



ALIEN CERTIFICATE OF REGISTRATION

THE ACR I-CARD PROJECT

The ACR I-Card Project automates the entire process of alien registration and integrates the issuance of various paper-based alien documentations into a microchip-based identification card called the ACR I-Card.

THE ACR I-CARD

The ACR I-Card is a microchip-based credit card-sized identification card issued to registered alien replacing the paper-based ACR. It has an embedded computer chip with biometric security features capable of data management and can be updated electronically. It is fraud and tamper-proof/resistant with the following data:

1. Personal information such as name, age, date of birth, place of birth, etc.
2. Photograph
3. Date and status of admission
4. Visa type granted/date granted/date issued/ expiry date
5. Biometric information (2 digitalized fingerprint templates)
6. Signature
7. ACR and ICR/NBCR/CRTV/CRTT/CRTS and CRPE numbers
8. Travel details
9. Payment of immigration fees details

The ACR I-Card likewise serves as the **Emigration Clearance Certificate (ECC)**, **Re-entry Permit (RP)** and **Special Return Certificate (SRC)** of the holder upon payment of the required fees.

Hereunder is the complete reproduction of the ACR I-Card showing its front and back:



ADVANTAGES AND CONVENIENCE OF ACR I-CARD

To the ACR I-Card Holders:

1. They are provided faster processing time at the ports of entry and exit with a maximum of 10 seconds for the verification process.
2. They are assured that they are holding a genuinely issued ACR.
3. They receive faster and more efficient service at the BI offices for immigration requirements.

4. They are provided incomparable convenience as they are holding only one immigration document. No more paper-based ACR and ICR/NBCR/CRTV/CRTT/CRTS/CRPE, ECC, SRC and RP.
5. Online payment of immigration fees.
6. Quick verification of information.
7. Eliminates illegal and unwarranted detention of alien residents. The implementation of the ACR I-Card Project will prevent and eliminate instances where aliens are indiscriminately accosted, harassed and detained on mere suspicion of possessing fake or fraudulent immigration documents.
8. It decreases the cost of transacting business with the Bureau of Immigration as the ACR I-Card Project will eliminate fixers, illegal middlemen and syndicates issuing falsified documents.

To The Bureau of Immigration:

1. Automates process of alien registration.
2. Eliminates fraud in all aspects of alien registration as well as in the immigration entry/exit points in the country.
3. Reduces the resources needed for manual passport checks and encoding of pertinent data while drastically improving immigration process time.
4. Achieves higher revenues for the Bureau and the national government through increase in number of aliens who will register and improved efficiency in collection of fees.
5. Enhances security of national borders against entry or exit of terrorists and transnational criminals; eliminates human smuggling activities.
6. Increases efficiency of services to the resident aliens.
7. Improves internal governance by eliminating fixers and illegal personnel issuing falsified documents.

All registered aliens, including their dependents, who have been duly issued paper-based ACRs are required to replace their ACRs with the hi-tech microchip-based ACR I-Card.

All aliens who have been duly issued immigrant or non-immigrant visa and all other aliens who are required to register under the Alien Registration Act are required to register and apply for the ACR I-Card. They are the following:

1. Native-Born
2. Permanent residents under:
 - a. Section 13 and its sub-sections
 - b. Republic Act Nos. 7919 and 8274 (Alien Social Integration Act of 1995)
 - c. Executive Order No. 324 (series of 1988)
 - d. Note Verbale No. 903730 dated Sept. 17, 1990 between Philippines and India
3. Temporary residents under:
 - a. BI Law Instruction No. 33 (Series of 1988)
 - b. BI Law Instruction No.13 (Series of 1988)
 - c. BI Law Instruction No. 48 (Series of 1988)
 - d. BI Memo Order No. ADD-01-038 (series of 2001)
 - e. BI Memo Order No. ADD-02-015 (series of 2002)
4. Temporary visitor under Section 9(a), PIA –one who is coming for business or pleasure or

for reasons of health if his stay exceeds six (6) months

5. Treaty trader under Section 9(d), PIA
6. Temporary student under Section 9(f), PIA
7. Pre-arranged employee under Section 9(g), PIA
8. Such other aliens as may be required by law to register
9. For those who are required to register but exempted from immigration fees, they may opt to avail of the ACR I-Card subject to payment of the card fee.

