



# KALINGA

## CIVIL REGISTRY SYSTEM

### FEBRUARY 2025

Reference No. 25CAR32-412

Date of Release: 26 March 2025

## COPY ISSUANCE IN SECURITY PAPER



CERTIFICATE OF LIVE BIRTH

3,160



CERTIFICATE OF DEATH

86



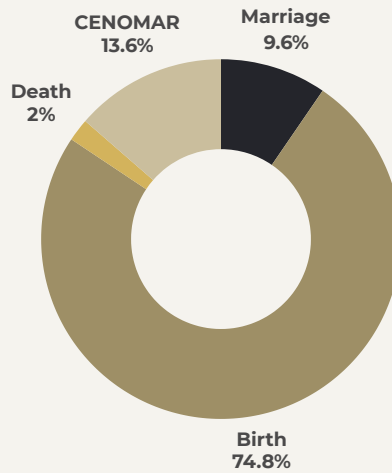
CERTIFICATE OF MARRIAGE

404



CERTIFICATE OF NO MARRIAGE

575



4,225

SECURITY PAPERS  
WERE ISSUED FOR  
THE MONTH OF  
FEBRUARY 2025

“ Civil Registry Documents in Security Paper (SECPA) is a public document that contains the vital events pertaining to status of the persons, that either birth certificate, marriage certificate, CENOMAR and death certificate. ”

## CRS APPOINTMENT SYSTEM

- Step 1:** Read and understand the Steps, Privacy Notice, and Important Reminders.
- Step 2:** Select the purpose of the appointment. If the purpose is for Court Decree and Legal Instrument request, book for an appointment at the East Avenue, Quezon City.
- Step 3:** Select the PSA Civil Registry System Outlet for appointment. Read and understand the Important Reminders.
- Step 4:** For Appointee/Requester Information, or the person who will personally transact in the PSA Civil Registry System Outlet, provide the complete name, active email address, and mobile number. The system will send a One-Time-Pin at the indicated email address.
- Step 5:** Verify the One-Time-Pin.
- Step 6:** Select the type of civil registry document and certification to be requested. If requesting for someone else, select the relationship and the requirement information of the document owner. Only 2 application request by an Authorized Representative shall be accepted.
- Step 7:** Select the date and time of the appointment.
- Step 8:** Review and confirm the details of the appointment. A copy of the appointment will be sent to the appointee's email address to be presented on the date of appointment.
- Step 9:** Be at the PSA Civil Registry System Outlet a few minutes earlier. Ensure the completeness of requirements such as completely filled up Application Form/s, valid IDs, and Authorization Letter/Special Power of Attorney/Affidavits, if necessary.



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