



Republic of the Philippines
PHILSYS POLICY AND COORDINATION COUNCIL

**PSPCC Resolution No. 15
Series of 2020**

APPROVING THE PHILSYS PRE-REGISTRATION PROCESS

WHEREAS, the Philippine Statistics Authority (PSA) is mandated to implement Republic Act (RA) No. 11055 otherwise known as the "Philippine Identification System Act";

WHEREAS, RA No. 11055 provides that the Philippine Identification System (PhilSys) is established to primarily provide a valid proof of identity for all citizens and resident aliens as a means of simplifying public and private transactions;

WHEREAS, Section 9 of RA No. 11055 states that one (1) year after the effectivity of the PhilSys Act, every citizen or resident alien shall register personally in registration centers that have necessary facilities to capture the information required to be contained in the PhilSys Registry;

WHEREAS, Section 8.D of the Implementing Rules and Regulations (IRR) of RA No. 11055 mandates that the registration shall be done by submitting a duly accomplished PhilSys Registration Form and presenting any supporting documents as stated in Section 8.C of the same;

WHEREAS, the details and specific instructions in the registration process to be implemented under RA No. 11055 and its IRR shall be incorporated in the PhilSys Manual of Instructions;

WHEREAS, in light of the Coronavirus disease 2019 (COVID-19) pandemic, the PSA is directed to fast-track the PhilSys implementation and register at least five (5) million household heads belonging to low-income families by the end of 2020 to facilitate the opening of bank accounts using the PhilSys, that will be used for the efficient and safe distribution of monetary government assistance;

WHEREAS, during the 13th PhilSys Policy and Coordination Council (PSPCC) Meeting on 10 June 2020, the Council instructed the PSA to present in the succeeding PSPCC meeting a detailed registration process which duly considers sufficient safeguards to address COVID-related health risks in the conduct of registration activities without losing track of the 2020 target registration of at least five (5) million low-income household heads;

WHEREAS, to achieve the objectives of the registration activities, a pre-registration process shall be established which aims to ensure that the said PhilSys registration activities will be done in a safe and orderly manner by:

- 1) Allowing PSA to closely manage the number of expected registrants at a given registration center at any time; and
- 2) Enabling off-site collection of demographic data and image capture of supporting documents, thereby reducing registration time;

WHEREAS, the PSA, in consultation with key member-agencies of the PSPCC and development partners, came up with the pre-registration process which provides for the development of an appointment system that will allow the following: (1) target applicants to book an appointment for their registration; and (2) PSA to collect demographic data of applicants, including image capture of supporting documents, prior to their scheduled visit at the registration center;

WHEREAS, the pre-registration process, in addition to the partnership between PSA, and the Department of Social Welfare and Development (DSWD), shall further contribute to a more highly targeted approach in registering low-income household heads in 2020 through the conduct of door-to-door pre-registration using mobile tablets;

NOW THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the Council approves the PhilSys pre-registration process;

RESOLVED FURTHER, that PSA, in collaboration with key member-agencies of the PSPCC and development partners, shall develop comprehensive guidelines and operations manual for the pre-registration process;

RESOLVED FURTHER, that all procurement required to operationalize the pre-registration process, including the purchase of mobile tablets, shall strictly comply with RA No. 9184 and other existing and applicable procurement rules and regulations;

RESOLVED FURTHER, that the Department of Budget and Management (DBM) and Department of Information and Communications Technology (DICT) as well as other key member-agencies of the PSPCC shall assist the PSA in the facilitation of additional procurements which are needed in the conduct of pre-registration;

RESOLVED FURTHER, that the pre-registration strategy shall strictly adhere to health standards of the Department of Health (DOH), and the Inter-Agency Task Force on Emerging Infectious Diseases (IATF-IED);

RESOLVED FURTHER, that PSA, in collaboration with key member-agencies of the PSPCC and development partners, shall develop the system, and prepare an operations manual to be used in the pre-registration process;

RESOLVED FURTHER, that Local Government Units (LGUs), shall provide assistance in the conduct of pre-registration activities within their respective localities;

RESOLVED FURTHER, that the pre-registration system to be developed by the PSA and the Systems Integrator (SI) winning bidder shall include the following key features:

- (a) Booking for an appointment for one or many users for registration by choosing a suitable registration center and timeslot;
- (b) Entering of demographic data and uploading of supporting documents;
- (c) Receiving of appointment notifications; and
- (d) Rescheduling and cancelling of appointments;

RESOLVED FURTHER, that the development of the pre-registration system shall take into consideration technological dependencies (i.e., mail services, SMS gateway, web server, cloud services, database) based on the different modes of data collection (i.e., website, mobile app, SMS, and USSD); and



RESOLVED FINALLY, that the development of the pre-registration system shall follow the Privacy by Design principles, strictly comply with the Data Privacy Act of 2012 and relevant issuances of the National Privacy Commission (NPC), and secure clearances from the DICT as needed;

Adopted this 10th day of July 2020, in Quezon City.



KARL KENDRICK T. CHUA
Acting Socioeconomic Planning Secretary
National Economic and Development Authority
PSPCC Chairperson



Attested by:

CLAIRE DENNIS S. MAPA, Ph.D.
Undersecretary
National Statistician and Civil Registrar General
PSPCC Co-Chairperson and Secretariat