



Republic of the Philippines
HOUSE OF REPRESENTATIVES
Quezon City

TWENTIETH CONGRESS
First Regular Session

HOUSE BILL NO. 6564



Introduced by
Representative ROGER GAVIOLA MERCADO

EXPLANATORY NOTE

The Civil Registry Act of 1930 or Act No. 3730 is almost a century old law which established a Civil Register on February 27, 1931 for the mandatory recording of vital events of persons with the Director of the National Library as the ex-officio Civil Registrar-General. Prior to said date, civil registry record-keeping was primarily done by the church where a central system was introduced by the Spanish in 1889 which became mandatory in 1930.

Civil registration is the systematic and continuous recording of vital events of a person which include births, deaths, marriages, and decreed changes in marital state. A universal and timely civil registration ensures a complete and accurate population records which are necessary in establishing legal identity of an individual, enabling access to fundamental rights and essential government services, reliable bases in formulating government policies and effective tool for inter-operability of vital government systems necessary for inclusive governance and national development.

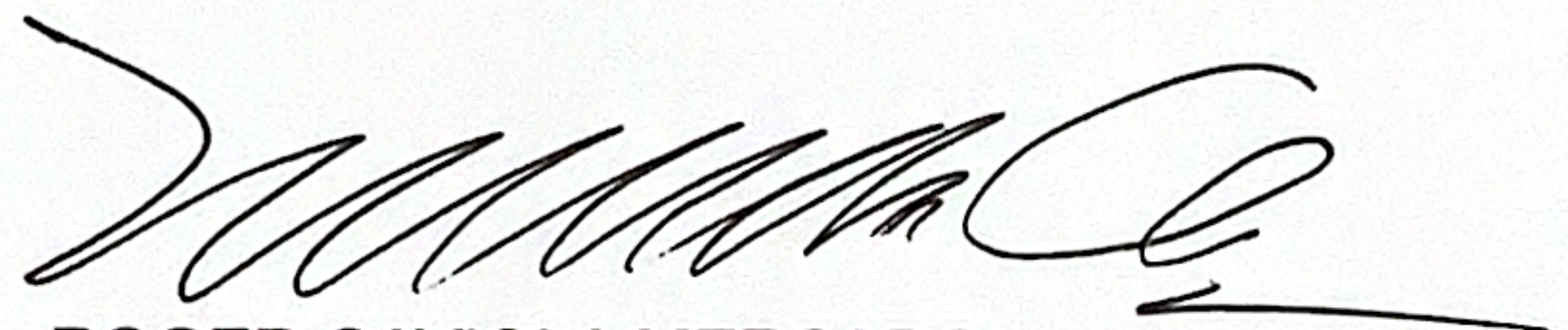
This Civil Registration Bill aims to modernize the civil registration system, make registration easily accessible, free of charge and comprehensive, in order to cover vulnerable groups, regardless of their geographic location.

The measure is aligned with the State's commitment to Sustainable Development Goal 16.9 which aims to provide legal identity for all by 2030, with birth registration as a key component. Presently, data show that at least 3.7 million Filipinos remain unregistered, most of which are children in remote areas, conflict zones and from marginalized communities due to geographic barriers and financial difficulties. The lack of awareness on the importance of birth documentation, the factors of conflict and displacement, and the cost of registration to include travel cost and registration fees, are among the hindrances to registration.

This Civil Registration Act proposes for a digitalized, electronic, free and accessible registration system and filing of vital events particularly for the most

vulnerable, bringing civil registration services directly to remote and indigenous communities and with the assistance of elected and appointed officials through the Barangay Civil Registration System. This Act also proposes for digitization of all civil registry files for safekeeping of the Civil Registrar General, to provide an electronic filing system of civil registration, to develop software most responsive to a digitized Philippine Civil Registry Database (PCRD) purposely to maintain the highest degree of data security and ensure integrity of databases. Predominantly, to ensure smooth interconnection of all participating local civil registrars, consuls general, and the Civil Registrar General and to facilitate retrieval and issuance of digitized copies subject to pertinent laws, rules and regulations, the linking of the PCRD and the Philippine Identification System Database is also proposed to uphold the confidentiality of civil registry records. Further, a Taskforce on Cancellation of Fraudulent Certificate is created to protect the integrity of the PCRD safeguarding the most important basic data of all the Filipinos.

In view of the foregoing, the immediate passage of this bill is earnestly sought.

A handwritten signature in black ink, consisting of a series of loops and a final flourish, positioned above the printed name.

ROGER GAVIOLA MERCADO
First District, Southern Leyte



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HOUSE BILL NO. **6564**

Introduced by Representative Roger Gaviola Mercado

AN ACT
PROVIDING FOR A COMPREHENSIVE AND RESPONSIVE CIVIL REGISTRATION AND VITAL
STATISTICS SYSTEM

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

1 SECTION 1. Short Title. - This Act shall be known as the "Philippine Civil Registry Act."

2 SEC. 2. Declaration of Policy. – The State declares civil registration as a national policy.

3 To this end, the State shall promote and maintain an efficient and comprehensive civil
4 registration and vital statistics system and uphold a safe and systematic recording of vital
5 events of an individual. It shall use a standard, modern and simplified registration procedure
6 necessary to establish the most precise identity of an individual for administrative and legal
7 purposes. This is to ensure easy gathering, compilation, safekeeping, and retrieval of vital
8 occurrences in the life of a person.

9 The State endeavors to prioritize people's rights and facilitate support for good
10 governance, provide improved education and better health services, and spur economic
11 growth through the universal and responsive civil registry and vital statistics system herein
12 referred to as the Philippine Civil Registry Database (PCRD). From this perspective, the State
13 shall work towards reaching the goals embodied in the Universal Declaration of Human Rights

(UDHR), the United Nations Convention on the Rights of the Child (UNCRC), the International Covenant on Civil and Political Rights (ICCPR), the Convention on the Rights of Persons with Disabilities (CRPD), the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families (ICMW), and the Declaration of Civil Registration in Southeast Asia, as follows:

a) Universal, free and accessible civil registration of all births, deaths, marriages, and other vital events based on accurate data, which ensures the right of all individuals to legal documentation of civil registry records, including updates on personal or civil status, as necessary, and claim identity and ensuing rights; and

b) Comprehensive civil registration system capable of providing accurate and timely vital statistics based on civil registry records as a system validation and main tool for every individual to ensure entitlement in the targeting system and grant of social programs and services from the government and in protecting the rights of all citizens, especially the children in terms of education, health, justice, and inheritance.

SEC. 3. Guiding Principles. - In the implementation of a comprehensive and responsive Philippine Civil Registration Act, the State institutionalizes and hereby maintains a legal framework that is equally accessible, affordable, efficient and most responsive civil registration system that can provide the most reliable and accurate vital statistics from the civil registry database for the grant of social programs and timely delivery of services from the government.

The enactment of a comprehensive and responsive Philippine Civil Registry Act reaffirms the commitment of the State to international standards and recommendations, according to the principles of:

a) The universal human right to be recognized everywhere as a person before the law as provided under Art. 6 of UDHR;

b) The rights of the child to nationality and registration after birth provided under Art. 7 of UNCRC;

- c) The right to identity provided under Art. 8 of the UNCRC;
- d) The right to take part in the conduct of public affairs, suffrage, equal access to public service and be protected from discrimination based on race, colour, sex, language, religion, political or other opinion, national or social origin, provided under Art. 25 of ICCPR;
- e) The right to nationality of persons with disabilities and be registered provided under Art. 18 of CRPD;
- f) The right of the child to birth registration during adolescence provided under General Comment No. 20, Art. 8 of the UNCRC;
- g) The right of children in street situations to be proactively supported to obtain legal identity documents with their limited access to education, healthcare, predisposed poverty, susceptible to abuse, exploitation and trafficking; and
- h) The right of all Filipino migrant workers to be recognized as a person of the law provided under Art. 24 of the ICMW.

SEC. 4. Coverage. – This Act shall uphold the best interest of the child. It shall cover all acts, vital events and judicial and administrative issuances affecting the civil status of persons in the Philippines and Filipinos living abroad whose reason of stay overseas is for employment either on a full-time, part-time or temporary basis, including all children with at least one Filipino parent.

SEC. 5. Definition of Terms. - As used in this Act:

- a) *Abandoned child* refers to a child who has no proper parental care or guardianship, a foundling, or one who has been deserted by one's parents for a period of at least three (3) continuous months, and has been declared as such by the National Authority for Child Care (NACC);
- b) *Barangay Civil Registration System (BCRS)* refers to a scheme to facilitate extensive civil registration at the barangay level involving all barangay officials assisting in the

1 local civil registration work, as provided under Section 394 (d) (5) Republic Act No. (RA) 7160,
2 otherwise known as the Local Government Code of 1991;

3 c) *Child* refers to any person below 18 years of age or older who is unable to fully
4 take care of oneself from abuse, neglect, cruelty, exploitation or discrimination because of a
5 physical or mental disability or condition;

6 d) *Children in Need of Special Protection (CNSP)* refer to all Filipino children who
7 are vulnerable to or are victims of abuse, neglect, exploitation, cruelty, discrimination, and
8 nature-induced or human-induced violence, which include:

- 9 i) Abandoned, abused, neglected, and exploited or without primary
10 caregiver;
- 11 ii) Those with mental, physical, learning and other disabilities;
- 12 iii) Victims of prostitution and pedophilia and other sexual violence;
- 13 iv) Runaways;
- 14 v) Those engaged in worst forms of labor;
- 15 vi) Those at risk or in conflict with the law;
- 16 vii) Child offenders;
- 17 viii) Those affected by the use of illegal substance;
- 18 ix) Those living in street situation;
- 19 x) Those in situations of armed conflict;
- 20 xi) Those in cultural or indigenous communities;
- 21 xii) Children of persons deprived of liberty;
- 22 xiii) Those affected by the war on drugs;
- 23 xiv) Those living with human immunodeficiency virus and acquired
24 immunodeficiency syndrome or other sexually-transmitted infections;
- 25 xv) Victims of nature-induced or human-induced disasters;
- 26 xvi) Abandoned in a foreign country; and

xvii) Those experiencing any other analogous condition prejudicial to their development;

e) *Circuit registrar* refers to the clerk of court of a Shari'a Circuit Court performing as civil registrar of Muslim marriages, divorces, revocations of divorces, and conversions with the respective court's jurisdiction, as provided for under Title VI, Book Two of Presidential Decree No. 1083 or the "Code of Muslim Personal Laws of the Philippines";

f) *Civil register* refers to the various civil registry books and related certificates and documents including digital or electronic copies thereof, where registrable acts, events, and judicial and administrative issuances concerning the civil status of a person are recorded and kept in the archives of the Philippine Civil Registry Authority (PCRA), civil registries in cities and municipalities, district and circuit courts and Philippine foreign service posts;

g) *Civil registrar* refers to the head of the civil registry in cities and municipalities, the clerk of court in a Shari'a district or circuit court, and consul general in the Philippine foreign service post acting as civil registrar and doing civil registration functions;

h) *Civil Registrar General (CRG)* refers to the head of PCRA;

i) *Civil registration* refers to the continuous, permanent, and accurate recording and documentation of vital events and occurrences in the life of a person, including any modifications thereof during the lifetime of a person, specifically births, marriages and deaths, including judicial decrees or order and other legal instruments;

j) *Civil registry documents* refer to all certificates or legal papers concerning vital events occurring in the life of a person, as well as court decrees, and legal instruments affecting the civil status of a person, in digital or electronic copy, recorded and kept in the archives of the civil registries in cities and municipalities, Shari'a District and Circuit Courts, Philippine foreign service posts and the PCRA;

k) *Clerical or typographical error* refers to a mistake committed in the performance of clerical work in writing, copying, transcribing or typing an entry in the civil

