

**constitutionality and nullity**[Registration open](#)[Registration open](#)

OFFICIAL GAZETTE. YEAR CVIII. No. 33437. OCTOBER 16, 1971. PAGE 3.

**TABLE OF CONTENTS** [\[Show\]](#)**SUMMARY OF CHANGES** [\[Show\]](#)**DECREE 1694 OF 1971**

(September 1)

**Regulating the issuance and enforceability of the Identity Card established by Article 109 of Decree-Law No. 1260 of 1970, and enacting certain rules on the identification of minors****STATUS:** In force [\[Show\]](#)

The data published in SUIN-Juriscol is for informational purposes only, with the aim of disseminating the Colombian legal system, whose source is the Official Gazette and relevant case law. It is updated periodically. The monitoring and verification of regulatory and jurisprudential developments does not imply a certification function or interpretation of the validity of the regulations by the Ministry.

**Subtype:** ORDINARY DECREE**The President of the Republic of Colombia,**

in exercise of the powers conferred upon him by Article 120, paragraph 3, of the National Constitution,

**DECREES:**

**Article 1.** The Identity Card established by Article 109 of Decree-Law 1260 of 1970 shall be issued to all Colombians over seven (7) years of age and under twenty-one (21), in accordance with the provisions of this Decree and for the purposes set forth therein.

This card shall be renewed when the interested party reaches the age of fourteen (14).

**Article 2.** The issuance and renewal of the Identity Card is the responsibility of the National Registrar of Civil Status.

**Article 3.** The Identity Card shall expire when the person reaches the age of majority or when he or she dies before that time.

The card shall not expire when the holder reaches the age of fourteen (14), but failure to renew it at that time shall result in the imposition of the administrative penalties set forth below on the person responsible.

**Article 4** The Identity Card shall be made of material that offers security against tampering or falsification. It shall contain the following information or spaces:

- a) Identification number, indicating date of birth and sex.
- b) First and last names, as they appear on the civil birth certificate issued by the National Registration Service, or by the Notary Public or corresponding civil registry office.
- c) Place of birth, indicating the municipality and department.
- d) Space for fingerprint.
- e) Space for photograph.
- f) Place and date of issue and expiration date.

**Article 5.** The Identity Card issued by the National Civil Registry is the only suitable means of identification for minors who have reached the age of seven (7).

**Article 6.** Parents or persons under whose guardianship or custody a minor is placed are required to apply for the issuance of an Identity Card as soon as the minor reaches the age of seven (7). To this end, they shall have a period of three (3) months from that date, during which the document shall not be required for the events referred to in Article 22 of this Decree.

Any person who applies for the issuance of the card after the three (3) months referred to in the previous paragraph shall pay a fine of up to \$50.00 to the National Treasury, which shall be imposed by the National Registrar of Civil Status.

**Article 7.** The National Registrar of Civil Status shall begin the process of issuing Identity Cards on January 1, 1972.

Persons who on that date are seven (7) years of age or older and less than twenty-one (21) years of age shall be governed by the following rules regarding their personal identification:

1. If they already have the Postal Card from the Ministry of Communications, they may continue to use it validly as an identification document until they reach the age of fourteen (14), when they must obtain the Identity Card.
2. If they are over fourteen (14) years of age and under eighteen (18), they must obtain an Identity Card, as any other identification they may have at that time will be invalid.

The deadlines and penalties referred to in Article 6 of this Decree shall apply in this case.

3. If they are over eighteen (18) years of age, they will not be issued an Identity Card. Their identification

may be carried out with the Postal Card.

### TEXT CORRESPONDING TO [\[Show\]](#)

**Article 8** Municipal Civil Registry Officers, or their delegates, shall be responsible for processing applications for the issuance of Identity Cards.

To this end, they shall proceed in accordance with the provisions of this Decree and the instructions or technical and procedural details indicated by the National Registrar of Civil Status.

**Article 9.** To obtain an Identity Card, an application in duplicate and a birth certificate issued by the National Registration Service or by the notary or office that performed the corresponding civil registration of birth must be submitted to the Municipal Registrar.

Once the application has been received, a photograph of the interested party shall be taken in accordance with the technical specifications determined by the National Registrar of Civil Status.

**Article 10.** The application for issuance or renewal, in addition to the information and spaces required for the identification and description of the interested party, as prescribed by the National Registrar of Civil Status, may contain other statistical information to be specified by the National Administrative Department of Statistics.

**Article 11.** The minor's fingerprints shall be taken on the copies of the application for issuance for the purposes of filing and comparison with the birth registry and footprints, when required for full identification.

**Article 12.** Once the fingerprints have been taken and the necessary data recorded, the Municipal Registrar shall assign the basic part of the identification number, send the original application for issuance to the National Registrar, and send a duplicate to the National Registration Service so that, after the necessary comparisons and annotations have been made, the complementary part may be assigned and it will be incorporated into the files with the fingerprint coding.

If the birth certificate shows that the applicant has already been assigned an identification number, the Municipal Registrar shall enter that number on both copies of the application, and the National Registration Service shall, in turn, ratify it, if applicable, after checking the fingerprints and files as necessary.

**Article 13.** Once the complementary part of the identification has been assigned by the National Registration Service, it shall communicate the relevant information to the National Civil Registry so that this entity may continue with the necessary procedures for the issuance of the Identity Card.

