



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

Reference No. 20CRS00-08-2021

**MEMORANDUM CIRCULAR NO. 2020-19**

**TO :** ALL CONCERNED PSA OFFICIALS AND  
EMPLOYEES, ALL CITY/MUNICIPAL CIVIL  
REGISTRARS, ALL OTHER STAKEHOLDERS  
CONCERNED

**SUBJECT :** Procurement of Civil Registration Forms

**DATE :** 03 August 2020

Pursuant to Section 2 of Act No. 3753, otherwise known as the “Civil Registry Law” as further reiterated in Rule 1 (b) of Administrative Order No. 1 Series of 1993 regarding the Implementing Rules and Regulations of Act No. 3753 and other Laws on Civil Registration, that authorizes the Civil Registrar-General, “to prepare and order printed the necessary forms” relative to civil registration, the Philippines Statistics Authority (PSA) shall resume the procurement of civil registration forms (CRFs) effective immediately.

The procurement of CRFs shall be undertaken by the PSA-Central Office in accordance with the Republic Act No. 9184 or “Government Procurement Reform Act” and its 2016 Revised Implementing Rules and Regulations.

For the convenience of Local Civil Registry Offices (LCROs) and other partners in the registration of vital events, the printed CRFs with security features shall be transported to the Regional Statistical Service Offices (RSSOs)/Provincial Statistical Offices (PSOs) nationwide.

In this connection, City/Municipal Civil Registrars (C/MCRs) and other stakeholders can now coordinate with the PSOs for their requirements. The CRFs shall be sold at printing cost and PSA shall issue an official receipt for the purpose.



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101  
Telephone: (632) 8938-5267  
[www.psa.gov.ph](http://www.psa.gov.ph)

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ALL OTHER PREVIOUS ISSUANCES INCONSISTENT WITH THIS  
MEMORANDUM CIRCULAR ARE HEREBY AMENDED AND  
SUPERSEDED.

For your information and guidance.



**DENNIS S. MAPA, Ph.D.**

Undersecretary

National Statistician and Civil Registrar General

MLM/FSS/CAO