Applications for issuance of ACR I-Card shall be made at the Main Office, Bureau of Immigration, Intramuros, Manila.

For those residing outside Metro Manila, applications may be made at the following **district offices**:

1. San Fernando, La Union
2. Aparri, Cagayan
3. Subic
4. Batangas
5. Legaspi
6. Iloilo
7. Cebu
8. Tacloban
9. Zamboanga
10. Cagayan De Oro
11. Surigao, and
12. Davao

If circumstances warrant and upon request of special arrangement, applications and data capturing may be made at the residence of the visa holder in view of his/her physical incapacity.

REQUIREMENTS AND PROCEDURES FOR ACR I-CARD RENEWAL OR RE-ISSUANCE

RENEWAL

A. Expiration of one (1) year validity of the card

1. Duly filled-up application form
2. Original ACR I-Card
3. Photocopy of passport (datapage, latest arrival stamp)

B. Re-registration

1. Duly filled-up application form
2. Original ACR I-Card

C. Change of Visa Status

1. Duly filled-up application form
2. Original ACR I-Card
3. Photocopy of passport (datapage, downgrading and visa implementation page)
4. BOC Order

D. ACR Replacement

1. Duly filled-up application form
2. Original ACR I-Card

RE-ISSUANCE

A. Lost ACR I-Card

1. Duly filled-up application form
2. Letter request
3. Affidavit of Loss
4. Police Report
5. Publication (two consecutive weeks)

B. Damaged ACR I-Card

1. Duly filled-up application form
2. Original ACR I-Card
3. Letter request

C. Rejected ACR I-Card

1. Duly filled-up application form
2. Original ACR I-Card

D. Amendments (Name/Nationality/Civil Status/Address/etc.)

Name

1. Duly filled-up form for Change/Correction of Name
2. Copy of passport/Court Order
3. NSO-issued Birth Certificate
4. Affidavit for change/correction of name

Nationality

1. Duly filled-up form for change of nationality
2. Original copy of passport/naturalization documents
3. Affidavit for change of nationality

Civil Status

1. Duly filled-up form for change of civil status
2. NSO-issued Marriage Certificate/Certified True Copy of the Court Order nullifying the Marriage/Certified True Copy of the Death Certificate
3. Affidavit for amendment of civil status

Address

1. Duly filled-up form for Change of Address
2. Submit application with the required documents for evaluation, assessment of fees and OPS issuance at Counter 36, G/F CCPF Bldg.
3. For payment of fees, proceed to the Cashier Counters 1 to 7, G/F BI Main Bldg.
4. For recommendation of the Registration Officer (RO)/implementation of the requested amendment/s, proceed to Counter 42, G/F CCPF Bldg.
5. For evaluation and approval of the application, proceed to 3/F CCPF Bldg.
6. Card releasing at Counter 21 G/F, BI Main Bldg.

REQUIREMENTS AND PROCEDURES FOR ANNUAL REPORT PAYMENT

(Payment should be made within the first sixty (60) days of every year)

1. Original ACR I-Card.
2. For payment, proceed to the Cashiers Counters 1 to 7 at G/F BI Main Bldg.
3. For implementation, proceed to Counter 42 at G/F CCPF Bldg.

ACR I-CARD CANCELLATION

The ACR I-Card may be cancelled on the following grounds:

1. Death of the holder (death certificate required)
2. Adoption of Filipino citizenship by the holder
3. Termination of Visa of the holder
4. Cancellation of Visa
5. Voluntary Cancellation by the holder

Ref.: http://immigration.gov.ph/index.php?option=com_content&task=view&id=107&Itemid=61