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The Philippines: Passport issuance

Introduction

The following note describes the issuance procedure for the Philippines' second generation national passport, which was introduced in 2016.¹

The note is primarily based on a meeting with the Department of Foreign Affairs of the Republic of the Philippines in March 2019.

Issuance of the Philippine passport

The Department of Foreign Affairs (DFA) is the passport-issuing authority in the Philippines. There are 44 passport-issuing consular offices located across the Philippines as well as 10 additional mobile offices in vans, setting up when and where it is needed. The Philippine passport is only issued to Philippine citizens.²

When applying for a passport the applicant must set an online appointment via the Passport Online Appointment System at www.passport.gov.ph and fill in an application form that must be submitted when the applicant appears on the actual date of the appointment (personal appearance is required).³

The applicant must ensure that the information being submitted during the online booking are complete and accurate. Multiple errors of information may result to rejection of the passport application.⁴ In addition, the applicant has to bring an original birth certificate and another valid ID document (both the original and a photocopy); for example, a driving licence or proof of social security.⁵ A complete list of accepted documents can be found on the DFA's website.⁶

¹ Department of Foreign Affairs, Manila, March 2019.

² Department of Foreign Affairs, Manila, March 2019.

³ Department of Foreign Affairs C, year of issue n/a.

⁴ Department of Foreign Affairs C, year of issue n/a.

⁵ Department of Foreign Affairs, Manila, March 2019.

⁶ Department of Foreign Affairs E, year of issue n/a.

The price of a Philippine passport is 950 PHP, which can be processed within twelve working days. Express issuance costs 1,200 PHP and takes six-seven days.⁷ All Philippine passports are printed in Batangas, the Philippines.⁸ The applicant shall bring proof of payments for the release of the passport.⁹

Some cases require more documentation; for example, if a woman marries and wishes to use her husband's last name in her passport. The applicant must then apply for a new passport following the abovementioned procedure and provide a marriage certificate.¹⁰ Applicants under the age of 17 years must be accompanied by a parent when applying for a passport.¹¹

Issuance of the Philippine passport from abroad

Philippine citizens residing abroad can apply for a passport at one of the Philippine diplomatic missions. The embassies charge a fee of approximately 60 USD in local currency for a passport. It takes between 4 to 6 weeks to process a passport since it has to be sent by courier from the Philippines.¹²

When applying for a passport at a diplomatic mission the applicant must present a birth certificate. If the applicant does not possess a birth certificate, the applicant can apply for one online at the Philippine Statistics Authority's (PSA) website without the applicant being present in the Philippines. Alternatively, the applicant can authorise a family member in the Philippines to obtain a birth certificate by proxy.¹³ When renewing a diplomatic and official passport issued before October 2010, an original readable PSA birth certificate or a photocopy of a regular e-passport must be provided.¹⁴

Reissuance

When applying for reissuance of a passport the applicant should bring the expired passport and supporting documentation, such as a driving licence. If a passport has been stolen, the applicant should also bring the police report from the precinct recording the lost document, along with an affidavit of loss and a birth certificate.¹⁵

Biometric information

The first generation of the Philippine biometric passport was issued from 2009 to 2016 with a validity of five years. By 2021, the former passport series will have been phased out.¹⁶ The second generation biometric passport has been issued since 2016. Note that second generation passports issued between 2016 and January 2018 are valid for five years, whereas passports issued after January 2018 are valid

⁷ Department of Foreign Affairs D, year of issue n/a.

⁸ Department of Foreign Affairs, Manila, March 2019.

⁹ Department of Foreign Affairs C, year of issue n/a.

¹⁰ Department of Foreign Affairs, Manila, March 2019.

¹¹ Department of Foreign Affairs, Manila, March 2019.

¹² Department of Foreign Affairs, Manila, March 2019.

¹³ Department of Foreign Affairs, Manila, March 2019.

¹⁴ Department of Foreign Affairs A, year of issue n/a.

¹⁵ Department of Foreign Affairs, Manila, March 2019.

¹⁶ Department of Foreign Affairs, Manila, March 2019.

for ten years according to our oral source.¹⁷ According to the DFA's website, the Philippine passport has a ten-year validity period for those issued to Philippines eighteen years or older. Philippines under eighteen will be issued five-year valid passports.¹⁸

The biometric passport contains fingerprints of the thumb and index finger of both hands as well as the facial image of the holder. In 2019, the DFA stated that they expected the third generation biometric passport to contain fingerprints of all ten fingers.¹⁹

A national database exists where information from the biometric passport can be verified. The database also contains information on non-biometric passports. According to the DFA, the database contains information on all passports issued since 2009.²⁰

¹⁷ Department of Foreign Affairs, Manila, March 2019.

¹⁸ Department of Foreign Affairs B, year of issue n/a.

¹⁹ Department of Foreign Affairs, Manila, March 2019.

²⁰ Department of Foreign Affairs, Manila, March 2019.

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