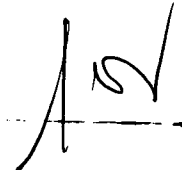


NINETEENTH CONGRESS OF THE)
REPUBLIC OF THE PHILIPPINES)
Third Regular Session)

24 DEC -3 P12:59

SENATE
S. No. 2885

RECEIVED



Introduced by Senator Jinggoy Ejercito Estrada

AN ACT
STRENGTHENING THE PHILIPPINE CIVIL REGISTRATION AND VITAL
STATISTICS SYSTEM, REPEALING FOR THE PURPOSE ACT NO. 3753 OR THE
LAW ON REGISTRY OF CIVIL STATUS, PROVIDING FUNDS THEREFOR, AND
FOR OTHER PURPOSES

EXPLANATORY NOTE

Act No. 3753 or the Law on Registry of Civil Status was approved on November 26, 1930. This almost century-old law has since been the pillar of civil registration rules, procedures and activities in the country. Subsequent passage of laws supplemented it such as Republic Act No. 9048 as amended by Republic Act No. 10172, Republic Act No. 9858, Republic Act No. 7160 or the Local Government Code of 1991 and Republic Act No. 10625 or the "Philippine Statistical Act of 2013". Various executive issuances were also promulgated to provide rules and regulations that seek to address circumstances which were not covered by Act No. 3753.

Despite these laws, the system of civil registration and vital statistics system in the country remains to be far from perfect. On one hand, around 3.7 million Filipinos remains uncaptured by the system due to inability to register their birth and failure to secure birth certificate.¹ On the other hand, fake, falsified, and tampered birth,

¹ Civil Registration Bill pushed to help 3.7M Pinoys without birth certificates – Philippine Legislators' Committee on Population and Development

marriage and death certificates continue to proliferate. Moreover and more seriously, unscrupulous individuals find ways and means to circumvent the laws to serve their ill and selfish purposes. Recently, we have seen the breadth and gravity of the loopholes in the system. Particularly, we were surprised by the rampant abuse of late registration of birth by foreign nationals in their intention to seep through our economy and our political system. Thus, there is a need for a single updated, comprehensive, and holistic civil registration law.

The "*Philippine Civil Registration and Vital Statistics Act*" seeks to repeal the outdated law and enact one that is relevant and responsive to the current situation and dynamics of the country and of the international community.

To ensure truthful and faithful registration of civil registry documents, the measure provides for the rules and procedures for delayed registration of a vital event; rules and procedures for multiple registration of birth, marriage and death; and the requirement for the registration of solemnizing officers.

To capacitate the frontline officers, it mandates the conduct of mandatory continuing education and training program for Civil Registrars, Consul Generals / Consuls / Vice Consuls, Shari'a District / Circuit Registrar.

To ensure effective coordination among concerned agencies, data sharing and seamless interoperability of systems, the bill proposes the creation of Civil Registration Inter-Agency Cooperation Committee and the digitalization of the system.

To enable the Philippine Statistics Authority (PSA) to become more proactive than just mere repository of documents, the bill proposes to grant PSA the power to block the civil registry documents in the civil registry database; to grant the National Statistician and Civil Registrar General (NSCRG) the power to cancel the registration of civil registry documents; and to create a Special Committee on Cancellation of Civil Registry Documents.

To make the law more relevant, responsive and deterring, it proposes increase in penalties and requires the mandatory review of the law.

The proposed bill will not only allow the government to reach more Filipinos, make them counted and enable them to fully enjoy their rights and benefits as Filipino citizens. It will also prevent fraudulent documents and activities that are perpetrated to commit more serious and large-scale crimes. Ultimately, it will preserve the sanctity and integrity of the identity, vital information and documents of our citizens.

This measure is a product of extensive study and technical expertise of the PSA and its partner agencies in the Inter-Agency Committee on Civil Registration and Vital Statistics.

In view of the foregoing, the immediate passage of this bill is highly recommended.


JINGGOY EJERCITO ESTRADA

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Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:

CHAPTER I

GENERAL PROVISIONS

1
2
3 Section 1. *Short Title.* – This Act shall be known as the “*Philippine Civil*
4 *Registration and Vital Statistics Act*”.

5 Sec. 2. *Declaration of Policy.* – The State shall promote and maintain an
6 efficient, responsive, inclusive, and accessible civil registration and vital statistics
7 system. Towards this end, standardization and modernization of registration
8 procedures is necessary to establish the identity of an individual for administrative and
9 legal purposes. Moreover, efficient and simplified procedures in recording vital events
10 must be applied in civil registration in order to establish the most precise identity of
11 an individual for the benefit of the general public.

12 The State declares the registration of all births, deaths, and marriages without
13 discrimination as a national State policy.

14 In the implementation of the policy stated above, the State, in enacting this
15 Civil Registration and Vital Statistics Act, institutionalizes and hereby maintains a legal
16 framework related to the Civil Registration and Vital Statistics (CRVS), ensuring a

1 system that provides equal access that is affordable, available, and protects the rights
2 of all citizens, especially children. Such system will also ensure the generation of
3 statistics and easier retrieval and recording of statistics.

4 The enactment of this law reaffirms the commitment of the State to the
5 international standards and recommendations, according to the principles of the
6 universal human right to be recognized as a person before the law Universal
7 Declaration of Human Rights (UDHR Art.VI), to children’s right to nationality,
8 registration after birth United Nations Conventions on the Rights of the Child (UN CRC
9 Art. VII), the right to identity (UN CRC Art. VIII), the right to be protected from
10 discrimination based on race, sex, color, language, religion, national or social origin
11 International Covenant on Civil and Political Rights (ICCPR Art. XXIV), the right to
12 nationality of persons with disabilities Convention on the Rights of Persons with
13 Disabilities (CRPD Art. XVIII), the right of adolescents to birth registration (UN CRC
14 GC 20, Art. VIII), the right of children in street situations to be proactively supported
15 to obtain legal identity documents and the right of all children at all ages to free,
16 accessible, simple and expeditious birth registration (UN CRC General Comment 21,
17 Art. XV), and the right of all Filipino migrant workers to be recognized as a person of
18 the law International Convention on Migrant Workers (ICMW, Art. XXIV) on CRVS.

19 The State shall endeavor to facilitate the realization of the people’s rights and
20 support good governance, health and development through the universal and
21 responsive CRVS system. In this light, the State shall work towards reaching the goals
22 from the UN Convention on the Rights of the Child and the Declaration of Civil
23 Registration and Vital Statistics in Southeast Asia-

24 **Sec. 3. Coverage.** – This law shall embrace all acts, vital events, judicial decrees
25 and administrative issuances affecting the civil status of persons in the Philippines and
26 of all Filipino citizens abroad.

27 **Sec. 4. Definition of Terms.** – As used in this Act, the following terms are defined
28 as follows:

29 a) *Abandoned child* refers to a child who has no proper parental care or
30 guardianship, a foundling, or one who has been deserted by one’s parents
31 for a period of at least three (3) continuous months, and has been declared
32 as such by the National Authority for Child Care;

- 1 b) *Abandoned Filipino child in a foreign country* refers to an unregistered or
2 undocumented child found outside the Philippine territory, with known or
3 unknown facts of birth, separated from or deserted by the biological Filipino
4 parent guardian, or custodian for a period of at least three (3) continuous
5 months and committed to a foreign orphanage or charitable institution or in
6 a temporary informal care, and has been declared as such by the National
7 Authority for Child Care, upon recommendation of the office of the Social
8 Welfare Attaché of the Department Of Social Welfare and Development, or
9 the Department of Foreign Affairs;
- 10 c) *Adoption* refers to the socio-legal process of providing a permanent family
11 to a child whose parents had voluntarily or involuntarily given up their
12 parental rights, permanently transferring all rights and responsibilities,
13 along with filiation, making the child a legitimate child of the adoptive
14 parents;
- 15 d) *Barangay Civil Registration System (BCRS)* refers to a scheme to facilitate
16 extensive civil registration at the barangay level involving all barangay
17 officials assisting the Local Civil Registrars (LCRs) in civil registration work,
18 as provided in Section 394 (d) (5) Republic Act No. 7160, otherwise known
19 as the Local Government Code of the Philippines;
- 20 e) *Barangay Secretary* refers to the person appointed by the *Punong Barangay*
21 pursuant to Section 394, Book III, Title I, Chapter V of Republic Act No.
22 7160;
- 23 f) *Birth Attendant* refers to attending Physician at birth or other health
24 professional such as, midwives, and nurses who have the skills necessary
25 to manage normal deliveries and diagnose, manage, or refer obstetric
26 complications;
- 27 g) *Cause of death* refers to diseases, morbid conditions, or injuries which either
28 resulted in or contributed to the death, and the circumstances of the
29 accident or violence which produced such injuries for purposes of
30 registration, aligned with International Classification Standards;
- 31 h) *Child* refers to any person below eighteen (18) years of age or eighteen (18)
32 years older who is unable to fully take care of himself/herself from abuse,

1 neglect, cruelty, exploitation or discrimination because of a physical or
2 mental disability or condition;

3 i) *Children in need of special protection (CNSP)* refers to all children who are
4 vulnerable to or are victims of abuse, neglect, exploitation, cruelty,
5 discrimination and nature or human-induced violence, which includes the
6 following:

7 1) sexually / physically;

8 2) in commercial sexual exploitation;

9 3) in conflict with the law;

10 4) in abused situations of armed conflict;

11 5) engaged in worst forms of labor;

12 6) with mental, physical, learning and other disabilities;

13 7) with HIV, aids or other sexually- transmitted infections;

14 8) in street situations;

15 9) affected by the use of illegal substance;

16 10)affected by the war on drugs;

17 11)abandoned or without primary caregiver;

18 12)Internally displaced, refugees, statelessness, and at-risk of
19 statelessness; and

20 13)abandoned children or Abandoned Filipino children in a foreign
21 country.

