



Decree 1260 of 1970

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DECREE 1260 OF 1970

(July 27)

"Whereby the Statute of the Civil Registry of Persons is issued."

THE PRESIDENT OF THE REPUBLIC,

In exercise of the extraordinary powers granted to him by Law 8a. of 1969 and after consulting the advisory commission established by the same,

DECREES

TITLE I

ON THE CIVIL STATUS OF PERSONS.

ARTICLE 1._ A person's civil status is their legal situation within the family and society, determined by their capacity to exercise certain rights and assume certain obligations. It is indivisible, non-transferable, and imprescriptible, and its assignment is governed by law.

ARTICLE 2._ The civil status of persons derives from the facts, acts, and provisions that determine it and from their legal classification.

TITLE II

THE RIGHT TO A NAME AND ITS PROTECTION.

ARTICLE 3._ Every person has the right to their individuality and, consequently, to the name that corresponds to them by law. The name includes the first name, surnames, and, where applicable, the pseudonym.

No changes, additions, or corrections to the name shall be permitted, except in the circumstances and with the formalities specified by law. In

the event of homonymy, the judge may take the measures he or she deems appropriate to avoid confusion.

ARTICLE 4._ Any person whose right to use their own name is disputed, or who may suffer harm due to another person's use of that name, may bring legal action to cease the disturbance and obtain protection against a well-founded fear, as well as compensation for damage to their personal rights and for any moral damage they may have suffered.

In the absence of that person, the action may be brought by anyone who can demonstrate a legitimate interest based on family reasons worthy of protection.

TITLE III

FACTS AND ACTS SUBJECT TO REGISTRATION.

ARTICLE 5._ Facts and acts relating to the civil status of persons must be recorded in the competent civil registry, especially births, acknowledgments of natural children, legitimations, adoptions, alterations of parental authority, emancipations, age qualifications, marriage, marriage settlements, judicial interdictions, guardianship decisions, reinstatements, marriage annulments, divorces, legal separations and separations of property, name changes, declarations of pseudonyms, declarations of residence, declarations of absence, deaths, and declarations of presumed death, as well as registered children, with an indication of the page number and location of the respective registry.

ARTICLE 6._ The registration of judicial and administrative decisions affecting the civil status or capacity of persons shall be made in the competent civil registry.

ARTICLE 7._ Declared unenforceable by the Supreme Court of Justice in its ruling of July 15, 1976.

TITLE IV

REGISTRY ARCHIVE.

ARTICLE 8._ The civil registry archive consists of the following elements:

1. The birth registry.
2. The marriage registry.
3. The death registry.
4. The indexes of the birth, marriage, and death registers.
5. The visitors' book, and
6. The document filing cabinet.

ARTICLE 9._ Births shall be recorded on pages designated for specific individuals, which shall be identified by a code or number indicating the internal order of each office and the sequence in which they are recorded. They shall also indicate the number corresponding to each person in the central registry or archive.

ARTICLE 10._ Births shall be recorded in the birth register, and subsequently, all events and acts relating to the civil status and capacity of persons subject to registration, and especially those related to Article 5.

ARTICLE 11._ Each person's birth record shall be unique and definitive. Consequently, all facts and acts concerning the civil status and capacity of that person, subject to registration, shall be recorded in the corresponding file of the office that registered the birth, and the file shall remain until the death or the judgment declaring presumed death due to disappearance is recorded.

ARTICLE 12._ Marriage and death records shall be kept in pages designated for specific persons, in the manner provided for the registration of births in Article 9.

ARTICLE 13._ The indexes shall be kept by means of a card system in strict alphabetical order of the first surname of those registered, indicating the numbers corresponding to their successive order in the central file and the internal order of the respective office.

ARTICLE 14._ The registration forms for births, marriages, and deaths, as well as the respective indexes and corresponding filing cards, shall be kept in furniture specially designed for their better preservation and handling, in the strict numerical order in which they are distinguished.

distinguishes them.

ARTICLE 15._ The visitor's book shall contain the records of the ordinary and extraordinary visits made by the registry supervisor to the official, which shall be signed by the latter and by the person making the visits, with a note of any deficiencies observed, as well as any favorable points that deserve to be highlighted.

ARTICLE 16._ The documents that have been used for registration shall be kept in the filing cabinet, in folders numbered with reference to the respective pages.

ARTICLE 17._ For all documents relating to the civil status or capacity of persons subject to registration, a special and authentic copy shall be issued by the office of origin, on plain paper, for the civil registry office.

The copy of the deeds may dispense with the transcription of the annexes, and that of the judicial decisions may be reduced to the operative part.

Once the registration has been made, the civil registrar shall reproduce the note entered in the copy belonging to the interested party on the copy intended for their archives.

TITLE V

METHOD OF REGISTRATION.

ARTICLE 18._ Civil status records shall be kept on cards. The government shall determine the format of the cards and furniture, and shall take measures to ensure the uniformity of the files, working methods and practices, and the greatest security and preservation of their contents.