1 register that is harmless and innocuous, visible to the eyes or obvious to the understanding,
2 and can be corrected only by reference to other existing record or records: *Provided*, That no
3 correction must involve a change of nationality, age, or status of the petitioner;

4 l) *Consul general* refers to the head of a Philippine foreign service post entrusted
5 to act as civil registrar and performing the civil registration functions involving Filipinos in a
6 foreign country which may be delegated to and performed by the Consul or Vice Consul, in
7 the exigency of public service;

8 m) *Foundling* refers to a deserted or abandoned child or infant with unknown facts
9 of birth and parentage, or those who have been duly registered as a foundling during infancy,
10 but have reached the age of majority and have not benefitted from adoption pursuant to RA
11 11767, or the "Foundling Recognition and Protection Act";

12 n) *Informant* refers to the person responsible for providing the facts of birth,
13 death, or marriage, who shall certify the accuracy of the personal information recorded for
14 purposes of civil registration;

15 o) *Live birth* refers to a complete expulsion or extraction from its mother, of a
16 product of human conception, irrespective of the duration of the pregnancy, that after such
17 expulsion or extraction, breathes or shows any other evidence of life, such as beating of the
18 heart, pulsation of the umbilical cord, or definite movement of voluntary muscles, whether or
19 not the umbilical cord has been cut or the placenta is attached;

20 p) *Local civil registry* (LCR) refers to the civil registry offices in cities and
21 municipalities, and the Shari'a district and circuit courts;

22 q) *Out-of-town reporting* refers to the occurrence wherein the certificate of live
23 birth (COLB) or death is presented to the civil registrar of a city or municipality which is not
24 the place of birth or death, not for registration but to be forwarded to the civil registrar of the
25 city or municipality where the birth or death occurred and where it should be registered;

1 r) *Philippine foreign service posts* refer to the Philippine embassies, consulate
2 offices and missions or other foreign service establishments maintained by the Department of
3 Foreign Affairs (DFA);

4 s) *Solemnizing officer* refers to priest, rabbi, imam, or minister of any church or
5 religious sect, or a civil leader such as a municipal or city mayor, court judge, military
6 commander, airplane chief or ship captain, or consul duly authorized to solemnize or officiate
7 marriage in accordance with the law or rites, practices, and ceremonies as prescribed or
8 granted by the church, religious organization, sect, tribe or ethnic group and registered with
9 the CRG; and

10 t) *Vital event* refers to the occurrences of live birth, death, fetal death, induced
11 termination of pregnancy, adoption, legitimation, recognition of parenthood, marriage,
12 annulment of marriage, legal separation or divorce.

13 SEC. 6. Philippine Civil Registry Authority (PCRA). - The PCRA is hereby created under
14 the Office of the President to be headed by a CRG and assisted by two (2) Deputy Civil
15 Registrars General. The three (3) top officials shall have a term of six (6) years, without
16 prejudice to reappointment by the President of the Republic of the Philippines and subject to
17 the provisions on retirement under RA 8291 or "The Government Service Insurance System
18 Act of 1997."

19 The PCRA shall be the primary agency to principally carry out the provisions of this Act
20 and shall issue policies and rules for its effective implementation and the enhancement of the
21 PCRD, to include registration, copy issuance, data governance in accordance with the
22 provisions of this Act, including all other applicable laws and policies. Consequential thereto,
23 the PCRD shall be linked to the "Philippine Identification System (PhilSys)" governed by RA
24 11055 or the "Philippine Identification System Act." The CRG shall, in coordination with the
25 PhilSys Policy and Coordination Council (PSPCC), issue guidelines to ensure that the PCRD is
26 securely shared and linked to the PhilSys. The CRG shall assume full responsibilities of the

1 duties of the National Statistician and Civil Registrar General (NSCRG) mandated under RA
2 10625 or the "Philippine Statistical Act of 2013", relevant to all civil registry functions
3 previously provided under Act No. 3753, or the Civil Registry Law and other laws or issuances
4 affecting vital occurrences and civil registry of individuals. The CRG shall also assume all the
5 mandated duties and responsibilities of the NSCRG in relation to the implementation of and
6 as provided under RA 11055 and its linkage with this "Philippine Civil Registry Act."

7 The CRG as the head of the PCRA, distinct from the National Statistician, shall have a
8 rank equivalent to an Undersecretary and shall have the same privileges as Undersecretary in
9 other national government agencies.

10 The CRG shall be appointed by the President of the Republic of the Philippines from
11 among the civil registrars in the country. The person must have acquired experience as a civil
12 registrar for at least twelve (12) years, and must possess two (2) of the following degrees: a
13 Doctoral Degree, a Bachelor of Laws Degree or Juris Doctor, or a Master's Degree.

14 The CRG shall be responsible for central registry document management and archiving,
15 modernization of the PCRD, policy development and advocacy on civil registration matters,
16 and the implementation of RA 11055 in relation to overseeing the performance and efficient
17 delivery of the civil registration and the PhilSys services.

18 The two (2) Deputy Civil Registrars General shall assist the CRG in the exercise of
19 technical supervision of the PCRA, its efficient functioning and the effective implementation of
20 this Act, RA 11055 and other applicable laws and policies relevant to Philippine Civil Registry
21 (PCR).

22 The two (2) Deputy Civil Registrars General shall be appointed by the CRG, also from
23 among the civil registrars in the country. They must have acquired experience as a civil
24 registrar for at least ten (10) years, and must possess any of the following degrees: a Doctoral
25 Degree, a Bachelor of Laws Degree or Juris Doctor or a Master's Degree.

1 The Deputy Civil Registrar General for PCR shall be designated to assist the CRG in the
2 exercise of technical supervision for the efficient functioning and effective implementation of
3 the PCR. The Deputy Civil Registrar General for PhilSys shall be designated to assist the CRG
4 in the exercise of technical supervision for the efficient functioning and effective
5 implementation of the RA 11055 and such other applicable laws and policies relevant to
6 PhilSys. Both Deputy Civil Registrars General shall also perform such other tasks as may be
7 assigned by the CRG.

8 The affected Philippine Statistics Authority (PSA) personnel undertaking all the relevant
9 tasks for the Civil Registry and the PhilSys Registration offices shall be transferred to the PCRA,
10 along with the records, properties and all PhilSys registration kits and corresponding
11 appropriations for the affected year. They shall continue to perform their respective duties
12 and responsibilities in a holdover capacity so as not to hamper the regular operation in the
13 civil registry and the PhilSys programs. The personnel not interested in undertaking a transfer
14 may opt to retire subject to the retirement gratuity provisions of RA 7699 or the "Portability
15 Law", RA 1616, entitled "An Act Further Amending Section Twelve of Commonwealth Act
16 Numbered One Hundred Eighty-Six, As Amended, By Prescribing Two Other Modes Of
17 Retirement, and for Other Purposes", or RA 660, entitled "An Act To Amend Commonwealth
18 Act Numbered One Hundred And Eighty-Six Entitled "An Act To Create and Establish a
19 Government Service Insurance System", to Provide for its Administration, and to appropriate
20 the Necessary Funds Therefor", and to Provide Retirement Insurance, and for Other
21 Purposes", and other applicable laws and policies.

22 SEC. 7. Duties and Function of the Civil Registrar General. - The CRG as the head of
23 the PCRA shall issue appointments of PCRA personnel below the rank of a CRG, including the
24 civil registrars and staff. The CRG shall exercise technical supervision over the civil registrars,
25 other civil registry personnel, and partners on matters of civil registry. The CRG shall have
26 the following duties and functions:

- 1 a) Manage the PCRD archiving;
- 2 b) Issue rules and regulations and enforce the provisions of this Act, policies, all
3 other applicable laws on civil registry, and the prescribed standard guidelines for proper
4 compliance of these laws;
- 5 c) Issue rules, regulations, and guidelines for the efficient performance of civil
6 registration functions, in consultation with the civil registrars, Shari’a district and circuit
7 registrars, consuls general and other partners performing the civil registry functions, and other
8 officers designated by law;
- 9 d) Conduct comprehensive evaluation of the processes and policies on civil
10 registration to determine proper compliance of the civil registry system rules, regulations and
11 guidelines, identify problem areas and urgently resolve as needed, for a reliable civil registry
12 database;
- 13 e) Exercise technical supervision over civil registrars, Shari’a district and circuit
14 registrars, consuls general, other foreign service officers and partners in civil registry in the
15 performance of civil registration functions and conduct periodic review and assessment of the
16 civil registration records and relevant functions;
- 17 f) Exercise visitorial functions through authorized representatives to conduct
18 extensive assessment of late, delayed and deferred registration of birth records in the LCRs.
- 19 g) Promulgate and issue separate guidelines under exceptional circumstances as
20 may be determined by the CRG, such as occurrence of a state of calamity, pandemic, and
21 other birth registration assistance programs, to aid in the expedient registration of birth in the
22 vulnerable sectors of society.
- 23 h) Issue civil registry certificates, and certification of entries in the civil registers
24 maintained by the PCRA in accordance with this Act;
- 25 i) Assign a PhilSys Number upon registration of birth which shall be used by
26 registrant for the registration and reporting of all vital events;

1 j) Act on or report any violation of the provisions of this Act, and other issuance
2 relating to civil registration services and the PhilSys registration, including acts or omissions
3 of civil registrars, Shari’a district or circuit registrars, and foreign service officers, in so far as
4 civil registration functions are concerned;

5 k) Take action on policy matters involving registration of solemnizing officers
6 pursuant to Article 7 of Executive Order No. 209, entitled “The Family Code of the Philippines”
7 pursuant to Administrative Order No. 1, Series of 2008;

8 l) Develop modules and training programs for stakeholders involved in providing
9 services for civil registration and PhilSys Act and establish and implement strategies and
10 mechanisms to ensure the accessibility of both civil and PhilSys registration services;

11 m) Establish and implement strategies and mechanisms, and adopt appropriate
12 technology for a modernized civil registry to facilitate and improve accessibility and efficiency
13 of civil registration services;

