



Reference No. 24CRS02-09-1236

MEMORANDUM CIRCULAR NO. 2024- 28

TO : ALL CITY/MUNICIPAL CIVIL REGISTRARS/OFFICERS-IN-CHARGE

SUBJECT : Additional Officials of the Embassy of the Republic of Korea who are Authorized to Sign the Certificate of Legal Capacity to Contract Marriage in Manila

DATE : 11 September 2024

Please be informed that the following officials of the Embassy of the Republic of Korea are authorized to sign the Certificate of Legal Capacity to Contract Marriage issued by the Embassy in Manila, effective **14 August 2024**:

NAME	DESIGNATION
Yoon, Jun	2 nd Secretary and Consul
Shim, Hee-Sook	3 rd Secretary and Vice Consul

Moreover, the Korean Consulate in Cebu may issue the aforementioned certification on exceptional cases. The officials based in the Korean Consulate are also authorized to issue such certifications.

Sample of their specimen signatures are shown in the attached document for your reference.

For your information and proper guidance.

CLAIRE DENNIS S. MAPA, PhD
Undersecretary
National Statistician and Civil Registrar General

CSM/MBG/ECQ

Attachment:

1. Sample of the Specimen Signatures of the Authorized Officials





EMBASSY OF THE REPUBLIC OF KOREA
MANILA, THE PHILIPPINES

주필리핀공화국 대한민국 대사관

Tel (632) 8856-9210

Fax (632) 8856-9025

22 August 2024

Dear Ms. Grande,

This is in reference to the **Certificate of Legal Capacity to Contract Marriage** issued by the Embassy to Korean nationals who wishes to marry in the Republic of the Philippines.

I wish to inform you that in addition to the embassy official, **Consul Yoon, Jun and 3rd Secretary Shim, Hee-Sook** is authorized to issue such certifications, the embassy official, starting **14 August 2024**. All Certificate of Legal Capacity to Contract Marriage that will be issued by this Embassy in Manila will bear the signature of 2nd Secretary and Consul Yoon, Jun or 3rd Secretary and Vice Consul Shim, Hee-Sook:

Mr. Yoon, Jun
2nd Secretary and Consul

Ms. Shim, Hee-Sook
3rd Secretary and Vice Consul

Please be informed further that the Korean Consulate in Cebu may also issue the aforementioned certification on exceptional cases. The officials based in the Korean Consulate are also authorized to issue such certifications.

It would be very much appreciated if the above information will be disseminated to the different local civil registration offices for their reference and perusal.

Yours sincerely,

Yoon, Jun
2nd Secretary & Consul

Ms. MARIZZA B. GRANDE
(Registration Officer V)
Officer-in-Charge
Civil Registration Service,
Philippine Statistics Authority
Quezon City

cc: Offices of the Municipal and City Civil Registrars
Philippine Statistics Authority Regional Offices