

OCA CIRCULAR No. 141-2011, October 06, 2011

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TO :

CONCERNED OFFICIALS AND PERSONNEL OF SUPREME COURT AND THE OFFICE OF THE COURT ADMINISTRATOR (OCA)

CLERKS OF COURT, BRANCH CLERKS OF COURT AND CLERKS IN CHARGE OF CRIMINAL AND CIVIL CASES UNDER THE CASE DELAY AND DOCKET REDUCTION PROJECT (CDDRP) OF SELECTED 1ST AND 2ND LEVEL COURTS

SUBJECT :

PARTICIPATION IN CDDRP ACTIVITIES

WHEREAS, the Supreme Court's Judicial Reform Program (JRP) has implemented projects and other interventions to address the perennial problem of case congestion and delay in the hearings and disposal of cases in all court levels. Among these are: case and docket management training, human resources capacity-building for judges and court personnel, and conduct of dialogues and focus group discussions with other justice sector agencies who are likewise mandated with the prompt and fair administration of justice;

WHEREAS, the Chief Justice has stated that case decongestion and efficient case management are the key priority reform areas under his leadership. With this policy direction, the Court through the Office of the Court Administrator (OCA) and the Program Management Office (PMO) have initially implemented a case decongestion project in the three (3) Regional Trial Courts and one (1) Municipal Trial Court in Cities (MTCC) in Lapu-Lapu City, Cebu where the Courts' average number of cases filed is higher than that disposed for each month;

WHEREAS, the conduct of a similar Case Delay and Docket Reduction Project (CDDRP) in the 17 selected 1st and 2nd level courts which were found to have high caseloads is expected to significantly declog the dockets of these courts, eventually improving the overall case disposal rate and overall efficiency in their operations;

WHEREAS, the CDDR Project aims to: (1) reduce by at least 10% to 15% the number of pending cases in these selected courts after the recommendations of the diagnostic audit are complied with; (2) identify the specific problems/difficulties of the judges and court personnel in disposing of their pending cases; and (3) develop a docket/case management plan for each court branch; .

WHEREAS, pursuant to OCA Circular 88-2011-A dated July 27, 2011 relative to the conduct of the Special Diagnostic Inventory, CDDR Project has recommended the conduct of the audit validation by OCA Judicial Supervisors to: (a) validate the reports submitted after the inventory conducted by the court branch; (b) to aid the court branch and the case management decongestion committee to come up with solutions to fast track case

disposition;

WHEREAS, the conduct of the Validation Meeting with the 17 selected 1st and 2 level courts is intended to present and discuss the tools and procedures for the validation of the special diagnostic inventory reports on the CDDR project submitted by these courts;

WHEREFORE, IN VIEW OF THE FOREGOING, the following officials and personnel of SC and OCA and court personnel of the 1st and 2nd level courts are required to attend and participate in the CDDRP Validation Meeting on October 11, 2011 in Manila:

SC and OCA Officials and Personnel

Judge Bibiano G. Colasito

MeTC Branch 45, Pasay City

Atty. Ennar R.C Cabanilla

Office of DCA Raul B. Villanueva

Atty. Simon Peter G. Palma

Office of DCA Nimfa C. Vilches

Atty. Generoso O. Damot

Office of ACA Thelma C. Bahia

Atty. Shirley M. Literal

Office of ACA Thelma C. Bahia

Atty. James T. Sy

Office of ACA Jenny Lind A. Delorino

Atty. Rigor R. Pascual

Office of Associate Justice Abad

Ms. Kharenn N. Villanueva

OCA-CMO

Ms. Cynthia C. Salamida

OCA-CMO

Atty. Antonio Andre D. Calizo

PMO

Ms. Veronica A. Jimenez

PMO

Court Personnel of the 17 Courts

Antipolo City (Rizal)

RTC

Atty. Ruby P. Ferrer, BC

Branch 71

Ms. Aurea U. Gallano, Clerk in Charge (Civil cases)

Ms. Bernardita F. Ambrocio, Stenographer

RTC

Atty. Ronces Anne Reyes-de Leon, BCC

Branch 72

Ms. Eleanor T. Factor, Clerk in Charge (Criminal cases)

Ms. Hazel J. De los Reyes, Clerk in Charge (Civil cases)

