

OCA CIRCULAR No. 53 -2012, June 13, 2012

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TO : CLERKS OF COURT, BRANCH CLERKS OF COURT AND CLERKS IN CHARGE 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 activities and interventions to address the perennial problem of case congestion and delay in the hearings and disposal of cases in all court levels. Among such projects 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 which are likewise mandated with the prompt and fair administration of justice;

WHEREAS, case decongestion and efficient case management are the key priority reform areas, of the Court. 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 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 17 selected 1st and 2nd level courts which were found to have had high caseloads is expected to significantly decongest the dockets of these courts, eventually improving the overall case disposal rate and overall efficiency in their operations;

WHEREAS, the CDDRP 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;

WHEREFORE, IN VIEW OF THE FOREGOING, the following 1st and 2nd level court personnel are required to attend and participate in the Users' Testing of the Court Data Entry System on June 14, 2012 at the Court of Appeals (CA) Conference Room, Ground Floor, Annex Building, Ma. Orosa Street, Manila:

1st batch 8:30 a.m. -12:00 n.n.

Binan (Laguna)

RTC Branch 24

Atty. Lovette Joi O. Belza-Reyes, Clerk of Court M.s. Juliet R. Santos, Clerk in Charge (Civil cases)

RTC Branch 25

Atty. Carol G- Coyoca, Branch Clerk of Court Ms. Vicky B. Paz, Legal Researcher

Bacoor (Cavite)

RTC Branch 19

Atty. Mely H. Vista, Clerk of Court Ms. Adora A. Sapida, Clerk in Charge (Criminal cases)

RTC Branch 89

Atty. Czarina Arevalo, Clerk of Court Ms. Anita L. Pacariem, Clerk in Charge (Criminal cases)

Marikina City

MeTC Branch 76

Ms. Hanneli Robles-Garay, Branch Clerk of Court Mr. Glen G. Evasco, Court Interpreter Mr. Alejandro F. Icuspit, Clerk in Charge (Criminal cases)

Mandaluyong City

MeTC Branch 59

Ms. Arden M. Ranosa, Branch Clerk of Court Ms. Gerlie P. Lanto, Clerk in Charge (Criminal cases)

Navotas City

MeTC Branch 54

Ms. Maricris Gillamac-Ortiz, Branch Clerk of Court Ms. Romina C. delos Santos, Clerk in Charge (Civil cases)

2nd batch: 1:00-4:00 p.m.

Antipolo City (Rizal)

RTC Branch 71

Atty. Ruby P, Ferrer, Branch Clerk of Court Ms. Aurea U. Gallano, Clerk in Charge (Civil cases)

RTC Branch 72

Atty. Ronces Anne S. Reyes-De Leon, Branch Clerk of Court Ms. Hazel J. De los Reyes, Clerk in Charge (Civil cases)

RTC Branch 74

Atty. Ferdinand M. Mingao, Branch Clerk of Court Ms. Amelia Natividad, Clerk in Charge (Criminal cases)

Paranaque City

MeTC Branch 77

Mr. Virgilio C David, Branch Clerk of Court Mr. Conrado R. Serzo, Clerk in Charge (Criminal cases)

Pasig City

MeTC Branch 68

Atty. Maria Laarni N. Morillos, Branch Clerk of Court Ms. Maria Cecilia M. Refe, Clerk in Charge (Criminal cases)

MeTC Branch 72

Ms. Salome R. Virrey, Branch Clerk of Court Ms. Maria Franchesca E. Villaruel, Clerk in Charge

The attendance of the above-enumerated participants shall be MANDATORY and on OFFICIAL BUSINESS. No companion nor substitution of participants shall be allowed.

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

Issued this 13th day of June 2012.

(SGD.)JOSE MIDAS P. MARQUEZ

Court Administrator

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