

PROVIDING FOR THE RATIONALIZATION AND UPGRADING OF THE EXISTING PASSPORT EXTENSION OFFICES OF THE DEPARTMENT OF FOREIGN AFFAIRS INTO REGIONAL CONSULAR OFFICES

EXECUTIVE ORDER NO. 253, June 22, 1995

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/93e96ac5e9b8-2/>

WHEREAS, it is the policy of the government to bring public service closer to the people;

WHEREAS, the Department of Foreign Affairs (DFA), desirous of providing services to cover the widest possible area, has created ten (10) Passport Extension Offices, whose primary function is the delivery of passport services, in the following regions:

- San Fernando, La Union (Region I)
- Cauayan, Isabela (Region II)
- San Fernando, Pampanga (Region III)
- Lucena City, Quezon (Region IV)
- Legaspi, Albay (Region V)
- Iloilo City, Iloilo (Region VI)
- Cebu City, Cebu (Region VII)
- Zamboanga City, Zamboanga (Region IX)
- Cagayan de Oro City (Region X)
- Davao City, Davao (Region XI)

WHEREAS, pursuant to recent human resource development diplomacy thrust of the DFA, the Passport Extension Offices also engage in public information and education of government policies and attend to requests for assistance from relatives of overseas contract workers (OCWs) residing within their respective regional jurisdiction;

WHEREAS, in order to sustain efforts in providing assistance to OCWs and their relatives in the Philippines, there is a need to upgrade the functions, scope and responsibilities of the Passport Extension Offices.

NOW, THEREFORE, I, FIDEL V. RAMOS, President of the Republic of the Philippines, by virtue of the powers vested in me by law, do hereby order the upgrading of the DFA Passport Extension Offices into Regional Consular Offices.

SECTION 1. Organization - The DFA Regional Consular Offices shall be composed of Home Office - based personnel and locally hired employees from the Region. It shall be headed by an Officer-In-Charge, who shall have the minimum rank of Foreign Service Staff Officer (FSSO).

SECTION 2. Staff House - The DFA Regional Consular Office is duly authorized to rent a staff house for its Home Office - based personnel, preferably in the same building or premises where the Office is situated.

SECTION 3. Funding - Funding for the Regional Consular Office shall come from the annual budget of the Department of Foreign Affairs and the Passport Revolving Fund. For Calendar Year 1995, an initial fund of Five Million Pesos (P5M) shall be released from the President's Contingent Fund and/or any available appropriations for CY 1995, as may be determined by the Department of Budget and Management, for the upgrading of the ten (10) existing extension offices and the creation of at least two (2) Regional Consular Offices in Regions VIII and XII.

SECTION 4. Additional Guidelines - The Secretary of Foreign Affairs is hereby directed to formulate the additional implementing guidelines that may be necessary to effect this Order. Provided, that all provisions and guidelines that have financial implications are properly coordinated with the Secretary of Budget and Management.

SECTION 5. Effectivity - This Executive Order shall take effect immediately.

Adopted: 22 June 1995

(SGD.) FIDEL V. RAMOS
President

By the President:

(SGD.) RUBEN D. TORRES
Executive Secretary

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.