It shall also provide photographic reproductions of the records, indexes, and supporting documents, preserve such copies for the sake of purity and completeness of the archive, improve communication with the central office, and provide ongoing information to the national service.

ARTICLE 19._ Civil status registrations shall be made in duplicate. One copy shall be kept at the local office and the other shall be sent to the central office archives.

ARTICLE 20._ The entry shall be made in the register corresponding to the reported event, act, or ruling.

ARTICLE 21._ All entries shall state:

1. The nature of the event or act being registered.
2. The place and date on which it is made.
3. The full name and address of the parties appearing, their identity, and the document establishing their identity.
4. The signatures of the parties appearing and of the official.

ARTICLE 22._ Judicial or administrative acts, proceedings, and decisions related to the civil status and capacity of persons, other than births, marriages, and deaths, shall be recorded: those relating to marriage and its personal and property effects, both in the marriage registry and in the birth registry of the spouses; and the rest, in the birth registry of the person or persons concerned.

The notary who issues the deed containing the act, and the judicial official or corporation that issues the order, shall notify the interested parties of the need for registration.

ARTICLE 23._ Once the provisions affecting the capacity of persons have been registered, the civil registrar shall communicate the registration to the central office, referring to the identity and domicile of the person concerned, the date, nature, and office of origin of the provision, so that the latter, in addition to the required annotations, may draw up a complete index in strict alphabetical order.

ARTICLE 24._ Repealed by Law 5 of 1975, Article 13.

ARTICLE 25.The declaration of intent to reside made before the municipal mayor, in accordance with Article 82 of the Civil Code, must indicate the code of the birth registration folio and be communicated by that official to the person who keeps said folio and to the central office of the Civil Registry, indicating the name of the declarant, their identity, the registration folio number, and the date of their declaration.

ARTICLE 26._ The central office of the Civil Registry shall make entries in the copies of the registry pages in its possession, based on the copies and reliable data sent to it by the local offices or collected directly from them, and shall order the relevant entries to be made in the pages of the three registries, as appropriate to the evidence available to it.

ARTICLE 27._ When a folio is exhausted due to the entries made in it, a supplementary folio shall be opened and attached to the initial one.

ARTICLE 28._ The registration process consists of the receipt, extension, granting, authorization, and certification of the entry.

ARTICLE 29._ Reception consists of receiving the statements made by the interested parties and, where appropriate, the witnesses, before the official; extension is the written version of what they have stated; the execution is the express consent given by both parties to the extended proceedings; and the authorization is the official stamp affixed to the record by the official, in view of the fact that the relevant requirements have been met and that the statements have actually been made by the persons to whom they are attributed.

ARTICLE 30._ The identification of those appearing shall be made with the relevant legal documents, leaving a record of what these are. However, in urgent cases, in the absence of a special identification document, the official may identify them with other authentic documents, or by means of his or her own certification of knowledge.

ARTICLE 31._ Witnesses presented by the interested parties to prove the facts that are the subject of the record may even be relatives of the interested parties. Persons considered unfit to testify under the Code of Civil Procedure may not be witnesses.

ARTICLE 32._ Upon receiving the statements of the parties appearing and, where applicable, of the witnesses presented by them, the official shall endeavor to establish the veracity of the facts reported, and if, having serious indications that their statement is apocryphal, they insist on the registration, he shall proceed to record and authorize it, leaving the necessary observations and notifying the competent authority to carry out the corresponding investigation.

ARTICLE 33._ If the official responsible for keeping the civil registry has serious indications that fraud has been committed or attempted, he or she shall immediately report the fact to the competent authority so that a criminal investigation of the case may be conducted.

ARTICLE 34._ Civil registry officials may collect reports and statements of facts relating to civil status outside their offices, but within their jurisdiction, by setting up stations in hospitals and clinics and visiting the homes of the interested parties at their request.

ARTICLE 35._ Entries shall be made by hand or by mechanical means, in clear characters and with the greatest possible security and durability; they may be printed in advance and filled in clearly with the details of the event or act being registered, taking care to fill any remaining spaces with lines or strokes to prevent their subsequent use.

No blank spaces or empty spaces shall be left, nor shall abbreviations or initials be used in names that could give rise to confusion. ARTICLE 36._ There shall be no place for the intervention of instrumental witnesses in the entries.

ARTICLE 37._ Once the record has been drawn up, it shall be read in its entirety by the official to those appearing, who may clarify, modify, or correct their statements, and if they agree, they shall express their consent. Their signatures shall demonstrate their approval. In the case of deaf persons, the reading shall be done by themselves.

The record shall conclude with the handwritten signatures of those present. If any signature is incomplete or not easily legible, the full name of the signatory shall be written below it.

ARTICLE 38._ If any of the parties does not know how to sign or is unable to do so, the document shall be signed by the person they request, whose name, address, and identification shall be noted. The party shall then affix their fingerprint, which shall be recorded in writing, indicating which fingerprint has been affixed.