**Article 14.** Once the fingerprint material has been processed, the Minors Identification Division of the National Civil Registry will prepare or classify the fingerprint file, carry out the corresponding searches, and, if it is established that there are no duplicates, it will file it and pass it on to the minors' numerical archive for registration. The Identity Card shall then be delivered to the interested party through the Municipal Registrar or his delegate.

**Article 15.** The files created by the National Civil Registry with the originals of the applications for the issuance of the Identity Card, duly classified and ordered, shall be used for the issuance of duplicates of the Card in case of loss, for its renewal, and even for the issuance of the citizenship card when the interested party reaches the age of majority.

The files created by the National Registration Service, containing duplicates of the applications, may be used to certify their content.

**Article 16.** The Identity Card shall be renewed when the minor has reached fourteen (14) years of age in order to update and complete his or her filiation. The respective application shall be submitted in duplicate to the Municipal Registrar, who shall process the application in accordance with the procedure established for the issuance of the original card.

**Article 17.** In the event of loss, destruction, or deterioration of the Identity Card, the interested party may request a new copy from the Registrar or the delegate of the place where it was issued, which shall be prepared and delivered after review of the corresponding files, retaining the same identification number and attaching a photograph.

When the minor is in a place other than where the card was originally issued, he or she may request a duplicate from the Registrar or delegate of the locality, who shall process it in accordance with the provisions of the preceding paragraph, with the exception of the number of the card and the signature of the official, and then forward it to the Division of Identification of Minors of the National Civil Registry for subsequent issuance.

**Article 18.** The National Registrar of Civil Status shall cancel Identity Cards that have already been issued and shall refrain from issuing those that have been prepared, for the following reasons:

- a) Due to the death of the holder.
- b) When the identity of the person to whom it has been issued or prepared is challenged and the facts on which the challenge is based are proven.
- c) When it has been issued to a minor under seven (7) years of age or to a person over twenty-one (21) years of age.
- d) When it is a duplicate card.

**Article 19.** When the National Registrar of Civil Status establishes that more than one identity card has been issued to the same person due to an error in the classification and filing of fingerprint cards or for any other reason, it shall order the resulting cancellations by means of a reasoned decision, leaving the correctly issued card in force. Likewise, when false identity, impersonation, or that the holder is under seven (7) years of age or over twenty-one (21) years of age is demonstrated.

When the above facts give rise to suspicion of a criminal offense, the corresponding official shall be informed ex officio.

**Article 20.** Any person may request the cancellation of the Identity Card in the cases referred to in Article 18(a), (b), (c), and (d), subject to the procedure for challenging it set out in

the following article.

**Article 21.** The challenge to the Identity Card may be made at the time of its preparation or after its issuance.

The challenge shall be subject to the following procedure:

- a) If it is made before its preparation is completed, the Municipal Registrar shall require the challenger to provide evidence on which the challenge is based, and after hearing the challenged party, shall decide whether to suspend the preparation;
- b) If it is made when the card has already been prepared or issued, the Registrar shall require proof of the grounds for the challenge, hear the challenged party, and, together with his opinion on the matter, forward the documents to the Division of Identification of Minors of the National Civil Registry for a final decision.

**Article 22.** The Identity Card referred to in this Decree must be presented whenever the identification of a minor is necessary, but especially on the following occasions:

- a) To enroll in any primary, secondary, or university educational institution, whether public or private.
- b) To apply for a citizenship card, military ID, judicial ID, driver's license, passport to leave the country, postal, employment, tax, teaching, or welfare identification.
- c) To file a tax return, obtain a certificate of good standing, and carry out other procedures before the National Tax Directorate.
- d) To take up employment and register with public social welfare institutions.
- e) To appear in notarial acts.
- f) To obtain payment of checks, bills, payrolls, and accounts.
- g) To obtain health certificates, it being understood that the requirement is not necessary for the administration of vaccines or for medical care, but only for the issuance of so-called "Health Cards."

#### **TEXT CORRESPONDING TO [\[Show\]](#)**

**Article 23.** Officials or individuals required to request the presentation of an Identity Card shall check the expiration date indicated on it, and if the Identity Card has expired, it shall be rejected and the requested service shall not be provided.

**Article 24.** Any individual or public official who is required to demand the presentation of an Identity Card but fails to do so, or accepts an expired card, shall be punished with a fine of three thousand pesos (\$3,000.00) payable to the National Treasury, which shall be imposed by the National Registrar of Civil Status, without prejudice to any civil or criminal liability that may apply.

**Article 25.** The directors of educational establishments shall be obliged to require the renewal of the Identity Card for students who, during the school year, exceed the age of fourteen (14) years of age during the school year.

The renewed card will be a prerequisite for granting enrollment to those over that age.

**TEXT CORRESPONDING TO [\[Show\]](#)**

**Article 26.** The National Registrar of Civil Status shall issue the Identity Card referred to in this Decree as of January 2, 1972.

**Article 27.** The forms and photographs necessary for the preparation of the Identity Card shall be paid for by the interested parties and supplied by the National Registrar of Civil Status.

**Article 28.** Military service cards, postal cards from the Ministry of Communications, educational, work, or health cards, driver's licenses, and other similar certificates may only be used for their specific purposes and in no case as a means of identification for minors.

**Article 29.** This Decree shall take effect upon its promulgation and repeals any contrary provisions. Publish and comply.

Given in Bogotá, D.E., on September 1, 1971.

**MISAEI PASTRANA BORRERO**

The Minister of Government, **Abelardo Forero Benavides**, - The Head of the National Administrative Department of Statistics, **Ernesto Rojas Morales**.