



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

OCA CIRCULAR NO. 119-2007

TO: ALL JUDGES AND CLERKS OF COURT OF THE
REGIONAL TRIAL COURT

SUBJECT: ALL COURT ORDERS ADDRESSED TO DSWD
RESIDENTIAL FACILITIES COPY FURNISHED THE
DSWD-NCR FIELD OFFICE

This pertains to the letter dated October 10, 2007 of Thelsa P. Biolena, Regional Director, DSWD-NCR Field Office informing this Court of the bulk of court orders and decisions they received from the different RTCs all over the Philippines in compliance with OCA Circular No. 61-2007. However, Ms. Biolena requests that only those court orders and decisions concerning the centers/institutions managed by DSWD-NCR shall be furnished to them. Hence, OCA Circular No. 61-2007 is **MODIFIED**; court orders and decisions concerning the centers/institutions managed by DSWD-NCR shall be sent to the following addresses, contact persons and contact numbers:

CENTERS/ INSTITUTIONS	ADDRESS AND TELEPHONE NO.	CONTACT PERSON	CLIENTS	EMAIL ADDRESS
Reception and Study Center (RSCC)	Misamis Ext. Bago Bantay Quezon City Tel. No. 927- 4244	Mrs. Florcelia Rosas 0918-5956369	children 0 to 7 years old	rscn_ner@yahoo.com
Nayon ng Kabataan (NK)	Welfareville Compound, Correctional Road, Mandaluyong, Metro Manila Tel. 532- 9152/533-1701	Mrs. Evangeline Lawas 0917-471-8484	street children and youth offender	ncr_nk@yahoo.com

Elsie Gaches Village (EGV)	Alabang, Metro, Manila Telefax: 807-6023	Mrs. Evelyn M. Lontok 0917-6992311	mentally retarded including autistic, mongoloid, etc.	egv_ncr@yahoo.com
Marillac Hills (MH)	Alabang, Metro Manila Tel. No. 807-1589 807-1585 Telefax: 807-1587	Ms. Asuncion Flores 0921-6392402	girls and women (10 to 30 years old) who are unwed mother, white slavery victims of drugs, exploitation and emotionally disturb	marillachills@yahoo.com
Jose Fabella Center (JFC)	Welfareville Compound, Correctional Road, Mandaluyong, Metro Manila Telefax: 531-8697	Mrs. Manuela Loza 0918-5029491	mendicants and person in crisis situation	jfc_dswd@yahoo.com
Golden Acres (GA)	EDSA, Bago Bantay District, Quezon City Telefax: 929-1187/426-6854	Ms. Edna Sacedor 0916-8221007	dependents, needy and unattached senior situation	ncr_goldenacres@yahoo.com
Sanctuary Center (SC)	Welfareville Compound, Mandaluyong, Metro Manila Telefax: 532-1164	Ms. Nieve Gentelizo 0917-9919235	vagrants and newly recovered psychotics	sanctuary_ncr@yahoo.com
National Vocational Rehabilitation Center (NVRC)	J.P. Burgos St. Proj. 4, Q.C. Tel. No. 913-9784 Telefax: 913-9780	Mr. Fausto Santos	persons with disabilities	nvrc_ncr@yahoo.com
Rehabilitation Sheltered Workshop	J.P. Burgos St. Proj. 4, Q.C. Telefax: 913-	Mr. Tito Mortel 0917-4537483	persons with disabilities	rsw_ncr@yahoo.com

(RSW)	9782 Tel. No. 912-7698			
Haven for Women (HW)	Alabang, Metro Manila Tel. No. 807-1586/807-1590 Telefax: 807-1592	Mrs. Elizabeth Panambo 0920-4198664	physically and sexually abused girls and women; and unwed mothers	ncr_haven2@yahoo.com
Haven for Children (HC)	Alabang, Metro Manila Telefax: 807-1591	Ms. Clara de Guzman 0916-6434129	street children	haven4children@yahoo.com
CRADLE	Camp Bagong Diwa, Taguig	Ms. Kathy Nañola Tel. No. 496-7668	CICL	

For strict compliance.

December 5, 2007


ZENAIDA N. ELEPAÑO
 Court Administrator

TCB/Cir.DSWD/emm-s