14 n) Issue guidelines on reconstruction of burned, destroyed and lost civil registry
15 records;

16 o) Organize and conduct regular coordination activity with:

17 i. The Supreme Court Administrator on concerns involving civil
18 registration of Muslim Filipinos as provided for under Executive Order
19 No. 157, entitled “Providing for Absentee Voting By Officers And
20 Employees Of Government Who Are Away From The Places Of Their
21 Registration By Reason Of Official Functions On Election Day” and
22 Presidential Decree No. 1083, entitled “A Decree to Ordain and
23 Promulgate a Code Recognizing the System of Filipino Muslim Laws,
24 Codifying Muslim Personal Laws, and Providing for its Administration
25 and For Other Purposes” pursuant to Administrative Order No. 1, Series
26 of 2005;

- 1 ii. The consuls general of the Philippine foreign service posts on issues
2 concerning civil registration of Filipinos abroad whether as permanent
3 resident or visitor;
- 4 iii. The national, regional, or local disaster risk reduction and management
5 council to ensure uninterrupted civil registration services in cases of
6 national calamity or disasters;
- 7 iv. The National Commission on Indigenous Peoples (NCIP) on the civil
8 registration of indigenous peoples as provided for under Rule VI Section
9 8 of RA 8371 or "The Indigenous Peoples' Rights Act of 1997" pursuant
10 to Administrative Order No. 1 Series of 2005; and
- 11 v. The Department of Social Welfare and Development (DSWD) on the
12 civil registration of CNSP;
- 13 p) Decide on petitions of administrative corrections in the civil registry pursuant
14 to RA 9048, entitled "An Act Authorizing the City or Municipal Civil Registrar or the Consul
15 General to Correct a Clerical or Typographical Error in an Entry and/or Change of First Name
16 or Nickname in the Civil Register Without Need of a Judicial Order, Amending For This Purpose
17 Articles 376 And 412 Of The Civil Code Of The Philippines" as amended by RA 10172 pursuant
18 to Administrative Order No. 1 Series of 2001 and Administrative Order No. 1 Series of 2012,
19 respectively;
- 20 q) Perform inspection and visitorial functions over LCRs nationwide;
- 21 r) Represent the Philippines in regional and international conferences and
22 meetings and act as signatory to all contracts, researches and awards relevant to civil registry
23 and PhilSys Identification matters;
- 24 s) Monitor and evaluate the implementation of this Act and make policy
25 recommendations to Congress to improve the delivery of civil registration services;

1 t) Conduct a comprehensive nationwide information, education and
2 communication campaign regarding this Act;

3 u) Deny requests for copy issuance of civil registry documents and certificates
4 found to be fraudulent or fictitious, except for investigation purposes from law enforcement
5 agencies and other government offices with investigative power;

6 v) Submit a report to the President of the Republic of the Philippines on the
7 activities of the PCRA in the preceding year which shall be submitted separately from the
8 annual report to Congress during the deliberation of the President's budget; and

9 w) Perform such other functions in connection to the successful implementation
10 of this Act.

11 SEC. 8. Duties and Responsibilities of the Civil Registrar. - The appointment of a civil
12 registrar in every city and municipality shall be mandatory for the CRG.

13 The civil registrar shall be responsible for the civil registry programs in the city or the
14 municipality of jurisdiction, pursuant to this Act, other existing laws, rules and regulations.

15 The civil registrars shall develop plans and strategies and upon approval thereof by
16 the CRG, implement the same, particularly those which pertains to civil registry programs and
17 projects in their respective jurisdiction.

18 The civil registrar in every city and municipality, with the approval of the CRG, shall:

19 a) Accept for registration reports of vital events, court orders and decrees and
20 legal instruments and validate the correctness and completeness of information affecting the
21 civil status of persons;

22 b) Receive application for delayed, late, and deferred registration of birth,
23 scrutinize the COLB form upon receipt to check for completeness and accuracy of information
24 contained therein, examine the attached documentary requirements to evaluate the veracity
25 and genuineness of the statements indicated in the affidavits and the completeness of the
26 documents submitted and information supplied, to include the attached civil registry

certificates digitized and printed on security paper to validate its authenticity which shall be deemed received after processing, subsequent posting, verified by the concerned civil registrar on the completeness and veracity of the documents;

c) Classify, digitize, index and preserve all registered documents in accordance with the appropriate archiving procedure;

d) Collate records of inhabitants from barangay secretaries or through the BCRS on an annual basis, and seek assistance from barangay secretaries for registration of births, deaths and marriages;

e) Adopt mechanisms to improve access to civil registration services in the respective locality, such as the establishment of secondary registration offices, mobile registration, and BCRS;

f) Compile copies of every civil registry document registered and transmit to CRG within the first ten (10) calendar days of the succeeding month or within the prescribed period;

g) Act on petitions for revocation of certificates of live birth under RA 11767;

h) Apply for cancellation of registration of births, deaths, and marriages in case of multiple registration under this Act;

i) Conduct community education campaigns on vital registration and assist in the preparation of demographic and other statistics for the local government unit (LGU) concerned;

j) Issue certified transcripts or certified copies of any certificate or civil registry document registered, in accordance with this Act without payment of the prescribed fees;

k) Administer oaths, free of charge, for civil registry purposes;

l) File, keep and preserve in a secure place the civil registry book as required by law;

m) Receive all registrable documents and transcribe in the corresponding civil register all documents accepted for registration;

1 n) Receive applications for the issuance of a marriage license and, after
2 determining that the requirements and supporting certificates and publication thereof for the
3 prescribed period have been complied with, issue the license upon payment of the authorized
4 fee to the local treasurer;

5 o) Recommend to the legislative bodies and collaborate with administrative
6 agencies in the formulation of systems, procedures, policies, rules and regulations on civil
7 registration;

8 p) Submit status reports to the CRG on the condition of civil registry documents
9 filed in the LCR of jurisdiction whenever there are substantial changes in the status of files in
10 case of fire, flood, earthquake and other natural and or manmade calamities;

11 q) Reconstruct destroyed civil registry records upon compliance with the
12 requirements following the procedures established by the CRG;

13 r) Make civil registry forms available at all times in the LCR;

14 s) Exercise quasi-judicial functions pursuant to RA 9048, as amended by RA
15 10172, RA 11642 or the "Domestic Administrative Adoption and Alternative Child Care Act",
16 and other relevant existing laws.

17 SEC. 9. Duties and Responsibilities of the District Registrar of a Shari'a District Court.

18 – The clerk of court of the Shari'a district court shall, in addition to the regular functions,
19 perform the tasks of a civil registrar and act as district registrar of Muslim marriages, divorces,
20 revocations of divorces, and conversions within the territorial jurisdiction of said court.

21 Every district registrar shall exercise supervision over circuit registrars in every Shari'a
22 district court and shall, in addition to maintaining an entry book, preserve copies of certificates
23 of marriage, divorce, revocation of divorce, and conversion received from circuit registrars in
24 separate general registers. The district registrar shall transmit copies of such civil registry
25 documents to the CRG in the form and manner prescribed by the CRG.

1 SEC. 10. Duties and Responsibilities of the Shari'a Circuit Registrars. – The clerk of
2 court of the Shari'a Circuit Court shall act as circuit registrars of Muslim marriages, divorces,
3 revocations of divorce, and conversions, within the respective territorial jurisdiction. For this
4 purpose, the circuit registrars shall:

5 a) Register and file certificates of Muslim marriages, divorces, revocations of
6 divorce, and conversions, and such other documents presented for registration;

7 b) Issue certified transcripts or copies of any certificate or document registered
8 by the office in accordance with this Act, free of charge;

9 c) Compile certificates of Muslim marriages, divorces, revocations of divorce, and
10 conversions to Islam and transmit the same to the district registrar in the manner and form
11 prescribed by the CRG; and

12 d) Administer oaths for civil registration purposes, free of charge.

13 SEC. 11. Duties and Responsibilities of Philippine Foreign Service Officers. - The
14 foreign service officers within the Philippine foreign service posts shall:

15 a) Receive reports or records of vital events of Filipinos occurring abroad;

16 b) Submit copies of reported vital events to CRG on a regular basis, as prescribed
17 by the CRG;

18 c) Register vital events occurring to Filipinos within the Philippine foreign service
19 posts or while in transit to a foreign destination;

20 d) Maintain records of such reported and registered vital events of Filipinos; and

21 e) Facilitate the registration of undocumented Filipinos and Filipinos at risk of
22 statelessness abroad, in coordination with the CRG.

23 SEC. 12. Local Civil Register. – Every civil registrar shall maintain, keep, and preserve
24 in a secured place in their respective LCR the Books of registry where the acts, events, judicial
25 decrees or orders concerning the civil status of persons are properly entered, as follows:

26 a) Register of Births;

- 1 b) Register of Births of Person with No Known Parents and Records of Abandoned
2 Children, of Foundlings with No Known Parents;
- 3 c) Register of Deaths;
- 4 d) Register of Fetal Deaths;
- 5 e) Register of Marriage;
- 6 f) Register of Court Decrees or Orders;
- 7 g) Register of Legal Instruments;
- 8 h) Register of Conversion to Islam;
- 9 i) Register of Muslim Filipino Marriages;
- 10 j) Register of Muslim Filipino Divorces;
- 11 k) Register of Indigenous Cultural Communities/Indigenous Peoples (ICCs/IPs)
12 Marriage Dissolutions;
- 13 l) Register of Solemnizing officers;
- 14 m) Register of Applications for Marriage License;
- 15 n) Adoption;
- 16 o) Rescission of Adoption;
- 17 p) Annulment of Marriage;
- 18 q) Declaration of Nullity of Marriage;
- 19 r) Declaration of Presumptive Death;
- 20 s) Compulsory Recognition of Illegitimate Child;
- 21 t) Voluntary Recognition of Minor Illegitimate Child;
- 22 u) Appointment of Guardian;
- 23 v) Termination of Guardianship;
- 24 w) Judicial Determination of Filiation;
- 25 x) Naturalization-All forms of Naturalization;
- 26 y) Cancellation of Naturalization;

1 z) Judicial Determination of The Fact of Reappearance, if Disputed;

2 aa) Separation of Property;

3 bb) Revival of Former Property Regime;

4 cc) Foreign Court Orders Decided Abroad;

5 *Provided,* That the CRG may prescribe additional registers for other registrable
6 documents, when the need arises.

7 SEC. 13. Registrable Acts and Events. - The registrable acts and events of occurrences
8 of an individual for recording and safekeeping are, as follows:

9 a) Birth;

10 b) Death;

11 c) Application for Marriage License;

12 d) Marriage;

13 e) Court Orders or Decrees; and

14 f) Legal Instruments.

