



Republic of the Philippines
QUEZON CITY COUNCIL

Quezon City
18th City Council

PO2011-68

56th Regular Session

ORDINANCE NO. SP- 2151, S-2012

AN ORDINANCE PRESCRIBING PROCEDURES IN THE ISSUANCE OF A CERTIFICATE OF LIVE BIRTH BY HOSPITALS, LYING-IN CLINICS, REGISTERED MIDWIVES AND OTHER MATERNITY PRACTITIONERS IN QUEZON CITY TO AVOID OR LESSEN THE OCCURRENCE OF CLERICAL AND TYPOGRAPHICAL ERRORS IN THE ENTRIES AND/OR INFORMATION IN THE BIRTH CERTIFICATE, PROVIDING PENALTIES FOR NON-COMPLIANCE THEREOF AND FOR OTHER PURPOSES.

Introduced by Councilor ALEXIS R. HERRERA.

Co-Introduced by Councilors Francisco A. Calalay, Jr., Dorothy A. Delarmente, Anthony Peter D. Crisologo, Ricardo T. Belmonte, Jr., Joseph P. Juico, Precious Hipolito Castelo, Alfredo D. Vargas III, Eden "Candy" A. Medina, Julienne Alyson Rae V. Medalla, Roderick M. Paulate, Godofredo T. Liban II, Julian ML. Coseteng, Allan Benedict S. Reyes, Jaime F. Borres, Jose Mario Don S. De Leon, Gian Carlo G. Sotto, Eufemio C. Lagumbay, Jesus Manuel C. Suntay, Jessica Castelo Daza, Raquel S. Malañgen, Vincent DG. Belmonte, Marvin C. Rillo, Ivy Lim-Lagman, Ranulfo Z. Ludovica and John Ansell R. De Guzman.

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WHEREAS, one of the major problems being encountered by those securing an authenticated copy of birth certificate from the NSO is the discovery of errors in the entries, i.e. misspelled name, typographical errors, gender, and what not;

WHEREAS, the correction of errors/discrepancies is both costly and tedious, not to mention the amount of time involved in the processing of the corrected documents;

WHEREAS, it is the objective of this Ordinance to prevent the occurrence of error/discrepancy and in the process facilitate the tracing of the source of errors.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. Declaration of Policy. – It is hereby declared as policy of the Quezon City Government to provide efficient, systematic, and expeditious procedures in the issuance of a Certificate of Live Birth by Hospitals, Lying-in Clinics, registered midwives and other maternity practitioners in Quezon City.

SECTION 2. Statement of Purpose. – It is the purpose of this Ordinance to:

- a. Avoid discrepancies in the entries and/or information in the Certificate of Live Birth issued by the City Civil Registry Department (CCRD) or the National Statistic Office (NSO).
- b. Prevent problems and costs of litigation in correcting erroneous entries and/or discrepancies.
- c. Easily correct the entries in the Certificate of Live Birth before the same is submitted to the CCRD and NSO.

SECTION 3. Definition of Terms. -

- a. **City Civil Registry Department** - refers to the Office of the Quezon City government that is mandated to perform civil registry function.
- b. **National Statistics Office** - refers to the national government agency mandated to carry out and administer the provision of law on civil registration.
- c. **Entry** - refers to any facts and/or information relative to the birth of a child which is written in the Certificate of Live Birth such as name, parent names, sex, date of birth, place of birth, etc.
- d. **Medical Entity** - refers to any government or non-government institution that provides care for women, during pregnancy and childbirth as well as for newborn infants, such as, but not limited to, a maternity hospital, lying-in clinic, registered midwife and other maternity practitioners.
- e. **Photocopy of the Certificate of Live Birth (PCLB)** - for purposes of this Ordinance, the Photocopy Certificate of Live Birth (PCLB) is a temporary document issued to the parent or guardian of a newborn child by a medical entity that assists in the live birth in Quezon City. The PCLB shall contain all entries surrounding the live birth of a child, written in print, duly signed by the Attending Physician or Registered Midwife, stating the full name, address and telephone/cellular phone number of the medical entity concerned, and duly acknowledged by the parent or guardian of the newborn child as to the corrections of the entries stated therein.

