



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

**OCA CIRCULAR NO. 115-2004**

**TO : ALL JUDGES OF SINGLE BRANCH REGIONAL TRIAL COURTS**

**SUBJECT : PERFORMANCE COMMITMENT AND EVALUATION SYSTEM FOR 1<sup>ST</sup> AND 2<sup>ND</sup> LEVEL JUDGES**

Pursuant to OCA Circular No. 29-2003 dated 21 March 2004, you shall accomplish the commitment and evaluation form indicating your goals to be accomplished for the first (1<sup>st</sup>) semester of 2004. The ratee shall discuss the outcome of his performance for the said semester with the rater, after which, the ratee shall be rated by the rater in accordance with the point system indicated in Part I of the evaluation form.

For this purpose, the rater for the Judges of the single branch RTC shall be the Deputy Court Administrator assigned in the Region. You are therefore directed to submit your Performance Commitment and Evaluation Form to the Deputy Court Administrator assigned to supervise your respective region.

21 September 2004.

**PRESBITERO J. VELASCO, JR.**  
Court Administrator