15 The registrable orders or decrees of courts and other competent authorities to be
16 recorded and kept for safekeeping are, as follows:

17 a) Adoption;

18 b) Rescission of Adoption;

19 c) Annulment of Marriage;

20 d) Declaration of Nullity of Marriage;

21 e) Declaration of Presumptive Death;

22 f) Compulsory Recognition of Illegitimate Child;

23 g) Voluntary Recognition of Minor Illegitimate Child;

24 h) Appointment of Guardian;

25 i) Termination of Guardianship;

26 j) Judicial Determination of Filiation;

- k) All forms of Naturalization;
- l) Cancellation of Naturalization;
- m) Judicial Determination of the Fact of Reappearance, if Disputed;
- n) Separation of Property;
- o) Revival of Former Property Regime;
- p) Repatriation;
- q) Foreign Court Orders Decided Abroad; and
- r) Other orders or decrees that pertain to the civil status and vital statistics of a person.

The civil registrar shall properly enter the registrable events and court orders or decrees onto the books of registry.

SEC. 14. Free Registration of Vital Civil Registry Events. – In recognition of the registration of births, deaths and marriages as a national policy, no miscellaneous or computer fees or other charges shall be imposed and collected in the registration of these vital events, on time or up to thirty (30) calendar days from birth, death or marriage. All supporting documents and other documents as prerequisites to registration shall also be issued free of charge for the initial issuance, digitized and printed on security paper for easy authentication.

Upon the initial issuance upon registration of the vital event, the applicant shall be given a personal copy of the civil registry certificate free of charge. Request for replacement due to loss or damage, and reissuance upon presentation of a Certificate of Indigency from the DSWD, shall also be free of charge: *Provided*, That the Certificate of Indigency shall be based on the DSWD *Listahanan* in the subsequent reissuances. Subsequent reissuances of civil registry documents shall be subjected to applicable payment of relevant and affordable fees prescribed by the CRG, LCRs, Shari'a District and Circuit Courts and Philippine Foreign Service Posts as provided under RA 11909 or the "Permanent Validity of the Certificates of Live Birth, Death, and Marriage Act."

1 For registration of registrable judicial order, administrative issuances, and legal
2 instruments, a standard fee shall be collected.

3 SEC. 15. Registration and Certification of Birth. - The physician, midwife, nurse, birth
4 attendant, or finder has the primary responsibility to declare a report of birth, or secondarily,
5 either or both parents or any person who has knowledge of the facts of birth of the newborn
6 child and shall be sufficient for the registration of birth in the civil register.

7 The COLB containing the above declaration shall be submitted for registration to the
8 LCR in the city or municipality where the birth occurred within thirty (30) calendar days from
9 date of birth by the aforementioned persons, declaring the following when available:

- 10 a) Full name of the child;
- 11 b) Sex;
- 12 c) Date of birth;
- 13 d) Place of birth or where found;
- 14 e) Name of mother;
- 15 f) Citizenship of the mother;
- 16 g) Name of father;
- 17 h) Citizenship of the father;
- 18 i) Date and place of marriage of parents; and
- 19 j) Such other data as may be identified in the Implementing Rules and
20 Regulations (IRR) of this Act.

21 Birth certificates and other civil registry records of persons digitized and printed on
22 security paper issued, signed, certified or authenticated by the LCRs, the PSA and its
23 predecessor, the National Statistics Office, shall have permanent validity and equal
24 acceptability regardless of the date of issuance and shall be recognized and respected before
25 all government, public, private, commercial, and business transactions where these

documents are presented, as provided under RA 11909, even when any or some of the information hereafter mentioned are missing, as follows:

- a. Usual middle initial or middle name;
- b. Citizenship, if stateless;
- c. Names of parents, if unknown;
- d. Date of marriage, if not applicable;
- e. When an individual has only one birth name; or,
- f. Any analogous circumstances.

All cases of birth on board a vessel or airplane *en route* to the Philippines shall be recorded in the civil register of the city or municipality where the mother habitually resides if either of the parent is a citizen of the Philippines or both are. When the parents are both foreigners but not residents of the Philippines, the birth may be recorded in any LCR in the Philippines, if they so desire.

The CRG in partnership with the LGUs and the LCRs shall provide mobile birth registration services especially in all geographically isolated and disadvantaged area under their jurisdiction.

SEC. 16. Place of Registration and Reporting. - Vital events occurring in the Philippines shall be registered in the city or municipality where said vital event occurred. The CRG shall issue guidelines on out-of-town reporting and the registration of vital events in special cases as defined in this Act.

SEC. 17. Mandatory Registration of Live Birth. - All live birth occurring in the Philippines shall be registered in accordance with this Act: *Provided*, That the birth of a fetus with an intra-uterine life of less than seven (7) months that dies within twenty-four (24) hours after its complete delivery from the maternal womb, shall be reported to the civil registrar for statistical purposes, but shall not be entered in the register of live births: *Provided further*, That a fetus with an intrauterine life of seven (7) months or more and born alive at the time

1 it was completely delivered from the maternal womb, but died later, shall be considered a live
2 birth and shall be registered in the register of deaths, accordingly.

3 SEC. 18. Free Delayed Registration Program. – The LCRs are mandated to implement
4 a free delayed registration program for infants up to one (1) year of age whose births have
5 not been registered and certified due to such factors as poverty, distance, or lack of literacy.
6 The *Sangguniang Barangay* shall assist in the implementation of the program through the
7 BCRS.

8 The PCRA, the Department of the Interior and Local Government (DILG) and the NCIP
9 shall jointly establish a Free Delayed Registration Program for Indigenous Peoples which shall
10 be implemented by the LGUs and the NCIP regional or local offices in the localities concerned.

11 The applicant who is over one (1) year of age but not over twelve (12) years of
12 age may avail of the late registration, subject to compliance of the following:

- 13 a) Personal appearance of the applicant with the parents before the concerned
14 or receiving civil registrar;
- 15 b) In case of default of any parent, the judicially appointed guardian or any
16 person exercising substitute parental authority as provided under Article
17 216 of Executive Order No. 209, shall personally appear before the civil
18 registrar;
- 19 c) An affidavit or sworn statement stating the rationale for late registration,
20 and the non-appearance of parents and their present whereabouts;
- 21 d) Submission of four (4) copies of the duly accomplished COLB form and
22 signed by the proper parties or required signatories;
- 23 e) Negative certification of birth record from the CRG;

- f) Payment of applicable penalty for every year of delay of registration from birth;
- g) Certificate of death in case of deceased document owner; and
- h) Certification for waiver of payment of penalty signed by the civil registrar in case of deceased document owner.

The applicant who is over twelve (12) years of age may avail of the deferred registration, subject to compliance of the following:

- a) Personal appearance of the applicant with the parents before the concerned or receiving civil registrar;
- b) In case of default of any parent, the judicially appointed guardian or any person exercising substitute parental authority as provided under Article 216 of Executive Order No. 209, shall personally appear before the civil registrar;
- c) An affidavit or sworn statement stating the rationale for deferred registration, and the non-appearance of parents and their present whereabouts;
- d) Submission of four (4) copies of the duly accomplished COLB form and signed by the proper parties or required signatories;
- e) Negative certification of birth record from the CRG;
- f) Payment of applicable penalty for every year of delay of registration from birth;
- g) Certification of death in case of deceased document owner; and
- h) Certification for waiver of payment of penalty signed by the civil registrar in case of deceased document owner.

1 The illegitimate applicant, *Provided* That the basic requirements based on age
2 have been complied, may avail registration, subject to submission of the foregoing
3 additional documents:

- 4 a) Front-facing photo of the registrant to be attached to the application;
- 5 b) Sworn statement of the parents present whereabouts;
- 6 c) Affidavit of admission of paternity or affidavit to use the surname of the
7 father, if applicable;
- 8 d) Affidavit of acknowledgement in case of an illegitimate child born prior to
9 03 August 1988;
- 10 e) Baptismal Certificate, if applicable;
- 11 f) School records;
- 12 g) Income tax return of the parents, if applicable;
- 13 h) Medical records;
- 14 i) Documentary evidence and proof showing the identity of parents and
15 distinctive relationship to the child to include COLB digitized and printed on
16 security paper, government issued ID, marriage certificate of the parents,
17 if applicable or the certificate of death for the deceased parents;
- 18 j) Barangay captain's certification of parentage and to prove residency; and
- 19 k) Affidavit of two (2) disinterested persons who have witnessed or known
20 the fact birth of the child.

21 The applicant may request for an out-of-town registration, subject to submission
22 of the requirements for delayed, late or deferred registration, as the case require.
23 *Provided*, That the application for out-of-town registration shall be endorsed and
24 transmitted to the concerned LCR for record-keeping of the civil registry data.

1 A party whose one of the parents is a foreign national may register, subject to
2 submission of the following documents:

- 3 a) Certificate of marriage of parents;
- 4 b) COLB of Filipino parent digitized and printed on a security paper; and
- 5 c) Valid passport, a foreign government issued clearance certificate or, a
6 Bureau of Immigration (BI) Clearance Certificate or Alien Certificate of
7 Registration Immigration (ACR I) card in the case of foreign parent.

8 For non-marital children who will be availing of RA 9255 or acknowledgement
9 under the Civil Code, in addition to the abovementioned requirements, subject to
10 submission of the following:

- 11 a) Affidavit of Admission of Paternity or Affidavit to Use the Surname of the
12 Father (AUSF) under RA 9255; or
- 13 b) Affidavit of acknowledgement in case of a non-marital child born before 03
14 August 1988.

15 SEC. 19. Persons and Institutions Responsible for Reporting a Live Birth. - The
16 persons and institutions responsible for reporting to the civil registrars the live birth that occurs
17 within the Philippines, are:

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

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

2 a) Either parent of the newborn child born within a valid marriage;

3 b) The mother, or in her absence, the guardian, in case of a child born outside a
4 valid marriage;

5 c) Any responsible person who has knowledge of the facts of birth; or

6 d) The person, if 18 years of age or over.

7 SEC. 20. Other Persons Responsible for Informing Live Births Under Special
8 Circumstances. - The responsibility to inform the LCR of the fact of a live birth that occurs
9 under special circumstances shall be the obligation of:

10 a) The driver of a vehicle, captain of a vessel, or pilot of an airplane, as the case
11 may be, and the parents of the child, in case of a live birth that occurs aboard a vehicle,
12 vessel, or airplane while in transit;

13 b) The imam, priest or religious leader, village chief, community or tribal leader,
14 as the case may be, for a live birth that occurs within the religious, or indigenous cultural
15 community, or in default thereof, either parent of the child in accordance with this Act;

16 c) The head of the facility that has custody over the mother for live births that
17 occur while she is in state custody.

18 SEC. 21. Duty to Inform the Civil Registrar of a Live Birth. - It shall be the duty of
19 the informants mentioned under this Act to inform a live birth within thirty (30) calendar days
20 from the date of a live birth, or from when they came to know of the live birth, to the LCR of
21 the place where the birth occurred.

