

OCA CIRCULAR NO. 135-2012, December 07, 2012

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TO : All Concerned Personnel of the Regional Trial Courts and the Metropolitan Trial Courts of Quezon City

SUBJECT :

Users' Training for the Quezon City eCourt Program

The a) Criminal Docket Clerks; b) Civil Docket Clerks; c) staff in charge of managing the court calendar; and d) staff in charge of drafting court orders of the following courts are required to attend the series of trainings scheduled on December 10 to December 14, 2012 at Lecture Room A, Legislative Wing of the Quezon City Hall regarding the use of the eCourt software:

10 December 2012., Monday

8:30am to 12:00pm

- RTC Branches 76, 77, 78, 79, 80 eCourt Core Group members

1:00pm to 4:00pm - RTC Branches 81, 82, 83, 84, 85, 86

11 December 2012, Tuesday

8:30am to 12:00pm

- MeTC Branches 31, 32, 33, 34, 35, 36, 37

1:00pm to 4:00pm - MeTC Branches 38, 39, 40, 41, 42, 43

12 December 2012, Wednesday

8:30am to 12:00pm

- RTC Branches 87, 88, 89, 90, 91, 92, 93

1:00pm to 4:00pm - RTC Branches 94, 95, 96, 97, 98, 99, 100

13 December 2012, Friday

8:30am to 12:00pm - RTC Branches 222, 223, 224, 225, 226, 227

14 December 2012, Thursday

8:30am to 12:00pm

- RTC Branches 101, 102, 103, 104, 105, 106, 107

1:00pm to 4:00pm - RTC Branches 215, 216, 217, 218, 219, 220, 221

Each participant must bring records of decided cases (one civil case and one criminal case, or a total of two rollos)

to the training.

Attendance is mandatory. Absences should be explained to the undersigned within twenty-four (24) hours.

7 December 2012

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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