

Reporting of Deaths of Filipino Citizens

The death of a Filipino abroad should be reported to and registered with the Philippine Statistics Authority (PSA) through the Embassy/Consulate General having jurisdiction over the locality where the event took place. For Switzerland particularly Canton Geneva and Canton Vaud must be reported in the Philippine Consulate General in Geneva, Switzerland.

Mortuary Certificates are issued when remains or the cremated remains of a deceased (Filipino or foreigner) are to be transported to the Philippines.

Procedures and Requirements:

REPORT OF DEATH AND/OR CONSULAR MORTUARY CERTIFICATE

Report of Death

Requirements:

1. Four (4) original duly accomplished Report of Death Form
2. Original and four (4) photocopies of Extract from Record of Death (Extrait de L'acte de décès)
3. Original and four (4) photocopies of Philippine passport of the deceased
4. Four (4) photocopies of Consular Mortuary Certificate issued by the Philippine Consulate General (if applicable)
5. Original valid passport of the informant and four (4) photocopies
6. Fee: CHF25.00 payable in cash only

If Shipped to the Philippines:

Consular Mortuary Certificate

Human Remains:

1. Original Confirmation of the announcement (of a death (Confirmation de l'annonce d'un décès)
2. Original International Embalming Certificate (Attestation de Soins de Thanatopraxie)
3. Original Laissez-Passer for a Corpse (Laissez-Passer Mortuaire)
4. Original Report of Placement in a Coffin (Procès-Verbal De Mise En Bière)
5. Original and one (1) photocopy of the passport of the deceased
6. One (1) photocopy of flight confirmation ticket or itinerary of the deceased including the flight details, mode of transportation and name of the consignee or the receiving funeral parlor in the Philippines
7. Self-addressed return envelope, with appropriate stamps preferably registered, if Consular Mortuary Certificate is to be mailed.
8. Fee: CHF25.00

Cremated Remains:

1. Original Confirmation of the announcement of a death (Confirmation de l'annonce d'un décès)
2. Original Cremation Report (Process-verbal d'incinération)
3. Original Pass for a Funerary Urn (Laissez-Passer Pour Urne Funéraire)
4. Original and one (1) photocopy of the passport of the deceased
5. Copy of the passport and flight confirmation ticket of the person hand carrying the urn.
6. Self-addressed return envelope, with appropriate stamps preferably registered, if Consular Mortuary Certificate is to be mailed.
7. Fee: CHF25.00

Notes:

French documents must be officially translated into English and the translated documents must be brought to the Cantonal Service of Legalizations for Apostille.

Original documents submitted will be returned to the applicant together with one (1) original (**informant copy**) of Report of Death after processing. Applicant will be informed if the document is ready.

The Philippine Consulate General assumes no responsibility for any delay or loss in the mail, or while the documents are in the custody of the courier service. The applicant should note the tracking numbers of all envelopes used and submitted.