

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

OCA CIRCULAR NO. 10-2017

TO:

ALL JUDGES PENSIONERS AND SURVIVORSHIP

PENSIONERS

SUBJECT:

BI-ANNUAL SUBMISSION OF PENSIONER'S

SURVEY FORM

In a number of occasions, pensioners (both Judges and surviving spouses of Judges), have raised their concerns on the delayed or non-receipt of monthly pensions/survivorship pensions. This has been traced to the late or non-submission of Pensioner Survey Forms.

To show proof of life and pension entitlement, a duly-accomplished Pensioner's Survey Form (copy attached), together with the supporting documents, is required on a bi-annual basis, or in January and July of every year, before the monthly pensions are released.

To avoid delay in the release of monthly pensions, all Judges Pensioners and Survivorship Pensioners are strictly enjoined to **REGULARLY SUBMIT** every January and July of every year to the Employee's Welfare and Benefits Division (EWBD), Office of Administrative Services (OAS), Office of the Court Administrator (OCA), Supreme Court, Manila, the following:

- 1. Duly-accomplished sworn Pensioner's Survey Form administered by the Executive/Presiding Judge having jurisdiction over the place of pensioner's residence;
- 2. Most recent full-body picture of the pensioner holding the front page of the most recent issue of a newspaper of national circulation (any size);
- 3. Original copy of the broadsheet's front page held in photo; and
- 4. Copies of at least two (2) current identification cards/documents issued by an official agency bearing photograph and signature of the pensioner, such as Senior Citizen's card, Passport, Driver's License, PRC ID, Postal ID, or any government office ID.

Inquiries relative to the Pensioner's Survey Form may be coursed to the EWBD, OAS, OCA at contact number (02) 5234893.

For strict compliance.

This Circular shall take effect immediately.

17 January 2017

JOSE MIDAS P. MARQUEZ Court Administrator



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

PENSIONER'S SURVEY FORM

(retired Judge)

Name:						
1 (allie.	First	Name	Middle			Last Name
Date of Birth:					Sex:	
		Day				
Mailing Address:	(D)					
Contact Number	s (Pensioner)):	Contact	Number/s:		
Specimen Signati	res (Pension	er):	1.		_ 2	
Current Marital	Status:		If Remarried	, Date of Ma	rriage:	
Name of Spouse:						
Identification Ca	rds Presented	d: 1		2		
I hereby de	clare under	oath, that:				
app Gov part emp his/ pro 2. I s dur 3. I sh Em	vernment, or in an oloyee of the her office, ceedings; shall not, ring my termall immedian ployee Wel	ounsel before any subdivity criminal content or collect and upon assum, receive the ately inform the fare and Ben	e any court vision or instruction as wherein a t is accused of my fee for my amption to the office of the office of the office of the vision to the vision to the vision to the office of the vision to the vision t	in any rumentality an incumb an offense appearan an election due man due man office of	civil y ther ent or ce comr ce in ive p ne; and	ring the pension, case wherein the eof is the adverse former officer or mitted in relation to any administrative ublic office and distrator, through the inistrative Services,
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			must be	e witnessed	by two	(2) persons.
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Signature	over Print	ted Name	2			



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

PENSIONER'S SURVEY FORM

(surviving spouse of the deceased Judge)

	Fi	irst Name		Middle Name		Last Name
Date of Bi	rth:				Sex: _	
	Month	Day	Year			
Iailing A	ddress:	(OM):				
Contact P	erson.	iei).		Contact Num	ber/s:	
Relationsl	nip:					
Specimen	Signatures (Pensi	ioner):	1		2.	iage:
Surrent N	/Iarital Status:		·	If Remarried, Dat	e of Marri	iage:
Name of S	Spouse:				-	
dentifica	tion Cards Presen	ited:	•		2	
I here	eby declare und	ler oath, th	at:		•	
	1. I have not co	ontracted an	other mar	riage;		
					g the sur	rvivorship pension
	annear as	counsel be	efore any	court in any	civil	case wherein the
	Government	or any su	bdivision	or instrumenta	lity ther	reof is the adverse
	party or in	any crimina	al case w	herein an incui	nbent o	r former officer or
	employee of	the govern	ment is ac	cused of an of	ense co	mmitted in relatior
	to his/her	office or	to collec	t any fee for	mv a	ppearance in any
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Administering Officer