



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

OCA CIRCULAR NO. 65-2011

TO : ALL JUDGES OF THE SECOND LEVEL COURTS

SUBJECT : REITERATION OF PARAGRAPH 3 OF CIRCULAR NO. 39-97 DATED 19 JUNE 1997 (RE: GUIDELINES IN THE ISSUANCE OF HOLD-DEPARTURE ORDERS)

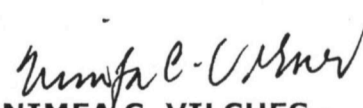
In his 05 May 2011 letter, Commissioner Ricardo A. David, Jr. of the Bureau of Immigration requests the reiteration of Circular No. 39-97 dated 19 June 1997 (*Re: Guidelines in the Issuance of Hold-Departure Orders*). It appears that despite the issuance of OCA Circular No. 18-2003 dated 20 February 2003 (*Re: Reiteration of Par.3, Circular No. 39-97 dated 19 June 1997*), the Bureau still encounters the same problem where passengers with namesakes complain of being withheld for secondary inspection due to lack of **middle name** and **date of birth** entries in the Hold-Departure Orders issued by the courts.

To address the concern of the Bureau and enable it to effectively implement the Hold-Departure Orders issued by the courts, all concerned Judges are again hereby **REMINDED** to **strictly observe** the guidelines set forth in Circular No. 39-97, particularly paragraph 3 thereof:

- "3. The Hold-Departure Order shall contain the following information:
- a. The *complete name (including the middle name), the date and place of birth* and the place of last residence of the person against whom a Hold-Departure Order has been issued or whose departure from the country has been enjoined;
 - b. The complete title and the docket number of the case in which the Hold-Departure Order was issued;
 - c. The specific nature of the case; and
 - d. The date of the Hold-Departure Order.

If available, a recent photograph of the person against whom a Hold-Departure has been issued or whose departure from the country has been enjoined should also be included" (*italics supplied*).

20 May 2011.


NIMFA C. VILCHES
Deputy Court Administrator
and
Officer-in-Charge
Office of the Court Administrator