



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
EMBAJADA DE LA REPUBLICA DE FILIPINAS  
MADRID

## PUBLIC ADVISORY # 19

### Notice of Philippine Embassy Operations from 01 June 2020 to 03 July 2020

June 3, 2020

The Philippine Embassy in Madrid announces the following changes in its operating hours as the community of Madrid enters into Phase Two of the Coronavirus de-escalation plan. Unless it is an emergency, applicants who live outside of Madrid are advised that they wait until Madrid is in Phase 3 before they set an appointment to come to the Embassy.

#### **SHORTENED OFFICE HOURS**

**MONDAY TO FRIDAY**

**1000 hrs to 1430 hrs**

Applicants must avail of the **ONLINE APPOINTMENT SYSTEM** for the following consular services:

- Passport application
- Extension of validity of passports (for passports expiring until 31 December 2020)
- Issuance of travel documents
- Filing of civil registry reports (birth/marriage/death)
- Filing of notarial services
- Reacquisition of citizenship
- Request for Apostille
- Yellow Card

Applicants also need to set an appointment with POLO Madrid for the following:

- Verification of employment contract and other labor-related documents
- OWWA membership, first-time application and renewal
- For OEC applicants, an appointment with POLO Madrid may be set using their BM Online account at **bmonline.ph**.

To get an appointment, please go to the Embassy website or follow this link:

**<https://www.philembassymadrid.com/epassport-renewal-appointments>**

**Claiming passports is now possible without an appointment** any day of the week, but only between 1230 hrs to 1430 hrs. Please confirm with the Consular Section if your passport has arrived before coming to the Embassy.

Passport applicants are advised that the processing of new passports may be delayed. If the validity of your current passport will expire by 31 December 2020 please inform the Consular Officer so that the validity of your current passport may be extended.

Only the applicant with an approved appointment paper will be allowed to enter the Embassy. Please ensure you are wearing a face mask when entering the Embassy. All applicants will need to undergo temperature check.

Please take note that there may be delays in receiving mailed-in consular requests.

Visa issuances, NBI fingerprinting service and OAV registration have been suspended until further notice.

This advisory supercedes the Public Advisory #17 dated 15 May 2020.

Please contact our email or hotline number for questions:

**EMBASSY OF THE PHILIPPINES IN MADRID**

Mobile: 616 491 861

Email: [madridpe@yahoo.com](mailto:madridpe@yahoo.com) / [madrid.pe@dfa.gov.ph](mailto:madrid.pe@dfa.gov.ph) / [consular@philembassymadrid.com](mailto:consular@philembassymadrid.com)

Mobile App: eFILIPINAS Facebook Page: @PHinSpain

**PHILIPPINE OVERSEAS LABOR OFFICE (POLO)**

Mobile: 603 52 16 60

Email: [polomadrid2020@gmail.com](mailto:polomadrid2020@gmail.com)

For Filipinos staying outside of Madrid, please await announcements from your region when intra-regional travel will be allowed before deciding to come to Madrid.

Please note the contact details of our Philippine Consular Offices:

**BARCELONA** 930 267 007 or 645 675 098 / [barcelonapcg.consular@dfa.gov.ph](mailto:barcelonapcg.consular@dfa.gov.ph)

**BILBAO** 63 909 7627 / [consuladofilipinasbilbao@gmail.com](mailto:consuladofilipinasbilbao@gmail.com)

**LAS PALMAS** 928 297 040 / [administracion@consuladofilipinaslaspalmas.com](mailto:administracion@consuladofilipinaslaspalmas.com)

**MALAGA** 638 05 4038 / [malagaphc@philembassymadrid.com](mailto:malagaphc@philembassymadrid.com)

**SEVILLA** 954 226 966 / [consuladogeneralofilipinasbidon@gmail.com](mailto:consuladogeneralofilipinasbidon@gmail.com)

**VALENCIA** 697 967 970 / [manuel.carrion@icav.es](mailto:manuel.carrion@icav.es)

**ANDORRA** (+376) 863 363 / [consolatdefilipines@andorra.ad](mailto:consolatdefilipines@andorra.ad)

**Hinihikayat po ang lahat ng ating mga kababayan na sumunod sa mga patakaran at tagubilin na kasalukuyang ipinapatupad ng gobyerno ng España para mapuksa ang COVID-19. Maraming salamat po.**