ARTICLE 39._ The official shall authorize the registration once all the formal requirements of the case have been met and the relevant documents have been submitted, signing it with their handwritten signature at the end.

ARTICLE 40._ Modified. Decree 2158 of 1970, Article 7. The official shall not authorize the registration if any requirements that prevent authorization are missing. The registration shall then be suspended until the missing requirements are met. In any case, the official shall certify with his or her signature that the procedure was signed in his or her presence, indicating the date on which it occurred.

When the missing requirements are met, the official shall authorize the registration with his or her signature, expressly recording the date of said authorization.

ARTICLE 41._ When a registration that has already been issued is not signed by one or more of the parties appearing and is not completed for this reason, the official, without authorizing it, shall note what has happened, indicating the date of the event.

ARTICLE 42._ Amended. Decree 2158 of 1970, Article 8. Any entry that has not been authorized by the official shall not be considered a valid registration and shall be deemed non-existent. However, if only the signature of the official is missing, and the omission is due to reasons other than those that justify the refusal of authorization, the Superintendency of Notaries and Registries may, after summary verification of the facts, order that the registration be signed by the person holding the position.

If the signature is missing from the copy kept by the National Registration Service, it may be signed by the head of that agency, with the prior authorization of the Superintendency of Notaries and Registries.

ARTICLE 43._ Once the registration has been completed, a record of it shall be made both in the copy of the document submitted for that purpose, which shall be returned to the interested party, and in the copy of the document intended for the office's archives, stating the date, registration, and internal order number of the office. The copy shall then be entered in the indexes and kept on file.

TITLE VI

REGISTRATION OF BIRTHS.

ARTICLE 44._ The following shall be recorded in the birth registry:

1. Births occurring within the national territory.
2. Births occurring abroad to persons whose father and mother are Colombian.

3. Births occurring abroad to persons whose father or mother is Colombian by birth or adoption, or to foreigners residing in the country, if requested by an interested party.

4. Acknowledgments of natural children, legitimations, adoptions, alterations of parental authority, emancipations, age qualifications, marriages, marriage settlements, judicial interdictions, guardianship determinations, rehabilitations, marriage annulments, divorces, separations of bodies and property, name changes, pseudonym declarations, declarations of absence, deaths, and declarations of presumed death, and in general, all facts and acts related to the civil status and capacity of persons.

ARTICLE 45._ The following persons are required to report births and request their registration:

1. The father.
2. The mother.
3. Other ascendants.
4. The closest older relatives.
5. The director or administrator of the public or private establishment where the birth occurred.
6. The person who took in the abandoned newborn.
7. The director or administrator of the establishment that has taken charge of the foundling.
8. The person concerned, if over eighteen years of age.

ARTICLE 46._ Births occurring within the national territory shall be registered at the office corresponding to the territorial district in which they took place. If the birth occurs during travel within the territory, or outside it, the registration shall be made at the place where the travel ends.

ARTICLE 47._ Births occurring abroad or during travel ending in a foreign country shall be registered at the competent Colombian consulate, and in the absence thereof, in the manner and form prescribed by the legislation of the respective country.

The consul shall send copies of the registration, one to the central office archives and the other to the civil registry official in the capital of the republic, who, after authenticating the document, shall reproduce the registration and open the corresponding file.

If the registration has not been made before a national consul, the official in charge of civil registration at the first office in the capital of the republic shall open the file, once the authenticity of the documents proving the birth has been established.

ARTICLE 48.- The birth must be registered with the relevant civil registrar within one month of its occurrence.

Only those born alive shall be registered, in accordance with the provisions of Article 90 of the Civil Code.

ARTICLE 49._ Birth shall be certified before the official responsible for maintaining the civil registry by means of a certificate from the doctor or nurse who attended the mother during childbirth, and in the absence thereof, by means of a sworn statement from two competent witnesses.

Doctors and nurses shall issue the certificate free of charge.

The witnesses shall declare before the official the facts of which they have knowledge and the reason for this, and shall sign the registration. The oath shall be deemed to have been taken by the mere fact of signing.

ARTICLE 50._ Amended. Decree 999 of 1988, Article 1. When attempting to register a birth outside the prescribed period, the interested party must provide proof in the form of authentic documents, or copies of parish records for persons baptized in the Catholic Church or religious records for persons of other faiths, or, as a last resort, sworn statements presented to the registrar by two competent witnesses who have witnessed the event or have direct and reliable knowledge of it, stating the information necessary for registration, in the manner established by Article 49 of this Decree.

The documents accompanying the application for registration shall be filed in a folder with an indication of the folio code they support.

ARTICLE 51._ In the case of the registration of the birth of twins, it shall be indicated, as far as possible, which was born first, and separate records shall be issued.

ARTICLE 52._ Birth registration shall be divided into two sections: one generic and one specific. The generic section shall contain only the name of the person registered, their sex, the municipality and date of birth, the office where they were registered, and the folio and general numbers of the central office.