22 j) *Circuit Registrar* refers to the Clerk of Court of a Shari'a Circuit Court acting
23 as Circuit Registrar with the duty to register Muslim marriages, divorces,
24 revocation of divorces, and conversions within the respective court's
25 jurisdiction, as provided in Title VI, Book Two of Presidential Decree No.
26 1083 otherwise known as the Code of Muslim Personal Laws of the
27 Philippines;

28 k) *Civil Registration* refers to the continuous, permanent, universal and
29 compulsory recording of occurrences and characteristics of vital events in
30 the life of a person, including any modifications thereof during his lifetime
31 and until his death, as provided for by this Act;

- 1 l) *Clerical or typographical error* refers to a mistake committed in the
2 performance of clerical work in writing, copying, transcribing or typing an
3 entry in the civil register that is harmless and innocuous, such as misspelled
4 name or misspelled place of birth, mistake in the entry of day and month in
5 the date of birth or the sex of the person or the like, which is visible to the
6 eyes or obvious to the understanding, and can be corrected or changed only
7 by reference to other existing record or records: *Provided, however,* That
8 no correction must involve the change of nationality, age, or status of the
9 petitioner;
- 10 m) *Circuit Registrar* is the Clerk of the Shari'a Circuit Court acting in the
11 performance of their function under Title VI, Book II, of Presidential Decree
12 No. 1083;
- 13 n) *Civil register* refers to the various civil registry books and related certificates
14 and documents, including digital or electronic copies thereof, where
15 registrable acts, events, judicial decrees and administrative issuances
16 concerning the civil status of a person are recorded and kept in the archives
17 of the civil registrar's offices, Philippine Foreign Service Posts, Shari'a District
18 and Circuit Courts, and the Philippine Statistics Authority (PSA);
- 19 o) *Civil Registrar (CR)* refers to the officers performing civil registry functions
20 such as the Local Civil Registry Office (Civil Registrar's Office), the Consul
21 General (CG) in the Philippine Consulate Offices, or the Clerk of Court in
22 Shari'a Circuit court;
- 23 p) *Civil registry document* refers to a certificate or any document, including
24 digital or electronic copy thereof, concerning the acts and events affecting
25 the civil status of persons which are recorded and kept in the civil registry;
- 26 q) *Consul General (CG)* refers to an official of the Department of Foreign Affairs
27 who has been issued a consular commission and acts as the head of a
28 consular post or the head of the consular section of an Embassy and
29 entrusted in that capacity with the exercise of diplomatic and consular
30 functions, including civil registration duties;
- 31 r) *Consul/vice consul* refers to an official of the DFA who has been issued a
32 consular commission and entrusted in that capacity with the exercise of

1 diplomatic and consular functions. In exigencies, the civil registration duties
2 herein provided for the consul general may be delegated and can be
3 exercised and performed by the consul or vice consul;

4 s) *Customary marriage* refers to a marriage that is performed in accordance
5 with customary laws, rites, traditions, and practices, of indigenous people
6 and ethnic cultural communities, and recognized as valid under Republic Act
7 No. 8371 and other related laws;

8 t) *Death* refers to the permanent disappearance of all evidence of life at any
9 time after live birth has taken place (post-natal cessation of vital functions
10 without capability of resuscitation);

11 u) *Delayed registration* refers to the registration of a vital event beyond the
12 reglementary period. May be used interchangeably with late registration;

13 v) *Dissolution of Customary Marriage* refers to the termination of marriage as
14 declared in a ruling or decision of the Council of Elders, Council of Timuays,
15 Bodong Holders, or other tribunal and body authorized under the indigenous
16 political structure of the ethnic cultural community, indigenous cultural
17 community or indigenous peoples for causes sanctioned by established
18 customary law or practice;

19 w) *District Registrar (DR)* refers to the Clerk of Court of the Shari'a District
20 Court performing civil registration functions as district recorder of Muslim
21 Marriages, Divorces, Revocation of Divorces, and Conversions, within the
22 court's territorial jurisdiction, as provided in Title VI, Book Two of
23 Presidential Decree No. 1083, otherwise known as the Code of Muslim
24 Personal Laws;

25 x) *Divorce* refers to the final legal dissolution of marriage which confers on the
26 parties the right to remarriage under Presidential Decree No. 1083;

27 y) *Fetal Death* refers to death prior to the complete expulsion or extraction
28 from its mother of a product of conception, irrespective of the duration of
29 the pregnancy, where the death is indicated by the fact that after such
30 separation, the fetus does not breathe or show any other evidence of life,
31 such as beating of the heart, pulsation of the umbilical cord, or definite

1 movement of voluntary muscles, where the fetus has a weight, gestational
2 age, or body length to be prescribed in accordance with this Act;

3 z) *Foreign service officer* refers to personnel commissioned as diplomatic or
4 consular officers in a foreign service post. For purposes of this Act, foreign
5 service officer refers to such diplomatic and consular officers designated by
6 the Department of Foreign Affairs to provide civil registration services;

7 aa) *Foreign service post* refers to all Philippine embassies, missions, consulates
8 general, and other foreign service establishments maintained by the
9 Department of Foreign Affairs;

10 bb) *Foundling* refers to a deserted or abandoned child or infant with unknown
11 facts of birth and parentage. This shall also include those who have been
12 duly registered as a foundling during her or his infant childhood, but have
13 reached the age of majority without benefitting from adoption procedures;

14 cc) *Health facility* refers to facilities or institutions, whether stationary or mobile,
15 land-based or otherwise that provides diagnostics, therapeutic,
16 rehabilitative, and other healthcare services, except medical radiation
17 facilities and hospital-based or stand-alone pharmacies;

18 dd) *Informant* refers to the person responsible for providing the facts of birth,
19 death, or marriage, who shall certify the accuracy of the personal
20 information recorded for purposes of registration;

21 ee) *Indigenous Cultural Communities (ICCs)/Indigenous Peoples (ICCs/IPs)*
22 refer to a group of people or homogenous societies identified by self-
23 ascription and ascription by others, who have continuously lived as
24 organized community on communally bounded and self-defined territory,
25 and who have, under claims of ownership since time immemorial, occupied,
26 possessed and utilized such territories, sharing common bonds of language,
27 customs, traditions and other distinctive cultural traits, or who have,
28 through resistance to political, social and cultural inroads of colonization,
29 non-indigenous religions and cultures, became historically differentiated
30 from the majority of Filipinos. ICC/IPs shall likewise include people who are
31 regarded as indigenous on account of their descent from the populations
32 which inhabited the country, at the time of conquest or colonization, or at

1 the time of inroads of non-indigenous religions and cultures, or the
2 establishment of present state boundaries, who retain some or all of their
3 own social, economic, cultural, and political institutions, but who may have
4 been displaced from their traditional domains or who may have resettled
5 outside their ancestral domains;

6 ff) *Legal Instruments* are registrable instruments in the form of an affidavit or
7 certificate which affect the civil status of persons as enumerated in this Act.

8 These acts are executed or issued without an order from the court;

9 gg) *Live birth* refers to the complete expulsion or extraction of a product of
10 conception from its mother, which after such separation, breathes or shows
11 any other evidence of life, such as beating of the heart, pulsation of the
12 umbilical cord, or definite movement of voluntary muscles, whether or not
13 the umbilical cord has been cut off or the placenta is still attached; each
14 product of such birth is considered alive;

15 hh) *Local Civil Registrar (LCR)* refers to the head of the city or municipality in
16 charge of Civil Registry Office, as the case may be, who is appointed as such
17 by the city or municipal mayor in accordance with the provisions of existing
18 laws;

19 ii) *Local Civil Registry Office (LCRO)* refers to an office or department in the
20 city or municipal government that is mandated to perform civil registration
21 functions;

22 jj) *Manner of Death* refers to the circumstances in which a death arose as
23 stated on the medical certification of cause of death form;

24 kk) *Marriage* is a special contract of permanent union between a man and a
25 woman entered into in accordance with law for the establishment of
26 conjugal and family life. It is the foundation of the family and an inviolable
27 social institution whose nature, consequences, and incidents are governed
28 by law and not subject to stipulation, except that marriage settlements may
29 fix the property relations during the marriage within the limits provided by
30 the Family Code;

31 ll) *Mass death* occurs when several persons die due to natural calamities,
32 accidents, epidemics etc.;

- 1 mm) *Medicolegal Death* refers to death that must be reported to medicolegal
2 officers of the Philippine National Police or National Bureau of Investigation,
3 in accordance with this Act;
- 4 nn) *Medicolegal Death Investigation (MLDI)* refers to the non-legally binding
5 fact-finding process of seeking to understand how and why a person died,
6 by determining the identity of the decedent, the date, time, place of
7 occurrence of death, and the cause and manner of death;
- 8 oo) *Muslim Marriage* refers to a marriage where both parties are Muslims, or
9 only the male party is a Muslim and the marriage is solemnized in
10 accordance with Muslim law or Presidential Decree No. 1083;
- 11 pp) *National Statistician and Civil Registrar General (NSCRG)* refers to the head
12 of the PSA who is also the National Statistician of the government of the
13 Philippines;
- 14 qq) *Next-of-Kin* refers to a deceased's spouse, ascendant, descendant, brother
15 or sister, or any person under the deceased's guardianship or related by
16 consanguinity or affinity within the sixth civil degree or any other person
17 who lived with the deceased in the same household immediately prior to
18 the death;
- 19 rr) *Out-of-Town Reporting* refers to the occurrence wherein the certificate of
20 live birth or death is presented to the civil registrar of a city or municipality
21 which is not the place of birth or death, not for registration but to be
22 forwarded to the civil registrar of the city or municipality where the birth or
23 death occurred and where it should be registered;
- 24 ss) *PhilSys card number* is a randomly generated, unique, and derivative of the
25 PhilSys number that will be assigned to every citizen or resident alien upon
26 birth or registration by the PSA, in accordance with the registration process;
- 27 tt) *Solemnizing officer* refers to any religious solemnizing officers as provided
28 under Article 7(2) of Executive Order No. 209 otherwise known as the Family
29 Code of the Philippines and Presidential Decree No. 1083. These includes
30 community elders, tribal leaders or authorities certified by National
31 Commission on Indigenous Peoples (NCIP), or authorities duly acclaimed
32 and respected in the tribal communities who perform and solemnize

1 marriage in accordance with the customs, traditions and practices of the
2 community for marriages among Indigenous Cultural Communities (ICC) or
3 Indigenous Peoples (IP);

4 uu) *Supplemental Report* is an administrative remedy used to supply
5 information inadvertently omitted when the document was registered;

6 vv) *Verbal autopsy* refers to a structured questionnaire or interview on a
7 decedent's medical history and signs and symptoms prior to death that is
8 completed by a reliable next of kin to determine a probable cause of death
9 in deaths that are not medically attended;

10 ww) *Vital event* refers to an event concerning life and death of individuals, as
11 well as their family and civil status, including live birth, death, fetal death,
12 marriage, annulment or declaration of nullity of marriage, divorce, adoption,
13 and recognition of paternity.

14 **Sec. 5. *Implementing Agency.*** – The Philippine Statistics Authority (PSA) shall
15 be the primary implementing agency to carry out the provisions of this Act. The PSA
16 shall issue rules in the implementation and enhancement of the civil registration and
17 vital statistics, including, but not limited to, registration, copy issuance and data
18 governance in accordance with the provisions of this Act, including all other applicable
19 laws and policies.

20 The PSA shall collaborate with LGUs, other government agencies, and
21 Government-Owned or Controlled Corporations (GOCCs) in order to facilitate the
22 registration or reporting of all vital events of persons in the country and Filipinos
23 abroad.

24 **Sec. 6. *Reorganization of the Civil Registration Service of the PSA.*** To better
25 implement the provisions of this Act and attain its objectives and purposes, the Civil
26 Registration Service shall be reorganized and strengthened into a Civil Registration
27 Office which shall perform the functions provided for under this Act.

28 The Civil Registration Office shall be headed by a Deputy Civil Registrar-General
29 with the equivalent rank of a Deputy National Statistician and shall be responsible for
30 central registry document management and archiving, modernization of the Philippine
31 Civil Registration and Vital Statistics, policy development and advocacy on civil
32 registration matters, and overseeing the performance of civil registration services.

1 There shall be three (3) Services under the Deputy Civil Registrar General
2 headed by an Assistant Civil Registrar General with the equivalent rank of Assistant
3 National Statistician;

- 4 a) National Civil Register Service;
- 5 b) Civil Registration Operations and Management Service; and
- 6 c) Civil Registration Advocacy and Frontline Services.

7 *Sec. 7. Creation of Regional and Field Offices for Civil Registration.* – To
8 perform the foregoing functions, the regional and field officer of the PSA shall be
9 strengthened through the creation of new Plantilla positions, subject to existing laws,
10 rules, and regulations.

