

RESOLUTION ON SUBMISSION OF (A) THE CERTIFICATES ISSUED BY THE NSO IN SECURITY PAPER WITH THE NSO CIVIL REGISTRAR GENERAL'S SIGNATURE, OR (B) THE COMPUTER GENERATED NSO CERTIFIC...

PRC RESOLUTION NO. 2004-234A, S. 2004, September 13, 2004

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/74481a889289/>

WHEREAS, examinees and registered professionals provide data on name, date of birth, civil status, etc. to the Professional Regulatory Boards (PRBs) and the Professional Regulation Commission (PRC) when they apply for and take their licensure examinations and when they register;

WHEREAS, the PRBs subject to approval by the PRC grant petition for change or correction of data that are on record with or under custody of the PRBs and PRC, provided that the foregoing petition is supported with documents issued by the National Statistics Office (NSO) and other concerned agencies;

WHEREAS, only the following Civil Registry documents: certified true copies of (a) the certificates issued by the NSO in security paper with the NSO Civil Registrar General's Signature, or (b) the computer generated NSO certificate stating at the dorsal portion thereof, "A CERTIFIED TRUE COPY: Office of the Civil Registrar General" duly signed by an authorized NSO statistician in security paper with attached original receipt of payment thereof;

WHEREAS, the requirement for the Civil Registry documents to be issued by the NSO in security paper has been brought about by the noble aim of the PRBs and PRC to ensure the integrity and reliability of a document in support of a petition; and

WHEREAS, it would be appropriate to grant a petition if no misrepresentation therein has been established after a careful review and scrutiny; all those with major discrepancies or differences in names and/or other data call for an inquiry by the concerned PRB through the PRC Legal and Investigation Division if the foregoing have brought about misrepresentation or any act of dishonesty whether it is a cause or ground for disciplinary action under the concerned professional regulatory law or an offense involving moral turpitude cognizable by the court; and the other petitions with criminal violations need a criminal prosecution against the offenders, e.g., the examinees and registered professionals and/or other persons;

NOW, THEREFORE, THE COMMISSION HEREBY RESOLVED, AS IT NOW RESOLVES, THAT any petition mentioned hereunder shall only be accepted upon compliance with the following Certified True Copies of (a) the certificates issued by the NSO in security paper with the NSO Civil Registrar General's Signature, or (b) the computer generated NSO certificate stating at the dorsal portion thereof, "A CERTIFIED TRUE COPY: Office of the Civil Registrar General" duly signed by an authorized NSO statistician in security paper with the attached original receipt of payment therefor:

- I. Change of Name and Status by Reason of Marriage
- Verified Petition for Change of Name and Status;

- Certified True Copies of (a) the certificates issued by the NSO in security paper with the NSO Civil Registrar General's Signature, or, (b) the computer generated NSO certificate stating at the dorsal portion thereof, "A CERTIFIED TRUE COPY: Office of the Civil Registrar General" duly signed by an authorized NSO statistician in security paper of Marriage Certificate, or
- Marriage Contract issued by Shariah Court and authenticated by the National Statistics Office (NSO) for Muslim Rites in security paper, and a Certified True Copy of the Certificate of Live Birth issued by the NSO in security paper showing the conversion of Christian Name to Muslim Name, if necessary, or
- Marriage Certificate duly authenticated by the Philippine Consulate Office abroad for Marriages outside the Philippines, and a Certified True Copy of such Marriage Certificate issued by NSO in security paper.

II. Change of First name Pursuant to Republic Act No. 9048 and Change of Name Pursuant to Rule 103:

- Verified Petition for Change of Name, and
- Certified True Copies of (a) the certificates issued by the NSO in security paper with the NSO Civil Registrar General's Signature, or (b) the computer generated NSO certificate stating at the dorsal portion thereof, "A CERTIFIED TRUE COPY: Office of the Civil Registrar General" duly signed by an authorized NSO statistician in security paper of the Amended Certificate of Live Birth;
- Original or Certified True Copy of the Transcript of Records of the petitioner bearing his/her name which conforms to that in the Certificate of Live Birth.

III. Correction of Name Due to Typographical/Clerical Errors Pursuant to Republic Act No. 9048:

- Verified Petition for Correction of Name, and
- Certified True Copy of the Amended Certificate of Live Birth issued by NSO in security paper;
- Original or Certified True Copy of the Transcript of Records of the petitioner bearing his/her name which conforms to that in the Certificate of Live Birth.

IV. Correction of Date of Birth Pursuant to Rule 108 of the Rules of Court:

- Verified Petition for Correction of Date of Birth,
- Certified True Copy of Amended Certificate of Live Birth issued by NSO in security paper;
- Original or Certified True Copy of the Transcript of Records of the petitioner bearing his/her date of birth which conforms to that in the Certificate of Live Birth.

V. Reversion of Married Name to Maiden Name and Change of Status from Married to Single Due to Death/Annulment/Nullity or Declaration of Presumptive Death of the Original Spouse:

- Verified Petition to Revert from Married Name to Maiden Name and Change of Status from Married to Single due to Death/Annulment/Nullity or Declaration of Presumptive Death,
- Certified True Copy of Death Certificate issued by NSO in security paper (if death was the reason for reversion of name),
- Original or Certified true/photo copy of Court's Decision/Order/Resolution/Decree annulling or nullifying the previous marriage or declaring the absentee spouse as presumptively dead,
- Original or Certified true/photo copy of finality of said Court's Decision/Order/Resolution/Decree, and
- Certified True copy of Certificate of Live Birth issued by NSO in security paper.

VI. Change of Name Due to Re Marriage Because of Death, Nullity Annulment, or Declaration Presumptive Death of Original Spouse:

- Verified Petition for Change of Name from Married to Married due to any of the above circumstances,
- Certified True Copy of Death Certificate issued by NSO in security paper (if death was the reason for re-marriage), or
- Original or Certified true/Photo Copy of the said Court's Decision/Order/Resolution/Decree declaring such marriage as annulled, nullified, or the absentee spouse as presumptively dead, and
- Certified True Copy of the Marriage Certificate/Contract of the subsequent marriage issued by NSO in security paper.

VII. Petition for Change/Correction of Name or Date of Birth in order to conform to the Name and Date of Birth appearing on the Birth Certificate or Certificate of Live Birth:

- Verified Petition for Change/Correction of Name/Date of Birth to Conform to the Name or Date of Birth appearing on the Certificate of Live Birth,
- Certified True Copy of Certificate of Live Birth issued by NSO in security paper, and
- Personal Affidavit stating the following:
 - Why another Name or Date of Birth was used instead of that appearing on the Certificate of Live Birth,
 - Why no correction was made prior to the taking of the examinations,
 - Why correction was made only after a lapse of time,
 - Number of times a petition for any change or correction has been made indicating the nature of change, and
 - Other data or facts relevant and material to the said petition.

Resolutions, Memorandum Circulars or Orders, and other issuances inconsistent with any provision of the herein Resolution are hereby repealed and/or amended accordingly.

This resolution shall take effect immediately.

Adopted: 13 September 2004

(SGD.) ANTONIETA FORTUNA-IBE

Chairperson

(SGD.) AVELINA A. DE LA REA

(SGD.) LEONOR TRIPON-ROSE

Commissioner

Commissioner

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at <https://batas.org>

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.