



PUBLIC ADVISORY No. 2024-08

CONSULAR MISSION IN KAMPALA, UGANDA

15 June 2024, Saturday, 8:00 am - 5:00 pm
Philippine Consulate in Uganda
SCI Building, Plot 94, William Street, P.O. Box 2109,
Kampala, Uganda

The Philippine Embassy in Nairobi is pleased to inform Filipino nationals in Uganda that it will be conducting a Consular Mission in Kampala at the Philippine Consulate in Uganda on Saturday, 15 June 2024, 08:00 am – 5:00 pm, to provide passport, civil registry, and other consular services, as well as overseas voter registration for the 2025 elections:

I. PASSPORT

For passport application or renewal, applicants are strongly encouraged to lodge their application through the **Passport Global Online Appointment System (GOAS)** at <https://www.passport.gov.ph/>, with the following steps:

Step 1: Visit the GOAS website at <https://www.passport.gov.ph/>

Step 2: Schedule an Appointment: choose Individual Appointment. In the drop-down menu, choose Middle East/Africa (Region), Kenya (Country) and PE Nairobi-Outreach Mission 02 (for Kampala, Uganda) as sites.

Step 3: Fill out the Personal, Family and Contact information. Ensure that all entries are correct.

Step 4: You will receive a provisional email to confirm your booking. Follow the instructions provided in the email. A confirmatory email will be sent to the registered email.

Step 5: Print both the Confirmatory Email and Application Form. Bring all documents and requirements to the venue on the date of the consular mission.

Requirements for Renewal of Passport (Adult):

- Personal Appearance
- Duly accomplished Application Form
- Current Passport and Photocopy of Passport data page in A4-size paper
- Passport Fee: USD\$60.00

Requirements for New/Renewal of Passport of Minor

- Personal appearance of minor applicant and either parent or authorized adult companion
- In case an applicant is not accompanied by the parent/s during the application process, a Special Power of Attorney must be executed by the parent/s designating the minor's companion to assist in the application process. The Special Power of Attorney must be authenticated by the Philippine Embassy.
- Duly accomplished Application Form

- Original and one (1) photocopy PSA (formerly NSO)-authenticated Birth Certificate on Security Paper; or Report of Birth of the minor applicant
- School ID (if available)
- Current Passport of the minor applicant (for renewal only)
- Original and one (1) photocopy of Passport or valid government-issued ID of either parent or authorized adult companion
- Marriage Certificate is required if only one parent is accompanying the child
 - If parents are unmarried, an Affidavit of Support and/or Consent executed by the Mother will be required if she is not accompanying the child
 - If Affidavit of Support and/or Consent is executed abroad, it must be authenticated by the Philippine Embassy or Consulate
- Passport Fee: USD\$60.00

Additional Guidelines:

- **Please provide EXACT AMOUNT in US Dollar for payment of consular fees**
- 10-Year Passport Validity is available for applicants 18 years old and above only.
- The release of passports will take 6-8 weeks from the date of filing of application.

II. CIVIL REGISTRY

For reporting of birth/ marriage/ death, applicants are strongly encouraged to submit in advance the scanned documents to the email address of the Consular Section of the Embassy (nairobipe.consular@dfa.gov.ph). This will enable the Embassy to make an initial assessment of the documents before they are brought personally during the consular mission.

Requirements for Reports of Birth/Marriage/Death

- Duly accomplished Application Form and Set of Requirements (See links)
 - **Report of Birth:**
<https://nairobipe.dfa.gov.ph/2014-04-29-06-45-57/civil-registration-birth/report-of-birth>
 - **Report of Marriage:**
<https://nairobipe.dfa.gov.ph/2014-04-29-06-45-57/civil-registration-birth/report-of-marriage>
 - **Report of Death:**
<https://nairobipe.dfa.gov.ph/2014-04-29-06-45-57/civil-registration-birth/report-of-death>
- Reports of Birth/Marriage/Death fees: USD \$ 25.00 each
Please provide EXACT AMOUNT in US Dollar for payment of consular fees

III. OVERSEAS VOTER REGISTRATION

For overseas voter registration, applicants are strongly encouraged to submit in advance the duly accomplished Overseas Voter Registration Form (which can be downloaded at https://nairobipe.dfa.gov.ph/images/OVF1_-_Fillable_form.pdf) and a scanned copy of their passport data page to the email address of the Consular Section of the Embassy (nairobipe.consular@dfa.gov.ph). This will enable the Embassy to check the status of their voter registration.

IMPORTANT REMINDERS

Kindly bring your own pen, original passport, IDs, photocopies of your documents and eyeglasses.

Please disseminate the above information to our *kababayans*. *Salamat po!*