11 *Sec. 8. Civil Registration Inter-Agency Cooperation Committee.* – There shall
12 be a Civil Registration Inter-Agency Cooperation Committee whose functions shall be
13 defined in the implementing rules and regulations of this law.

14 The Inter-Agency Cooperation Committee shall convene on a quarterly basis to
15 discuss coordination on enforcement of CRVS laws and recommend policies relating
16 to civil registration and vital statistics for the approval of the NSCRG.

17 The Civil Registration Inter-Agency Cooperation Committee shall be composed
18 of:

- 19 a) The PSA thru its Deputy Civil Registrar General as Chairperson;
- 20 b) Department of Health (DOH) representative with a rank of at least director
21 level as Vice-Chairperson; and
- 22 c) One (1) representative from each of the following agencies with a rank of
23 director or higher, nominated by their respective agencies, with two (2)
24 permanent staff members as designated alternate representatives:
 - 25 1) Department of Foreign Affairs (DFA);
 - 26 2) Department of Justice (DOJ);
 - 27 3) Department of Education (DepEd);
 - 28 4) Commission on Higher Education (CHED);
 - 29 5) Department of the Interior and Local Government (DILG);
 - 30 6) Commission on Population and Development;
 - 31 7) Department of Social Welfare and Development (DSWD) thru
32 National Authority for Child Care (NACC);

- 1 8) Philippine National Police (PNP);
- 2 9) Bureau of Immigration (BI);
- 3 10) Department of Information and Communications Technology
- 4 (DICT);
- 5 11) Bangsamoro Autonomous Region in Muslim Mindanao;
- 6 12) National Commission on Muslim Filipinos (NCMF);
- 7 13) National Commission on Indigenous Peoples (NCIP); and
- 8 14) National Bureau of Investigation (NBI).

9 The Civil Registration Inter-Agency Cooperation Committee may establish
10 technical working groups and task forces, and invite other members or participants,
11 as the need arises, to address specific concerns on the enforcement of CRVS laws and
12 may establish interagency task forces at the regional, provincial and city/municipal
13 level to ensure nationwide coordination and enforcement.

14 *Sec. 9. Powers and Functions of the National Statistician and Civil Registrar*
15 *General (NSCRG).* – The National Statistician and Civil Registrar General shall enforce
16 the provisions of this Act and its implementing rules and regulations and, for this
17 purpose, have the following powers and functions:

- 18 a) Maintain the National Civil Register;
- 19 b) Maintain the National Register for Solemnizing Officers;
- 20 c) Enforce the provisions of this Act and other laws relative to civil registration
- 21 and vital statistics;
- 22 d) Exercise technical control and supervision over Local Civil Registrars (LCRs),
- 23 Shari'a Circuit/District registrars, and Foreign Service Officers, in the
- 24 exercise of civil registration functions;
- 25 e) Issue certificates and certifications of entries in civil registers maintained by
- 26 the office in accordance with the provisions of this Act and upon payment
- 27 of prescribed fees;
- 28 f) Assign a PhilSys number (PSN) upon registration of birth, which shall be
- 29 used by each registrant for the registration and reporting of all vital events;
- 30 g) Develop modules and training programs for stakeholders involved in
- 31 providing civil registration services;

- 1 h) Establish and implement strategies and mechanisms to ensure the
2 accessibility of civil registration services;
- 3 i) Develop and adopt appropriate technology to facilitate and improve access
4 to modernize the Philippine civil registration and vital statistics system and
5 to improve access to and efficiency of civil registration services;
- 6 j) Issue guidelines on reconstruction of burned, destroyed and lost civil
7 registry records;
- 8 k) In cases of national calamity or disasters, coordinate with the national,
9 regional, or local disaster risk reduction and management council to ensure
10 continuity or resumption of civil registration services;
- 11 l) Conduct a comprehensive, nationwide information, education, and
12 communications campaign regarding this Act;
- 13 m) Deny requests for copy issuance of civil registry documents and certificates
14 found to be fraudulent and/or fictitious, except for investigation purposes
15 from law enforcement agencies and other government agencies with
16 investigative and/or quasi-judicial powers, and court orders, subject to the
17 implementing rules and regulations of this Act, Republic Act No. 10173 or
18 the Data Privacy Act of 2012 and its implementing guidelines;
- 19 n) Block civil registry documents in the database upon findings of fraud and to
20 unblock civil registry documents, through a court order or an administrative
21 order;
- 22 o) Ensure accuracy of annotation in the civil registry documents including
23 modification, revision, and correction of clerical errors in the annotation of
24 administrative decisions, court decrees and legal instrument (CDLI);
- 25 p) Exercise quasi-judicial function in accordance with this Act;
- 26 q) Exercise inspection and visitorial functions over stakeholders exercising civil
27 registration function; and
- 28 r) Such other functions in connection with the implementation of this Act.

29 **Sec. 10. *Technical Control and Supervision.*** – The NSCRG shall have technical
30 control and supervision over LCRs, Shari’a Circuit and District Registrars, and Consul
31 General/Consul/Vice Consul, and shall:

- 1 a) Review *motu proprio*, and declare *ultra vires* acts or omissions of LCRs,
2 Shari'a Circuit and District Registrars, and Consul General/Consul/Vice
3 Consul in the exercise of civil registration functions, and order modification
4 of such acts or omissions;
- 5 b) Issue rules and regulations for carrying out the purposes of this Act and
6 other laws relative to civil registration and vital statistics, and to prescribe
7 the necessary forms for proper compliance with these laws;
- 8 c) Issue rules, regulations, guidelines, criteria, and standard operating
9 procedures to guide the performance of civil registration functions by LCRs,
10 Shari'a Circuit and District Registrars, and Consul General/Consul/Vice
11 Consul, and other officers who may be designated by law;
- 12 d) Standardize Civil Registration and Vital Statistics processes and procedures
13 through the issuance of policies and guidelines.

14 Sec. 11. *Investigative Power of NSCRG.* – The NSCRG, in the exercise of its
15 investigative powers, shall:

- 16 a) Take action or report any violation of the provisions of this Act, and other
17 issuances relating to civil registration, including acts and omissions of LCRs,
18 Shari'a circuit or district registrars, or foreign service officers, insofar as their
19 civil registration functions are concerned;
- 20 b) Conduct investigation in relation to any violation of the provisions of this Act
21 and all irregularities, negligence or incompetency on the part of the city and
22 municipal registrars, Shari'a circuit or district registrars, and foreign service
23 officers, in connection with their civil registration function;
- 24 c) Initiate administrative action based on reports of misfeasance,
25 malfeasance, nonfeasance, or other errors or omissions of stakeholders in
26 the exercise of their civil registration functions through endorsement for
27 filing of appropriate cases to the appropriate local government chief
28 executive or agency concerned for disciplinary action;
- 29 d) Cause the filing of criminal actions for any violations of this Act and pursuant
30 to the Rules on Criminal Proceedings;
- 31 e) Cause the filing of civil actions for cases related to civil registration.

1 Sec. 12. *Oversight Power over the Local Civil Registrars, Shari'a Circuit and*
2 *District Registrars, and Consul General/Consul/Vice Consul.* – The PSA, in the exercise
3 of its oversight powers, shall review policies, programs and projects implemented by
4 the LCRs, Shari'a circuit and district registrars, and foreign service posts in the exercise
5 of its civil registration functions. It shall likewise ensure compliance to existing policies,
6 laws, regulations, and ethical standards being enforced in relation to their civil
7 registration functions.

8 Sec. 13. *Appointment of City/Municipal Civil Registrar (C/MCR).* – The
9 appointment of LCR or C/MCRs shall be mandatory for city and municipal
10 governments. The C/MCR shall be responsible for the civil registration programs in the
11 local government unit (LGU) concerned, pursuant to this Act, other existing laws, rules
12 and regulations.

13 The NSCRG shall choose the LCR to be appointed from a list of eligible
14 candidates submitted by the concerned Local Chief Executive. To instill a culture of
15 professionalism, excellence, integrity, and proficiency in the performance of civil
16 registry functions, criteria for evaluation shall include educational background,
17 experience on civil registration work, work performance, and relevant training. The
18 Administrative supervision over the LCRs shall remain with the concerned local chief
19 executive.

20 Temporary appointment of LCR shall only be allowed in the absence of any
21 eligible candidates from the list submitted by the concerned Local Chief Executive:
22 *Provided,* That temporary appointment shall only be for a period of 1 (one) year:
23 *Provided, further,* That the LCR temporarily appointed shall substantially meet the
24 requirements of this provision.

25 Sec. 14. *Duties and Functions of the LCR or the C/MCR.* – The C/MCR shall
26 develop plans and strategies and upon approval thereof by the mayor, implement the
27 same, particularly those which pertains to civil registry programs and projects.

28 For purposes of this Act, the C/MCR shall:

- 29 a) Verify correctness and completeness of information reported for
30 registration;
- 31 b) Accept for registration reports—of vital events, court decrees and legal
32 instruments affecting the status of persons in accordance with this Act;

- 1 c) Maintain and preserve civil registry books, documents and/or electronic
2 copies as required by law;
- 3 d) Transmit to the Office of the Civil Registrar General, copies of civil registry
4 documents in the form and manner prescribed by the NSCRG;
- 5 e) Receive applications for marriage licenses and issue the same in accordance
6 with law;
- 7 f) Issue certified transcriptions or certified copies of any certificates or
8 registered documents in accordance with this Act and upon payment of the
9 prescribed fees to the city or municipal treasurer, as the case may be,
10 except for the issuance of the first certificate which shall be free of charge;
- 11 g) Act on petitions for revocation of certificates of live birth of persons with no
12 known parents under Republic Act No. 11767;
- 13 h) Administer oaths for civil registration purposes, free of charge;
- 14 i) Delegate powers and responsibilities to and supervise staff to perform civil
15 registration functions except the power to administer oaths;
- 16 j) Adopt mechanisms to improve access to civil registration services in their
17 locality, in coordination with the NSCRG and upon approval of the mayor,
18 such as the establishment of secondary registration offices, mobile
19 registration, and barangay civil registration systems;
- 20 k) Annually collate records of inhabitants from barangay secretaries or through
21 the Barangay Civil Registration System (BCRS), and, as needed, seek
22 assistance from barangay secretaries for registration of births, deaths, and
23 marriages;
- 24 l) Coordinate with the civil registration office of the PSA in conducting
25 information, education, and awareness campaigns for civil registration and
26 assist in the preparation of demographic and other statistics for the local
27 government unit concerned; and
- 28 m) Exercise such other powers and perform such other duties and functions as
29 may be prescribed by law.

30 *Sec. 15. Duties and Responsibilities of the District Registrar of the Shari'a*
31 *District Court.* – The Clerk of Court of the Shari'a District Court shall, in addition to
32 his/her regular functions, act as District Registrar of Muslim marriages, divorces,

1 revocations of divorces, and conversions with the territorial jurisdiction of the said
2 court.

3 Every district registrar shall exercise supervision over circuit registrars in every
4 Shari'a district and shall, in addition to maintaining an entry book, maintain copies of
5 certificates of marriage, divorce, revocation of divorce, and conversion received from
6 circuit registrars in separate general registers. The district registrar shall transmit
7 copies of such civil registry documents to the civil registrar general in the form and
8 manner prescribed by the civil registrar general.