22 SEC. 22. Duty to Keep Record of Births. - All health facilities shall submit to the civil
23 registrar a record of all births occurring in such facility, which shall contain information
24 required for registration, such as the name of the child, the parents, the medical attendant at
25 birth and the date of submission of registration documents to the civil registrar, or other
26 information that may be prescribed by the CRG.

1 SEC. 23. Registration of Foundlings with No Known Parents. - The registration of a
2 foundling or person with no known parents shall be governed by the relevant provisions of RA
3 11767 and other relevant issuances.

4 The out-of-town registration of birth shall be allowed in the case of delayed registration
5 where the place of application for registration is other than the place of birth of the person
6 requesting civil registration. The civil registrars and the CRG shall issue a COLB free of charge
7 regardless of delay.

8 SEC. 24. Registration of Children in Need of Special Protection. - The registration of
9 CNSP shall be made in the LCR where the child was born, if known. If the place of birth is
10 unknown, the registration shall be made in the place where the child was found.

11 A finder in custody of a CNSP shall, within forty-eight (48) hours, refer the CNSP to
12 any of the following receiving agencies for documentation and evaluation:

- 13 a. The nearest regional field or provincial office of the DSWD or the local social
14 welfare and development divisions;
- 15 b. The *Punong Barangay* of the locality where the CNSP was found;
- 16 c. The nearest police station; or
- 17 d. Child-care foundation.

18 The receiving agency upon referral and determination that the CNSP needs medical
19 attention, the receiving agency shall immediately bring the CNSP to the nearest medical facility
20 for the necessary treatment.

21 The receiving agency shall thereafter endeavor to determine if the CNSP is without a
22 primary caregiver or guardian or a fitting individual who can have temporary custody of the
23 CNSP. In all instances, the best interest of the CNSP shall be the paramount consideration in
24 choosing the guardian. In the absence of a suitable guardian, the *Punong Barangay* or the
25 police shall facilitate the commitment of the CNSP to the nearest regional or provincial office

of the DSWD or the local social welfare and development division or to a duly licensed and accredited orphanage or charitable institution.

The registration shall be made sixty (60) days from the date of the actual custody of the child by:

- a) The licensed social worker who has custody of the CNSP; or
- b) Those persons or institutions who are in immediate and protective custody of the CNSP.

In both cases, a CNSP Certification issued by the nearest Regional Field Office of the DSWD shall be presented by the custodian of the child when registering. The custodian should first endeavor to gather information from anyone knowledgeable on whether the child has already been registered. Otherwise, data as to the details of the child's birth should be obtained for purposes of filling-out the COLB.

For the registration of birth of a CNSP, the requirements are:

- a) Negative certification from the LCR or the PCRA, or any proof of declaration from the PCRA or the "Omnibus Certification." The "Negative Certification" is a declaration issued by the PCRA that there is no record of requested birth, while the "Omnibus Certification" is a list issued by the PCRA indicating that the person whose records are being verified, are in the custody of the PCRA. The Omnibus Certification is commonly issued upon the request of an organization, agency or department;
- b) Child case study report prepared by a licensed social worker;
- c) Certification from the nearest DSWD Regional Field Office that the child is a CNSP indicating the following information:
 - i. Name of the child;
 - ii. Sex of the child;
 - iii. Date of birth;
 - iv. Place of birth;

1 v. Name of at least one parent; and

2 vi. Citizenship of parents.

3 For unfilled items in the COLB, the word "Unknown" is acceptable. The approximate
4 date of birth of the child may be certified by a medical or dental practitioner as proof of age.
5 Such certification shall be provided by the medical or dental practitioner upon presentation of
6 the requirements listed in this section.

7 No fees and other related charges such as processing fee of penalties shall be imposed
8 on the registration of birth of CNSPs within the reglementary period.

9 In case of multiple registration of CNSP, the guidelines on double or multiple
10 registration shall be followed.

11 For regular reporting, the civil registrars shall submit the list of registered CNSPs to
12 DSWD and the CRG every 10th day of the month.

13 No annotations shall be indicated on the COLB of the CNSP. A temporary marking
14 shall be made only for purposes of recording and shall be subsequently erased upon final
15 issuance of the registered COLB.

16 SEC. 25. Live Births in Indigenous Cultural Communities or among Indigenous Peoples
17 and Muslim Filipinos. - The PCRA and the duly recognized national association of civil
18 registrars or the Philippine Association of Civil Registrars (PACR), in collaboration with NCIP,
19 National Commission on Muslim Filipinos (NCMF), Bangsamoro Autonomous Region in Muslim
20 Mindanao (BARMM), National Commission for Culture and the Arts, Council for the Welfare of
21 Children (CWC), distinguished anthropologists and selected elders and leaders of ICCs/IPs
22 shall establish an Indigenous Peoples Civil Registration System (IPCRS) that is sensitive and
23 appropriate to the unique cultural practices and identification systems of ICCs/IPs: *Provided,*
24 That the IPCRS shall be approved by the CRG, and the procedures and policies shall be
25 harmonized with existing laws and systems on civil registry: *Provided further,* That for

1 recording of names of children it is in accordance with the Naming conventions of Muslim
2 Filipinos.

3 In recording the birth of ICCs/IPs delivered in the traditional customs and practices
4 of the indigenous community, the report as to the circumstances of the birth primarily by the
5 tribal doctor or tribal midwife who attended to the delivery, legitimate birth or not, and
6 secondarily by any of the parents, shall be conclusive upon the CRG, the civil registrars and
7 the district or circuit registrars, without need for further proof. The IPCRS shall take into
8 account the various ethnic affiliations of the ICCs/IPs in the country. In the absence of any
9 identifying document, the self-ascription or ascription by any of the parents or tribal leader
10 or elder shall suffice to establish the identity of ICCs/IPs in civil registration, and request for
11 civil registry documents or certificates.

12 The CRG shall, in coordination with the NCMF and NCIP, prescribe guidelines for the
13 registration of those with religious affiliation and indigenous people's group or tribe.

14 SEC. 26. Mandatory Continuing Education and Training Program. - To ensure that
15 the efficient delivery of civil registration services meets the demand for quality civil registrars
16 who shall perform civil registration functions, the CRG together with the LGUs shall conduct
17 continuing education and training program for civil registrars, district and circuit registrars,
18 consuls general, and civil registry personnel, in collaboration with relevant partners in
19 government, academe, industry, and non-governmental organizations. Such training
20 programs shall be initiated, conducted based on training needs analysis, and evaluated
21 regularly throughout the year to ensure constant upgrading of skills of the civil registrars,
22 district and circuit registrars, consuls general, and civil registry personnel.

23 The Department of Health (DOH) shall provide capacity building for local health
24 officers, physicians, heads of health facilities and those in the health sector on their duties
25 and functions in relation to civil registration.

1 Sec. 27. Barangay Civil Registration System. - The CRG shall, in coordination with
2 the Department of Information and Communications Technology (DICT), establish a
3 systematic civil registration procedure at the barangay level, to be called the Barangay Civil
4 Registration System or the "BCRS", where elected and appointed barangay officials shall be
5 mandated to assist in the facilitation of civil registration within the area of jurisdiction, subject
6 to the provisions of this Act.

7 The Barangay Captain shall submit to the LCR of the city or municipality of residence,
8 the names of the Barangay Secretary as Ex-Officio Civil Registration Officer (CRO) and another
9 deputized barangay official as Civil Registration Assistant who shall assist in the registration
10 of all vital events of every individual within the area of jurisdiction.

11 The CRO or Barangay Secretary shall engage the barangay to support the
12 implementation of this Act, including the provision of fiscal and budgetary support to ensure
13 the mandatory registration of all born Filipinos. The CRG shall, in partnership with the LGUs,
14 and the PACR and other accredited government or private institutions, conduct regular training
15 and capacity building programs to upgrade the knowledge and skills in civil registration
16 functions of all partners in the barangay.

17 SEC. 28. Strict Confidentiality of Birth-Record. - In compliance with RA 10173 or the
18 "Data Privacy Act of 2012", the record of a person's birth shall be kept confidential and no
19 information relating thereto shall be issued except upon request of the following:

- 20 a) The concerned person, or any person authorized;
- 21 b) Spouse;
- 22 c) Any or both of the parents, direct descendants, the guardian, or institution
23 legally in-charge in case of a minor;
- 24 d) The court or the appropriate public official whenever absolutely necessary in
25 administrative, judicial or other official proceedings to determine the identity of the child's
26 parents or other circumstances surrounding the birth; and

1 e) The nearest kin in case of a person's death.

2 SEC. 29. Registration and Certification of Death. – No remains shall be buried,
3 cremated, transferred, or otherwise disposed of unless the proper permit or death certificate
4 issued by the municipal or city health officer has been presented and recorded in the LCR. A
5 permit to dispose of remains shall only be issued upon the submission of the duly
6 accomplished certificate of death to the local health officer. In the case of medico legal
7 deaths, said permit shall only be issued upon approval of the medicolegal officer conducting
8 medicolegal death investigation.

9 The DOH shall, in coordination with the CRG, DILG and local health officers, adopt
10 mechanisms to ensure uninterrupted service on weekends and holidays. In case the local
11 health officer is not available, the alternate may include:

- 12 a) A provincial health officer or the local health officer of a contiguous city or
13 municipality;
14 b) A government physician; or
15 c) A barangay secretary, provided that the cause of death has been determined
16 in accordance with this Act and the death is immediately reported to the local
17 health officer.

18 SEC. 30. Persons Responsible to Report a Death. - The responsibility of reporting to
19 the civil registrar that a death occurred within the Philippines, in applicable cases are:

- 20 a) The head of the health facility, or the physician who last attended to the
21 deceased, for deaths that occur in a health facility;
22 b) The physician who attended to the decedent during the last illness, or the next-
23 of-kin, or in default, any person who has knowledge of the death, for deaths occurring outside
24 health facilities;
25 c) The physician who attended the deceased, or in default, the health officer
26 concerned, any member of the family of the deceased or any person having knowledge of the

1 death shall immediately report the same to the local health authorities who shall issue a death
2 certificate and shall order the same to be recorded before the LCR where the death occurred;
3 and

4 d) Medicolegal officers of the Philippine National Police (PNP) or the National
5 Bureau of Investigation (NBI) for medicolegal deaths reported.

6 It shall be the duty of the funeral parlors, burial facilities, crematoriums, and
7 embalmers to report to the LCR pursuant to this Act, upon becoming aware that the death
8 has not been registered.

9 SEC. 31. Duty to Inform the LCR of Death Through the Local Health Officer. - It shall
10 be the duty of the informants mentioned in this Act to inform the LCR concerned of death
11 occurring within a prescriptive period of forty-eight (48) hours from the time of death, or from
12 the time of acquiring knowledge of the death, to the local health officer of the city or
13 municipality where the death occurred or where the body was found.

