# REQUEST FOR CORRECTION OF DATE OF BIRTH

Read online (full-text search, related cases, audio case brief): https://batas.org/library/ff7d2f80c8b9/

Pursuant to Section 12 (3), the Civil Service Commission is empowered to promulgate policies, standards and guidelines for the efficient and effective personnel administration in the government. It also bound to keep and maintain personnel records of all officials and employees in the civil service.

In the performance of these functions, the Commission attends to and acts on requests for correction of date of birth for purposes of appointment, promotion, transfer, retirement and other personnel actions. However it has been observed that numerous requests for correction of date of birth have been submitted for the obvious purpose of delaying and/or postponing the actual date of their compulsory retirement.

Thus, in order to forestall any attempt to unduly extend the services of officials and employees who have reached the compulsory retirement age of 65 years or to effect early compulsory retirement by the mere expedience of filing a request for correction of date of birth the Commission resolved to adopt, as it hereby adopts as the policy on these cases as follows:

> 1. All requests for correction of date of birth for the purpose of retirement, shall be filed with this Commission or its proper Regional Office not later than five (5) years prior to the expected date of compulsory retirement; and
>
> 2. This period of five (5) years does not apply where the request is supported by primary evidence that is a certified true copy of the Certificate of Live Birth issued by the proper authorities but all requests for correction of date of birth on the basis thereof should be filed not later than one (1) year before the applicant's expected date of retirement.

Adopted: 11 April 1990

(SGD.) PATRICIA A. STO .TOMAS
Chairman



*Turn this case into an audio lecture - facts, issues, ruling and doctrine - at batas.org*

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.