9 *Sec. 16. Duties and Responsibilities of the Circuit Registrar of the Shari'a Circuit*
10 *Court.* – The clerk of court of the Shari'a Circuit court shall act as circuit registrar of
11 Muslim marriages, divorces, revocation of divorces, and conversions, within his/her
12 jurisdiction. For this purpose, the circuit registrar shall:

- 13 a) Register and file certificates of Muslim marriage, divorce, revocation of
14 divorce, and conversion, and such other documents presented for
15 registration;
- 16 b) Issue certified transcripts or copies of any certificate or document registered
17 by his/her office in accordance with this Act and upon payment of prescribed
18 fees;
- 19 c) Compile certificates of Muslim marriage, divorce, revocation of divorce and
20 conversion to Islam and transmit the same to the district registrar in the
21 manner and form prescribed by the civil registrar general; and
- 22 d) Administer oaths for civil registration purposes, free of charge.

23 *Sec. 17. Duties and Responsibilities of Consul General/Consul/Vice Consul.* –
24 Consul General/Consul/Vice Consul within the Philippine Foreign Service Posts shall:

- 25 a) Receive reports or records of vital events of Filipinos occurring abroad or
26 while in transit to a foreign destination;
- 27 b) Submit copies of reported vital events to NSCRG regularly;
- 28 c) Register vital events occurring to Filipinos within Philippine Foreign Service
29 Posts;
- 30 d) Maintain registry books of such reported vital events and registered vital
31 events of Filipinos; and

1 e) In coordination with the NSCRG, facilitate the registration of undocumented
2 Filipinos and Filipinos at-risk of statelessness abroad.

3 The NSCRG, in consultation with the DFA, shall issue regulations on the
4 reporting and registration of vital events occurring abroad.

5 Sec. 18. *Civil Registry Books.* – The civil registry books making up the civil
6 register under this Act, and all records relating thereto shall be considered public
7 documents and shall be prima facie evidence of the facts contained therein.

8 In cases of discrepancy between civil registry documents issued by LCRs,
9 Shari’a circuit or district registrars, and consul general/vice consul, and the civil registry
10 documents issued by the Civil Registrar General, the latter shall prevail.

11 Every LCR shall maintain, keep, and preserve in a secured place in his/her office
12 the following registry books where he/she shall properly enter the acts, events, and
13 judicial decrees concerning the civil status of persons:

- 14 a) Register of births;
- 15 b) Register of foundlings or persons with no known parents;
- 16 c) Register of deaths;
- 17 d) Register of fetal deaths;
- 18 e) Register of marriages;
- 19 f) Register of court decrees/orders;
- 20 g) Register of legal instruments;
- 21 h) Register of applications for marriage license;
- 22 i) Register of administrative orders.

23 The Circuit Registrar of the Court of Shari’a Circuit Court shall maintain, keep,
24 and preserve in a secured place in his/her office the following registry books where
25 he/she shall properly enter the acts, events, and judicial decrees concerning the civil
26 status of persons in accordance with Presidential Decree No. 1083:

- 27 a) Register of Muslim marriages;
- 28 b) Register of Muslim divorces;
- 29 c) Register of revocation of Muslim divorces;
- 30 d) Register of conversion to Islam;
- 31 e) Register of Revocation of Conversion to Islam; and
- 32 f) Register of Court Decrees / Orders.

1 Foreign service posts shall maintain the following registers:

- 2 a) Register of Marriage between Filipinos, celebrated within foreign service
- 3 posts;
- 4 b) Register of births of Foundlings / persons with no known parents;
- 5 c) Register of Legal Instrument.

6 The Philippine Foreign Service Posts shall likewise maintain a database for the
7 following:

- 8 a) Reports of Birth;
- 9 b) Reports of Death;
- 10 c) Reports of Marriages; and
- 11 d) Reports of Legal Instruments.

12 The NSCRG may prescribe additional registers for other registrable documents.

13 *Sec. 19. Operative Act of Registration.* – Unless otherwise provided in this Act,
14 the LCR and Shari’a Circuit Registrar shall register the vital event upon ensuring that:

- 15 a) The appropriate form is used and the form is properly and completely
- 16 accomplished;
- 17 b) The information provided is complete and correct based on the documents
- 18 submitted;
- 19 c) All required documents are submitted;
- 20 d) The information insofar as the identity and civil status of the persons
- 21 involved are correct; and
- 22 e) Based on available information, the vital event has not been previously
- 23 registered.

24 When all the foregoing conditions are present, the presumption of regularity on
25 the performance of the duty of the LCR, Sharia Circuit Registrar, and Consul
26 General/Consul/Vice Consul in the registration of the vital event shall apply.

27 *Sec. 20. Registration of Court Decree/Order.* – Judicial decrees concerning the
28 civil status of persons shall be recorded in the Civil Register. The following are the
29 Registrable Orders or Decrees of Courts:

- 30 a) Judicial Adoption;
- 31 b) Rescission of Judicial Adoption;
- 32 c) Annulment of Marriage;

- 1 d) Declaration of Nullity of Marriage;
2 e) Declaration of Presumptive Death;
3 f) Compulsory Recognition of Illegitimate Child;
4 g) Voluntary Recognition of Minor Illegitimate Child;
5 h) Appointment of Guardian;
6 i) Termination of Guardianship;
7 j) Judicial Determination of Filiation;
8 k) Judicial Naturalization;
9 l) Judicial Cancellation of Naturalization;
10 m) Judicial Determination of the Fact of Reappearance, if Disputed;
11 n) Separation of Property;
12 o) Revival of Former Property Regime;
13 p) Correction / Cancellation of entries in the Civil Register;
14 q) Recognition of Foreign Court Orders; and
15 r) Other court orders/decrees that pertain to the civil status and vital statistics
16 of a person.

17 The Civil Registrar shall properly enter the registrable events and court orders
18 or decrees.

19 The Civil Registrar shall likewise properly enter final decisions on administrative
20 adoption and other orders/decrees affecting civil status of persons rendered by quasi-
21 judicial administrative body.

22 *Sec. 21. Free Civil Registration Services.* – The timely civil registration of vital
23 events shall be completely free of charge. No fees for processing or for the preparation
24 of supporting documents, including miscellaneous and computer fees, shall be
25 imposed: *Provided,* That in case of late or delayed registration of births, deaths or
26 marriages, a processing fee may be charged, subject to limits prescribed by the
27 NSCRG.

28 Upon registration of the vital event, the applicant shall be given a personal copy
29 of the civil registry document free of charge. Succeeding copies of birth, death,
30 marriage certificates and other civil registry documents may be issued upon payment
31 of fees as prescribed by the NSCRG.

1 *Sec. 22. Place of Registration.* – Unless otherwise provided in this Act, vital
2 events occurring in the Philippines shall be registered in the city or municipality where
3 said vital event occurred.

4 *Sec. 23. Reporting of Vital Events Occurring Abroad.* – All vital events occurring
5 to Filipinos residing abroad (permanently or temporarily) shall be reported to the
6 Philippine Foreign Service Posts of the country of residence or where the vital event
7 took place. Where none is located thereat, in the Philippine Foreign Service Posts of
8 the country nearest the place of residence of the party concerned or where the vital
9 event occurred.

10 *Sec. 24. Out-of-town Reporting.* – The NSCRG shall issue guidelines on Out-of-
11 town Reporting and registration of vital events, and the registration of vital events in
12 special cases as defined in this Act, including those vital events occurring abroad and
13 the parties are already residing in the Philippines. This shall likewise apply to vital
14 events which occurred in the Philippines and the parties are already residing abroad.

15 *Sec. 25. Mandatory Continuing Education and Training Program.* – To ensure
16 that the efficient and effective delivery of civil registration services meet the quality
17 standards of civil registrars who shall perform civil registration functions, the Civil
18 Registrar General in coordination with the LGU, the Supreme Court and the DFA, shall
19 conduct continuing education and training program for Civil Registrars, Consul
20 Generals/Consuls/Vice Consuls, Shari’a District/Circuit Registrar, in collaboration with
21 relevant partners in the government, academe, industry, and non-governmental
22 organizations. Such training programs shall be initiated and conducted based on
23 Training Needs Analysis, and evaluated regularly throughout the year by the NSCRG
24 or his/her authorized representatives to ensure constant upgrading of skills of the Civil
25 Registrars, Consul Generals/Consuls/Vice Consuls, Shari’a District/Circuit Registrar,
26 and their staff.

27 *Sec. 26. Mandatory Continuing Education and Training Program for Local Health*
28 *Officers, Provincial Health Officers, Physicians, and Other Members of the Health*
29 *Sector on their Duties and Responsibilities in Relation to Civil Registration.* – All
30 physicians shall be required to undergo training on their duties and responsibilities in
31 relation to civil registration, including on medical certification of cause of death. The
32 DOH is mandated to provide capacity building for provincial health officers, local health

1 officers, physicians, and other members of the health sector on their duties and
2 responsibilities in relation to civil registration. The CHED shall likewise ensure that
3 birth registration, death registration, and medical certification of cause of death are
4 integrated in the curriculum of all medical schools in the Philippines.

5 *Sec. 27. Barangay Civil Registration System (BCRS).* – There shall be a
6 Barangay Civil Registration System established by the barangay captain in consultation
7 with the LCR where elected and appointed barangay officials shall be mandated to
8 assist in the facilitation of civil registration within their area or jurisdiction subject to
9 the provision of this Act.

10 The NSCRG shall establish a systematic civil registration procedure at the
11 barangay level.

12 The Barangay Captain shall submit to the LCR’s Office the names of the
13 Barangay Secretary as Ex-Officio Barangay Civil Registration Officer (BCRO) and other
14 deputized barangay officials as Barangay Civil Registration Assistant (BCRA) who shall
15 assist in the registration of all vital events of every individual within the area of
16 jurisdiction.

17 The LCRO shall engage the barangays to support in the implementation of the
18 law, including the provision of fiscal and budgetary support.

19 The LCRO and the barangay shall ensure the mandatory registration of all born
20 Filipinos. The PSA, LGUs, a national professional organization of LCRs duly registered
21 with the Securities and Exchange Commission, and other accredited government or
22 private institutions shall conduct regular training and capacity building programs to
23 upgrade the knowledge and skills in civil registration functions of all partners in the
24 Barangay.

25 *Sec. 28. Mandatory Continuing Education and Training Program for Barangay*
26 *Secretaries and Deputized BCRAs.* – To ensure that the efficient and effective delivery
27 of civil registration services meet the quality standards of civil registrars who shall
28 perform civil registration functions, the Civil Registrar General in coordination with the
29 LGU, shall conduct continuing education and training program for Barangay
30 Secretaries and Deputized BCRAs, in collaboration with relevant partners in the
31 government, academe, industry, and non-governmental organizations in accordance
32 with Section 25 of this Act.

1 **CHAPTER II**

2 **REGISTRATION AND CERTIFICATION OF BIRTH**

3 *Sec. 29. Mandatory Registration of Live Births.* – All live births occurring within
4 the Philippines shall be registered in accordance with this Act: *Provided,* That the birth
5 of a fetus with an intrauterine life of less than seven (7) months that dies within
6 twenty-four (24) hours after its complete delivery from the maternal womb, shall be
7 reported to the LCR for statistical purposes, but shall not be entered in the register of
8 live births: *Provided further,* That a fetus with an intrauterine life of seven (7) months
9 or more and born alive at the time it was completely delivered from the maternal
10 womb, but died later, shall be considered a live birth and shall be registered in the
11 register of births and register of deaths, accordingly.