RTC

Atty. Ferdinand Mingao, BCC

Branch 74

Ms. Amelia Natividad, Clerk in Charge (Criminal cases)

Ms. Miriam E. Villegas, Clerk in Charge (Civil cases)

Binan (Laguna)

RTC

Atty. Lovette Joi O. Belza-Reyes, COC

Branch 24

Ms. Juliet R. Santos, OIC (Civil cases)

Ms. Caridad R. Cuevillas, Clerk in Charge (Criminal cases)

RTC

Ms. Vicky B. Paz, OIC-COC

Branch 25

Ms. Chona M. Orbita, Clerk in Charge (Civil cases)

Ms. Doreen V. Carpeso, Clerk in Charge (Criminal cases)

Bacoar (Cavite)

RTC

Atty. Mely H. Vista, COC

Branch 19

Ms. Juanita C. Masangkay, Clerk in Charge (Civil cases)

Ms. Adora A. Sapida, Clerk in Charge (Criminal cases)

RTC

Atty. Czarina Arevalo, COC

Branch 89

Ms. Ma. Glenda D. Santos, Clerk in Charge (Civil cases)

Ms. Anita L. Pacariem, Clerk in Charge (Criminal cases)

Bogo (Cebu City)

Atty. Rey Caayon, COC

RTC

Ms. Rosalyn T. Go, Clerk in Charge (Criminal cases)

Branch 61

Ms. Vivencia C. Catapan, Clerk in Charge (Civil cases)

Barili (Cebu City)

RTC

Atty. Rhoda Razonable, COC

Branch 60

Mr. Jose Alfonso C. Aguilar, Court Interpreter III

Ms. Henresa A. Montemayor, Clerk in Charge (Civil cases)

Compostela, Nabunturan

RTC

Atty. Jonalyn Nemenzo- Agno, OCC

Branch 3

Ms. Virgen Chu, Clerk in Charge (Civil cases)

Ms. Annalie Ypil, Clerk in Charge (Criminal cases)

Mandaluvong City

MeTC

Ms. Arden M. Raniosa, BCC

Branch 59

Ms. Aileen Dimaguila, Clerk in Charge (Civil cases) ;

Ms. Gerlie P. Lanto, Clerk in Charge (Criminal cases)

Marikina City

MeTC

Ms. Hanneli Robles-Garay, BCC

Branch 76

Mr. Glen G. Evasco, Court Interpreter, OIC-BCC

Mr. Alejandro F. Icuspit, Clerk in Charge (Criminal cases)

Navotas City

MeTC

Ms. Maricris Gillamac-Ortiz, BCC

Branch 54

Ms. Carolina G. Morales, Clerk in Charge (Criminal cases)

Ms. Romina C. delos Santos, Clerk in Charge (Civil cases)

Paranaque City

MeTC

Mr. Virgilio C. David, BCC

Branch 77

Mr. Conrado R. Serzo, Clerk in Charge (Criminal cases)

Ms. Ruby P. Aguilar, Clerk in Charge (Criminal cases)

Pasig City

MeTC

Atty. Maria Laarni N. Morillos, BCC

Branch 68

Ms. Arlina Gracia A. Cantada, Clerk in Charge (Civil cases)

Ms. Maria Cecilia M. Refe, Clerk in Charge (Criminal cases)

MeTC

Ms. Salome R. Virrey, BCC .

Branch 72

Ms. Maria Franchesca E. Villaruel, Clerk in Charge (criminal cases)

Ms. Arlene B. Ponio, Clerk in Charge (Civil cases)

Butuan City

MTCC

Ms. Maria Elmer Rosales, BCC

Branch 3

Ms. Nancy E. Ancheta, Clerk in Charge (Civil cases)

Ms. Maricris L. Maclang, Clerk in Charge (Criminal cases)

The attendance of the above-enumerated participants shall be MANDATORY and on OFFICIAL BUSINESS. No companion nor substitution of participants shall be allowed. Roundtrip airfare and overnight accommodation of participants where applicable, shall be for the account of ABA-ROLL As for the other participants, public transportation expenses shall be reimbursed subject to the presentation of actual tickets (e.g. bus, ferry) used.

The participants should see to it that their respective court calendars are properly managed and party-litigants are notified in advanced of any cancelled hearing.

Issued this 6th day of October 2011.

(SGD.)JOSE MIDAS P. MARQUEZ
Court Administrator

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