

OCA CIRCULAR NO. 24-2006, February 06, 2006

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TO: ALL JUDGES AND CLERKS OF COURT OF THE FIRST AND SECOND LEVEL COURTS

SUBJECT:

REENGINEERING OF THE COURTS' JURISDICTIONAL STRUCTURE PROJECT

Pursuant to OCA Circular No. 75-2005 dated 26 July 2005 re: Reengineering of the Courts Jurisdictional Structure, you are DIRECTED

to provide the University of the Philippines Engineering Research and Development Foundation, Inc. (UPERDFI) with the list of data requirements provided therein from your respective courts. However, it appears that several courts have not complied with the said directive. Hence, we are reiterating compliance therewith until 15 March 2006.

Ms. Michelle Rae B. Salvatierra at 09206603619 or 09272386354 UP Engineering Research and Development Foundation, Inc. Room 201 & 208 Juinio Hall, U.P. Campus, Diliman, Quezon City Tel. Nos.: (02) 4343632 & (02) 9265487; Email: u_p_erdfi@yahoo.com

Data from the National Capital Judicial Region shall be collected by the project staff on or before 28 February 2006.

For strict compliance.

__06__ February 2006.Untitled Document

PRESBITERO J. VELASCO, JR.

Court Administrator

Regional Trial Courts

- Caseload history and Caseload (& the past 5 years, 2001 - 2005)

a. Quantity of case inflow per month (categorized per type of case - criminal/civil/omers per municipality or origin of case)

-> Newly filed

-> Revived/Reopened

-> Received from other sala

-> Appealed

- For appealed cases, indicate origin (1st level court branch).

- For RTCs with more than one municipality under its jurisdiction, indicate quantity of cases filed from each municipality.

b. Quantity of case inflow, outflow and pending civil/criminal/other cases per specific case type (prioritize majority of cases) filed per year

- For Family Courts, kindly categorize cases according to kinds of family, child and juvenile cases.

- For Drugs Courts, kindly categorize cases into kinds of drugs cases.

> 30 Random Sampling of Concluded Cases per type - criminal /civil/ others (for the past 5 years, 2001 - 2005)

-> Indicate duration per stage of caseflow (MM/DD/YY, date filed and decided/dismissed

-> If appealed, indicate origin of case

-> Indicate offense/contamination

- Caseload history and Caseflow (for the past 5 years, 2001 - 2005)

a. Manpower complement per division or function

b. Number, type and condition of facilities and equipment provided for each division or function

c. Budget allocation

- Accessibility of Court

a. Mode of transportation, estimated travel time and fee from court station to municipalities under its jurisdiction.

- Raffle scheme and frequency

Municipal Circuit Trial Courts (MCTC)

- Caseload history and Caseflow (for the past 5 years, 2000 - 2004)

a. Quantity of case inflow per month (categorized per type of offense -criminal/civil/others per municipality or origin of case)

-> Newly filed

-> Reopened/Reopened

-> Received from other sala

b. Quantity of case outflow and pending cases per month categorized per type - criminal/civil/others per municipality or origin of case)

-> Decided on the Merits

-> Dismissed

-> Archived

-> Transferred

-> Pending

c. Quantity of case Inflow, outflow and pending cases per year categorized per specific case type

d. 100 Random Sampling of Concluded Cases per type - criminal /civil / others (for the past 5 years, 2000 - 2004)

-> Indicate duration per stage of caseflow (MM/DD/YY), date filed and decided/dismissed

- > If appealed, indicate origin of case
- > Indicate offense/charge/violation

- Resources (per year for the past 5 years, 2000 - 2004)

- a. Manpower complement per division or function
- b. Quantity and type of serviceable facilities/equipment and origin of unit (Local Government Unit, Public Attorney's Office Personal)
- c. Budget allocation

- Accessibility of Court

- a. Mode of transportation, estimated travel time and fare from court station to municipalities and barangays under its jurisdiction

- Raffle scheme and frequency

Metropolitan Trial Courts, Municipal Trial Courts, Municipal Trial Courts in Cities

- Caseload history and Cashflow (for the past 5 years, 2000 - 2004)

- a. Quantity of case inflow, outflow and pending civil/criminal/other cases per specific case type (consider bulk of cases) filed per year
- b. 100 Random Sampling of Concluded Cases per type - criminal /civil / others
- > Indicate duration per stage of caseflow (MMDDYY, date filed and decided/dismissed)
- > If appealed, indicate origin of case
- > Indicate offense/charge/violation

- Resources (for the past 5 years, 2001 - 2005)

- a. Manpower complement per division or function
- b. Quantity and type of serviceable facilities/equipment and origin of unit (Local Government Unit, Public Attorney's Office Personal)
- c. Budget allocation

- Accessibility of Court

- a. Mode of transportation, estimated travel time and fare from court station to barangays under its jurisdiction and regional/municipal court\$ it has interaction with

- Raffle scheme and frequency

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