

MUNICIPAL POPULATION OFFICE

Pre-Marriage Counseling (PMC)

ABOUT THE SERVICE:

Pre-marriage Counseling plays a major role for dissemination of accurate and vital information on Health and Responsible Parenthood to prospective parents or couples to be.

In counseling, the Municipal Population Office, stresses the importance of marriage because it is the initial step in the formation of families. Marriage is a lifetime career and vocation and there is no course that teaches the how to's of married life.

Couples or clients are likewise motivated for family planning method acceptance, thus, helping in the reduction of population growth rate.

Pre-marriage counseling is a requisite in applying for marriage license.

AVAILABILITY OF SERVICE

- Every Thursday – 8:00AM to 12:00NN
- Distribution of Pre-marriage Information Sheet and filling-up of RP-FP Profiles – every Thursday, before 9:00AM

FEES

- P150.00 (already included in the fees being paid in applying for marriage license)

APPLICATION PROCESS

FOLLOW THESE STEPS	MAXIMUM TIME	PLEASE APPROACH
1. Inquire at the Office of the Municipal Civil Registrar. Give necessary information and advise client to proceed to the Municipal Social Welfare and Development Office for PMC.	2 minutes	SUSANA V. BUNSOY Registry Officer I
2. Couples proceed to MSWDO before 9:00AM for distribution of Pre-marriage Information Sheet. Filling-up of RP-FP profile.	2 minutes	RAMELA P. BUENSUCESO Municipal Population Officer

FOLLOW THESE STEPS	MAXIMUM TIME	PLEASE APPROACH
3. Orient couple on filling-up the information sheet.	4 minutes	RAMELA P. BUENSUCESO Municipal Population Officer
Couple fills-up pre-marriage information sheet and RP-FP profile.	6 minutes	
4. Check completeness of information. If complete, prepare the Pre-Marriage Certificate.	8 minutes	RAMELA P. BUENSUCESO Municipal Population Officer
5. Population Officer, MHO and MSWDO (PMC Team Member) sign the certificate.	2 minutes	RAMELA P. BUENSUCESO Municipal Population Officer Dr. CHERRIELYNE E. NAGUIT, M.D. MHO JENNY LEE R. CASIN Social Welfare Assistant
6. Conduct pre-marriage counseling.	4 hours	RAMELA P. BUENSUCESO Municipal Population Officer
7. After the session, award/release the pre-marriage certificate to the couple.	2 minutes	