12 *Sec. 30. Persons and Institutions Responsible for Reporting a Live Birth.* – The
13 following persons and institutions shall be responsible for reporting a live birth that
14 occurs within the Philippines, to the LCR:

- 15 a) The administrator of a health facility, physician, or midwife who attended
16 the birth, in such order, for live births that occur in a health facility;
17 b) The physician, nurse, midwife, or any person who attended to the birth, for
18 live births that occur outside a health facility, such as at home or in a
19 community setting;
20 c) In default of the health facility administrator or attendant at birth, the
21 mother of the child, the father of the child, or next-of-kin; and
22 d) The barangay secretary or deputized BCRA through the BCRS notification
23 system.

24 The declaration of the following persons shall be sufficient for purposes of
25 registration:

- 26 a) either parent of the newborn child born within a valid marriage;
27 b) the mother, or in her absence, the guardian, in case of a child born outside
28 a valid marriage;
29 c) any responsible person who has knowledge of the facts of birth; or
30 d) the person himself/herself, if 18 years old or over.

1 *Sec. 31. Other Persons Responsible for Informing Live Births Under Special*
2 *Circumstances.* – The following persons shall be responsible to inform the fact of a
3 live birth that occurs under special circumstances, to the LCR:

- 4 a) The driver of a vehicle, captain of a vessel, or pilot of an airplane, as the
5 case may be, and the parents of the child, in case of a live birth that occurs
6 aboard a vehicle, vessel, or airplane while in transit;
- 7 b) The imam, priest, or religious leader, village chief, community or tribal
8 leader, as the case may be, for a live birth that occurs within the religious,
9 or indigenous cultural community. in default thereof, either parent of the
10 child in accordance with this Act; and
- 11 c) The head of the facility that has custody over the mother for live births that
12 occur while she is in state custody.

13 The NSCRG shall issue guidelines on the registration of live birth under special
14 circumstances.

15 *Sec. 32. Duty to Report to the Local Civil Registrar of Live Birth.* – It shall be
16 the duty of the informants mentioned under this Act to report a live birth within thirty
17 (30) calendar days from the date of the live birth, or from when they came to know
18 of the live birth, to the LCR’s office in the city or municipality of the place where the
19 birth occurred.

20 *Sec. 33. Duty to Keep Records of Birth.* – All health facilities shall submit to the
21 LCR a record of all births occurring in such facility, which shall contain information
22 required for registration, such as, but not limited to, the name of the child, the parents,
23 the medical attendant at birth and the date of submission of registration documents
24 to the LCR.

25 *Sec. 34. Registration of Foundlings or Persons With No Known Parents.* – The
26 registration of foundlings or persons with no known parents shall be governed by the
27 relevant provisions of Republic Act No. 11767, its Implementing Rules and
28 Regulations, and other relevant issuances.

29 *Sec. 35. Live Births in Indigenous Cultural Communities (ICC) or Among*
30 *Indigenous Peoples.* – The NSCRG in coordination with the NCIP, shall prescribe
31 guidelines for the registration of ethnic or indigenous affiliation of a child and his/her

1 of dead bodies, issued by the Local Health Officer in the city or municipality where the
2 decedent died. A permit to dispose of human remains shall only be issued upon the
3 submission of the duly accomplished certificate of death to the local health officer. In
4 the case of medicolegal deaths, said permit shall only be issued upon approval of the
5 Medicolegal Officer conducting medicolegal death investigation.

6 The DOH shall, in coordination with the NSCRG and the DILG, establish
7 mechanisms, and local health officers shall adopt such mechanisms, to ensure that
8 there is no interruption of services on weekends, holidays, and in the absence of a
9 local health officer, which may include:

- 10 a) assigning a provincial health officer or the local health officer of a contiguous
11 city or municipality in case of absence of the local health officer;
12 b) temporarily appoint a government physician to perform the functions of the
13 local health officer under this Act; or
14 c) enabling reports of deaths to barangay secretaries during weekends or
15 holidays: *Provided*, That the cause of death has been determined and
16 certified in accordance with this Act, and that the death is reported
17 immediately to the local health officer.

18 *Sec. 42. Persons Responsible for Reporting a Death.* – The following persons
19 and institutions shall be responsible for reporting a death that occurs within the
20 Philippines, to the LCR, in applicable cases:

- 21 a) The head of the health facility, or the physician who last attended to the
22 deceased, for deaths that occur in a health facility; or
23 b) The physician who attended to the decedent during his/her last illness, or
24 in his/her absence, the next-of-kin, or in their default, any person who has
25 knowledge of the death, for deaths occurring outside health facilities; or
26 c) Medicolegal officers of the PNP or NBI for medicolegal deaths reported to
27 them.

28 It shall be the duty of funeral parlors, burial facilities, crematoriums, and
29 embalmers to report a death to the LCR pursuant to this Act and other relevant laws,
30 upon becoming aware that a death has not been so registered.

31 *Sec. 43. Duty to Inform the Local Civil Registrar of Death Through the Local*
32 *Health Officer.* – It shall be the duty of the informants mentioned in this Act to inform

1 the LCRs concerned of death occurring within forty-eight (48) hours from the time of
2 death, or from when they came to know of the death, to the Local Health Officer of
3 the city or municipality where the death occurred or where the body was found.

4 *Sec. 44. Informants for Deaths under Special Circumstances.* – The following
5 persons shall be responsible for informing the fact of death that occurs under special
6 circumstances, to the LCR:

- 7 a) The driver of a vehicle, captain of a vessel, or pilot of an airplane, as the
8 case may be, or in case there are no survivors, the owner of the moving
9 conveyance, for a death that occurs aboard a vehicle, vessel, or airplane;
10 b) The imam, village chief, or tribal leader, as the case may be, for a death
11 that occurs within the Muslim community, or indigenous cultural community
12 or among indigenous peoples;
13 c) The head of a detention facility for deaths that occur in state custody.

14 In case of medicolegal deaths, the medicolegal officer of the PNP and/or NBI
15 to whom the death is referred, shall report the death to the local health officer, within
16 ten (10) days from the date of death or receipt of the report of the death.

17 The Local Health Officer, or another government physician authorized pursuant
18 to this Act shall, upon ensuring that information provided is complete or adequate for
19 purposes of registration, and that the medical certification of cause of death is properly
20 filled-out, report the death to the LCR by forwarding the certificate of death and other
21 relevant documents within thirty (30) days from the time of or discovery of death.

22 *Sec. 45. Medical Certification and Determination of Cause of Death.* – The cause
23 and manner of death of deceased persons shall be determined and medically certified,
24 by the following persons, subject to guidelines to be issued by the DOH:

- 25 a) By the head of the health facility or the attending physician, in case of
26 deaths occurring in a health facility and deaths pronounced in the health
27 facility;
28 b) By the physician who last attended to the decedent during his/her last
29 illness, in case of deaths occurring outside a health facility but with medical
30 attendance;
31 c) By the local health officer, or other physicians authorized by him/her, in
32 case of deaths occurring outside a health facility and without medical

1 attendance, upon viewing the body in-person or through video
2 conferencing, and upon reviewing the decedent's medical records; or

3 d) By the medicolegal officer of the PNP or NBI, in cases of medicolegal deaths.

4 The cause and manner of death shall be reported to the LCR, in the same
5 manner as the fact of death. The Local Health Officer may designate other physicians
6 to determine the cause and manner of death for deaths without medical attendance:
7 *Provided*, That such physician has undergone training on medical certification of cause
8 of death, as prescribed by the DOH.

9 **Sec. 46. Verbal Autopsy.** – In cases where a person died outside a health facility
10 and without medical attendance, and no medical records are available to determine
11 the cause and manner of death of the decedent, the Local Health Officer receiving the
12 report of death or other physicians authorized by him/her shall view the body in-
13 person or through video conferencing or other means and conduct verbal autopsy to
14 determine the most likely cause of death. The Local Health Officer may designate
15 other physicians to conduct verbal autopsy: *Provided*, That said physicians have
16 undergone training on the use of verbal autopsy.

17 The fact that verbal autopsy was used to determine the most likely cause of
18 death shall be specified in the certificate of death.

19 The DOH shall issue guidelines on the conduct of verbal autopsies by local
20 health officers.

21 **Sec. 47. Medico Legal Deaths.** – The following deaths shall be considered
22 medicolegal deaths that must be reported to medico legal officers within the PNP or
23 NBI in cases where it has jurisdiction, by any person who has knowledge of such
24 death:

- 25 a) deaths due to known or suspected unnatural or external causes, including
26 violent deaths, whether due to homicide, suicide, or accident;
- 27 b) all potentially unlawful deaths;
- 28 c) sudden, unexpected, or unexplained deaths not caused by a readily
29 recognizable disease, including dead-on-arrival cases with improbable or
30 inconsistent medical history or within less than 24-hours of confinement;
- 31 d) deaths in state custody; and
- 32 e) other analogous causes.

1 Upon receipt of the report, the medicolegal officer to whom the case is assigned
2 shall conduct a post-mortem examination of the decedent and such other
3 examinations as are needed to determine the cause and manner of death. the consent
4 of the decedent's next-of-kin shall not be required for such examinations.

5 The medicolegal officer shall certify and report the cause and manner of death,
6 in the form and manner prescribed by the NSCRG, and according to guidelines to be
7 issued by the NSCRG in coordination with the DILG, DOJ, and DOH.

8 In the absence of a medicolegal officer of the PNP and NBI in the city or
9 municipality where the death occurred, the PNP may authorize a local health officer
10 or government physician to conduct the Medicolegal Death Investigation (MLDI):
11 *Provided*, That said local health officer or physician shall act under the supervision of
12 the PNP.

13 The cause and manner of death determined upon a request for second opinion
14 made to another agency shall not be registered without court order: *Provided*, That in
15 case jurisdiction is transferred to the NBI or PNP upon order of the Secretary of Justice
16 or Secretary of Interior and Local Government, the agency designated to conduct the
17 MLDI shall be responsible for reporting the cause and manner of death.

18 *Sec. 48. Duty to Keep Records of Death.* – All health facilities shall submit to
19 the LCR a record of all deaths occurring in such facility on a quarterly basis, which
20 shall contain information required for registration, such as, but not limited to, the
21 name of the decedent, the certifier of cause and manner of death, and the date of
22 submission of registration documents to the LCR.

23 All funeral parlors, embalmers, cemeteries and crematoriums, shall likewise
24 submit to the LCR on a quarterly basis, a record of all deaths referred to their facility
25 for embalming, burial, or cremation services, which shall contain information such as,
26 but not limited to, the name of the decedent, the date of issuance of the permit to
27 dispose of the body, the name of embalmer, and date of registration of death.

28 *Sec. 49. Classification of Diseases.* – The DOH and PSA are hereby mandated
29 to adopt a standard for the classification of diseases, which must be consistent with
30 the classification of diseases adopted by the international community.

31 *Sec. 50. Registration of Deaths of Unidentified Persons.* – The NSCRG, in
32 coordination with the PNP, NBI, DOJ, DILG, DOH and other relevant organizations,

1 shall issue guidelines for the registration of unidentified persons. said guidelines shall
2 include mechanisms to amend the identity, cause and manner of death and other
3 particulars of the decedent when they become known, in accordance with this Act.

