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

O/CG-12

16 March 2016

MEMORANDUM
CIRCULAR 02-16

SELECTION OF CANDIDATES FOR THE OFFICER CANDIDATE
SCHOOL AND OFFICER INDOCTRINATION SCHOOL AT THE
UNITED STATES COAST GUARD ACADEMY

1. *References:*

Republic Act 9993.

2. *Purpose:* This Circular prescribes the following:

- a. Criteria for the selection of candidates for Officer Candidate School (OCS) and Officer Indoctrination School (OIS) at the United States Coast Guard Academy (USCGA) and other coast guard academy abroad.
- b. Procedures for their selection.
- c. Procedures for candidate officer's preparation and coast guard training prior to their attendance of the course, to give them the necessary coast guard background and develop their stamina prior to joining the Officer Candidate School and Officer Indoctrination School.

3. *Scope:* This Circular is applicable to the OCS and OIS of the U.S. Coast Guard Academy; and other OCS/OIS abroad with similar preparatory requirements, length of training, professional coast guard education curriculum and disposition after completion of the course.

4. *Requirements:* Candidate to the OCS will be selected from the fresh graduates of CGOC who are on PROBATIONARY ENSIGN status, the top 3 of the class will be given priority. While for OIS will be selected from Candidate Coast Guard Officers who have completed at least four to six (4-6) months of training who have met the following criteria:

- a. Be a natural born Filipino citizen;

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- b. Not be less than 20 nor more than 21 years old;
- c. Be of good moral character;
- d. Be a baccalaureate degree holder;
- e. Have scored at least 90 points or score as determined by competent authority in the PCGABT given by O/CG1 and passed the qualifying examinations for direct commission administered by PCG Selection Committee;
- f. Be physically and mentally fit in accordance with the standards prescribed for maritime academy cadets;

5. Procedures for their Selection:

- a. The PCG Education and Training Board shall deliberate and;
 - (1) CGETC-Coast Guard Officer's Basic Education and Training Center (CJOBETC) to nominate at least two (2) candidates each for OCS and OIS respectively every year to the ODCS for Education and Training, CG12. This nomination shall be done every first week of June each year. Nominees shall be processed in accordance with para 4;
 - (2) Process requirements for probable enlistment of nominees if not yet enlisted into the service.
 - (3) Direct nominees to report to ODCS for Education and Training, CG12 for instructions.
- b. DCS for Education and Training, CG-12 shall:
 - (1) Request the PCG-ETB to conduct pre-direct commission examination and screen nominees to determine the best qualified candidates.
 - (2) Direct the PCG Medical Board to conduct the final physical examination to nominees;
 - (3) In case the nominees are undergoing CGOC, upon approval of the CPCG, direct the immediate enlistment of the selected candidates, both principal and alternate, to the PCG service and place them on

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(4) Process travel requirements and seek department approval of the travel.

6. Treatment of Alternates:

- a. An alternate candidate shall always be selected, enlisted, if not yet enlisted, and trained to be ready to fill up an OCS/OIS vacancy in case the principal cannot, for any reason, join the course.
- b. The alternate candidate is entitled to compose for subsequent selection for any OCS/OIS vacancy.


7. Service Obligation: As prescribed in Memo Cir 05-15 dated 20 July 2015

8. Rescission: This Circular rescinds all other circular and policies in conflict.

9. Effectivity: Effective upon approval.

BY COMMAND OF RADM MELAD

OFFICIAL:


LIEZEL B. BAUTISTA
LCDR PCG
Coast Guard Adjutant
2/13/15

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COMMO PCG
Chief of Coast Guard Staff

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