



**PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS
(Headquarters Philippine Coast Guard)**

139 25th Street, Port Area
1018 Manila

12 July 2013

HPCG/CG-8

**STANDING OPERATING PROCEDURE
NUMBER.....05-13**

**GUIDELINES ON MOVEMENT OF VESSELS ENGAGED IN “SHORT DISTANCE
VOYAGES” WITHIN THE DESIGNATED “SPECIAL AREAS”**

I. PURPOSE:

This Standing Operation Procedures (SOP) prescribes the guidelines and procedures governing the implementation of HPCG Memorandum Circular 02 – 13 on Movement of Vessels during Heavy Weather dated 05 June 2013.

II. SCOPE:

This SOP applies to all Philippine Coast Guard (PCG) Districts, Stations and Detachments having jurisdiction over all vessels engaged in “Short Distance Voyages within the designated “Special Areas” when Public Storm Warning Signal Nr 1 is hoisted.

III. PROCEDURES:

The Coast Guard District/Station/Detachment who has jurisdiction over the designated “Special Area” may allow vessels to engage in “Short Distance Voyages” only when **ALL** the following conditions are strictly satisfied:

- A. Voyage shall only be from sunrise to sunset, the ship must arrive at the point of destination thirty (30) minutes before sunset;
- B. Sea condition is calm to gentle breeze with the prevailing wind speed in the area is not more than 30 kph or 16 knots based on PAGASA, or other
- C. Rain showers in the point of origin, route or destination should be light rains with the rate of fall is from trace to 2.5 mm per hour;

- D. There is good visibility. The route and area of destination is seen by the naked eye from the point of origin;
- E. Duly licensed passenger vessels or motorboats shall only carry passengers not exceeding 50% of its authorized passenger capacity as per MARINA issued Passenger Ship Safety Certificate (PSSC);
- F. For passenger boats with open decks, passengers including children and crew shall wear lifejackets prior to the departure of vessel or motorboat and until disembarkation at the point of destination;
- G. Masters and Boat Captains shall ensure that maximum precautionary measures shall be observed in ensuring the proper lashing and stowage of cargoes loaded onboard the vessel or motorboat prior departure;
- H. There shall be a reliable communication link between vessels and motorboats and the designated standby Emergency Boat and the PCG.

IV. RESPONSIBILITY:

A. Coast Guard District Commander:

1. Shall designate responsible personnel to monitor and promptly obtain the latest PAGASA weather bulletin;
2. Shall designate responsible personnel to plot in the weather chart the track, forecast position of the typhoon and PSWS Sectors;
3. Shall promptly disseminate to all subordinate units the latest PAGASA weather bulletins and updates;
4. Shall promptly disseminate to all local media and communication networks especially through radio and television regarding the guidelines on movement of vessel during heavy weather ;
5. Shall render situation report (SITREP) to Higher Headquarters (Attn: CG-3/CGAC) every hour when signal number 1 or higher is hoisted. SITREPs shall include weather condition, maritime traffic condition and vessels taking shelter;
6. Shall monitor distress frequencies during heavy weather condition;
7. Through its Station/Detachment Commander, ensure that vessels/motorboats engaged in "Short Distance Voyages" within the designated "Special Areas" within its AOR comply with all the provisions of Sector VI of MC 02-13

8. Shall cancel short distance voyages as recommended by cognizant Station/Detachment Commander in case weather deteriorates or the provisions of Section VI of MC 02-13 are not met; and
9. Shall supervise the strict implementation of MC on Guidelines on Movement of Vessels during Heavy Weather and SOP on Guidelines on movement of vessels engaged in “Short Distance Voyages” within the designated “Special Areas”.

B. Coast Guard Station/Detachment Commander:

1. Shall designate responsibility personnel to monitor and promptly obtain the latest PAGASA weather bulletin;
2. Shall designate responsible personnel to plot in the weather chart the track, forecast position of the typhoon and PSWS Sectors;
3. Shall promptly disseminate to all subordinate units the latest PAGASA weather bulletins and updates;
4. Shall promptly disseminate to all local media and communication networks especially through radio and television regarding the guidelines on movement of vessel during heavy weather;
5. Shall render situation report (SITREP) to Higher Headquarters (Attn: CGG-3/CGAC) every hour when signal number 1 or higher is hoisted. SITREPs shall include weather condition, maritime traffic condition and vessels taking shelter;
6. Shall ensure that vessels/motorboats engaged in “Short Distance Voyages” within the designated “Special Areas” within its AOR comply with all the provisions of Section VI of MC 02-13;
7. Shall cancel short distance voyages in case weather deteriorates or the provisions of Section VI of MC 02-13 are not met; and
8. Shall issue (EIAR-Form A) to the Master of the vessel indicating the specific violations in accordance with the HPCG Memorandum Circular 02-13 on Movement of Vessels during Heavy Weather. The violations noted shall be recorded in the Vessel’s Inspection Record Book;
9. The Station Commander shall review and adjudicate the EIAR and impose the appropriate penalty in accordance with the HPCG Memorandum Circular 02-13 on Movement of Vessels during Heavy Weather;

10. Shall ensure the strict implementation of MC on Guidelines on Movement of a Vessels during Heavy Weather and SOP on Guidelines on Movement of vessels engaged in "Short Distance Voyages" within the designated "Special Areas"; and
11. Shall perform other tasks as the District Commander and/or the Commandant, PCG may direct.

C. The Deputy Chief of Staff for Maritime safety Service, CG-8:

1. Shall maintain record of reported violations of vessels under HPCG Memorandum Circular 02-13 for monitoring purposes; and
2. Shall review existing regulations on Movement of Vessels during Heavy Weather periodically and initiate amendments as necessary.

D. The Director, Coast Guard Action Center (CGAC):

1. Coordinate with PAGASA on the availability of weather bulletin every 0500H, 1000H and 2300H or whenever weather updates from PAGASA are available and immediately disseminate same through the fastest means of communications to all PCG units with priority to the areas directly affected or may be affected by the typhoon;
2. Shall plot in the weather chart the track, forecast position of the typhoon and PSWS Sectors in references to paragraph 1 hereof;
3. When Low Pressure Area or Inter-tropical Convergence Zone is in effect within the Philippine Area of Responsibility, Director, CGAC shall categorized the situation as Level 1 or Guarded Alert in the directly affected area;
4. When PSWS 1 is in effect within the Philippine Area of Responsibility, Director, CGAC shall categorized the situation as Level 1 or Guarded Alert in the directly affected area;
5. When PSWS 2 and above is in effect within the Philippine Area of Responsibility, Director, CGAC shall categorized the situation as Level 3 or Full Alert in the directly affected area;
6. Shall monitor continuously all PCG units and take appropriate action on all reported maritime incidents. Recommended to the Chief, CG Staff the activation of the Crisis Management Committee in case of major incidents;
7. Shall immediately advise the Commandant, PCG of any major maritime incident; and
8. Shall perform other tasks as the Commandant, PCG may direct.

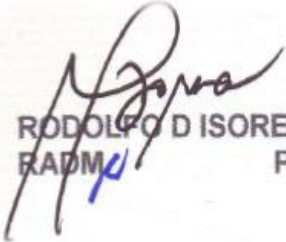
V. **RESCSSION:**

This SOP rescinds all other publications contrary to the provisions stated herein.

VI. **EFFECTIVITY:**

This SOP shall take effect upon approval.

Approved by:



RODOLFO D ISORENA
RADM PCG