NATIONAL ADMINISTRATIVE REGISTER · JANUARY 28, 2009

RESOLUTION NO. R-829, S. 2008, ADOPTING CERTAIN REMEDIAL MEASURES TO IMPROVE THE RATE OF CASE DISPOSITION

HLURB MEMORANDUM CIRCULAR NO. 09, S. 2009, January 28, 2009

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Quoted hereunder is the subject resolution approved by the Board of Commissioners on 28 November 2008:

WHEREAS, after a study and analysis of pertinent data on disposition of cases and after consultation with concerned personnel in the operating units, the following remedial measures were recommended to be implemented with the end in view of substantially reducing if not wiping out the backlog of ripe cases as well as attain a more manageable number of cases handled by each Arbiter to wit:

- Each Arbiter shall be directed to prepare his own case inventory or master list, showing the age and status of all the cases handled.

- Each Arbiter shall be directed to adopt the “first in first out” in the disposition of cases as a general rule.

- Each Arbiter shall be directed to provide the Regional Officer with information on case status and inventory, and the Regional Officer should verify the report of the Arbiter.

- Ripe cases of Regions CAR, I, II and III may be reassigned to Arbiters of the Legal Services Group to assist in their disposition.

- Temporary detail of Arbiters from Regions V, VI, VII and VIII may be done to assist in disposition of NCR and IV-A cases.

- Disposition quotas shall be enforced on Arbiters where applicable.

- The Regional Officer shall be directed to regularly monitor the inventory of cases and remind the Arbiter of his deficiencies BEFORE the monthly accomplishment report is submitted for presentation in Board meetings.

- The Regional Office shall be directed to submit a monthly report to the Supervising Commissioner on the status and inventory of cases.

- Disciplinary action shall be taken against Arbiters who fail to perform their tasks.

WHEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED, ADOPTING the said Remedial Measures and DIRECTING the Supervising Commissioners to strictly implement and closely monitor compliance thereof.

APPROVED, 28 November 2008, Pasay City. For your information and guidance.

Adopted: 28 Jan. 2009

(SGD.) ROMULO Q.M. FABUL
Chief Executive Officer and Commissioner

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