



**Supreme Court of the Philippines
Manila**

OFFICE OF THE COURT ADMINISTRATOR

CIRCULAR NO. 34-94

T O : JUDGES OF THE REGIONAL TRIAL COURTS,
METROPOLITAN TRIAL COURTS AND MUNICIPAL
TRIAL COURTS IN CITIES

SUBJECT : SUBMISSION OF CERTIFICATE AT THE END OF
EVERY MONTH TO SUPPORT CLAIM FOR
REIMBURSEMENT OF EXTRA-ORDINARY AND
MISCELLANEOUS EXPENSES

Effective June 30, 1994, payment of your monthly extra-ordinary and miscellaneous expenses will require submission of your certification phrased as follows:

C E R T I F I C A T I O N

I certify under oath that the amount being claimed for the period _____ was spent for the purpose indicated in the pertinent provision of the General Appropriation Act in connection with the performance of official duties.

(Signature)

Judge
(Print Name)

(Station)

The form shall be duly accomplished by you and submitted to the Finance Division.

The certification of the Executive Judge shall no longer be required.

For compliance,

May 30, 1994.


ERNANI CRUZ PANG
Court Administrator