



Republic of the Philippines
Supreme Court
Office of the Court Administrator
Manila

OCA CIRCULAR NO. 04-2012

TO : ALL JUDGES AND COURT PERSONNEL OF THE OF THE FIRST AND SECOND LEVEL COURTS

SUBJECT : IMPLEMENTATION OF SECTION 37 OF REPUBLIC ACT NO. 10155
(GENERAL APPROPRIATIONS ACT OF 2012)

Quoted hereunder for your information is **Section 37 of Republic Act No. 10155**, otherwise known as the **General Appropriations Act of 2012**:

Sec. 37. Authorized Deductions. *Deductions from salaries, emoluments or other benefits accruing to any government employee chargeable against the appropriations for Personal Services may be allowed for the payment of individual employee's contributions or obligations due to the following:*

- a. *The BIR, PHILHEALTH, GSIS, and HDMF*
- b. *Mutual benefits associations, thrift banks and non-stock savings and loan associations duly operating under existing laws which are managed by and/or for the benefit of government employees;*
- c. *Associations/cooperatives/provident funds organized and managed by government employees for their benefit and welfare; and,*
- d. *Duly licensed insurance companies accredited by national government agencies.*

Provided that such deductions shall not reduce the employee's monthly net take home pay to an amount lower than Five Thousand Pesos (P5,000), after all authorized deductions: PROVIDED FURTHER, that in the event total authorized deductions shall reduce net take home pay to less than Five Thousand Pesos (P5,000), authorized deductions under item (a) shall enjoy first preference, those under item (b) shall enjoy second preference and so forth.

Pursuant thereto, no loans will be processed by the Office of Administrative Services, Office of the Court Administrator unless the applicant has a monthly net take home pay of at least Five Thousand Pesos (P5,000.00).

For guidance and implementation.

January 13, 2012.


JOSE MIDAS P. MARQUEZ
Court Administrator