

CGOC "A"- candidate officers who will undergo this type of training are graduates of United States Coast Guard Academy (USCGA), Maritime Academy of Asia and Pacific (MAAP), Philippine Merchant Marine Academy (PMMA), PCG-PMMA cadetship program, and other foreign and local maritime and uniform service institutions that will be determined later on. The students will be treated as student officers. This type of training will have a maximum duration of sixteen (16) weeks, without intense coast guard indoctrination. The course is divided into three (3) segments: leadership and management, academics and coast guard operations. The student officers are also required to pass the standard physical fitness and swimming qualification test.

CGOC "B" – candidate coast guard officers who will undergo this type of training are recruited direct from civilian and some are from the non-officer ranks. The course is designed to train the candidate officers in basic coast guard principles, discipline, and fundamental professional skills. The intense coast guard and academic training is designed to provide enough basic

knowledge to equip them as a PCG officer. The course is rigorous and challenging. The officer candidate's desire to participate must be strong enough to be able to adjust to the demanding regulations, heavy academic, and physically strenuous routine. The 17-hour daily routine includes calisthenics, inspection, morning and afternoon classes, compulsory study period, and mess times. The leadership and management curriculum includes evaluation of self and subordinates, group dynamics, interpersonal communications, leadership styles, power and authority, and interviewing and counseling. Also included in the leadership and management is a subsection on physical fitness, health, and well-being. Officer candidates will participate in a physical fitness program designed to improve their overall fitness level. A fitness test is given three times during the conduct of this course which includes the following events: a 1.5-mile run, a 12-minute swim, sit-ups and push-ups. Officer candidates are also required to complete survival swim training. The academic curriculum provides training in junior officer skills including administration, nautical science, and PCG missions. As part of the training, officer candidates will conduct extensive research in a variety of PCG publications, study of PCG history and present-day missions, and participate in first aid training. Through hands-on training, officer candidates learn nautical science concepts including maneuvering board and relative motion, piloting motion, piloting, celestial navigation, maritime English, shipboard communications, ship handling, international rules of the road, damage control, deck watch officer procedures, Incident Command System (ICS), Marine and Environmental Response, and other maritime operational fields. Additionally, officer candidates will complete a 2-week to one month shipboard orientation module.

CGOC "C" - candidate officers who will undergo this type of training are graduates of technical courses such as medical, dental, law, veterinary medicine, priesthood and other technical courses that will be identified later on. The students will be treated as student officers. This type of training will have a maximum duration of sixteen (16) weeks. No intense coast guard indoctrination is involved. The course is divided into three (3) segments: leadership and management, academics, overview of coast guard administration and operations. No field training exercise (FTX) and intense physical fitness training is required. However, the student officers are required to pass the standard physical fitness and swimming qualification test.

c. Restriction Period:

- 1) For CGOC "A" and "C" – restriction period will range from two (2) weeks to a maximum of one (1) month only. At this period all candidates are not allowed to use their electronic and mobile devices (first 2 weeks) and pay and allowances maybe withheld if necessary in order for the candidate officers to focus on the adaptation to active uniform service life.

- 2) For CGOC "B" – restriction period will be from the time of reception until the time of recognition day. Strict disciplinary measures will be imposed to the candidates for purpose of transition from civilian to uniform service life. Pay and allowances of the candidate officers will be withheld until duly authorized.

d. School and Course Classification:

- 1) Officer Candidate School- the prescribed name of the CGETC school for CGOC "B"
- 2) Officer Indoctrination School - the prescribed name of the CGETC school for CGOC "A" and "C"
- 3) Coast Guard Officer's Course - the prescribed course for CGOC "B"
- 4) Coast Guard Indoctrination Course - the prescribed course for CGOC "A" and "C" and other officers and non-officers coming from different uniform services who will be admitted at the PCG service thru lateral entry procedure.

7. RESCISSION:

All previous publications that are inconsistent with the provisions of this Circular are hereby rescinded.

8. EFFECTIVITY:

This Circular shall take effect upon publication.

BY COMMAND OF REAR ADMIRAL MELAD:

OFFICIAL:

ENRICO EFREN A EVANGELISTA
COMMO PCG
Chief of Coast Guard Staff


ANTONIO B SONTILLANOSA JR
LCDR PCG
Acting Coast Guard Adjutant *u/cd/melad*

17 FEB 2016




53184

DISPOSITION FORM	SECURITY CLASSIFICATION (if any)
File No. CG12-0216-025	SUBJECT: Approval of the Proposed Memorandum Circular on the Classification of PCG Officers Training, Request for

To: CPCG
Via: DC,PCG

From: CCGS

Date: 16 February 2016 Comment Nr _____
CAPT VILLACORTE/TRA/ MRFA: 6431

 CG-12 17 Feb '16
 CG-1 17 Feb '16
 CG-3 22 Feb '16

SUMMARY:

1. In line with the PCG's more aggressive approach in enhancing our level of professionalism of Philippine Coast Guard Officer Corps, the attached proposed Memorandum Circular was crafted which prescribes the procedures in determining and classifying appropriate training type to be provided for Candidate Coast Guard Officers (CCGO) emanating from different sources.

2. The corrections and revisions were the result of the discussion and thorough deliberation. Prior to said review, there were several issues raised which were eventually addressed and resolved. Furthermore, said proposed Memorandum Circular was forwarded to all PCG Units and Central Staff and Coast Guard Legal Service for their comments and suggestions and all deems valid were incorporated.

3. In view of the foregoing, CG-12 recommends on the approval of the proposed Memorandum Circular on the Classification of PCG Officers Training.

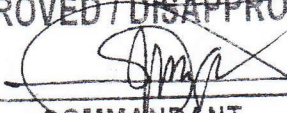
RECOMMENDATION:

4. Approval of para 3.


----- EVANGELISTA -----

MAR 04 2016
DATE

APPROVED / DISAPPROVED


COMMANDANT



HEADQUARTERS PHILIPPINE COAST GUARD
(Punonghimpilan Tanod Baybayin Ng Pilipinas)
139 25th St., Port Area
1018 Manila

MEMORANDUM

To : **Coast Guard Adjutant**

From : **Deputy Chief of Coast Guard Staff for Human Resource Management, CG-1**

Subject : **Publication of approved policy on Classification of PCG Officers Training**

Date : **08 March 2016**

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1. Herewith is the approved circular from the Deputy Chief of Coast Guard Staff for Education and Training, CG-12 on the Classification of PCG Officers Training.
 2. In this connection, request publication of said circular effective 04 March 2016.
 3. For appropriate action and widest dissemination.

RAMON S LOPEZ
CAPT PCG

HPCG
OFFICE OF THE COAST GUARD
ADJUTANT
RECEIVED
08 MAR 2016
BY: *ccom mo-galimpit PCG*
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