The specific section shall also include the time and place of birth, the name of the mother, the name of the father; where possible, the identity of both, their profession or occupation, their nationality, their marital status, and the code of their birth and marriage records; the name of the professional who certified the birth and their license number.

In addition, the footprints of those registered under the age of seven and the thumbprints of those registered over that age shall be printed.

The expression of the data in the generic section is an essential requirement for registration.

ARTICLE 53._ The first surname of the mother and the first surname of the father shall be registered as the surnames of the registered person in the Civil Registry of Births, in the order agreed upon by mutual agreement. In the event of disagreement, the official in charge of the Civil Registry of Births shall resolve the disagreement by drawing lots, in accordance with the procedure established for this purpose by the National Civil Registry. In the absence of recognition as the child of one of the parents, the surnames of the father or mother who registers the birth in the Civil Registry shall be assigned. This rule applies to children born in wedlock, out of wedlock, adopted, from de facto marital unions, from same-sex couples, and with paternity or maternity declared by a court.

PARAGRAPH 1. Persons who, upon the entry into force of this law, are registered with only one surname may add a second surname at the time and through the procedure indicated in Article 6, paragraph 1 of Decree 999 of 1988.

PARAGRAPH 2. Upon reaching the age of majority, the registered person may, on one occasion only, arrange for a change of name by means of a public deed, in order to establish their personal identity.

PARAGRAPH 3. In the case of children whose paternity or maternity has been declared by a court decision, the surnames of the registered person shall be those determined by mutual agreement between the parties. In the absence of agreement, the surname of the father or mother who first recognized the child shall be registered first, followed by the surname of the father or mother who was defeated in the court proceedings.

(Amended by Article 2 of Law 2129 of 2021)

ARTICLE 54._ If the registered person is reported as a natural child, the official in charge of keeping the civil registry shall ask the complainant about the name, surname, identity, and residence of the parents, and shall note the mother's name on the page.

As for the father, his name shall only be written there when that status is accepted by the declarant himself or as a witness. If paternity is attributed to a person other than them, the corresponding entries, together with the evidentiary basis for such an accusation, expressed by the complainant, after being required not to lie, under his signature and that of the official, shall be made on special sheets, in duplicate.

ARTICLE 55._ The number and date of the supplementary entry shall be recorded on the birth registration form of the natural child. The special and additional sheet of the registration page shall also contain a reference to the number thereof, in addition to the information provided by the complainant, and may only be inspected by the registered person, their relatives within the fourth degree of consanguinity, the person who has cared for their upbringing or exercises their legal guardianship, the defender of minors, and the public prosecutor. Copies may only be issued to the same persons and to the judicial and police authorities who request them in the exercise of their functions and within their jurisdiction.

In the margin of the special sheet, the official shall record the date of issue of each copy and the individual or authority that requested it.

ARTICLE 56._ The civil registry official shall keep the supplementary sheets, which shall be filed and bound in continuous, numerical, and chronological order, and bound at the end of each calendar year.

Each month, they shall send to the central office and to the Family Welfare Institute a complete list of the additional pages to the birth registration forms.

ARTICLE 57._ When the birth registration of a natural child is not signed by the presumed father, either as the reporting party or as a witness, the registrar shall deliver to the interested parties a summons for the person indicated as the father on the supplementary sheet of the registration folio.

The police authorities and the Children's Ombudsman shall cooperate in ensuring that the alleged father is summoned and appears at the civil registry office.

ARTICLE 58._ Once the alleged father has appeared at the office of the civil registrar and has been informed of the contents of the birth registration form and the additional sheet stating the attribution of paternity, he shall state whether he recognizes the person indicated therein as his natural child or rejects such attribution.

If the person appearing accepts paternity, the acknowledgment will be recorded on the page where the birth was registered, with his signature and that of the official.

In the event of rejection of the attribution of paternity, a certificate shall be issued on the additional sheet, with the same signatures.

ARTICLE 59._ When the name of the mother or father of the registered person, or that of both parents, is not indicated; when, thirty days after registration, the alleged father has not appeared; and in the event that the latter does not accept the attribution, the official in charge of keeping the civil registry shall report what has happened to the competent child advocate, to whom he shall send a copy of the additional page of the registry folio, leaving a record of the referral in the original.

ARTICLE 60. Once natural paternity or maternity, or both, have been legally defined by acknowledgment or a final and non-appealable court decision, the official in charge of maintaining the civil registry that holds the child's birth record shall proceed to correct it and issue a new certificate that faithfully reproduces the facts recorded in the original, duly modified as appropriate to the new situation. The two pages shall bear notes referring to each other.

ARTICLE 61._ In the case of the registration of the birth of a minor child of unknown parents, whose registration is unknown, the civil registrar shall proceed to register the child at the request of the local child welfare officer, mentioning the information provided by the latter, after summary verification of the age and origin of the person being registered and the absence of registration.

ARTICLE 62._ If the surname of the parents is unknown because the newborn is foundling or for any other reason, the registrar shall fill in the gap by assigning a surname commonly used in Colombia.