14 SEC. 32. Informants for deaths under Special Circumstances. - The persons
15 responsible for informing the LCR of the fact of death that occurs under special circumstances
16 are:

17 a) The driver of a vehicle, captain of a vessel, or pilot of an airplane, as the case
18 may be, or in case there are no survivors, the owner of the moving conveyance, for a death
19 that occurs aboard a vehicle, vessel, or airplane;

20 b) The imam, village chief, or tribal leader, as the case may be, for a death that
21 occurs within the Muslim community, or ICCs/IPs;

22 c) The head of a detention facility for deaths that occur in State custody.

23 In case of medicolegal deaths, the medicolegal officer of the PNP or the NBI to whom
24 the death is referred, shall report the death to the local health officer, within ten (10) days
25 from the date of death or receipt of the report of the death.

1 The local health officer, or another government physician authorized pursuant to this
2 Act shall, upon ensuring that information provided is complete or adequate for purposes of
3 registration, and that the medical certification of cause of death is properly filled-out, report
4 the death to the concerned civil registrar by forwarding the certificate of death and other
5 relevant documents within thirty (30) days from the time of or discovery of death.

6 SEC. 33. Medical Certification and Determination of the Cause of Death. - The cause
7 and manner of death of the deceased persons shall be determined and medically certified by
8 the persons, subject to the guidelines to be issued by the DOH, as follows:

9 a) The head of the health facility or the attending physician, in case of deaths
10 occurring in a health facility and deaths pronounced in the health facility;

11 b) The physician who last attended to the decedent during last illness, in case of
12 deaths occurring outside a health facility but with medical attendance;

13 c) The local health officer, or other physicians authorized, in case of deaths
14 occurring outside a health facility and without medical attendance, upon viewing the body in-
15 person or through video conference, and upon reviewing the decedent's medical records; or

16 d) By the medicolegal officer of the PNP or the NBI, pursuant to Section 29 of this
17 Act.

18 The cause and manner of death shall be reported to the LCR, in the same manner as
19 the fact of death. The local health officer may designate other physicians to determine the
20 cause and manner of death for deaths without medical attendance: *Provided*, That such
21 physician has undergone training on medical certification of the cause of death, as prescribed
22 by the DOH.

23 SEC. 34. Verbal Autopsy. - In cases when a person died outside a health facility and
24 without medical attendance, and no medical records are available to determine the cause and
25 manner of death of the decedent, the local health officer receiving the report of death or other
26 physicians authorized shall view the body in-person or through video conferencing and

1 conduct verbal autopsy to determine the most likely cause of death. The local health officer
2 may designate other physicians to conduct verbal autopsy provided said physicians have
3 undergone training on the use of verbal autopsy.

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

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

8 SEC. 35. Medicolegal Death. -The following deaths shall be considered medicolegal
9 deaths that must be reported by any person who has knowledge of such death to medicolegal
10 officers within the PNP or NBI in cases where it has jurisdiction:

11 a) Deaths due to known or suspected unnatural or external causes, including
12 violent deaths, whether due to homicide, suicide, or accident;

13 b) All potentially unlawful deaths;

14 c) Sudden, unexpected, or unexplained deaths not caused by a readily
15 recognizable disease, including dead-on-arrival cases with improbable or inconsistent medical
16 history or within the 24-hours of confinement;

17 d) Deaths in State custody, and

18 e) Other analogous cases.

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

23 The medicolegal officer shall certify and report the cause and manner of death, in the
24 form and manner prescribed by the CRG, and according to the guidelines to be issued by the
25 CRG in coordination with the DILG, Department of Justice (DOJ), and DOH.

1 In the absence of a medicolegal officer of the PNP and NBI in the city or municipality
2 where the death occurred, the PNP may authorize a local health officer or government
3 physician to conduct the medicolegal death investigation, provided that said local health officer
4 or physician shall act under the supervision of the PNP.

5 The cause and manner of death determined upon a request for second opinion made
6 to another agency shall not be registered without court order: *Provided*, That in case the
7 jurisdiction is transferred to the NBI or PNP upon order of the Secretary of the DOJ or the
8 Secretary of the DILG, the agency designated to conduct the medicolegal death investigation
9 shall be responsible for reporting the cause and manner of death.

10 The PNP or NBI medicolegal officer who caused the registration of medicolegal death
11 under this Act may apply for an amendment of the Certificate of Death or Certificate of Fetal
12 Death, based on the following grounds:

13 a) New findings from the medicolegal death investigation warrant an amendment
14 of entries; or

15 b) The death has been determined to be a medicolegal death but had not
16 undergone medicolegal death investigation, the entries in the Certificate of Death or Certificate
17 of Fetal Death were found to be erroneous.

18 SEC. 36. Duty to Keep Record of Death. - All health facilities shall annually submit
19 to the LCR a record of all deaths occurring in such facility, which shall contain information
20 required for registration, such as, the name of the decedent, the witness who certified to the
21 cause and manner of death, and the date of submission of registration documents to the LCR.

22 All funeral parlors, embalmers, cemeteries and crematoriums, shall likewise annually
23 submit to the LCR a record of all deaths referred to their facility for embalming, burial, or
24 cremation services, which shall contain the name of the decedent, the date of issuance of the
25 permit to dispose of the body, the name of embalmer, the date of registration of death, and
26 other information as may be required by the CRG.

1 SEC. 37. Classification of Diseases. - The DOH and the PCRA are hereby mandated
2 to adopt a standard for the classification of diseases, which must be consistent with the
3 classification of diseases adopted by the international community.

4 SEC. 38. Registration of Deaths of Unidentified Persons. - The CRG shall, in
5 coordination with the PNP, NBI, DOH and other relevant organizations, issue guidelines for
6 the registration of unidentified persons. The guidelines shall include mechanisms to amend
7 the identity, cause and manner of death and other particulars of the decedent when they
8 become known, in accordance with this Act.

9 The DOH shall ensure that all funeral parlors, burial facilities, and crematorium are
10 trained on disposal of unidentified bodies and remains.

11 SEC. 39. Monitoring and Review of the Causes of Death. – The DOH shall, through
12 its regional offices and provincial health officers, conduct regular and random audits of the
13 causes of death within their territorial jurisdiction, and shall submit reports and
14 recommendations to the CRG to improve the quality, accuracy, and timeliness of the
15 determination of the causes of death and the issuance of a certification.

16 SEC. 40. Delayed Registration of Death. - A deceased person's facts of death that
17 have not been registered within thirty (30) calendar days from the date of death shall be
18 allowed a delayed registration before the LCR at the city or municipality of the place of death.

19 In any case, out-of-town registration of death may be allowed.

20 SEC. 41. Registration of the Application for Marriage License. - The application for
21 marriage license shall be filed by the contracting parties before the LCR where one of the
22 parties resides. The civil registrar shall enter all applications in the Register of Applications
23 for Marriage License strictly in the order of receipt of applications. The civil registrar shall
24 record in said register the names of the applicants, the date on which the marriage license
25 was issued, and such other data as may be prescribed by the CRG.

1 No application shall be received by the civil registrar unless supporting documents are
2 attached thereto, and no application shall be posted unless it is received by the civil registrar.
3 The registration of the application shall only take place after the completion of the posting
4 period.

5 All applications for marriage license shall be governed by the pertinent provisions of
6 Executive Order No. 209.

7 SEC. 42. Registration of Marriage. - All marriages shall be registered by the
8 solemnizing officer before the LCR of the place where they were solemnized. Marriage among
9 Muslim Filipinos performed under their customs, rites, and practices shall be registered by the
10 officiating person, or if in default, the parties to the marriage before the district or circuit
11 registrar of the city or municipality where the Shari'a court exists, or in the absence of Shari'a
12 court, at the LCR where the marriage ceremony was held.

13 a) In case of marriages solemnized while in transit:

14 i. *En route* to or within the Philippines, the marriage shall be registered
15 at the place of residence of either party; or

16 ii. Leaving the Philippines, the marriage shall be registered at the
17 consulate of the Philippines in the place of destination of the parties,
18 or in the absence thereof, to the nearest Philippine Consulate Office
19 from the place of destination.

20 b) In cases of registration of traditional marriages and dissolution of marriages
21 among and between ICCs/IPs:

22 The report of marriage among and between ICCs/IPs solemnized in accordance with
23 customary laws, rites, traditions and practices by the person duly authorized to perform the
24 ritual or ceremony and by the parties to the marriage shall be conclusive upon the LCR or the
25 PCRA without need for further proof. For this purpose, the NCIP shall submit to the CRG a list
26 of ICCs/IPs recognized by each indigenous community to solemnize marriage according to its

1 customary laws or practices. The CRG shall issue a Certificate of Registration of Authority to
2 Solemnize Marriage (CRASM) to such ICCs/IPs for free.

3 In the case of indigenous communities whose traditional marriage ceremony does not
4 require the presence of a solemnizing officer, as determined by the NCIP, the report by the
5 contracting parties shall be conclusive upon the civil registrar or the CRG without the need for
6 further proof except personal confirmation, orally or in writing, by any of the parents or by a
7 tribal leader or elder of the indigenous community to which any of the spouses belong. For
8 this purpose, the NCIP shall furnish the CRG and all civil registrars with a list of indigenous
9 communities classified under this paragraph: *Provided*, That pending the submission of such
10 list, the oral or written confirmation of the tribal leader or elder shall be conclusive upon the
11 civil registrar concerned and the CRG.

12 The dissolution of marriage of ICCs/IPs following customary indigenous laws and
13 practices shall be directly recorded with the LCR with jurisdiction and the CRG without need
14 of court intervention: *Provided*, That such facts and information shall be confirmed orally or
15 in writing by a tribal leader or elder of the indigenous community to which any of the spouses
16 belongs.

17 All marriages shall be registered within thirty (30) days from the date of the marriage.
18 Marriages registered after the stipulated period shall be considered late registration but no
19 fee shall be imposed.

20 SEC. 43. Multiple Registration. - In cases of multiple registrations of birth, marriage
21 and death, the first duly registered document shall prevail, unless the court orders otherwise.
22 In no case shall double or multiple registration of marriages be allowed, except for cases
23 provided for by law. Subsequently, registered certificates registering the same birth, or death
24 shall no longer be issued.

25 For multiple marriages by and between the same parties, the first marriage shall
26 prevail, and not the first registered marriage of such parties.

1 The CRG shall inform the concerned LCR, Shari'a district or circuit court, or the
2 Philippine foreign service post of the multiple registration, for proper action. The CRG shall
3 prescribe guidelines on the copy issuance of civil registry documents involving multiple
4 registration.

5 SEC. 44. Registration of Solemnizing Officers. - All solemnizing officers shall file a
6 sworn application for registration of authority to solemnize marriage in accordance with the
7 guidelines prescribed by the CRG. The CRG shall review the same to determine that the
8 denomination, church, sect or religion officially operates in the Philippines and possess good
9 standing prior to registration, enlistment and issuance of the CRASM.

