



05 January 2018
(Date)

MEMORANDUM CIRCULAR

Number 2018-001

PHILIPPINE COAST GUARD LATERAL ENTRY POLICY

I. AUTHORITY:

- a. Republic Act 9993, Philippine Coast Guard Law of 2009 and its Implementing Rules and Regulations (IRR)

II. RATIONALE:

Section 7 of RA 9993 provides the officer rank distribution of the PCG Officers, wherein; 42% - CG Ensign and Coast Guard Lieutenant Junior Grade, 20% - Coast Guard Lieutenant, 18% - Coast Guard Lieutenant Commander, 12% - Coast Guard Commander, 6% - Coast Guard Captain; and 2% - CG Flag Ranks i.e Commodore, Rear Admiral, Vice Admiral and Admiral).

In view of the current strength of the PCG and the government's thrust to significantly increase the number of PCG personnel within five (5) years to thirty-eight thousand (38,000) to efficiently and effectively perform its mandates, the PCG considers that the organization's law-mandated pyramidal structure of rank distribution can be addressed by allowing lateral entry on selected ranks.

III. PURPOSE:

This Circular prescribes the policy guidelines for the lateral entry of commissioned officers and enlisted personnel to the PCG from the AFP, PNP and other uniformed services.

IV. DEFINITION

- a. PCG Lateral Entry – is the admission of commissioned officers and enlisted personnel from the AFP, PNP and other uniformed service,

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whether active or separated honorably, with due consideration on their functional qualifications, specialized skills and distinctive competencies.

b. Commissioned Officers – members of the AFP, PNP and other uniformed service who hold a commissioned rank given by the President or the Secretary.

c. Enlisted Personnel or Non-commissioned Officer – members of the AFP, PNP and other uniformed service who hold a non-commissioned rank that is given by the military/police hierarchy.

d. PCG Officers – Members of the PCG Officer Corps commissioned in the PCG service by the Secretary of Transportation or the President. Classified into two categories: PCG General Line Officers and PCG Technical Line Officers.

e. PCG General Line Officers (GLO) –PCG officers who possess functional qualifications, specialized skills, distinctive competencies and were commissioned in the entry rank of Ensign.

f. PCG Technical Line Officers (TLO) - PCG officers who were commissioned in the entry rank of Lieutenant and holds technical qualification related to their educational background and work specialization such as but not limited to chaplains, dentists, lawyers, medical doctors and veterinarians.

g. PCG Non-officers – Members of the PCG who hold a non-commissioned rank and appointed by the Commandant, Philippine Coast Guard.

h. Service Command Career Path (SECOMCAP) – it can be categorized into three: Functional Services, Occupational Services and Technical Services. The Functional Service is the mainstream career pattern for the PCG General Line Officers to include selected non-officers who are expected to be highly competent and technically qualified in performing the PCG core functions of maritime safety, maritime security, maritime search and rescue and marine environmental protection. On the other hand, the Occupational Services are composed of those specific jobs that are greatly needed to perform and support the day-to-day activities of various PCG units in the attainment of PCG mission, such as but not limited to; pilots, divers, human resource managers, finance officers, logistics officers, trainers, engineers, investigators, etc. Lastly, the Technical Services is the category for the technical officers like medical doctors, priests, lawyers, veterinary doctors, dentists, nurses and medical allied courses.

i. Seniority and Lineal List (SLL) – A document containing the names of all active PCG officers in the PCG service, arranged by ranks

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and in accordance with their relative seniority.

j. Time-in-Grade (TIG) – A period of active commissioned service rendered by an officer/non-officer in a certain rank.

k. Call to Active PCG Service (CAPS) – the appointment of lateral-entry applicant to the PCG-DOTr service, from the active service of the AFP, PNP and other uniformed service.

l. Recall to Active Uniformed Service (RAUS) – the appointment to the PCG-DOTr service of an inactive, retired or honorably separated lateral-entry applicant from the AFP, PNP and other uniformed service.

V. CONCEPT

a. The PCG Lateral Entry espouses the concept that the personnel of the Philippine Coast Guard, both officers and non-officer shall be selected based on their functional qualifications, specialized skills and distinctive competencies.

b. Aside from sustaining the pyramidal rank structure of the PCG, the objective of the PCG Lateral Entry is to strengthen the existing personnel roster of the PCG by recruiting active/former members of the AFP, PNP and other uniformed service who possess functional qualifications, specialized skills and distinctive competencies to make the service more efficient and effective in performing its mandated functions and accomplishing its directed missions by the national government.