ARTICLE 63._ When the person whose birth is to be registered is over seven years of age, the registration must be accompanied by proof that he or she has not been registered, issued by the central office.

ARTICLE 64._ The official who registers a birth shall send copies of the registration form, either ex officio or at the request of the interested party, to the central office and to the offices that have the parents' birth registration forms, for reference purposes.

ARTICLE 65._ Once a birth has been registered, the central office shall indicate the code or number corresponding to the record within the national sequence, which shall be used to mark the copy in its file and which shall be communicated to the local office so that it may be stamped on its copy.

The central office shall arrange for the cancellation of the registration when it verifies that the person concerned was already registered.

ARTICLE 66._ Once the registration of a fact or act relating to the civil status or capacity of persons has been completed in the corresponding page of the birth register, the official who carried it out shall report it, together with the documents on which it was based, to the central office, so that the latter may proceed to make the relevant entry in its archive.

TITLE VII

REGISTRATION OF MARRIAGES.

ARTICLE 67._ Marriages celebrated within the country shall be registered at the office corresponding to the place of celebration within thirty days of the celebration.

Marriages celebrated abroad between two Colombians by birth, between a Colombian by birth and a foreigner, between two Colombians by adoption, or between a Colombian by birth and one by adoption shall be registered at the first office responsible for civil status registration in the capital of the republic.

ARTICLE 68._ A marriage may be registered at the request of any person. In any case, registration shall not proceed without a certified copy of the respective parish record, in the case of Catholic marriages, or of the deed recording the corresponding judicial or administrative proceedings, in the case of civil marriages.

Such copies shall be filed and kept in sequential, numerical, and chronological order, with a note of the marriage registration number they support.

Paragraph 3. [Added by Law 25 of 1992, Article 2.](#) Marriage certificates issued by religious authorities must be registered at the civil registry office corresponding to the place where the marriage was celebrated.

Paragraph 4. [Added by Law 25 of 1992, Article 2.](#) An authentic certification of the competence of the religious minister who officiated the marriage shall be attached to the registration certificate.

ARTICLE 69. The marriage registration shall state:

1. The place and date of the ceremony.
2. Name, marital status, address, and identity of the contracting parties, as well as the registration number of their birth certificates and the place of registration.
3. Name of the parents of the contracting parties.
4. Official or priest who performed the marriage.
5. Name, identity, and birth registration number of the children of the contracting parties legitimized by the marriage.

6. Date, notary, and place where the deed by which the spouses agreed to the marriage settlement was executed.

ARTICLE 70._ The essential requirements for marriage registration are: the names of the spouses, the date, the place, the office, parish, or priest who performed the ceremony, and proof of the presence of an authentic copy of the parish record or the deed of registration of the judicial or administrative proceedings corresponding to the ceremony.

ARTICLE 71._ The civil registrar who registers a marriage, either ex officio or at the request of the interested party, shall send copies of the folio to the local offices where the birth records of the spouses and legitimate children are kept, and to the central office.

ARTICLE 72._ The marriage registration folio shall record the orders declaring the nullity of the marriage or divorce, or decreeing the separation of bodies or property between the spouses, in view of an authentic copy thereof, which shall be kept in the office's archives.

The civil registry official who registers one of these rulings shall send, ex officio or at the request of a party, copies of the registration to the central office and to those offices that have the birth registration folio of the spouses.

TITLE VIII

REGISTRATION OF DEATHS.

ARTICLE 73._ The death must be reported within two days of the moment when the event became known, at the civil registry office corresponding to the place where the death occurred or where the body was found.

ARTICLE 74._ The following persons are required to report the death: the surviving spouse, the closest relatives of the deceased, the persons living in the house where the death occurred, the doctor who attended the deceased during their final illness, and the funeral home responsible for the burial.

If the death occurs in a barracks, convent, hospital, clinic, asylum, prison, or public or private establishment, the duty to report it shall also fall on the director or administrator thereof.

The police authority that finds an unidentified or unclaimed body must also file the corresponding report.

ARTICLE 75._ If two days have passed since the death without it having been registered, it shall only be registered by means of a court order issued after incidental proceedings.

The judge shall assess the reasons for the delay in registration and, if he considers that it is due to fraud or malice, shall impose a fine of fifty to one thousand pesos on the person responsible, without prejudice to any criminal proceedings that may be brought.

ARTICLE 76._ Death shall be certified before the civil registry official by means of a medical certificate issued under oath, which shall be deemed to have been given by the mere fact of the signature. Only in the absence of a doctor in the locality may it be proven by the statement of two competent witnesses.

The certificate shall be issued free of charge by the physician who treated the deceased during their final illness; in their absence, by the medical examiner; and in the absence of both, by the public health physician.

In addition to all of the above, any doctor who holds an official position related to their profession in the locality and any medical professional shall certify the death, in that order, at the request of the official in charge of the registry.

