



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

Reference No. 22CRS02-03-158

**MEMORANDUM CIRCULAR NO. 2022- 09**

TO : ALL CITY/MUNICIPAL CIVIL REGISTRARS/OICs

SUBJECT : Authorized Officials to Sign the Certificate of Legal Capacity to Contract Marriage in Manila

DATE : 10 March 2022

Please be informed that the following officials of the Consulate of the Republic of Korea are authorized to sign the Certificate of Legal Capacity to Contract Marriage in Manila starting **28 February 2022**:

NAME	DESIGNATION
SHIN, MINCHEOL	Consul
LEE, SANGMOK	Consul

Also, the Korean Consulate in Cebu may issue the aforementioned certification on exceptional cases. Furthermore, the officials based in the Korean Consulate are also authorized to issue such certifications.

Sample of their specimen signatures are shown in the attached document for your reference.

For your information and proper guidance.

**CLAIRE DENNIS S. MAPA, Ph.D.**  
Undersecretary  
National Statistician and Civil Registrar General

cc: All PSA Regional Directors/OICs  
All PSA Provincial Statistics Officers/OICs  
All CRS Outlet Supervisors

DNSLM/MBG/ECQ/RDF

**Attachment:**

1. Attachment 1- Sample of the Specimen Signatures of the Authorized Officials



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EMBASSY OF THE REPUBLIC OF KOREA  
MANILA, THE PHILIPPINES

주필리핀공화국 대한민국 대사관

Tel (632) 8856-9210

Fax (632) 8856-9025

28 February 2022

Dear Ms. Grande,

This is in reference to the **Certificate of Legal Capacity to Contract Marriage** issued by the Embassy to Korean nationals who wishes to marry in the Republic of the Philippines.

I wish to inform you that in addition to the embassy official, Consul **SHIN, Mincheol** who is authorized to issue such certifications, the embassy official, **Consul LEE, Sangmok** is also authorized to issue such certifications starting **28 February 2022**. All Certificate of Legal Capacity to Contract Marriage that will be issued by this Embassy in Manila will bear the signature of Consul SHIN or Consul LEE:

Consul SHIN, Mincheol

Consul LEE, Sangmok

Please be informed further that the Korean Consulate in Cebu may also issue the aforementioned certification on exceptional cases. The officials based in the Korean Consulate are also authorized to issue such certifications.

It would be very much appreciated if the above information will be disseminated to the different local civil registration offices for their reference and perusal.

Yours sincerely,

**SHIN, Mincheol**  
First Secretary & Consul

**Ms. MARIZZA B. GRANDE**  
(Registration Officer V)  
Officer-in-Charge  
Civil Registration Service,  
Philippine Statistics Authority  
Quezon City

cc: Offices of the Municipal and City Civil Registrars  
Philippine Statistics Authority Regional Offices