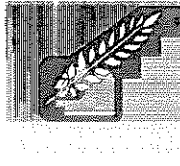


P.O. Box 779 Manila, Philippines  
Cable Address: NSOPHIL  
E-mail: C.Ericta@mail.census.gov.ph  
Web: <http://www.census.gov.ph>  
Telephone: (632) 9267333 & (632) 926-1075  
Fax: (632) 9267329



Republic of the Philippines  
Office of the Civil Registrar General  
National Statistics Office  
EDSA corner Times St.  
West Triangle, Quezon City 1104

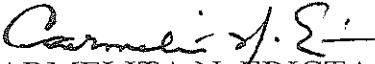
Ref. No. 03CRD001-023  
(Pls. cite in your reply)

26 June 2003

MEMORANDUM

TO : All Regional Director/Provincial Statistics Officers

SUBJECT : Requests made through e-mails, fax messages and Letters/communications

FROM :   
CARMELITA N. ERICTA, *gk*  
NSO Administrator & Civil Registrar General

Effective immediately, all Regional and Provincial Offices with Serbilis Centers are hereby instructed to stop sending applications for certifications of birth, marriage, death and other documents through e-mails, fax, and/or letters/communications. All applications filed in your office must be processed through the CRS.

On the other hand, all Provincial Offices which do not have Serbilis Centers are advised to enter the applications using BREQS.

Please be reminded that requests for Court Order, Legal Instruments and Indorsements shall still be forwarded to the Central Office, attention CRD while R.A. 9048 requests will be addressed to the Administrator's Office. However, the Central Office will not accept follow-up on R.A. 9048 petitions. Please advise petitioners to course their inquiry at the Local Civil Registry Office where they filed the said petition.

For your information and strict compliance.

Thank you.