

DECENTRALIZED COPY ANNOTATION PROCESS (DECAP)

is a system that enables the Regional Serbilis Outlets to cater requests for copy issuance of annotated civil registry documents. Further, the system will reduce the processing time and ultimately bring civil registration services closer to the people. Annotations of civil registry documents affected by administrative proceedings such as Republic Act No. 9048, RA 10172, and Supplemental Reports will be filed, processed, annotated, and released by the Regional Serbilis Outlets.

ANNOTATIONS

are remarks or statements reflected on the birth/marriage/death and other civil registry document to indicate that some entries in the original document have been corrected or changed as a result of a Court Decree or Administrative decisions (Legal Instruments, RA 9048, RA 10172, and Supplemental Reports). For instance, the correction to a misspelled entry on the middle name of a child in a birth certificate approved under Republic Act 9048 (Clerical Error Law) is reflected as an annotation. The original misspelled entry is left intact in its original place.







psard9@gmail.com

