

Human Resource: Strengthening the Backbone of the Noble PCG Service

Keep on Going and Growing

The success of every organization depends on its human resource. By having the best people, an organization can successfully carry out its mission and functions. To deliver its mandates in maritime search and rescue, marine environmental protection, maritime safety, maritime law enforcement, and maritime security, the Philippine Coast Guard (PCG) continuously strengthens its human capital. From 3,000 personnel upon its transfer



from the Philippine Navy to the Department of Transportation in 1998, the PCG has now a total of 16,907 uniformed personnel (1,805 Officers and 15,102 Non-Officers) and five hundred nine (509) non-uniformed personnel and still envisions of having a total of 37,869 uniformed personnel strength by 2026 based on the 2017 Table of Organization.

Relatedly, the strong presence of the PCG in addressing maritime issues in the country increases government's confidence in the organization and led to the Department of Budget and Management (DBM) approval of the additional 1,500 uniformed personnel in CY 2020, 4,000 uniformed personnel for CY 2021, and 4,500 uniformed personnel for CY 2022. This includes the appointment of four (4) lateral entrants, fifteen (15) PCG-PMMA cadets, and twenty-four (24) special enlistment for CY 2020.



Likewise, forty-two (42) Non-Uniformed personnel to man the Coast Guard Logistics and Finance Service Units to decentralize the logistics and financial system of the PCG were appointed and took their Oath of Office at the Philippine International Convention Center (PICC) on 20 December 2019 while an additional thirteen (13) Non-Uniformed personnel were appointed last 28 February 2020.



On the other hand, the aforementioned approval of additional personnel also provided vacancies for promotion of PCG personnel to the next higher rank which manifest their hard work in the service and uplifts their morale.

Accordingly, a total of seven hundred forty-one (743) uniformed personnel (161 Officers and 582 Non-Officers) were promoted for CY 2020, as shown below:

OFFICERS	161
Admiral	1
Vice Admiral	3
Rear Admiral	9
Commodore	14
Captain	0
Commander	0
Lieutenant Commander	0
Lieutenant	40
Lieutenant Junior Grade	94

NON-OFFICERS	582
Master Chief Petty Officer	3
Senior Chief Petty Officer	10
Chief Petty Officer	53
Petty Officer First Class	43
Petty Officer Second Class	33
Petty Officer Third Class	29
Seaman First Class	25
Seaman Second Class	386

Unceasingly supporting the ever expanding PCG Functions

Undeniably, with the expanded role of the PCG in West Philippine Sea, fight against maritime terrorism in Southern Philippines and rendering Humanitarian Assistance and Disaster Relief (HADR) operations during onslaught of natural calamities such as typhoons, earthquakes, volcanic eruptions and spread of pandemic virus over and above, its main functions requires the PCG for an additional personnel.



Thus, the PCG through the Office of the Deputy Chief of Coast Guard Staff for Human Resource Management, CG-1 submitted the request for additional 8,500 uniformed personnel, of which 4,000 uniformed personnel for CY 2021 and 4,500 uniformed personnel for CY 2022 are to be created.



To ensure service quality, the Human Resource Management Command, an operating Unit of CG-1, was strengthened by the activation of thirty-six (36) Human Resource Management Units (HRMUs). In addition, the office of CG-1 has smoothly devolved the

Recruitment, Re-enlistment and Promotion of non-officers (ASN-SN2, SN2-SN1) to the Functional, Administrative Support, Operational Support, Special Service, Technical Service and Operating Commands of the PCG. The office of CG-1 also facilitated a two-day Administrative Seminar-Workshop on 06 to 07 February 2020 at Philippine International Convention Center (PICC) participated by the Admin Officers of all PCG units to ensure the competency of the personnel.



As the focus of the PCG is to serve the Filipino community, it plays a crucial role in the response of the government to the Covid-19 Pandemic. The PCG chaired the Sub-Task Group (STG) for the Repatriation of Overseas Filipino Workers and was tasked to commit its manpower and resources on the instructions of the President and the Secretary of Transportation. With the Command's guidance, the Office of CG-1 is instrumental in activation of all task group and personnel deployment, to include the appointment of medical professionals to the PCG-DOTr service while looking after the morale and welfare of personnel who are painstakingly sacrificing their lives to contain the spread of CoVID-19. The Office also endeavors to formulate plans and policies to adopt to the recent changes in working conditions to sustain the human resource capability of the organization and ensure the smooth implementation of such policies.



Continuous enhancement of personnel capability by the PCG leadership

For purposes of providing clear direction, control and supervision of personnel the Command held the first Personnel Management Virtual Meeting last 04 August 2020 presided by the Commandant, Philippine Coast Guard and attended by the

Commander, Human Resource Management Command, Commander, Coast Guard Education, Doctrine and Training Command, Deputy Chief of Coast Guard Staff for Human Resource Management, CG-1 and Deputy Chief of Coast Guard Staff for Education and Training, CG-12.