4 The DOH shall ensure that all funeral parlors, burial facilities, and crematoriums
5 are trained on disposal of unidentified bodies and remains.

6 *Sec. 51. Monitoring and Review of Causes of Death.* – The DOH, through its
7 regional offices and provincial health officers shall conduct regular and random audits
8 of causes of death within their territorial jurisdiction and shall submit reports and
9 recommendations to the Civil Registration Inter-Agency Cooperation Committee to
10 improve the quality, accuracy, and timeliness of cause of death determination and
11 certification.

12 **CHAPTER IV**

13 **MARRIAGE LICENSE AND REGISTRATION OF MARRIAGE**

14 *Sec. 52. Registration of the Application for Marriage License.* An application for
15 a marriage license shall be filed by the contracting parties before the LCR where either
16 of the parties resides. The LCR shall enter all applications in the Register of
17 Applications for Marriage License strictly in the order of receipt of applications. The
18 LCR shall record in said register the names of the applicants, the date on which the
19 marriage license was issued, and such other data as may be prescribed by the NSCRG.

20 No application shall be received by the LCR unless supporting documents are
21 attached thereto and no application shall be posted unless it is received by the LCR.
22 Registration of the application shall only take place after the completion of the posting
23 period.

24 All applications for marriage license shall be governed by the pertinent
25 provisions of EO. No. 209, otherwise known as the Family Code of the Philippines.

26 *Sec. 53. Registration of Marriage.* – All marriages including marriages among
27 IPs/ICCs requiring a marriage license shall be registered within fifteen (15) days by
28 the solemnizing officer following the solemnization of the marriage at the Local Civil
29 Registry Office of the place where the marriage was solemnized. Marriages under
30 exceptional character, as provided in Title I Chapter 2 of the Family Code of the
31 Philippines, shall be registered in the same manner within thirty (30) days from the
32 date of celebration of marriage.

1 A marriage solemnized while in transit within Philippine territory is registrable
2 at the place of destination or usual residence of either party.

3 Marriage among Muslim Filipinos performed under their customs, rites, and
4 practices shall be registered by the officiating person, or in his default by the parties
5 to the marriage for registration to the circuit registrar of the city or municipality where
6 the Shari'a Circuit court exists. Where there is no Shari'a Circuit court, marriages
7 among Muslim Filipinos shall be registered at the Local Civil Registry Office (LCRO)
8 where the marriage was celebrated.

9 *Sec. 54. Marriages Exempt from the License Requirement.* – (1) In marriages
10 exempt from license requirement, the solemnizing officer in accordance with Chapter
11 2 of the Family Code, shall indicate in the space provided in the Certificate of Marriage
12 any of the following particular provisions of the Family Code under which such
13 marriage was performed. The civil registrar shall enter the same in the remarks column
14 of the marriage register in accordance with the NSCRG guidelines.

15 **CHAPTER V**

16 **DELAYED REGISTRATION**

17 *Sec. 55. Delayed Registration.* – Delayed registration refers to the registration
18 of a vital event beyond the reglementary period as specified under existing laws, rules
19 and regulations.

20 The primary documentary requirements for the application for delayed
21 registration of birth shall be:

- 22 a) Certificate of Live Birth duly accomplished and signed by the proper parties;
- 23 b) Accomplished Affidavit for Delayed Registration;
- 24 c) National ID, including its digital form, or proof of registration in the National
25 ID system; and
- 26 d) Any two public documents showing proof of identity.

27 Above provisions notwithstanding, no application for delayed registration shall
28 be accepted, processed or approved by the LCR, Shari'a Circuit Registrar, or the Consul
29 General/Consul/Vice Consul unless the document owner personally appears before the
30 concerned LCR, Shari'a Circuit Registrar, or the Consul General/Consul/Vice Consul.

31 Rules on the following shall be outlined in the Implementing Rules and
32 Regulations (IRR) of this Act:

- 1) additional guidelines for delayed registration of births;
- 2) delayed registration of marriages, deaths, final court decisions and legal instruments affecting status of persons;
- 3) on appearance on the processing of delayed registration including instances where personal appearance may be dispensed with;
- 4) on exceptional circumstances such as the occurrence of a state of calamity, pandemic, and other birth registration assistance program to aid in the expedient registration of birth in the vulnerable sectors of the society;
- 5) imposition of standard fees for delayed registration and/or waiver of the delayed registration fee where the applicant is an indigent, has limited access to registration services, and similar circumstances; and
- 6) other analogous cases as may be deemed necessary to realize the objectives of this Act.

Sec. 56. *Waiving of Delayed Registration Fee.* The standard fee for delayed registration shall be waived upon showing of any of the following:

- a) Certificate of indigency issued by DSWD;
- b) Certificate of Indigency issued by the LSWDO;
- c) Certificate of 4Ps.

Above premises notwithstanding, certificates of indigency issued by the LSWDO shall be subject to further verification by PSA: *Provided*, That persons requesting for waiving of the delayed registration fee should be in the DSWD's Listahanan or its equivalent.

As determined by the NSCRG, waiver of fees for delayed registration shall also be effected for special projects or programs of the PSA.

CHAPTER VI

MULTIPLE REGISTRATION

Sec. 57. *Multiple Registration.* – In cases of multiple registrations of birth, and death, the first registered certificate shall be presumed as valid, unless otherwise canceled by the court. Subsequently registered certificates registering the same birth, or death shall no longer be issued.

1 For multiple marriages involving the same parties, the certificate of marriage
2 pertaining to the first celebrated marriage shall be presumed valid, unless otherwise
3 canceled by the court.

4 The NSCRG shall inform the concerned LCR, Shari'a Circuit Registrar, or the
5 Philippine Foreign Service Post of the multiple registration upon discovery, for proper
6 action.

7 The NSCRG shall prescribe guidelines on the issuance of copies of civil registry
8 documents involving multiple registration.

9 *Sec. 58. Supplemental Report.* – A supplemental report, using the appropriate
10 form (Certificate of Live Birth, Certificate of Death, Certificate of Fetal Death or
11 Certificate of Marriage), may be filed to supply information inadvertently omitted when
12 the document was registered.

13 The "Medical Certificate" in the Certificate of Death and Certificate of Fetal
14 Death and all applicable certifications contained in the Certificate of Marriage should
15 be accomplished correctly and completely before registration: *Provided*, That
16 supplemental reports may be allowed only in cases where there is an official autopsy
17 conducted by the NBI and PNP or as ordered by the court: *Provided further*, That the
18 entry to be supplemented shall only be limited to the causes of death.

19 The supplemental report shall not be used in any manner to change or to
20 correct any entry which was previously entered in the civil register, or to circumvent
21 the provisions of Article 412 of the Civil Code of the Philippines which prohibits any
22 change or correction of an entry in the civil register without judicial order or cases
23 under Republic Act No. 9048, as amended.

24 The civil registrar shall accept only one supplemental report for not more than
25 two omitted information in any registered event. In cases where there are more than
26 two omitted information, all papers related thereto shall be forwarded to the Office of
27 the Civil Registrar-General.

28 The supplemental report may be filed by the parent/guardian or the party
29 concerned, if of age, who shall execute an affidavit indicating the entry/ies missed in
30 the registration and the reasons why there was a failure in supplying the required
31 entry.

32 **CHAPTER VII**

REGISTRATION OF SOLEMNIZING OFFICERS

1
2 *Sec. 59. Registration of Solemnizing Officers.* The following shall file his/her
3 sworn application for registration of authority to solemnize marriage in accordance
4 with the guidelines prescribed by the Civil Registrar General:

- 5 a) any priest, rabbi, imam, or minister of any church or religious sect and
6 registered with the civil registrar general acting within the limits duly
7 authorized by his church or religious sect; and
8 b) authorized chieftain or tribal leader of a duly confirmed Indigenous Peoples
9 group by the NCIP.

10 The NSCRG shall review the same and after determination that the
11 denomination, church, sect, or religion of the applicant operates in the Philippines and
12 in good repute, shall issue the Certificate of Registration of Authority To Solemnize
13 Marriage (CRASM), and record the name of such priest, minister, or rabbi in the
14 register of solemnizing officers and shall issue such certificate to the authorized
15 solemnizing officer. A religion or religious sect is deemed operating in the Philippines
16 when such religion or religious sect appears in the latest census records of the
17 Philippines. In the absence of census records, either the current certificate of
18 registration or General Information Sheet issued by the Securities and Exchange
19 Commission. In the absence of the foregoing, a certification from the mayor having
20 jurisdiction over the place where its church, temple, chapel, mosque, synagogue, and
21 other places of worship used actually and exclusively for holding religious gatherings,
22 rites, and services is situated, affirming that the religion or religious sect is operating
23 in its locality.

24 *Sec. 60. Grounds for the Cancellation of CRASM.* – The NSCRG shall have the
25 authority to cancel the certificate of registration of authority to solemnize marriage,
26 upon due notice and hearing, and based on the following grounds:

- 27 a) when the bishop or head of religion or religious sect of which the
28 solemnizing officer is a member requests for its cancellation;
29 b) when the solemnizing officer voluntarily requests for cancellation;
30 c) when the solemnizing officer ceases to be a member of the religion or
31 religious sect indicated in the certificate, or retires, or ceases to be a priest,
32 minister, or religious minister;

- 1 d) when the solemnizing officer is convicted by final judgment of any crime
2 involving moral turpitude;
- 3 e) when the solemnizing officer becomes permanently incapacitated to
4 discharge the functions of the office;
- 5 f) when the solemnizing officer willfully violates laws or regulations on
6 marriage and willfully fulfill his/her duties as solemnizing officer;
- 7 g) when the solemnizing officer commits other acts in contravention of law;
8 and
- 9 h) other analogous circumstances.

10 **CHAPTER VIII**

11 **COURT ORDERS AND LEGAL INSTRUMENTS**

12 *Sec. 61. Registration of Court Orders.* – In case of a court decree/order
13 concerning the status of a person, it shall be the duty of the clerk of court to advise
14 the successful petitioner to have the decree/order registered in the civil registrar's
15 office where the court is functioning, within ten (10) days after the decree/ order has
16 become final.

17 The successful petitioner or his/her authorized representative, in lieu of the
18 Clerk of Court, may cause the registration of the court decree. The civil registrar
19 concerned, upon receipt of the application for registration, shall verify the authenticity
20 of the court decree. It is likewise the duty of the Clerk of Court who issued the decree
21 to ascertain whether the same has been registered, and if not, to have the said decree
22 recorded.

23 Only court decrees that have attained finality shall be registered at the Local
24 Civil Registry Office of the place where the court is functioning within thirty (30) days
25 from the date the subject court decree has become final and executory.

26 Applications for registration of a court decree filed beyond the 30-day
27 reglementary period for registration shall be processed subject to the rules for delayed
28 registration as prescribed by the guidelines issued by the NSCRG.

29 The civil registry office where the event of the decree/order was registered shall
30 forward a certified true copy of the decision to the Office of the Civil Registrar where
31 an event affected was originally registered in accordance to the guidelines to be issued
32 by the NSCRG.

