



BANGKO SENTRAL NG PILIPINAS

**OFFICE OF THE DEPUTY GOVERNOR
SUPERVISION AND EXAMINATION SECTOR**

CIRCULAR LETTER NO. CL-2016-062


To : All BSP-Supervised Financial Institutions

Subject : Improved Postal Identification Card (ID)

Please be informed that the Philippine Postal Corporation (PHLPOST) launched on 22 April 2016 its Improved Postal ID with enhanced biometrics identification methodology and physical security features. For reference, additional information can be found in the attached PHLPOST information sheet.

Under Subsection X806.2.c of the Manual of Regulations for Banks and Subsection 4806Q.2.c of the Manual of Regulations for Non-Bank Financial Institutions, the Postal ID is one of the acceptable valid identification documents for all types of financial transaction, including the opening of an account.

For information and guidance.


NESTOR A. ESPENILLA, JR.
Deputy Governor

26 July 2016

Att.: A/S



THE IMPROVED POSTAL ID INFORMATION SHEET

A. What's New?



The Improved Postal ID is the newest and most secure government-issued identification card today. Infused with much improved security features, it guarantees the integrity of an individual's identity through multiple security checks from enrolment to card validation.

B. What can the Improved Postal ID do?

Aside from its goal to protect an individual's identity and grant him better access, the Improved Postal ID is designed to address the needs of institutions. Predisposed to resolve the challenges encountered by the previous ID such as difficulty to confirm authenticity of the card and the proliferation of fake IDs, it has been strengthened by the Philippine Postal Corporation to secure identity and promote safe transactions.

Possible to validate authenticity using just the naked eye, the additional physical security features make the ID verification process simpler and more reliable. Tellers and frontliners won't have to need special equipment to identify these features.

A biometrics-based uniqueness test called the Automated Fingerprint Identification System (AFIS) is added to the card as well. It controls ID issuance at the biometric level ensuring that every ID holder is unique and has met the necessary requirements to possess the card.

Moreover, PHLPost staff has been specifically trained by the Philippine National Police Questioned Document Examination Division (PNP-QDED) to identify fraudulent documents so that they can outright reject questionable applications.

With these efforts to secure integrity of identity and eliminate fraudulent transactions, the Improved Postal ID is the safest and most secure ID card that institutions can trust today.

C. What are the main security features of the Improved Postal ID?

1. On-site digital capture of fingerprints, photo, signature and personal details to verify identity of applicant. The Improved Postal ID application requires personal appearance.
2. Enhanced ID physical security features:



- a. Postal Reference No.** – A unique number recorded on the central card holder database
- b. Guilloche Printing** - Security printing used for postage stamps, passports and currency. Represented by complex patterns of fine, curved lines
- c. Encrypted QR ('quick response') code** - A machine-readable optical label that contains information about the item to which it is attached
- d. Pre-printed Serial No.** – A unique card barcode with corresponding number for tracking and inventory
- e. Hologram** – An image in durable film material that can be viewed in a number of angles
- f. Ghost Image** - A semi-translucent copy of the photograph or of a certain component in the identity card.
- g. UV Ink** - A half-transparent ink that illuminates when subjected to ultraviolet light
- h. Microprint** - A pattern of recognizable characters which can only be deciphered when magnified. It may appear as a solid line to the naked eye.

3. Encrypted QR Code that can be verified via the PHLPost Mobile App
4. Live biometric enrolment process to ensure individual's identity
5. Applicant uniqueness check via Automated Fingerprint Identification System (AFIS)

6. Supporting Document Scruteneering aligned with Philippine National Police Questioned Document Examination Division (PNP-QDED) standards
7. Central database of Postal ID cardholders
8. Highly-controlled and securely-monitored printing facilities at the Central Office and very soon, in Visayas and Mindanao
9. Delivery via registered mail for address verification

D. Who may apply?

All Filipinos living in the Philippines and living abroad but were in the Philippines at the time of application are eligible to get an Improved PID. Foreign residents living in the country for at least six (6) months may also apply.

E. What is the Postal ID Application Process?

POSTAL ID APPLICATION PROCESS

FIELD OFFICE

Applicants

Teller

Post Master

Teller

Data Capture Operator



1 Applicant fills out the form and completes the documentation requirements.

2 PHLPost teller screens application and supporting documents.

3 Postmaster approves the application.

4 PHLPost teller collects payment and issues an official receipt (OR).

5 Apart from encoding data, the applicant's photo, signature and fingerprints are digitally captured and recorded.

6 DCO transmits data to the Central Office.

CENTRAL OFFICE

Card Printing Operator

Letter Carrier



7 Data undergoes quality-checking at the Central Office. Fingerprints are compared to the database of fingerprint records through a software called the Automated Fingerprint Identification System (AFIS).

8 Quality-checked application data gets transmitted to centralized card printing facility.

9 Personalized Postal ID cards are printed at the central card printing facility.

10 Letter Carrier delivers the PID to applicant's mailing address.

F. What are the application requirements?

Bring the original copy and photocopy of the following documents:

I. Two (2) copies of duly-accomplished PID application form

II. Proof of Identity:

Submit any one (1) of the following:

Birth Certificate Issued by NSO or Local Civil Registry; GSIS or SSS UMID Card; Driver's License; or Passport

Married females must bring their marriage certificate to validate change of name from birth document.

Applicants with no Birth Certificate, UMID Card, Driver's License or Passport may submit ANY TWO (2) of the following documents, at least one of which should bear the applicant's photo and signature: BIR ID; Baptismal Certificate; Certificate of Birth from the National Commission for Indigenous Peoples (NCIP) for Filipinos belonging to indigenous people; Certificates of Birth from the National Commission for Muslim Filipinos (NCMF) for Muslim Filipinos; Certificates of Marriage from the NCIP for Filipino belonging to indigenous people; Certificates of Marriage from the NCMF for Muslim Filipinos; College or Post-Graduate Transcript of Records with readable dry seal; Confirmation Certificate; Elementary or High School Form 137 with readable dry seal for applicants who are 18 years old and below; Marriage Certificate in SECPA issued by NSO for those male and female married applicants; Marriage Certificate issued by LCR for those male and female married applicants; Valid Alumni ID; Valid Basic Postal ID; Valid College, School or University ID; Valid Company ID; Valid Integrated Bar of the Philippines (IBP) ID; Valid NBI Clearance bearing digitized photo; Valid OWWA ID; Valid Pag-Ibig ID; Valid PhilHealth ID; Valid PRC ID; Valid Paper-based Postal ID; Valid Police Clearance with or without digitized photo; Valid Seaman's Book; Valid Senior Citizen ID; Valid Tax Identification Number Card; Valid Voter's ID.

III. Proof of Address:

Submit any one (1) of the following:

Barangay Certificate of Residency issued within three (3) months prior to PID application; Certified True Copy of Lease; Certified True Copy of Titles issued by the Land Registration Authority (LRA); Certified True Copy of Real Estate Tax Receipt; Bank statement; Credit card statement; School billing statement or Utility bill (cable, electric, internet, landline, telephone, water)

The Improved PID shall be valid for **three (3) years** for Filipinos and for foreign residents with Special Retiree's Resident Visa (SRRV). For the rest of the foreign residents, it will be valid for **one (1) year**.