

2/2



Kagawaran ng Ugnayang Panlabas

Department of Foreign Affairs

OFFICE OF CONSULAR AFFAIRS

FOREIGN SERVICE CIRCULAR NO. 115-2014

**SUBJECT: Registration of All Legal Instruments Relative to  
or Affecting Births that Occurred Abroad**

Foreign Service Posts are informed on the guidelines in the submission of birth records to Philippine Statistics Authority and that all legal instruments relative to or affecting births that occurred abroad must first be registered at the City Civil Registrar of Manila.

The attached Circular No. 96-2A further amending Rule 61 of NSO's Administrative Order No.1, S 1993 stating that " all legal instruments abroad shall be registered in the City Civil Registry Office (CCRO) of Manila, including legal instruments which may be executed in the Philippines if the vital events referred to in the later instruments occurred in a foreign country and duly registered in the Philippine Foreign Service Post.

Clients may be advised to secure a copy of the legal instrument (e.i. Affidavit of Legitimation) and register this at City Civil Registry Office (CCRO) of Manila. Then submit the certified photocopy of the said legal instrument and certificate of registration issued by CCRO of Manila to PSA for processing.

For reference and guidance.

For the Secretary of Foreign Affairs:

  
**WILFREDO C. SANTOS**  
Assistant Secretary

Pasay City, JUN 03 2014

ALL PHILIPPINE DIPLOMATIC AND CONSULAR POSTS/RCOs