VI. POLICIES

a. The lateral entry to the PCG is open to active commissioned officers and non-officers/enlisted personnel of the AFP, PNP and other uniformed service who are willing to resign/revert/retire/separate with honor and have no pending criminal or administrative case in any court.

b. The lateral entry to the PCG is also open to former commissioned officers and non-officers/enlisted personnel of the AFP, PNP and other uniformed service who already resigned/retired/separated with honor and have no pending criminal or administrative case in any court, provided, that their monthly pension will be stopped by the DBM (as per request of the PCG with the written consent of the concerned individual) upon their entry in the PCG service.

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c. Lateral entry in the PCG Technical services shall be allowed, using the same standards and procedures as prescribed herein and under existing rules and regulations of the PCG.

d. The prospective recruits for lateral entry shall possess functional qualifications, specialized skills and distinctive competencies that are necessary to support the PCG mandates. Their set of skills should suitably fit on the PCG Service Command Career Paths (SeComCaP).

e. The lateral entry ranks for PCG Officers is from ENSIGN (O-1 Grade) to COMMANDER (O-5 Grade), unless otherwise the entry of a CAPTAIN (O-6 Grade) is justified due to the exigency of the service and approved by the Secretary, DOTr upon the recommendation of the Commandant, PCG.

f. For those entrants in the PCG active service with ranks of ENSIGN (O-1 Grade) to LIEUTENANT JUNIOR GRADE (O-2 Grade), placement in the seniority listing shall be based on their date of called to active duty (CAD)/ or date of last promotion in their current rank. While for LIEUTENANT (O-3 Grade) and above, placement in the seniority listing shall be under the name of the most junior Officer in a corresponding rank in the PCG.

g. The lateral entry ranks for PCG non-officers/enlisted personnel/non-commissioned officer is PETTY OFFICER FIRST CLASS (E-6 Grade) AND BELOW. Placement in the seniority lineal listing of approved lateral entrants for non-officers shall be under the most junior in the corresponding rank in the PCG.

h. Lateral entry applicants should have at least ten (10) years remaining in the active service prior compulsory retirement reckoned from the date of lateral entry and should render a minimum of six (6) years in the PCG service prior separation, optional retirement or reversion, unless otherwise, he or she possesses significant competence, expertise or specialization strategically needed in the exigency of the PCG service as determined by the Commandant, PCG.

i. The entry ranks of those applicants for lateral entry should be equivalent to their ranks from the AFP or PNP prior their resignation/reversion/retirement/separation. However, for PNP lateral entry applicants carrying the rank of Inspector, he/she shall either be appointed as ENSIGN (if carrying the rank for less than three years) or LIEUTENANT JUNIOR GRADE (if carrying the rank for at least three years).

j. In order for their length of service to be continuous, it is necessary that their CAPS shall be effective the day after their separation order is issued by the AFP or PNP as well.

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k. Quota for lateral entry in the Officer and Non-Officer ranks each year shall be determined by the Commandant, PCG based on the DOTr approved position vacancies for each calendar year.

l. Determination of lateral entry quota must be geared towards achieving the ideal officer rank percent distribution provided for in RA 9993 and must take into consideration the approved PCG budgetary appropriations in a given year.

m. The Commandant, PCG shall create an appropriate Board to assist him in the implementation of this policy.

n. Standard operating procedures will be issued by the PCG for the execution of this policy.

VII. AUTHORITY ON APPOINTMENT

a. **Commandant, Philippine Coast Guard.** The Commandant, Philippine Coast Guard approves the lateral entry in the Non-Officer ranks of the PCG.

b. **Secretary of Transportation.** The Secretary of Transportation, upon the recommendation of the Commandant, Philippine Coast Guard approves the lateral entry in the Officer ranks of the PCG.

VIII. RESCISSION

PCG policies inconsistent with this Circular are hereby rescinded or modified accordingly.

IX. EFFECTIVITY

This Circular shall become effective upon approval.



ARTHUR P. TUGADE

Secretary

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