

SC ADMINISTRATIVE CIRCULAR NO. 15-2011, February 25, 2011

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Read online (full-text search, related cases, audio case brief): <https://batas.org/library/cab8995ab525/>

TO:

ALL JUDGES AND CLERKS OF COURT

RE:

TRANSFER OF PHYSICAL DELIVERY AND DISTRIBUTION FUNCTION OF BOOKS FOR THE LOWER COURTS, FROM THE SUPREME COURT LIBRARY TO THE OFFICE OF ADMINISTRATIVE SERVICES, OFFICE OF THE COURT ADMINISTRATOR

In line with the function of the Office of the Court Administrator to assist the Supreme Court in the exercise of its administrative supervision over all lower courts and in furtherance with the Court's program of providing for a more centralized manner in the issuance, distribution, and control of properties of lower courts, notice is hereby given to all Judges and Clerks of Court that henceforth, the physical delivery and distribution of books for the lower courts shall no longer be coursed through the Supreme Court Library but will now be made through the Office of Administrative Services. Office of the Court Administrator. In this regard, all requests for acquisition of books should be addressed to the Office of the Court Administrator, Supreme Court of the Philippines, Manila.

Please be guided accordingly.

25 February 2011

(SGD.)RENATO C. CORONA
Chief Justice

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