

OCA CIRCULAR NO. 139-2017, July 19, 2017

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TO :

ALL EXECUTIVE JUDGES/PRESIDING JUDGES AND CLERKS OF COURTS OF THE REGIONAL TRIAL COURTS, METROPOLITAN TRIAL COURTS, MUNICIPAL TRIAL COURTS IN CITIES, MUNICIPAL TRIAL COURTS, MUNICIPAL CIRCUIT TRIAL COURTS, SHARI' A DISTRICT COURTS AND SHARI'A CIRCUIT COURTS

SUBJECT :

Updating of the Specimen Signature Cards and Client Information Sheets of All Judges and Employees of the Lower Courts

In connection with the migration of the Landbank ATM cards with the chip-based Europay Mastercard Visa (EMV), all judges and employees of the lower courts are required to update their Specimen Signature Cards (SSC) and Client Information Sheets (ICS) with the Land Bank of the Philippines.

To expedite the updating procedure, ail judges and court employees are required to visit any Land Bank branch nearest to their place of assignment or residence for the updating of their SSC and ICS, and submit the following:

1. Photocopy of the Office/Company ID
2. Latest 1x1 picture

All judges and court employees are enjoined to update their records with the Land Bank on or before the last banking day of July, 2017, to facilitate the issuance of the new chip-based EMV and the replacement of the current ATM cards. After the implementation of the migration, the current ATM cards can no longer be used for all ATM transactions.

For strict compliance.

July 19, 2017.

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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