ARTICLE 77._ The following shall be recorded in the death register:

1. Those occurring within the territory of the country.
2. The deaths of Colombians by birth or adoption, and those of foreigners residing in the country, occurring outside the country, when requested by the interested party who can prove the fact.

The registration shall then be carried out at the first office responsible for registration in the capital of the republic.

3. Final court judgments declaring presumed death due to disappearance.

ARTICLE 78._ The death of a stillborn child shall not be recorded in the death register.

The civil registrar who is notified of the event shall communicate it to the health authorities, providing the same information required for the registration of the death, so that they may grant permission for burial.

ARTICLE 79._ If the death was violent, its registration shall be preceded by judicial authorization. Such a decision is also required in the event of a certain death when the body cannot be found or does not exist.

ARTICLE 80._ The death record shall state:

1. The date and place of death, indicating the time at which it occurred.
2. Name, nationality, sex, and marital status of the deceased, with reference to the page number of their birth certificate.
3. Name of spouse, if applicable.
4. Number of the deceased's citizenship card or identity card and place of issue.
5. Cause or causes of death and name and license number of the certifying physician.

Essential requirements for registration are: the date of death, the name, and the sex of the deceased.

ARTICLE 81._ Final judgments declaring presumed death due to disappearance shall be recorded in the death registry, with a note of the information they contain, and a copy shall be kept in the office archives.

The registration resulting from the discovery of human remains shall include the information provided by the person reporting the discovery.

ARTICLE 82._ When the death of a person under one year of age is reported, the registrar shall inquire whether the birth has been registered, and if the conclusion is negative, shall also register the birth, if competent to do so, or shall notify the competent official so that the latter may make the registration.

ARTICLE 83. When deaths occur on days and at times when the registry office is closed to the public, and for this reason it is not possible to immediately enter the case in the civil registry, burial may take place, but cemetery administrators are required to collect all the necessary information so that the entry can be made by the authorized official during the first working hours of the following day.

ARTICLE 84._ Once the registration has been made, the official shall issue a certificate to the health authorities so that the burial may be authorized, which may not take place before ten hours or after forty-eight hours after the death.

For burial in cemeteries located in municipalities other than the one in which the death occurred, permission from the respective health authority is required, except in the case of municipalities belonging to the same administrative district.

ARTICLE 85._ Burials may only be carried out in municipal cemeteries and in duly authorized private cemeteries.

Municipalities and individuals with authorized cemeteries must appoint the necessary officials for their administration and the supervision of burials carried out therein.

ARTICLE 86._ Every cemetery shall keep a register in which the following information shall be recorded for each burial: the name and sex of the deceased, and the code number of the death certificate. Civil registry officials and those responsible for supervising them shall ensure compliance with this requirement.

ARTICLE 87._ In the event of an epidemic or other public calamity, burials shall be carried out in accordance with the instructions issued by the competent authority.

TITLE IX

CORRECTION AND RECONSTRUCTION OF RECORDS AND FOLIOS.

ARTICLE 88._ Errors made when making an entry shall be corrected by underlining and enclosing in parentheses the words, phrases, or figures to be deleted, or by inserting those to be added in the appropriate place between the lines, and by saving the correction at the end, reproducing it in quotation marks and indicating whether or not the deletion or addition is valid. The correction may be made by amending what has been written or by deleting and replacing it, and this shall be indicated in the proviso made. The provisos shall be signed by the official in charge of the civil registry. Without these requirements, the corrections shall not be valid and the original expressions shall be considered true.

ARTICLE 89._ Modified. Decree 999 of 1988, Article 2. Once authorized, civil status registrations may only be altered by virtue of a final court decision or by order of the interested parties, in the manner and with the formalities established in this Decree.

ARTICLE 90._ Amended. Decree 999 of 1988, Article 3. Only the persons referred to in the record may request the rectification or correction of a record or sign the respective public deed, either in person or through their legal representatives or heirs.

ARTICLE 91._ Amended. Decree 999 of 1988, Article 4. Once the civil status has been registered, the registrar, at the written request of the interested party, shall correct any typographical or spelling errors and any errors identified by comparing the previous document or by simply reading the page, by opening a new page on which the correct information shall be recorded. The pages shall bear notes of reciprocal reference.

Errors in the registration, other than those indicated in the previous paragraph, shall be corrected by public deed in which the grantor shall state the reasons for the correction and shall record the documents supporting it. Once the deed has been authorized, the corresponding folio shall be replaced. The new folio shall contain the correct information, and both folios shall contain cross-references to each other.

The corrections referred to in this article shall be made for the purpose of adjusting the registration to reflect reality and not for the purpose of altering marital status.

ARTICLE 92._ Repealed. Decree 999 of 1988, Article 8.

ARTICLE 93._ Amended. Decree 999 of 1988, Article 5. Corrections to entries in the civil registry, made by the official in charge or ordered by the interested parties in a public deed, shall take effect, without prejudice to any judicial decisions that may be made on them, and shall have the value and scope that corresponds to them under the law.

