EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
EMBAIXADA DA REPÚBLICA DAS FILIPINAS
LISBON

ADVISORY NO. 5-2022

NEW GLOBAL ONLINE APPOINTMENT SYSTEM (GOAS) FOR PASSPORT APPLICATIONS

The Philippine Embassy in Lisbon, Portugal informs all Filipinos under its jurisdiction that, in line with the full global roll-out of the Department of Foreign Affairs' Global Online Appointment System (GOAS) in all Foreign Service Posts, it will be implementing the GOAS for all its passport services starting March 2022.

All passport applicants may now apply for appointment slots from March to May 2022 through https://www.passport.gov.ph/.

Our *Kababayans* who are applying for new passports or renewing their passports, are requested to apply using the new system. For reference on how to set an appointment, please find attached the infographic step-by-step instructions prepared by the Department of Foreign Affairs.

Please be advised that, in view of the total implementation of the GOAS, walk-in passport applicants will no longer be accommodated. Only passport applicants with **printouts of their application packets generated by the GOAS** will be accommodated on their appointment date. This application packet will be sent to the applicant along with a confirmation email upon the successful completion of the appointment process.

Appointments for other consular services may still be requested via appointments.lisbonpe@gmail.com (i.e., civil registrations, NBI, SPAs, etc.).

Information on passport requirements may be accessed at: https://lisbonpe.dfa.gov.ph/index.php/consular-section/passport-services/standard-requirements

For information and guidance.

28 February 2022

EMBASSY OF THE PHILIPPINES
LISBON

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DFA's GLOBAL ONLINE APPOINTMENT SYSTEM (GOAS)

HOW TO SET A PASSPORT APPOINTMENT THROUGH THE GLOBAL ONLINE APPOINTMENT SYSTEM

SERVICE ADVISORY

1. Visit the Global Online Appointment System (GOAS) via **passport.gov.ph**
2. Click "**Schedule an Appointment**"
3. Select between an **Individual** or **Group** appointment
4. From the dropdown menu, **choose the site** where you want to book your appointment
5. The **earliest available slot available** for booking shall be displayed on the screen
6. Select the **date and time** of your choice
7. Provide your **Personal, Family, Application,** and **Contact Information**
8. **Review all the entries** before submitting
9. A Provisional Email shall be sent to your email address to **confirm your booking**; follow the instructions stated in the Provisional Email
10. A **Confirmation Email** Shall be sent to your registered email address
11. **Print the application packet** from the Confirmation Email
12. **You've done it!** Proceed to your chosen site and appointment schedule

Site Location

Region: EUROPE

Country: PORTUGAL

Site: PE LISBON