

SC CIRCULAR NO. 11, September 16, 1986

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ADMINISTRATIVE SUPERVISION OF COURTS

TO :

ALL CLERKS OF COURT AND PERSONNEL CONCERNED IN THE LOWER COURTS

SUBJECT: Reminder to strictly comply with the provisions of Rule 136 of the Rules of Court

Quoted hereunder, for your information and guidance, is the pertinent portion of the Resolution of this Court (First Division) in Administrative Matter No. R-459-P, entitled "The Court Administrator, etc. vs. Numeriano Galang, etc., et al.", promulgated on September 15, 1986, to wit:

"The Court takes this opportunity to remind all Clerks of Court, and personnel concerned in the lower Courts to make the proper entries, without skipping any page, in the general docket book, docket books for civil and criminal cases, judgment and entries book, and execution book as contemplated in Sections 8, 9 and 10, Rule 136 of the Rules of Court, to the end that by reference to a single page the history of the case may be seen and so that the actual number of pending cases reflected in the monthly reports as submitted to this Court tally with the actual physical count of cases in their respective Salas.

"The Office of the Court Administrator shall see to it that all Salas of lower courts, upon proper request and requisition, are regularly furnished with the necessary docket books so that the respective personnel thereof may be in a position to effectively comply with Rule 136 of the Rules of Court."

Strict compliance is hereby enjoined.

September 16, 1986.

(Sgd.) LEO D. MEDIALDEA

Court Administrator

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