1 Sec. 62. *Registration of Divorce among Muslim Filipinos.* – Divorce in
2 accordance with *talaq* or *tafwid* shall be registered at the Sharia Circuit Court where
3 the divorce occurred within thirty (30) days from the occurrence of the vital event. In
4 the event that there is no Sharia Circuit Court in the place where the divorce occurred,
5 the same shall be registered in the Sharia Circuit court of the place of habitual
6 residence of the requesting party, or at the nearest Sharia Circuit Court where the
7 divorce occurred.

8 Divorce decree issued by the Sharia Circuit Court, once final and executory,
9 shall be registered by the Sharia Circuit Registrar of the place where the divorce
10 occurred and entered in the Registry Book of Divorce within thirty (30) days after the
11 divorce has become final and executory.

12 The Shari'a Circuit registrar shall transmit registered copies of the Decree of
13 Divorce and its Certificate of Finality to the appropriate office in accordance with the
14 guidelines to be issued by the NSCRG.

15 Sec. 63. *Registration of the Dissolution of Marriages among Indigenous Peoples*
16 *(IPs) or Indigenous Cultural Communities (ICC).* – In accordance with existing laws,
17 rules and regulations, the Certificate of Dissolution of Marriage of IPs shall be
18 registered with the LCRO of the city or municipality where the dissolution of marriage
19 occurred within 30 days from the confirmation of the occurrence of the dissolution of
20 marriage: *Provided*, That such facts and information shall be confirmed in writing by
21 a tribal leader, chieftain or community elder of the indigenous community to which
22 any of the spouses belongs.

23 Sec. 64. *Recognition of Foreign Decree or Judgment.* – The foreign decree or
24 judgment must be judicially recognized by filing a proper civil action at the Regional
25 Trial Court in the Philippines. The court decision recognizing the foreign judgment shall
26 be registered at the LCRO where the concerned RTC functions within thirty (30)
27 calendar days from the finality of judgment. The court decree/order together with the
28 certificate of finality shall be submitted at the LCRO where the marriage is registered
29 for annotation.

30 Sec. 65. *Registration of Judicial Declaration of Presumptive Death.* – The Clerk
31 of Court that issues the order or the successful petitioner of the case declaring the
32 presumptive death of a person shall submit a copy the court order/decreed together

1 with the certificate of finality of such decree/order to the LCR in the city or municipality
2 where the order was issued, within thirty (30) calendar days from the time of issuance
3 of the order, in accordance with the provisions of this Act and Executive Order No.
4 209, s. 1987.

5 Sec. 66. *Adoption.* – All adoptions processed and recognized under Philippine
6 law shall be duly registered in accordance with this Act.

7 The registration of Administrative Orders of Adoption shall be governed by the
8 relevant provisions of Republic Act No. 11642, its Implementing Rules and
9 Regulations, and other relevant issuances.

10 Sec. 67. *Rectification of Simulated Birth Records.* – The registration of
11 rectification of simulated birth records shall be governed by the relevant provisions of
12 Republic Act No. 11222 as amended by Republic Act No. 11642, and its Implementing
13 Rules and Regulations and other relevant issuances.

14 Sec. 68. *Registration of Legal Instruments.* – The following shall be recorded
15 in the legal instrument.

- 16 a) Affidavit of reappearance;
- 17 b) Affidavit of Acknowledgment under the Civil Code;
- 18 c) Acquisition of citizenship;
- 19 d) Acquisition of traditional title upon completion of Hajj or Ada (Section 17 of
20 Republic Act No. 9997);
- 21 e) Administrative reacquisition and retention of citizenship under Republic Act
22 No. 9225;
- 23 f) Renunciation of Philippine citizenship;
- 24 g) Authorization and ratification of artificial insemination;
- 25 h) Certificate of Legal Capacity to Contract marriage;
- 26 i) Legitimation;
- 27 j) Option to elect Philippine citizenship;
- 28 k) Marriage settlements and any modification thereof before the celebration of
29 marriage;
- 30 l) Repatriation document with oath of allegiance;
- 31 m) Dissolution of marriage among indigenous people or within cultural
32 communities in accordance with their customs and traditions;

- 1 n) Affidavit to use the surname of the father;
- 2 o) Affidavit of Admission of Paternity;
- 3 p) Petition and distribution of properties of spouses and delivery of the
- 4 children's presumptive legitimate;
- 5 q) Waiver of rights/interests of absolute community of property; and
- 6 r) Such other registrable legal instruments as may be determined by the
- 7 NSCRG.

8 *Sec. 69. Place of Registration.* – As a general rule, all legal instruments shall be
9 registered in the civil registry of the place where they were executed except for the
10 following:

- 11 a) Affidavit of Reappearance;
- 12 b) Marriage Settlement;
- 13 c) Admission of Paternity or equivalent document, Acknowledgement,
- 14 Legitimation, Voluntary Emancipation of Minor, Artificial Insemination; and
- 15 d) Affidavit to use the surname of the father.

16 *Sec. 70. Registration of Affidavit of Reappearance.* – A sworn statement of the
17 facts and circumstances of reappearance of a spouse declared to be absent or
18 presumptively dead shall be recorded with the local civil registration office where the
19 marriage of the subsequent spouse was recorded, and where the judicial declaration
20 of presumptive death was recorded. The affidavit of reappearance shall be annotated
21 both in the first and subsequent marriage of the spouses.

22 *Sec. 71. Registration of Marriage Settlement.* – The marriage settlement signed
23 between parties prior to the celebration of marriage to fix their property relations
24 within the limits provided by the family code shall be registered in the LCRO where
25 the marriage was registered.

26 *Sec. 72. Registration of Admission of Paternity or Equivalent Document,*
27 *Acknowledgment, and Affidavit to Use the Surname of the Father (AUSF).* – The sworn
28 statement recognizing paternity of a child shall be registered as prescribed under
29 Republic Act No. 9255 or other relevant laws.

30 *Sec. 73. Registration of Affidavit of Legitimation.* – The Affidavit of Legitimation
31 shall be registered in the LCR where the birth was registered subject to Republic Act
32 No. 9858 and its Implementing Rules and Regulation.

1 Sec. 74. *Registration of Affidavit of Ratification of Artificial Insemination.* –
2 Children conceived as a result of artificial insemination of the wife with the sperm of
3 the husband or that of a donor or both are likewise legitimate children of the husband
4 and his wife: *Provided,* That both of them authorized or ratified such insemination in
5 a written instrument executed and signed by them before the birth of the child. The
6 instrument shall be recorded in the civil registry together with the birth certificate of
7 the child.

8 Sec. 75. *Registration of Reacquisition of Philippine Citizenship under Republic*
9 *Act No. 9225.* – The Oath of Allegiance together with the Order of Approval shall be
10 registered at the LCRO or Philippine Foreign Service Post where the Oath of Allegiance
11 was executed within thirty (30) days from its execution, in accordance with the existing
12 laws and Implementing Rules and Regulations.

13 **CHAPTER IX**

14 **CIVIL REGISTRY DATABASE**

15 Sec. 76. *Civil Registry Documents as Prima Facie Evidence of Vital Events.* –
16 The registry books making up the civil register, the office files in hard copies and its
17 corresponding digital files of the civil registrar's offices, certifications or certified copies
18 from these files and all other documents relating thereto shall be considered public
19 documents and shall be prima facie evidence of the truth of the facts contained
20 therein.

21 The civil registrar shall not, under any circumstance, permit any document
22 entrusted to his care to be removed from his office, except upon lawful order of the
23 court, in which case the proper receipt shall be secured.

24 Sec. 77. *Data Privacy and Confidentiality of Civil Registration Records.* – All
25 processes, databases, and information gathered through and stored in the civil
26 registration and vital statistics system shall be processed in accordance with Republic
27 Act No. 10173.

28 The NSCRG shall adopt such controls and safeguards as are appropriate and
29 necessary to ensure that only authorized personnel have access to its data and
30 records, and that the confidentiality of the information handled and processed by the
31 civil registration and vital statistics system is protected at all times, in accordance with

1 relevant provisions of Presidential Decree No. 603 or the Child and Youth Welfare
2 Code, as amended, and Republic Act No. 10173.

3 The NSCRG shall issue policies and guidelines on the copy issuance of civil
4 registry documents which shall be in accordance with the principles of transparency,
5 proportionality, and legitimate purpose.

6 The presumption of regularity shall apply to copy issuances done in accordance
7 with the above provisions.

8 *Sec. 78. Generation and Sharing of Civil Registration and Vital Statistics*
9 *Information.* – Civil registration information shall be the primary source of vital
10 statistics. The PSA shall regularly publish vital statistics and reports, in accordance
11 with the Philippine Statistical Act.

12 The PSA shall likewise share information to other government agencies
13 including local and provincial government, which shall be proportionate to the
14 purposes of their respective requests and in accordance with relevant provisions of
15 Presidential Decree No. 603 or the Child and Youth Welfare Code, as amended, and
16 Republic Act No. 10173.

17 **CHAPTER X**

18 **DIGITALIZATION**

19 *Sec. 79. Digital/Electronic Reporting of Births, Death and Marriages.* – The
20 NSCRG, in coordination with the DICT, shall develop and adopt appropriate technology
21 to facilitate and improve civil registration and vital statistics system that will digitalize
22 civil registration processes and facilitate the digitization of the national register, local
23 registers and other records. The NSCRG may, for this purpose, issue guidelines:

- 24 a) on digitalization of civil registration processes and digitization of the national
25 register, local registers, and other civil registration records;
- 26 b) on the requirements for the adoption of the civil registration and vital
27 statistics system, or its interoperability or integration with IT systems
28 adopted, by LCRs, district/circuit registrars, foreign service posts, health
29 facilities, BCRS and other government stakeholders;
- 30 c) to enable the use of electronic or digital signatures for registration of vital
31 events in accordance with the provisions of Republic Act No. 8792.

1 All national and local registers and all civil registration records forming part of
2 said registers, shall conform to the guidelines set by the NSCRG, in coordination with
3 the DICT taking into consideration new technologies available.

4 The NSCRG may prescribe the form of civil registry documents and reports,
5 which may be in printed hard copy, electronic or digitized files, to be used by the LCR,
6 Shari'a Circuit Registrar, or Consul General/Consul and Vice Consul.

7 *Sec. 80. Interoperability of CRVS to Philsys Database.* – The civil registration
8 and vital statistics system shall be interoperable with the Philippine Identification
9 System (PhilSys) as governed by Republic Act No. 11055, where applicable. The
10 NSCRG shall issue guidelines to ensure that the civil registration system is securely
11 shared and made interoperable to the PhilSys.

12 *Sec. 81. E-filing System.* – The office shall establish an electronic system for
13 the following:

- 14 1) Filing of petitions under Republic Act No. 9048 as amended by Republic Act
15 No. 10172;
- 16 2) Submission or Application for Annotation under Republic Act No. 9858;
- 17 3) Application for Registration of the Certification of Registration of Authority
18 to Solemnize Marriage;
- 19 4) Application of Supplemental Report of more than two omitted entries;
- 20 5) Petition for Cancellation of CRASM; and
- 21 6) Appeals and other processes related to civil registration.

22 *Sec. 82. Posting and Publication Requirements.* – Posting and publication
23 requirements as provided under this Act and other relevant laws such as Republic Act
24 No. 9048, Republic Act No. 10172, marriage license, delayed registration and other
25 relevant civil registration processes shall be under the prescribed implementing rules
26 and regulations.

