



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

Caraga Region



PUBLIC ADVISORY

PSA-CRS Butuan Outlet used the online Appointment System through appointment.psa.gov.ph for clients requesting for copy issuance of birth/marriage/death and certifications for Cenomar/Advisory of Marriage at the CRS-Butuan Outlet starting 20 December 2021 as one of the pilot outlets in the country. During transition period (20 December 2021 to 31 January 2022), the PSA will still provide limited slots to walk-in clients.

Effective 1 February 2022 (Tuesday), only clients with a valid appointment slip from the online Appointment System shall be allowed entry to the PSA premises. **ALL CLIENTS INCLUDING FRONTLINERS AND THOSE WITH EMERGENCY OR URGENT REQUEST MUST PRESENT THEIR APPOINTMENT SLIP FROM ONLINE APPOINTMENT SYSTEM WITH A VALID PROOF OF EMERGENCY/URGENCY, OTHERWISE THEY SHALL BE DENIED.**

To use the online Appointment System, follow the steps :

1. Copy the link: appointment.psa.gov.ph on your browser;
2. Click the Civil Registration Service (CRS) Appointment System;
3. Agree with Privacy Notice and Terms of Conditions;
4. Choose the preferred CRS Outlet, then click NEXT;
5. Provide the required information, click on "I AGREE" and click NEXT;
6. Select the preferred date and time of appointment and click NEXT;
7. Wait for the confirmation of your appointment sent to the email address you provided in Step 5, check the date and time of your appointment.
8. Print the email received or confirmation/appointment slip which must be presented at the indicated Outlet on the date and time of your appointment.

For more information about the Appointment System, you may call at telephone numbers 085-2255219 or 085-8177946. For faster transactions, clients are advised to download and accomplish the Application Form and the Health Declaration Form.



Philippine Statistics Authority-Region XIII



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