



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

October 8, 2001

CIRCULAR NO. 67-2001

TO: CLERKS OF COURT AND BRANCH CLERKS
OF COURT OF THE REGIONAL TRIAL
COURTS, SHARI'A DISTRICT COURTS,
METROPOLITAN TRIAL COURTS, MUNICI-
PAL TRIAL COURTS IN CITIES, MUNICIPAL
TRIAL COURTS, MUNICIPAL CIRCUIT
TRIAL COURTS AND SHARI'A CIRCUIT
COURTS

SUBJECT: SUBMISSION OF COPIES OF ALL JUDG-
MENTS, ETC., RENDERED TO THE OFFICE
OF THE COURT ADMINISTRATOR

Administrative Circular No. 1-2001 dated January 2, 2001 requires all clerks of court and branch clerk of court of the lower courts to submit monthly to the Office of the Court Administrator, together with the Monthly Reports of Cases (SC Form No. 1, as revised in January 1995), a "list of decided or resolved cases after trial on the merits."

Further to the aforementioned requirement in Administrative Circular No. 1-2001, all clerks of court and branch clerks of court shall submit the following to the Office of the Court Administrator:

1. Copies of (a) all orders considering cases submitted for decision; and (b) all decisions on the merit; and
2. Copies of all orders of dismissal of cases.

These copies of decisions and orders should be collated monthly beginning October 2001 and then submitted to the Office of the Court Administrator within the first ten (10) days of the succeeding month.

The analysis and evaluation of these decisions and orders shall assist the Office of the Court Administrator:

1. determine whether or not criminal cases are decided within ninety (90) days from the submission of such cases for decision;
2. monitor the performance of judges in terms of the quality of their decisions and orders;

3. identify indicators in the decisions and orders attesting to the application of the learnings acquired by judges in the training programs conducted by the Philippine Judicial Academy; and
4. in the case of the Regional Trial Courts designed to handle cases falling within the jurisdiction of Family Courts, verify whether or not their processes at least take into account the particular circumstances of children, whether as victim, accused or mere witness.

Strict compliance with the provisions of this Circular is hereby enjoined.

PRESBITERO J. VELASCO, JR.
Court Administrator