



Reference No. 16CRS00-5783

**MEMORANDUM CIRCULAR No. 2016 - 05**

TO : All City/Municipal Civil Registrars/ Officers-in-Charge

SUBJECT : Request for Copy of the Certificate of Live Birth Prior to Adoption

DATE : 26 July 2016

Request for the Certificate of Live Birth (COLB) prior to adoption is the basis for the preparation of the amended Certificate of Live Birth at the Local Civil Registry Office (LCRO) but it cannot be issued to a third party agency such as the Department of Foreign Affairs, Foreign Embassies and courts to be used in evidence unless there is a court decision or order to produce the same pursuant to Sec.14 of the Domestic Adoption Act of 1998 that states:

"Sec 14. *Civil Registry Record.* - An amended certificate of birth shall be issued by the Civil Registry, as required by the Rules of Court, attesting to the fact that the adoptee is the child of the adopter(s) by being registered with his/her surname. The original certificate of birth shall be stamped "cancelled" with the annotation of the issuance of an amended birth certificate in its place and shall be sealed in the civil registry records. The new birth certificate to be issued to the adoptee shall not bear any notation that it is an amended issue."

Hence, PSA is not obliged to issue and provide the COLB prior to adoption unless there is a court order or court decision for its issuance.

For your information and guidance.

*Lisa Grace S. Bersales*  
**LISA GRACE S. BERSALES, Ph.D.**  
National Statistician and Civil Registrar General

*atr* *fn*

cc:  
All RDs/PSOs  
All Embassies  
DFA