ARTICLE 94._ Amended. Decree 999 of 1988, Article 6. The registrant may, on one occasion only, by means of a public deed, request the modification of the registry to replace, rectify, correct, or add to their name, all for the purpose of establishing their personal identity.

A married woman may, by means of a public deed, add or remove her husband's surname preceded by the preposition "de" in

cases in which she has adopted it or it has been established by law.

The instrument referred to in this article shall be registered in the corresponding civil registry of the interested party, for which purpose a new page shall be opened. The original and the substitute shall bear notes of reciprocal reference.

ARTICLE 95._ Any modification of an entry in the civil registry involving a change of status requires a public deed or final court decision ordering or requiring it, in accordance with the law.

ARTICLE 96._ Judicial decisions ordering the alteration or cancellation of a record shall be registered in the corresponding pages, and the relevant reference notes shall be taken from them, and notice shall be given to the officials who have complementary records.

ARTICLE 97._ Any correction, alteration, or cancellation of an entry in the civil registry must indicate the declaration, deed, or order on which it is based and shall bear the date and signature of the interested party or parties and of the official who authorizes it.

ARTICLE 98._ Any pages, books, or registration cards or indexes that become damaged shall be archived and replaced with an exact reproduction of them, with a note of the fact and its timing, signed by the corresponding civil registry official.

ARTICLE 99._ Any civil registry folios, books, or records that are lost, destroyed, or defaced shall be reconstructed based on the duplicate copy, and in the absence thereof, based on a photographic reproduction or authentic copy thereof, and in the absence of these, by resorting to the remains of those and the documents kept in the archive, or to reliable documents provided by the interested parties.

The reconstruction shall be ordered and carried out by the central office, after summary verification of the loss and full verification of the conformity of the copies or the ownership and authenticity of the other documents.

ARTICLE 100._ If it is not possible to reconstruct the registration document with the evidence provided and collected, the interested party may request a new registration, with the same requirements as for the initial registration.

TITLE X PROOF OF

CIVIL STATUS.

ARTICLE 101._ Civil status must be recorded in the civil status registry.

The registry is public, and its books and cards, as well as the copies and certifications issued on the basis thereof, are public instruments.

ARTICLE 102._ Registration in the civil status registry shall be valid provided that it is done in accordance with the requirements of the law.

Entries made in a foreign country shall also be valid if the formalities of the respective country have been fulfilled or if they have been issued before a Colombian consular agent, in accordance with the provisions of national law.

ARTICLE 103._ The authenticity and purity of entries made in due form in the civil registry are presumed. However, they may be rejected if it is proven that there is a lack of personal identity, that is, if the person referred to in the entry and the documents on which it is based are not the same person as the person to whom it is intended to apply.

ARTICLE 104._ From a formal point of view, registrations are null and void:

1. When the official acts outside the territorial limits of his or her jurisdiction.
2. When the parties appearing have not approved the text of the registration.
3. When the date and place of authorization or the legal name of the official does not appear.

4. When the identification of the grantors or witnesses, or their signatures, are not duly established.

5. When the necessary documents, such as estimates for registration or alteration or cancellation thereof, do not exist.

ARTICLE 105._ Facts and acts related to the civil status of persons occurring after the entry into force of Law 92 of 1933 shall be proven by means of a copy of the corresponding certificate or folio, or by means of certificates issued on the basis thereof.

In the event of their loss or destruction, the facts and acts shall be proven by reconstructed records or folios or by the folio resulting from the new registration in accordance with the provisions of Article 100.

Inc. 3o. Modified. Decree 2158 of 1970, Article 9o. And in the absence of such records or folios, the competent civil registry official, after summary verification thereof, shall proceed with the corresponding registrations by opening the folios, based, in order, on: in public instruments or in copies of religious records, or in a judicial decision based either on statements by eyewitnesses to the facts or acts constituting the civil status in question, or on the notorious possession of that civil status.

ARTICLE 106._ None of the facts, acts, and decisions relating to the civil status and capacity of persons subject to registration shall be valid in proceedings or before any authority or public official unless they have been registered or recorded in the respective office, in accordance with the provisions of this ordinance, except for facts for which legal registration is not required for proof.

ARTICLE 107._ As a general rule, no fact, act, or provision relating to the civil status or capacity of persons and subject to registration shall have effect with respect to third parties until the date of registration or entry.

ARTICLE 108._ Officials responsible for maintaining civil status records shall provide data and reports pertaining to the service and for vital statistics and public health purposes to the registry, statistics, and health authorities, in accordance with the terms, opportunities, and forms established by those authorities.

ARTICLE 109._ The National Civil Registry shall issue identity cards to persons who have reached the age of seven and shall renew them for those who have reached the age of fourteen.

Such cards shall indicate the name of the interested party, the place and date of birth, as well as the code of the birth registration file and the office where it was filed.

The Government, in regulating this provision, shall determine the format and quality of the cards, their distinctive features, and their enforceability.

TITLE XI COPIES

AND CERTIFICATES.

