

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



August 15, 2022

Regional Memorandum

PARENT'S AFFIDAVIT/DECLARATION AS SUBSTITUTE FOR BIRTH CERTIFICATE



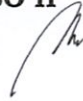
To: **Schools Division Superintendents**

1. Pursuant to DepEd Order No. 03, s. 2018, it is the policy of the Department of Education to uphold the right of learners to enroll in public schools upon presentation of minimum documentary requirements and to be provided with accessible, relevant, quality, and liberating education.
2. The same DepEd Order provides for the minimum documentary requirements that a learner must present during the enrollment in public schools. However, in the absence of a PSA Birth Certificate, the parent or guardian must submit a Birth Certificate (late registration) from the local civil registrar or a *barangay* certification containing the basic information of the child such as the name of the child (first name, middle name, last name); the name of parents; date of birth; and sex.
3. This Office recognizes the fact that some officials in the *barangay* are indecisive in giving *barangay* certification either because they have difficulty in gathering or establishing the true identity of the parent/s or guardian/s seeking *barangay* certification, or they are not sure if the concerned parent/s or guardian/s is indeed the legitimate parent/s or guardian/s of the learners.
4. Thus, in lieu of the *barangay* certification, the parent/s or guardian/s concerned may utilize the Parent's Affidavit/Declaration Form (attached herein as an *enclosure*) in the non-availability of the birth certificate.
5. Provided that the parent/s or guardian/s concerned shall present or submit the original birth certificate within three (3) months from the execution of the Parent's Affidavit/Declaration Form.



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@deped.gov.ph
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6. Immediate dissemination and implementation of this Memorandum are enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Assistant Secretary
Officer-in-Charge 
Office of the Regional Director 

C/legal



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

Enclosure

PARENT'S AFFIDAVIT/DECLARATION FORM

I, _____, of legal age, married/single, Filipino, and residents of _____, after having been duly sworn in accordance with law, hereby solemnly and sincerely declare that:

1. I am the parent/guardian of the female/male child named _____ and born on _____, at _____, who is currently residing at _____;
2. He/she has no birth certificate as of this enrollment;
3. For purposes of enrollment, I am executing this Affidavit/Declaration as substitute for his/her birth certificate;
4. I am willing to present the birth certificate in the event that the same is available or to give a copy of the original birth certificate after his/her registration/late registration before the Philippines Statistic Authority;
5. The information in this Affidavit/Declaration Form is true, correct and complete statement; and
6. I authorize the Department of Education or its authorized representative to verify or validate the contents stated in this Affidavit/Declaration Form.

IN WITNESS WHEREOF, I have hereunto affixed my signature this _____ day of _____, 202__ in _____.

Parent Declarant

SUBSCRIBED AND SWORN to before me this _____, the parent declarant exhibiting his/her _____ with No. _____ issued by the _____ on _____.

*Name of the Punong Barangay
Administering Officer*



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