

[EXECUTIVE ORDER NO. 45, October 20, 2017]

PROVIDING FOR THE REORGANIZATION OF THE FIELD OFFICES OF THE OFFICE OF CONSULAR AFFAIRS OF THE DEPARTMENT OF FOREIGN AFFAIRS

WHEREAS, it is the policy of the Philippine Government to bring public services closer to the Filipino;

WHEREAS, during the last ten (10) years, the Department of Foreign Affairs (DFA) has experienced an unprecedented surge in passport applications, with fourteen (14) million Filipinos currently holding valid passports;

WHEREAS, in accordance with this Administration's goal of promoting a people-centered, clean, efficient and effective governance, including seamless service delivery, there is a need to open additional consular offices in strategic places to ensure faster processing of passports and minimize inconvenience to the DFA's clientele;

WHEREAS, Executive Order (EO) No. 292 (s. 1987), or the Administrative Code of 1987, provides for the mandate of the DFA Office of Consular Affairs (OCA) to efficiently and effectively deliver passport, visa and authentication services;

WHEREAS, Republic Act No. 8239, or the Philippine Passport Act of 1998, grants the Secretary of Foreign Affairs (SFA) or any of his authorized consular officers the authority to issue passports to qualified Filipino citizens;

WHEREAS, EO No. 253 (s. 1995) upgraded the ten (10) existing Field Offices of DFA- OCA, then known as Passport Extension Offices, into Regional Consular Offices (RCOs), and EO No. 748 (s. 2008) created six (6) more RCOs to ensure that consular services were made available to more people in areas outside the National Capital Region (NCR);

WHEREAS, the DFA, desirous of providing consular services to the widest possible area, has established more Field Offices consisting of Satellite Offices (SOs) within the NCR and RCOs in other parts of the country;

NOW , THEREFORE, I, RODRIGO ROA DUTERTE, President of the Republic of the Philippines, by virtue of the powers vested in me by the Constitution and existing laws, do hereby order;

SECTION 1. DFA Consular Offices. The Field Offices of the DFA-OCA shall be reorganized to form the DFA Consular Offices (DFA COs). The DFA COs shall perform the following functions:

- a. Issue passports to Filipino nationals;

- b. Provide authentication services;
- c. Issue verification for consular record documents and accept applications for delayed registration of report of birth, marriage or death abroad and other civil registry documents in coordination with relevant Philippine Foreign Service Posts;
- d. Provide assistance-to-nationals (ATM) services to Filipinos; and
- e. Perform such other functions as may be assigned by the DFA-OCA, in accordance with existing laws, rules and regulations.

All DFA COs shall be under the supervision of the Assistant Secretary for the DFA-OCA. Each DFA CO shall be headed by a Foreign Service Officer (FSO), Foreign Service Staff Officer (FSSO), or other qualified competent personnel duly designated by the SFA.

SECTION 2. DFA Consular Offices. The current SOs and RCOs shall be renamed as DFA COs- Each DFA CO shall be individually referred to as "DFA Consular Office *[name of city/municipality/location]*." The DFA COs are as follows:

1. DFA CO NCR-East at Mandaluyong City;
2. DFA CO NCR-Central at Pasig City;
3. DFA CO NCR-West at Manila.;
4. DFA CO NCR-South at Muntinlupa City;
5. DFA CO NCR-Northeast at Quezon City;
6. DFA CO NCR-North at Novaliches;
7. DFA CO Angeles at Angeles City;
8. DFA CO Bacolod at Bacolod City;
9. DFA CO Baguio at Baguio City;
10. DFA CO Butuan at Butuan City;
11. DFA CO Cagayan de Oro at Cagayan de Oro City;
12. DFA CO Calasiao at Gslasiao, Pangasinan;
13. DFA CO Mandaue at Mandaue City, Cebu;
14. DFA CO Cotabato at Cotabato City;
15. DFA CO Davao at Davao City;
16. DFA CO Dumaguete at Dumaguete City;