



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

OCA CIRCULAR NO. 33-2003

TO : ALL JUDGES AND CLERKS OF COURTS OF THE FIRST AND SECOND LEVEL COURTS

SUBJECT: COMPLIANCE WITH MEMORANDUM CIRCULAR NO. 2 DATED MAY 26, 1980

This Office has received a report from the National Bureau of Investigation that most courts are not complying with Memorandum Circular No. 2 dated May 6, 1980, directing all courts in the first and second levels that in their reports on decisions rendered in criminal cases to the National Bureau of Investigation the following shall be stated:

- (1) full name of the accused and/or convicted or acquitted persons/ including maternal surname;
- (2) date of birth;
- (3) place of birth;
- (4) address and
- (5) all other pertinent descriptions and information which will identify said persons.

The above directive is hereby reiterated and the said report shall be submitted to the National Bureau of Investigation within ten (10) days from promulgation of the decision.

Strict compliance is hereby enjoined.

8 April 2003.


PRESBITERO J. VELASCO, JR.
Court Administrator