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SECTION 4. Procedures -

- a. All medical entity in Quezon City is hereby mandated to issue a PCLB with questions and information exactly the same as found in the Certificate of Live Birth being submitted to the CCRD and NSO. The heading shall be indicated in the uppermost portion of said document.
- b. Within three (3) days after the live birth of the child or before discharge of the mother and child from the medical entity, said entity concerned shall prepare a PCLB in two (2) copies containing the entries or data surrounding the birth of the Child as gathered by said medical entity that performed the live birth.
- c. The parent or guardian of the child upon receipt of the PCLB shall read and verify all information or data therein. He or she shall sign a portion of the PCLB stating that the same are all correct. If the PCLB needs correction or additional information, the medical entity shall prepare another PCLB and shall be submitted to the parent or guardian for review, verification and approval.
- d. The medical entity concerned shall automatically give the parent or guardian a copy of the PCLB duly signed by the attending physician.
- e. The copy of the PCLB retained by the medical entity concerned shall be attached and form an integral part of the Certificate of Live Birth submitted to the CCRD and NSO.
- f. The PCLB issued to the parent or guardian can be used for any legal purpose by the parent or guardian before an authenticated copy is made available from the CCRD and NSO.

g. The PCLB attached to the Certificate of Live Birth submitted to the City Civil Registry Department shall be the basis or reference for any correction or discrepancy found in the future when the authenticated copy is applied for.

SECTION 5. PCLB Uniform and Official Form. – The Quezon City Civil Registry Department shall prescribe a uniform and official copy of PCLB for mandatory use and issuance by all medical entity in Quezon City.

For this purpose, the Quezon City Health Department and the Quezon City Civil Registry Department shall jointly conduct an information dissemination, trainings and/or seminars for the proper implementation of this Ordinance.

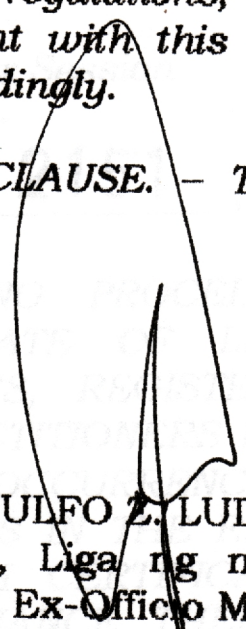
SECTION 6. PENALTY CLAUSE. – Any hospital, lying-in clinics, registered midwife and other maternity practitioner in Quezon City who fails or refuses to issue PCLB shall, upon conviction, be penalized by a fine of Five Thousand Pesos (P5,000.00) or imprisonment of one (1) month or both at the discretion of the Court; PROVIDED, that if the offender is a corporation, association, firm, company or partnerships, its manager, president or chairman of the Board of Directors or Managing Partner shall suffer the penalties provided for herein as the case may be.

SECTION 7. Correction or Rectification of Errors. – When an error appears in the authenticated copy of the Certificate of Live Birth, the basis of correction shall be the PCLB issued by the medical entity concerned. Provided, that if the error was committed by the medical entity, the City Civil Registry Department in coordination with the medical entity concerned shall make the necessary correction at no expense to the parent, guardian or applicant. All expenses to be incurred in effecting the necessary correction in the Certificate of Live Birth shall be at the expense of the medical entity. Provided, further, that if the error/s was committed by the parent or guardian, all expenses for correcting the Certificate of Live Birth shall be at the expense of the parent or guardian.


SECTION 8. REPEALING CLAUSE. – All laws, ordinances, resolutions, decrees, rules and regulations, and executive orders contrary to or inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 9. EFFECTIVITY CLAUSE. – This Ordinance shall take effect upon its approval.

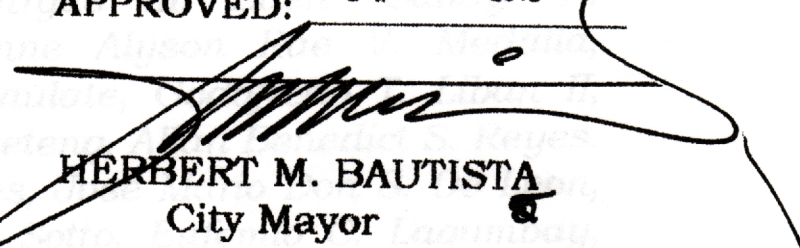
ENACTED: May 14, 2012.


RANULFO Z. LUDOVICA
President, Liga ng mga Barangay
and Ex-Officio Member
Acting Presiding Officer

ATTESTED:


Atty. JOHN THOMAS S. ALFEROS III
City Gov't. Asst. Dept Head III

APPROVED: 22 JUN 2012


HERBERT M. BAUTISTA
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on May 14, 2012 and was PASSED on Third/Final Reading on May 21, 2012.


Atty. JOHN THOMAS S. ALFEROS III
City Gov't. Asst. Dept Head III