10 SEC. 45. Grounds for the Cancellation of CRASM. - The CRG has the authority to
11 cancel CRASM awarded to a solemnizing officer, upon due notice and hearing, and based on
12 grounds, as follows:

13 a) The bishop or the head of the religion or religious sect of which the solemnizing
14 officer is a member requests for the cancelation;

15 b) The solemnizing officer requested for self-cancellation;

16 c) The solemnizing officer ceases to be a member of the religion or religious sect
17 indicating in the certificate or with annotation that the officer retires, or ceases to be a priest,
18 minister;

19 d) The solemnizing officer is convicted by final judgment of any crime involving
20 moral turpitude;

21 e) The solemnizing officer becomes permanently incapacitated to discharge the
22 functions of the office;

23 f) The solemnizing officer willfully violates laws or regulations on marriage and
24 willfully does not fulfill duties as solemnizing officer; and

25 g) The solemnizing officer commits derogatory conduct unbecoming of a
26 solemnizing officer.

1 SEC. 46. Registration of Court Orders. - In case of court issuance or order concerning
2 the status of a person, the clerk of court shall advise the successful petitioner to register such
3 document before the LCR which has jurisdiction on the issuing court.

4 In cases of legal separation, absolute nullity of void marriages and annulment of
5 voidable marriages, the prevailing party shall cause the registration of the decree in the LCR
6 where the marriage was registered, where the family court is situated, and in the PCRA. Such
7 party shall report to the court compliance with this requirement within thirty (30) days from
8 receipt of the copy of the decree.

9 In case a person other than the petitioner shall apply to register a court order before
10 an LCR, the civil registrar has the responsibility to verify the veracity of the court issuance or
11 order, otherwise, registration thereof shall be refused.

12 The LCR where the event was registered shall forward a certified true copy of the order
13 to the LCR where the vital event affected was originally registered. The LCR where the vital
14 event was originally registered shall make proper annotations in the document and in the
15 applicable registry book. The LCR which has jurisdiction over the original registry document
16 shall send a certified true copy of the annotated document and the registered court order to
17 the CRG.

18 All corrected documents shall be reported to the PCRA during the usual reporting
19 month.

20 All court orders shall be registered within thirty (30) days after its finality, otherwise it
21 shall be considered as delayed registration.

22 All court orders shall be affected through annotations in the civil registry document
23 except in an adoption case when the child shall be entitled to the issuance of an amended
24 COLB.

1 SEC. 47. Duty to Inform LCRs of Divorce Among Muslim Filipinos. - The court decree
2 of Muslim divorces shall be registered in the Shari'a district or circuit court within thirty (30)
3 days after the divorce has become final and executory. The Shari'a district or circuit registrar
4 shall register court decree and shall transmit the same to the LCR, a Shari'a district or circuit
5 registrar or a foreign service officer where the marriage was registered for annotation.

6 SEC. 48. Foreign Decree or Judgment. - Where a marriage between two (2) Filipinos
7 or a Filipino and a foreign national is validly celebrated and a foreign divorce decree or
8 administrative issuance on termination of marriage is thereafter validly obtained abroad by
9 the petitioner spouse capacitating the petitioner to remarry, the foreign divorce decree or
10 administrative issuance must be reciprocally recognized and judicially enforced or confirmed
11 in the Philippines without the need of judicial process pursuant to Article 26, paragraph 2 of
12 Executive Order 209. *Provided*, That the judicial decree or court order shall be registered and
13 submitted as documentary evidence which shall be annotated in the PCR or the LCR where
14 the affected document is registered, to prove the capacity of the affected spouse to remarry.
15 *Provided*, That these foreign decrees, court orders or administrative issuances to be legal and
16 binding in the Philippine jurisdiction, must first be authenticated by the Philippine Consulate
17 in or proximate to the foreign country where it was secured prior its subsequent registration
18 and annotation with the PCR or the LCR which has the lawful jurisdiction over the affected
19 document.

20 SEC. 49. Registration of Judicial Declaration of Presumptive Death. - The clerk of
21 court who issues the order or the successful petitioner who declared the presumptive death
22 of a person shall submit a copy of the court order or decree together with the certificate of
23 finality of such decree or order to the LCR where the order was issued, within thirty (30)
24 calendar days from the time of issuance of the order, in accordance with the provisions of this
25 Act and Executive Order No. 209.

1 SEC. 50. Reporting of Vital Events Occurring Abroad. - All vital events of Filipinos
2 occurring abroad shall be reported to the Philippine foreign service post of the country of
3 residence or where none is located thereat, in the Philippine foreign service post of the country
4 nearest the place of residence of the party concerned or where the vital event occurred.

5 SEC. 51. Registration of Adoption. - All adoptions processed and recognized under
6 the Philippine law shall be duly registered in accordance with this Act.

7 The registration of administrative and judicial orders of adoption shall be governed by
8 RA 11642 and other relevant issuances.

9 SEC. 52. Rectification of Simulated Birth Records. - The registration of rectification
10 of simulated birth records shall be governed by RA 11222 or the "Simulated Birth Rectification
11 Act", as amended by RA 11642, and other relevant issuances.

12 SEC. 53. Taskforce on Cancellation of Fraudulent Certificate (TCFC). - All civil registry
13 certificates or documents, or even substantive documents submitted, processed and
14 transmitted through the PCRD are presumed strictly registered in good faith and accordance
15 with or compliant of the provisions of this Act and relevant existing laws on civil registration.
16 Any of the certificates or documents or even relevant substantive documents found to be
17 falsified, fabricated or spurious and obtained fraudulently by any individual, to include a
18 foreign national, shall immediately be temporarily be on hold and blocked, pending
19 investigation by the TCFC and the CRG.

20 The TCFC is hereby created to safeguard and protect the integrity of the PCRD since
21 this is where the most important basic data of the Filipinos are stored. The TCFC is composed
22 of:

- 23 a) Chairperson - Civil Registrar General;
- 24 b) Members - Undersecretaries of the DFA, Department of Interior and Local
25 Government (DILG), and DOJ, and the Assistant Solicitor General of the Office
26 of the Solicitor General.

1 The Legal Service of the PCRA shall serve as the TCFC secretariat who shall accept
2 complaints involving fraudulent civil registry certificates or documents. The TCFC shall have
3 the following powers and functions:

4 a) Formulate rules of procedure concerning the investigation, filing and reception
5 of complaints, conduct hearings and appeals involving cancellation of civil registry certificates
6 registered through fraudulent means, especially by any foreign national;

7 b) Conduct clarificatory hearings and investigations on civil registry certificates
8 fraudulently registered;

9 c) Issue summon, subpoena, and subpoena *duces tecum* to secure the production
10 of all necessary evidence concerning fraudulent cases registered, to include affidavits, records,
11 testimonies, and other substantive documents;

12 d) Promulgate decisions, after due notice and hearing, concerning complaints of
13 cancellation of fraudulent civil registry certificates;

14 e) Recommend to the DFA, DOJ, DILG, the Ombudsman, and other appropriate
15 agencies the filing of criminal, civil and administrative cases under existing laws against
16 individuals who participated in the fraudulent registration and the corresponding deportation
17 in the case of a foreign national, if cleared of the case; and

18 f) Perform such other duties and functions necessary to eradicate proliferation of
19 fraudulent civil registry certificate or document.

20 In order to protect and vouch on the integrity of the PCRD, upon receipt of report of
21 a spurious or falsified document, the TCFC shall within ten (10) days from the filing of the
22 complaint, immediately conduct investigation and assessment, in accordance with the
23 procedural requirements under Rule 108 of the Rules of Court, in addition to the following:

24 a) TCFC to conduct inquiry and assessment of the affected records in the PCRD
25 to verify the veracity of the report within ten (10) days from the filing of the
26 complaint;

- b) TCFC to facilitate investigation of the individual or personnel involved;
- c) TCFC to submit a report including case records on the verified details of the evidences and the spurious documents submitted, within thirty (30) days from the submission of response from the respondent;
- d) CRG to conduct a second level investigation and assessment of the case to identify the main reason of the problem;
- e) TCFC to recommend necessary legal action, to any person found guilty of producing the spurious document and in addition, penalize in accordance with the provisions of this Act;
- f) TCFC to recommend the non-appealable blocking or locking of the affected civil registry document on record in the PCRD, to protect its reliability and integrity.

SEC. 54. Registration of Legal Instruments. - All legal instruments shall be registered in the LCR of the place where the instrument was executed except for:

a) Affidavit of Reappearance – This is a sworn statement of the facts of circumstances of reappearance of a spouse declared to be absent or presumptively dead which shall be recorded with the LCR where the marriage of the subsequent spouse was recorded, and where the judicial declaration of presumptive death was recorded. The affidavit of reappearance shall be annotated both in the first and subsequent marriage of the spouses.

b) Marriage Settlement – This is an agreement signed between parties prior to celebration of marriage to fix their property relations within the limits provided by the family code. The agreement shall be registered in the LCR where the marriage was registered.

c) Admission of paternity or equivalent document, acknowledgment, legitimation, voluntary emancipation of minor, artificial insemination - These are sworn statements recognizing paternity of a child. The same shall be registered as prescribed under RA 9255, entitled "An Act Allowing Illegitimate Children to Use the Surname of Their Father, Amending For the Purpose Article 176 Of Executive Order No. 209, or other relevant laws.

1 d) Affidavit to use the surname of the Father – This allows the illegitimate children
2 to use the surname of the father.

3 SEC. 55. Registration of Affidavit of Legitimation. - The joint affidavit of legitimation
4 shall be registered in the LCR where the birth was registered.

5 SEC. 56. Registration of Affidavit of Ratification of Artificial Inseminations. – The
6 registration covers children conceived as a result of artificial insemination of the wife with the
7 sperm of the husband or that of a donor or both who are likewise legitimate children of the
8 husband and the wife: *Provided*, That both of them authorized or ratified such insemination
9 in a written instrument executed and signed by them before the birth of the child. The
10 instrument shall be recorded in the LCR together with the birth certificate of the child.

11 SEC. 57. Dissolution of Customary Marriage. - The dissolution of customary marriage
12 that has been registered as provided for under this Act shall be registered upon observing the
13 processes and requirements of customary law and practice of the concerned ICCs/IPs. It shall
14 be the duty of the parties to the marriage to inform the LCR of the place where the marriage
15 was registered, of the dissolution of marriage in the form and manner prescribed by the CRG.
16 All certificates of divorce shall be registered in the respective LCR or Shari’a district or circuit
17 court within thirty (30) days after the date of divorce by the interested party.

18 SEC. 58. Registration of Reacquisition of Philippine Citizenship under RA 9225 or the
19 “Citizenship Retention and Re-acquisition Act of 2003.” - The certificate of reacquisition of
20 Philippine citizenship together with the oath of allegiance shall be registered where the
21 instrument was executed.

22 SEC. 59. Civil Registry Documents as Prima Facie Evidence of Vital Events. - The
23 registry books making up the civil register, the office files in hard copies and its corresponding
24 digital files of the civil registries, certifications or certified copies from these files and all other
25 documents relating thereto shall be considered public documents and shall be *prima facie*
26 evidence of the truth of the facts therein contained.