ARTICLE 110._ The officials in charge of keeping the civil registry and the central office may issue copies and certificates of the records and folios kept in their archives.

Copies of certificates may not be issued.

Certificates shall contain at least the essential data of every entry and those of the entry in question. Both copies and certificates shall be issued on appropriate paper and signed by the official who authorizes them.

ARTICLE 111._ Registration in the Civil Registry is free of charge.

The Government shall periodically set the fees for certificates and copies of civil registry entries, records, and pages, taking into account the needs of the service and the public interest.

ARTICLE 112._ Copies of the birth record or register of a natural child and the certificates issued on the basis thereof shall omit the name of the presumed father, unless there is a final and non-appealable acknowledgment or judicial declaration of paternity, and the initial registration is corrected accordingly.

ARTICLE 113._ Copies and certificates issued from a corrected record or folio shall state the number, date, and notary of the respective deed, or of the resolution of the central office, or of the judicial order that ordered it.

ARTICLE 114._ The officials in charge of the civil registry and the central office may issue copies of the records, certificates, and folios in their archives, either by means of a literal transcription of their content or by mechanical reproduction.

ARTICLE 115._ Copies and certificates of birth records, certificates, and folios shall be limited to the name, sex, place, and date of birth.

Copies and certificates that record the names of the parents and the nature of the parentage may only be issued in cases where it is necessary to prove kinship and for that purpose alone, after indicating the purpose and upon receipt, with identification of the interested party.

The issuance and unjustified possession of copies or certificates of birth registration records containing the specific information mentioned in Article 52, and the disclosure of their content without legitimate reason, shall be considered violations of the right to privacy and shall be punished as misdemeanors under the terms of Articles 53 to 56 of Decree Law 1118 of 1970.

ARTICLE 116._ Proof of a person's filiation may not be required except in cases where it is essential to demonstrate kinship for personal or property purposes, whether in or out of court.

The requirement of such proof in other cases or for other purposes shall be considered a violation of the right to privacy and punished as a misdemeanor under the terms of Articles 53 to 56 of Decree Law 118 of 1970.

ARTICLE 117._ For the issuance of identity cards and citizenship cards, birth certificates or copies of the folio or record shall be issued, limited to the information in the generic section.

TITLE XII

OFFICIALS RESPONSIBLE FOR MAINTAINING THE REGISTER.

ARTICLE 118._ Amended. Decree 2158 of 1970, Article 10. [Amended by Article 77, Law 962 of 2005](#). The following are responsible for keeping records of the civil status of individuals:

1. Within the national territory, notaries, and in municipalities that do not have a notary office, municipal civil status registrars, or, failing that, municipal mayors.

The Superintendency of Notaries and Registries may authorize, on an exceptional and well-founded basis, the delegates of municipal civil status registrars and magistrates and police inspectors to keep civil status records.

2. Abroad, consular officials of the Republic.

ARTICLE 119._ The official in charge of keeping the civil registry of persons may not authorize the registration of events or decisions relating to his or her spouse or relatives within the fourth degree of consanguinity, second degree of affinity, and first degree of civil relationship, or in cases where he or she has a direct interest. For such registrations, he or she shall be replaced by his or her legal substitute.

ARTICLE 120._ The Superintendency of Notaries and Registries shall provide the officials responsible for keeping the civil status records of

with the necessary folios, cards, files, folders, filing cabinets, and furniture for the provision of the service.

ARTICLE 121._ Modified. Decree 2158 of 1970, Article 11. The Superintendency of Notaries and Registries shall supervise the civil status registry of persons and the officials responsible for maintaining it insofar as such work is concerned, and shall provide them, either directly or in cooperation with the National Civil Registry, with the technical assistance they require.

Paragraph._ Likewise, the Superintendency, in accordance with the regulations issued by the Government, shall supervise the functions performed by the National Registration Service in relation to the civil status registry of persons.

ARTICLE 122._ The functions attributed in this ordinance to the central civil registry office shall be assigned to the Ministry of Justice, through the Superintendency of Notaries and Registries; however, the President of the Republic, in exercise of his constitutional powers, may assign them to another ministry or administrative department.

TITLE XIII

VALIDITY OF THE REGULATION.

ARTICLE 123._ Articles 346 to 395 of Title 20 of Book 1 of the Civil Code, Law 92 of 1938, Decrees 1003 of 1939, 160, and 1135, and Chapter 1, Articles 1 to 10 of Law 102 of 1938 are hereby repealed. of the Civil Code, Law 92 of 1938, Decrees 1003 of 1939, 160 and 1135, and Chapter 1, Articles 1 to 13 of Decree 398 of 1969, as well as any other provisions related to the registration of civil status that are contrary to this law, are hereby repealed.

ARTICLE 124._ This decree shall take effect upon its promulgation, but the government shall take all necessary preparatory measures to ensure the proper functioning of the civil registry, in accordance with the new system, on a gradual basis.

PUBLISH AND COMPLY.

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