27 Above provisions notwithstanding, posting through the official PSA central and
28 field office websites or official government website shall constitute compliance of the
29 posting and publication requirement as provided under civil registration laws.

30 **CHAPTER XI**
31 **PENAL PROVISIONS**

1 Sec. 83. *Offenses and Penalties.* –

2 a) It shall be prohibited for any natural or juridical person or entity to commit
3 or facilitate the commission of any of the following acts:

- 4 1) forging civil registration documents, certificates, and registers;
- 5 2) willful falsification, alteration, or tampering of civil registration
6 documents, certificates, and registers;
- 7 3) submitting false information in registering vital events;
- 8 4) using, abetting to use, or possessing falsified or illegally obtained
9 certificates and security papers;
- 10 5) profiteering and unauthorized facilitation of registration and copy
11 issuance of civil registry documents.

12 Any person who commits the foregoing violations shall, upon conviction, be
13 punished with imprisonment of six (6) years but not more than twelve (12) years or a
14 fine of not less than One hundred thousand pesos (P100,000.00) but not more than
15 One million pesos (Php1,000,000.00), or both, at the discretion of the court.

16 b) It is prohibited for any government employee or official, solemnizing
17 officers, or for any medical practitioner, attendant, or health facility officer
18 authorized to prepare civil registry documents to:

- 19 1) intentionally prepare/aid or abet in the preparation of a certificate
20 containing false or fraudulent information;
- 21 2) intentionally and knowingly issue certificates containing false
22 information;
- 23 3) make any unauthorized alteration in civil registration documents,
24 certificates, and registers; and
- 25 4) intentional withholding of information or refusing to inform the LCR
26 of a vital event.

27 Any government employee or official, solemnizing officers, or for any medical
28 practitioner, attendant, or health facility officer who commits the foregoing violations
29 shall, upon conviction, be punished with imprisonment of six (6) years but not more
30 than twelve (12) years or fine of not less than One hundred thousand pesos
31 (P100,000.00) but not more than One million pesos (P1,000,000.00), or both, at the
32 discretion of the court.

1 In all Instances, if the violation was committed by a government official or
2 employee, the penalty shall include perpetual absolute disqualification from holding
3 any public office or employment in the government, including any GOCCs, and their
4 subsidiaries.

5 The above violations shall be without prejudice to the filing of criminal cases in
6 accordance with the Revised Penal Code and other special penal laws.

7 c) Non-payment of hospital fees not bar to registration. it shall be unlawful for
8 health facilities and responsible personnel, and medical practitioners, to
9 refuse to report or cause the registration of a vital event due to non-
10 payment of hospital fees.

11 Any government employee or official, or any medical practitioner or health
12 facility who commits the foregoing violations shall, upon conviction, be punished with
13 imprisonment of six (6) years but not more than twelve (12) years or fine of not less
14 than One hundred thousand pesos (P100,000.00) but not more than One million pesos
15 (P1,000,000.00), or both, at the discretion of the court.

16 This provision shall be without prejudice to other penalties and fines that may
17 be imposed on government employees and officials for misfeasance, maifeasance, and
18 other acts and omissions prohibited by law.

19 In case of acts committed by private individuals, the penalties imposed in this
20 Section shall be in addition to those imposed on acts or omissions punishable by
21 existing penal and other laws.

22 In case of acts committed by juridical persons, the penalty shall be imposed on
23 its president, manager or most senior officer.

24 **Sec. 84. Quasi-Judicial Function.** – PSA shall have the power to review decisions
25 rendered over the following:

- 26 a) Appeal / Reconsideration of the decisions of stakeholders regarding
27 petitions under RA 9048, as amended by Republic Act No. 10172;
- 28 b) Application/ Cancellation of Certificates of Authority to solemnize marriage
29 (CRASM);
- 30 c) Review decisions rendered by LCRs and/or C/MCRs on Petitions for
31 Cancellation of COLB of Persons with no Known Parents, as provided under
32 Republic Act No. 11767;

- 1 d) Act on and render decisions on petitions in accordance with the provisions
2 of Republic Act No. 9048, as amended by Republic Act No. 10172; and
3 e) Other analogous cases as may be provided under this Act and other relevant
4 laws.

5 The Legal Office of the PSA shall be responsible for the exercise of the quasi-
6 judicial function of the NSCRG. To better implement the provisions of this Act and
7 attain its objectives and purposes, the Legal Service of the PSA shall be reorganized
8 and strengthened into a Legal Office which shall perform the functions provided for
9 under this Act.

10 The Legal Office of the PSA shall be headed by a Director V. There shall be
11 three (3) Services under the Director V headed by Director IV:

- 12 1) Legal Operations and Administrative Support Service;
13 2) Litigation and Enforcement Management Service;
14 3) Legislative Affairs and Regulatory Compliance Service.

15 *Sec. 85. Power to Block Civil Registry Documents in the Civil Registry Database.*

16 – The PSA may, motu proprio, block the copy issuance of the subject civil registry
17 document in the civil registry database upon initial findings of fraud, subject to
18 guidelines to be issued by NSCRG.

19 *Sec. 86. Special Committee on Cancellation of Fraudulent Birth Certificates– A*

20 Special Committee on Cancellation of Birth Certificates, herein referred to as the
21 “Committee”, is hereby created for cancellation of birth certificates registered through
22 fraudulent means by a foreign national. The Committee is composed of the following:

23 (a) Civil Registrar General of the PSA, as Chairperson; and

24 (b) Representatives of the Departments of Foreign Affairs, Interior and Local
25 Government, and Justice with a rank of Undersecretary, and the Office of the Solicitor
26 General with a rank of Assistant Solicitor General, as members.

27 The special committee shall cancel Birth Certificates of a foreign nationals
28 registered through fraudulent means.

29 The special committee shall convene and act as a collegial body in rendering a
30 decision. The Decision of the majority shall prevail. The presence of the Chairman and
31 one (1) Member shall constitute a quorum. The NSCRG shall have the power to enlist
32 the assistance of law enforcement and investigative bodies to determine the existence

1 of the above ground to cancel fraudulent birth certificates. Such investigation must be
2 completed within a period of not exceeding fifteen (15) days.

3 The Decision shall be promulgated and the findings and recommendation
4 submitted not later than thirty (30) days from the date of the deliberation. Should the
5 committee need more time to make a written decision of findings and recommendation
6 in view of the nature of the case, the chairman thereof shall report the case to the
7 NSCRG who may grant an extension of time if he considers it necessary.

8 The Decision of the Committee shall be appealable to the NSCRG, whose
9 decision shall be final and executory, unless a timely appeal was made pursuant to
10 the prescribed rules. The decision on appeal shall be put in writing and promulgated
11 not less than fifteen (15) days from the time the case is submitted for decision.

12 *Sec. 87. Power to Cancel the Registration of Fraudulent Birth Certificates.* –
13 Pursuant to the Decision rendered by the Special Committee in cases covered by
14 Section 86, the NSCRG shall cancel the subject fraudulent birth certificates.

15 The document owner whose civil registration document is subject to
16 cancellation or any person who is adversely affected by the Decision rendered by the
17 Special Committee, may avail of the remedy under Section 89 (Appeals) of this Act.

18 *Sec. 88. Cancelled Fraudulent Birth Certificates.* – Upon the finality of judgment,
19 the Special Committee shall notify the concerned LCRs, Sharia District/Circuit Clerk of
20 Court, Consul General/Vice Consul/Consul, of the finality of the Decision who shall
21 then cancel the affected fraudulent birth certificates. In accordance with the above
22 provision the fraudulent birth certificates shall only be re-issued upon issuance of a
23 court order.

24 *Sec. 89. Appeals.* – Any person whose interest is affected by a decision or
25 inaction by an LCR, Shari'a district/circuit registrar, Philippine foreign service officer,
26 or any officer who performs civil registration functions under this Act, may appeal the
27 decision or inaction to the NSCRG within fifteen (15) days from receipt of the decision
28 of the Special Committee, in accordance with the prescribed procedures.

29 Appeals from decisions of the NSCRG may be made in accordance with Rule 43
30 of the Rules of Court.

31 *Sec. 90. Withholding of Documents Due to Non-Payment of Hospital Fees.* – In
32 no case shall failure to settle hospital bills, in full or in part, be a ground for non-

1 delivery or withholding of the certificate of live birth or certificate of death or
2 documents required in the issuance of the said certificates.

3 Sec. 91. *Use of Income.* – Ten percent (10%) of the income generated from
4 the civil registration services shall be retained for the upgrading of equipment, system,
5 database, physical facilities and operations of the civil registration office.

6 Sec. 92. *Transitory Provisions.* – For the first two (2) years from the effectivity
7 of this Act, or until otherwise earlier declared by the NSCRG, the existing rules,
8 guidelines, standard operating procedures and forms for the registration of vital events
9 shall continue to be effective to ensure the continued provision of civil registration
10 services. The NSCRG may issue guidelines to clarify which procedures shall continue
11 in effect, notwithstanding the effectivity of this Act.

12 Sec. 93. *Appropriations.* – There shall be an initial appropriation of One hundred
13 fifty million pesos (P150,000,000.00) in the General Appropriations Act, which will be
14 included in the PSA's budget for the initial development of software and the digitization
15 of the CRVS system files.

16 Sec. 94. *Mandatory Review.* – This Act shall undergo a mandatory review on its
17 provisions every five (5) years to make the law more responsive to the needs of the
18 times. The review shall be made by Congress, which shall conduct public hearings and
19 record relevant testimonies of functionaries in the civil registration system, which shall
20 be the basis of any amendment or modification of this Act.

21 Sec. 95. *Implementing Rules and Regulations (IRR).* – Within one (1) year from
22 the effectivity of this Act, the PSA, shall promulgate the IRR for the effective
23 implementation of this Act. The PSA may consult with the DFA, DOH, DILG, DOJ,
24 Office of Solicitor General (OSG), Office of the Court Administrator (OCA), DSWD,
25 NACC, NCIP, NCMF, Department of Migrant Workers (DMW), DepEd, the University of
26 the Philippines Law Center (UPLC), a national professional organization of LCRs duly
27 registered with the Securities and Exchange Commission, the National Privacy
28 Commission (NPC), BI, DICT and other concerned agencies and stakeholders related
29 in the formulation of the IRR.

30 Sec. 96. *Separability Clause.* – If any part or provision of this Act which shall
31 be held to be invalid or unconstitutional, other parts or provisions hereof which are
32 not affected thereby shall continue to be in full force and effect.

1 *Sec. 97. Repealing Clause.* – Act No. 3753 or the Law on Registry of Civil Status
2 is repealed. Sections 453, 454, and 479 of the R.A. 7160 or the Local Government
3 Code of 1991, R.A. No. 9048 amended by R.A. No. 10172, R.A. No. 9858, and R.A.
4 No. 10625 are also hereby amended accordingly. All other laws, rules, regulations,
5 orders, memoranda or circulars inconsistent with any of the provisions of this Act are
6 hereby repealed and/or modified accordingly.

7 *Sec.98. Retroactivity.* – This Act shall have retroactive effect insofar as it does
8 not prejudice or impair vested or acquired rights.

9 *Sec. 99. Effectivity.* – This Act shall take effect fifteen (15) days after its
10 publication in the Official Gazette or in any newspapers of general circulation.

Approved,