

## **[ EXECUTIVE ORDER NO. 1, July 04, 1946 ]**

### **PRESCRIBING RULES AND REGULATIONS FOR THE GRANTING AND ISSUING OF PASSPORTS**

By virtue of the powers vested in me by law, I, Manuel Roxas, President of the Philippines , do hereby prescribe the following rules and regulations for the granting and issuing of passports:

#### **WHO CAN ISSUE PASSPORTS**

1. Only the Secretary of Foreign Affairs may grant and issue passports in the Philippines .
2. The Secretary of Foreign Affairs is hereby authorized to cause passports to be issued and verified abroad by such diplomatic or consular officers of the Philippines as he shall designate under these and such additional rules and regulations as may subsequently be issued relative thereto.

#### **TO WHOM PASSPORTS ARE ISSUED**

3. Passports may be granted and issued only to citizens of the Philippines . A minor may, upon his own application, be issued a passport, unless his natural or legal guardian requests that the application be denied.

#### **PERSON WHO MAY BE INCLUDED IN ONE PASSPORT**

4. Only persons who are citizens of the Philippines shall be included in a passport. A passport issued to husband or wife may include his or her spouse, and that issued to a parent, his or her unmarried minor children or step-children. A minor brother or sister may be included in the passport of an older brother or sister. A minor grandchild, niece, or nephew of tender years may be included in the passport of the minor's relative when the application therefore is accompanied by a request from the minor's parental or legal guardian. Adopted children who are citizens of the Philippines may be included in a passport issued to their adoptive parents. A minor child who will attain majority within two years may be included in a passport issued to the minor's parent under conditions stated above, but such passport shall be limited in validity to the date when such minor shall attain majority. A passport which includes a minor child who will attain majority within a period not exceeding three months prior to the date of the expiration of the usual two-year period for which a passport is issued may be exempted from the last mentioned limitation.

#### **APPLICATION FOR PASSPORTS**

5. Before a passport is issued to any person, such person shall subscribe to and submit a written application duly verified by his oath before an official of the Department of Foreign Affairs or a Filipino diplomatic or consular officer abroad authorized by the Secretary of Foreign Affairs to receive and/or act on applications for passports, or before a person in the Philippines authorized by law to administer oaths. For this purpose, said official or diplomatic or consular officer is authorized to administer oaths. If application is filed with a diplomatic or consular officer abroad, the same should be made in duplicate, the original to be retained by the receiving office and the duplicate forwarded to the Department of Foreign Affairs at Manila .

6. Each application shall contain the following:

- (a) the name of the applicants;
- (b) his place and date of birth;
- (c) his occupation;
- (d) his permanent residence;
- (e) his present citizenship and citizenship at birth;
- (f) name and nationality of father and mother;
- (g) whether the applicant has been naturalized as a citizen of a foreign state or has taken an oath of allegiance to a foreign state:
- (h) whether the applicant has accepted a commission in the military, naval, or air service of a foreign country and, if so, state what country and date of commission;
- (i) if the applicant's father was naturalized as a citizen of the Philippines , the date of such naturalization;
- (j) if the applicant is a woman, whether she has ever been married, if, so, the date of her marriage, name, date , and place of birth of her husband, nationality of husband and place of his residence, her maiden name, whether she was previously married and, if, so, the name and place of birth and nationality of her former husband, and the date and place of her former marriage, and whether the former marriage was terminated by death or divorce and, if, so, the date thereof;
- (k) if the present or former husband was naturalized as a citizen of the Philippines , the date and place of his naturalization, or if naturalized through his father, the father's name and date and place of his naturalization;
- (l) the name of the port from which, the name and date of sailing of the vessel upon which, the applicant intends to depart from the Philippines ;

(m) names of the countries the applicant intends to visit and the object of the visit to each; (The Secretary of Foreign Affairs may, in his discretion, require an applicant to submit satisfactory documentary evidence of the object of his visit to each country named in his applicant.)

(n) the period within which applicant intends to return to the Philippines ;

(o) description of the applicant;

(p) the names and dates and places of birth of other persons to be included in the passport; and

(q) such other pertinent information as the Secretary of Foreign Affairs may require.

7. The application must be executed in person by the applicant and must include an oath or affirmation of allegiance to the Republic of the Philippines .

8. Children may execute applications in their behalf when of sufficient intelligence to understand the statements and the meaning of the oath or affirmation of allegiance to the Republic of the Philippines contained in the applications. As a rule, children of fourteen years of age or more should be required to execute their own applications for passports. If the circumstances warrant, a parent or guardian may execute applications for passports on behalf of minors of any age. In such cases, the application be signed as in the following example: "Juan Reyes by Jose Reyes, the father," and the oath or affirmation of allegiance to the Republic of the Philippines need not be administered.

## **EVIDENCE OF CITIZENSHIP TO ACCOMPANY APPLICATIONS FOR PASSPORTS**

9. An applicant must submit documentary proof of Philippine citizenship as well as evidence of Philippine citizenship of any person included in the application.

10. Birth certificates should be submitted when one is obtainable. It must bear the name, date, and places of birth of his parents and their citizenship.

11. If the birth certificate is not obtainable, a baptismal certificate should be obtained from the official in charge of the records of the church where the baptism took place. It should contain the same information required for birth certificates.

12. When the birth or baptismal certificate is not obtainable, an affidavit by some reputable person, preferably a close blood relative, should be submitted, stating briefly the place and date of birth of the applicant, his legitimacy, the birthplace and citizenship of the parents of the applicant, the relationship existing between affiant and the applicant, and how and through what source the knowledge of the birth and parentage of the applicant was acquired.