In addition, a number of important policies have been published to strengthen personnel administration:

1. NHQ-PCG/CG-1 Standing Operating Procedure Number 11-20 "Submission of Consolidated Monthly Recurring Reports (MRRs) and Uniformed Personnel Monitoring Sheet (UPMS). It prescribes the uniform procedure and system of submission through electronic means of consolidated Monthly Recurring Reports (MRRs) and Uniformed Personnel Monitoring Sheet (UPMS) to the Higher Headquarters as part of the monthly reports of the PCG units.
2. CG1/CGAO Circular Number 12-20 dated 06 October 2020 "Personnel Information of the Probationary Ensigns (P/ENS), Cadets, Draftees and Newly Hired Non-Uniformed PCG Personnel." It prescribes the policies and procedures for providing basic personnel information such as personal data, educational background, family background, and other information such as the Tax Identification Number (TIN), PhilHealth, GSIS, and PAG-IBIG numbers of newly hired PCG personnel essential to human resource management as required by the Department of Budget and Management (DBM) for purposes of allocating Personnel Service (PS) Funds for their salary and other benefits.
3. NHQ-PCG/CG-1 Circular Number 10-20 dated 28 September 2020 "Entitled Use of Academic Degree Title. This grants the uniform guidelines in the Use of Academic Degree Title by the PCG Commissioned Officers who successfully completed the prescribed postgraduate courses required for the position and rank of higher responsibility to establish credentials and eligibility. This is in recognition of the academic accomplishments of the senior officers in furtherance of their career.
4. Amendment 01-20 NHQ-PCG / DCS-HRM Circular Number 07-17 dated 10 September 2020 "Amending Section V, VI And VIII (E) Of DCS-HRM Circular No. 07-17 dated 11 April 2017 otherwise known as the "Revised Policy in the Procurement of Officers in the Philippine Coast Guard Service."
5. NHQ-PCG Circular Number 06-20 dated 28 May 2020 "Creation of Recad, Reentry or Reinstatement Board and Guidelines for Recad, Reentry or Reinstatement of former Philippine Coast Guard Personnel." It is to ensure that only those with good potential for service and possessing of technical skills which the PCG is in critical need will be accepted back. Similarly, ReCAD, reentry, or reinstatement shall be allowed only when there is shortage of personnel and there is no other equally qualified applicant available within or outside the PCG organization.
6. CG1/CGAO Circular Number 05-20 dated 16 May 2020 "Issuance of Personal Clothing and Individual Equipment (PCIE) to the Trainees and Newly CAD Personnel of the PCG." It prescribes the policies and procedures in the

issuance and control of authorized clothing and equipment for the Officers, Non-Officers, Candidate Coast Guard Officers, Candidate Coast Guardsmen, Draftees and Trainees of the Philippine Coast Guard.

7. NHQ-PCG Circular Number 02-20 dated 21 March 2020 “Policies on the Devolution of Recruitment, Re-enlistment and Promotion to the Functional, Administrative Support, Operational Support, Special Service, Technical Service and Operating Commands of the PCG”. It is to ease up the tremendous pressure on work load of personnel performing Personnel Administration jobs at the NHQ-PCG, to provide certain limited delegated authority to Service Command/ District Commanders as well as accelerate the process of Personnel Administration programs.
8. Amendment 01-20 NHQ-PCG dated 28 January 2020 “Amending Section VI of NHQ-PCG/CG-1 Circular No. 08-19 dated 07 July 2019 otherwise known as the “Enlistment and Reenlistment of PCG Non-Officers”
9. Amendment 01-20 NHQ-PCG dated 28 January 2020 “Amending Section XIII and XV of CG-1/CGA Circular No. 03-05 Dated 04 April 2005 otherwise known as the “Career Development Pattern of Enlisted Personnel in the Philippine Coast Guard”;
10. Amendment 01-20 NHQ-PCG dated 28 January 2020 “Amending Section VII of DCS-HRM Circular No. 08-17 dated 11 April 2017 otherwise known as the “Revised Policy on the Procurement of Candidate for Non-officers in the Philippine Coast Guard service”.

Further, to protect the welfare of the personnel, both active and retired, the PCG through the Office of the Deputy Chief of Coast Guard Staff for Human Resource Management, CG-1 also submitted the following requests to the Office of the President:

1. Update on the Funding for the Personal Clothing and Individual Equipment (PCIE) of PCG Trainees and Newly CAD Personnel;
2. Appeal on the DBM’s Interpretation on the Retirement Pay and Benefits of PCG Personnel with the Rank of CPO, SCPO and MCPO; and
3. Equal Treatment of the Salaries and/or Pensions of PCG Admirals and Vice Admirals vis-à-vis their Counterparts in the AFP and PNP.

In summary, the Office of the Deputy Chief of Coast Guard Staff for Human Resource Management, CG-1 is carefully and intelligently advising the PCG leadership on personnel matters to develop capabilities and creating safe working environment. This is to raise the morale and welfare of its active and retired personnel, and maintain discipline in the work place in order to be at par with our counterparts to the benefit of the PCG service.