



**Department Of Transportation and Communications**  
**Philippine Coast Guard**  
**HEADQUARTERS COAST GUARD DISTRICT NCR-CENTRAL LUZON**  
**Muelle Dela Industria, Farola Compound**  
**Binondo, Manila 1006**



19 March 2015

**HCGDNCR-CL**

**MEMORANDUM CIRCULAR)**  
**NUMBER . . . . . 03-2015)**

**ROLE OF THE CGADNCR-CL IN MARITIME SAFETY (MARSAF)**

**I. AUTHORITY:**

1. Section 3 (q), Section 11 of the Republic Act No. 9993, otherwise known as "The Philippine Coast Guard Law of 2009".
2. Rule 3 (q), Rule 11.3, and Rule 11.4 of the Implementing Rules and Regulations of R.A. No. 9993.
3. PCGA Regulations Manual 2012 Edition

**II. SCOPE:**

This Memorandum Circular applies to all qualified technical officers and members of the CGADNCR-CL and subordinate units that will assist the CGDNCR-CL in its Maritime Safety functions.

**III. PURPOSE:**

This Memorandum Circular prescribes the policies and procedures for its officers and members of CGADNCR-CL and its subordinate units in providing assistance to CGDNCR-CL in its subordinate units in the performance of its MARSAF functions.

**IV. DEFINITION OF TERMS**

1. Philippine Coast Guard (PCG) – is an armed and uniformed service attached to the Department of Transportation and Communications. The PCG has twelve Districts all over the country ensuring maritime safety and addressing environmental concerns in coordination with other government agencies and non-government organizations.
2. District Commander - the commanding officer of the Coast Guard District which has several Stations / Substations, District Support Units (Administration and Personnel, Operations, Marine Environmental Protection Unit or MEPU, Special Operations Group, K9 Unit, etc.).
3. Philippine Coast Guard Auxiliary (PCGA) – is a uniformed non-government organization under the supervision of the Philippine Coast Guard.

4. Director Auxiliary District - is the head of Auxiliary Squadrons with a District Staff for Administration/Personnel, Operations, Plans and Programs, Logistics, MARSAR, MAREP, MARSAR and MCOMREL.
5. Director Auxiliary Squadron – is the head of the squadron which is composed of two (2) divisions comprising of twenty (20) officers and auxiliaries per division. This is the minimum requirement to organize and maintain its active status as a squadron
6. Coast Guard Auxiliary Squadron (CGAS) - A unit of the PCGA under a Coast Guard Auxiliary District headed by the Director Auxiliary Squadron (DAS) which has a minimum membership of forty (40) Officers and Auxiliaries. It has its own staff similar to the Auxiliary District staff.
7. Area of Responsibility (AOR)—a geographic area belonging to or under the jurisdiction of a PCG unit.
8. Aids to Navigation – any device external to a vessel or aircraft designed/intended to assist a navigator to determine his position or safe course or to warn him of danger or obstruction to navigation.

#### **V. POLICY:**

1. The Directors, Coast Guard Auxiliary Squadrons (CGAS) of the CGADNCR-CL, shall submit a roster of their officers and members stating their Name, Rank and Technical Qualifications to the Director Auxiliary District (DAD) for file and reference.
2. The DAD shall furnish the Commander, CGADNCR-CL, a copy of the same roster for reference.
3. The Squadron Director shall furnish the concerned Station Commander a copy of the same roster for reference.
4. In the event that the CGDNCR-CL needs the assistance of qualified and experienced marine technical personnel, such as, Master Mariners, Chief Engineers, Naval Architects and other qualified instructors (Accredited Training Institutions), the Commander, CGDNCR-CL may request the Director, CGADNCR-CL for their availability. Likewise, Coast Guard Station may request the Auxiliary Squadron the availability of their personnel to provide assistance, such as, training, among others.

#### **VI. PROCEDURES:**

1. CGADNCR-CL and its subordinate units shall maintain a pool of technical personnel to include their professional and technical skills and field of specialization. The list shall be submitted to the CGDNCR-CL on a monthly basis.
2. The Station Commanders shall request in writing to CGDNCR-CL for the availability of CGADNCR-CL technical personnel if the same cannot be provided by their respective Auxiliary Squadrons.
3. The Station Commander shall render report to CGDNCR-CL furnished copy the concerned Auxiliary Squadron on the accomplishment of the technical personnel rendering assistance.

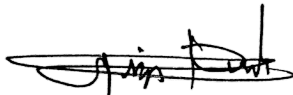
4. The Auxiliary Squadron shall also render report to CGADNCR-CL on the accomplishment of the concerned technical personnel duly noted by the Station Commander.

**VII. EFFECTIVITY:**

This Memorandum Circular shall take effect immediately upon approval.

**BY COMMAND OF COMMO GARCIA PCG:**

**OFFICIAL:**



**MIZAR R CUMBE**  
**P/ENS      PCG**  
**District Adjutant**

**ERNESTO NUÑEZ**  
**CDR      PCG**  
**Chief of Staff, CGDNCR-CL**