1 The civil registrar shall not, under any circumstance, permit any document to be
2 removed from the office, except upon lawful order of the court in which case the proper
3 receipt shall be secured.

4 SEC. 60. Data Privacy and Confidentiality of Civil Registration Records. - All processes,
5 databases, and information gathered through and stored in the PCRD shall be processed in
6 accordance with RA 10173.

7 The CRG shall adopt such controls and safeguards as are appropriate and necessary
8 to ensure that only authorized personnel have access to its data and records, and that the
9 confidentiality of the information handled and processed by the civil registration and vital
10 statistics system is protected at all times, in accordance with the relevant provisions of
11 Presidential Decree No. 603 or "The Child and Youth Welfare Code", as amended, and RA
12 10173.

13 SEC. 61. Generation and Sharing of Vital Statistics from Civil Registration Information.
14 - The PCR information shall be the primary source of vital statistics, as needed by the CRG,
15 which may be supplemented by census and other numerical data from the statistical arm of
16 the government, the PSA. The CRG shall, in coordination with the National Statistician,
17 regularly publish vital statistics and reports, for the social welfare, health and education
18 programs of the government, subject to the Data Privacy principles of this Act and RA 10173.

19 SEC. 62. Digital or Electronic Reporting of Births, Deaths and Marriages. - The CRG
20 shall, in coordination with the Secretary of the DICT, develop and adopt appropriate
21 technology to facilitate and improve the PCRD that will digitalize civil registration processes
22 and facilitate the digitization of the national register, local registers and other records. For this
23 purpose, the CRG, in coordination with the Secretary of the DICT, may issue guidelines on:

24 a) The digitalization of civil registration processes and digitization of the national
25 register, local registers, and other civil registration records;

1 b) The requirements for the adoption of the PCRD or its interoperability or
2 integration with its systems adopted by LCRs, district and circuit registrars, Philippine foreign
3 service posts, health facilities, and BCRS;

4 c) The use of electronic or digital signatures for registration of vital events in
5 accordance with the provisions of RA 8792 or the "Electronic Commerce Act of 2000."

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

9 The CRG shall prescribe the form of civil registry documents and reports, in electronic
10 or digitized files, printed on security paper, for use by the civil registrars, Shari'a district and
11 circuit registrars, and Philippine foreign service officers.

12 SEC. 63. Digitization of all Civil Registry Files. – All registered documents under the
13 safekeeping of the CRG and the civil registrars shall be digitized. In addition to the usual
14 reports and forwarding of the printed hard copy files, digitized files shall also be submitted to
15 the CRG as back up files of the PCRD, for digital archiving purposes.

16 SEC. 64. Electronic Filing System. - The CRG through the civil registrars, Shari'a
17 district and circuit registrars and Philippine foreign service officers shall establish an electronic
18 system for filing of petitions, appeals and other processes under RA 9048, as amended by RA
19 10172 relevant to civil registration.

20 SEC. 65. Development of Software for the PCRD. - The PCRA through the CRG and the
21 Secretary of the DICT shall, in close coordination with the PACR and the Secretary of the
22 DILG, develop official software most responsive to a digitized PCRD implementation.
23 Participation and assistance of international and local private organizations having parallel
24 objectives on the full development of digital civil registration may be sought in the
25 development of this software. Among other features, this software shall include the highest
26 degree of data security to ensure the integrity of its database.

1 SEC. 66. Linking of the PCRD and the Philippine Identification System Database. - The
2 CRG shall, in close coordination with the DICT, link the PCRD to the PhilSys Database as
3 governed by RA 11055. The CRG shall, in coordination with the PSPCC and the DICT, issue
4 guidelines to ensure that the PCRD is securely shared and linked to the PhilSys Database,
5 maintaining the highest degree of data security and ensuring the integrity of the databases.

6 SEC. 67. Digitalization of Linkages and Interconnection of All Participating LCRs and
7 the CRG. – All capable civil registrars, including Shari’a district and circuit registrars, consuls
8 general, and CRG shall be authorized for interconnection to facilitate retrieval, online
9 certifications, and issuance of digitized copies for and in behalf of other civil registrars using
10 LGU-linked PCRD digital files subject to pertinent laws, rules or regulations on the
11 confidentiality of civil registry records.

12 SEC. 68. Immunity from Suit of Civil Registration Officers. - The CRG, all civil
13 registrars, assistant local civil registrars, district and circuit registrars, foreign service officers
14 and other officers who perform civil registration functions shall not be subjected to any action,
15 claim, or demand in connection with any act done or omitted by them in the performance of
16 their duties and exercise of their powers to implement the provisions of this Act, except for
17 actions and omissions done in bad faith or gross neglect of duty.

18 Unless the actions of the above-mentioned officers are found to be in willful violation
19 of this act or evidently performed with bad faith or gross negligence, the above-mentioned
20 officers are held free and harmless to the fullest extent permitted by law from any liability,
21 and they shall be indemnified for any and all costs, and expenses of whatever kind and nature
22 that may arise in connection with the lawful exercise of their powers and performance of their
23 duties and functions.

24 SEC. 69. Penal Provision. - Any person performing civil registry functions shall be
25 prohibited from:

- 26 a) Forging civil registration documents, entries, certificates, and registries;

- 1 b) Doing falsification, alteration, or tampering of civil registration documents,
- 2 certificates, and registries;
- 3 c) Submitting false information in registering vital events;
- 4 d) Using, abetting to use, or processing falsified or illegally obtained certificates
- 5 and security papers; and
- 6 e) Profiteering and unauthorized facilitation of registration and copy issuance of
- 7 civil registry documents.

8 Any person who is found guilty of committing the foregoing violations shall upon
9 conviction be punished with imprisonment of six (6) to twelve (12) years or a fine of not less
10 than Five hundred thousand pesos (P500,000.00) but not more than One million pesos
11 (P1,000,000.00) or both, at the discretion of the court.

12 Any civil registration officer found to be in willful violation of this act or who evidently
13 performed with bad faith or gross negligence of duty, specifically involving commission of
14 irregularities in the registration of vital events, to include the use of falsified information,
15 certificates or security papers, shall be punished with imprisonment of six (6) to twelve (12)
16 years or a fine of not less than Five hundred thousand pesos (P500,000.00) but not more
17 than One million pesos (P1,000,000.00) or both, at the discretion of the court.

18 Any government official or employee, solemnizing officer, medical practitioner or
19 employee of a health facility authorized to prepare civil registry documents but failed to
20 inform or register the vital occurrence shall be punished with imprisonment of six (6) to
21 twelve (12) years or a fine of not less than Five hundred thousand pesos (P500,000.00) but
22 not more than One million pesos (P1,000,000.00) or both, at the discretion of the court.

23 In all instances, if the violation was committed by a government official or employee,
24 the penalty shall include perpetual disqualification from holding any public position or
25 employment in any branch of the government, Government Owned or Controlled
26 Corporation, and subsidiaries.

1 It shall be unlawful for health facilities and responsible personnel, and medical
2 practitioners, to refuse to report or cause the registration of a vital event due to non-payment
3 of hospital fees.

4 Any government official or employee, or any medical practitioner or health facility
5 who commits the foregoing violations shall, upon conviction, be punished with imprisonment
6 of six (6) years but not more than twelve (12) years or fine of not less than Five hundred
7 thousand pesos (P500,000.00) but not more than One million pesos (P1,000,000.00) or both,
8 at the discretion of the court.

9 In case of acts committed by private individuals, the penalties imposed in this section
10 shall be in addition to those imposed on acts or omissions punishable by existing penal
11 provisions and other laws.

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

14 This provision shall be without prejudice to other fines and fees that may be imposed
15 on government officials and employees for misfeasance, malfeasance, and other acts and
16 omissions prohibited by other laws.

17 SEC. 70. Appeals. - Any person whose interest is affected by a decision or inaction
18 of a civil registrar, a Shari'a district or circuit registrar, a Philippine foreign service officer, or
19 any registration officer who performs civil registration functions under this Act, may appeal
20 the decision or inaction to the CRG, in accordance with the prescribed procedures.

21 Appeals from decisions of the CRG may be made in accordance with Rule 43 of the
22 Rules of Court on "Appeals from the Court of Tax Appeals and Quasi-Judicial Agencies to the
23 Court of Appeals."

24 SEC. 71. Use of Income. – The ten percent (10%) of the income generated from the
25 civil registration services shall be retained and utilized for the upgrading of equipment,
26 system, database, physical facilities and operations of the civil registries.

1 SEC. 72. Appropriations. - The amount necessary for the initial implementation of
2 this Act shall be charged against the current year's appropriations of the National Economic
3 and Development Authority. Thereafter, such sum as may be necessary for the continued
4 implementation shall be included in the annual General Appropriations Act.

5 SEC. 73. Implementing Rules and Regulations. - Within sixty (60) days from the
6 effectivity of this Act, the PCRA shall promulgate the IRR for the effective implementation of
7 this Act. The PCRA, in coordination with the DICT, may consult with the DFA, DILG, DOJ,
8 DSWD, NCMF, Office of the Supreme Court Administrator, University of the Philippines Law
9 Center, PACR, National Privacy Commission, DOH, Office of the Solicitor General, NCIP, Child
10 Rights Network, Commission on Human Rights, Bureau of Immigration, CWC, National
11 Council on Disability Affairs, Commission on Filipinos Overseas, Department of Education,
12 Overseas Workers Welfare Administration, NACC, international agencies, civil society
13 organizations, related ministries of the BARMM, and such other agencies in the formulation
14 of the IRR.

15 After every five (5) years of implementation of this Act, the Congress of the Philippines
16 shall, through the Committee on Population and Family Relations of the House of
17 Representatives and the Senate Committee on Health and Demography, together with the
18 CRG, conduct regular review to assess the accessibility of registration and design of the PCR
19 and the PhilSys databases and implement programmatic interventions to address gaps in civil
20 registration system and the PhilSys for an updated data management and standards.

21 SEC. 74. Separability Clause. - If any part, section or provision of this Act is held
22 invalid or declared unconstitutional, other parts or provisions hereof not affected thereby shall
23 continue to be in full force and effect.

24 SEC. 75. Repealing Clause. – RA 3753 or the “Civil Registry Law of the Philippines”, RA
25 10625, or the “Philippine Statistical Act of 2013”, PD 1083 or the “Code of Muslim Personal
26 Laws of the Philippines”, and Executive Order No. 157, entitled “Establishing a Civil

1 Registration System for Muslim Filipinos”, are hereby amended. All other laws, rules,
2 regulations, orders, memoranda or circulars inconsistent with this Act are also hereby repealed
3 and modified accordingly.

4 SEC. 76. Effectivity. - This Act shall take effect fifteen (15) days after its publication in
5 the *Official Gazette* or in a newspaper of general circulation.

6 Approved,