



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

OCA CIRCULAR NO. 219-2017

TO: ALL CONCERNED SHERIFFS

**RE: SECOND ROUND OF SURVEY FOR THE REVISION OF
THE HANDBOOK FOR SHERIFFS**

Pursuant to the letter dated 26 October 2017 of Justice Adolfo S. Azcuna, Chancellor, Philippine Judicial Academy, regarding the conduct of the second round of survey in connection with the approved revision of the Handbook for Sheriffs, the sheriffs in the following areas are DIRECTED to answer the attached survey form ("Annex A"):

JUDICIAL REGIONS	CITIES/PROVINCES
NCJR	Muntinlupa, Navotas, Pateros, Pasay City, Marikina City, Taguig City
REGION 1	ALL PROVINCES
REGION 2	Apayao, Batanes, Ifugao, Nueva Vizcaya, Quirino, Kalinga
REGION 3	Aurora Province
REGION 4-B	ALL PROVINCES
REGION 6	Antique, Capiz, Iloilo, Negros Occidental, Guimaras,
REGION 7	Bohol Province, Danao City, Dumeguete City, Siquijor, Negros Oriental Province
REGION 8	Borongan, Guiuan, Oras, Dolores, Balangiga, Ormoc, Carigara, Baybay, Palompon, Naval, Catarman, Caibiran, Maasin, Catbalogan, Basey, Calbayog
REGION 9	ALL PROVINCES
REGION 11	Compostela Valley, Davao del Norte, Davao Oriental, Surigao del Sur
REGION 12	Lanao del Sur, Maguindanao, Sultan Kudarat, North Cotabato

The completed survey forms are required to be submitted **on or before 30 November 2017**, to the:

**RESEARCH, PUBLICATIONS AND LINKAGES OFFICE
PHILIPPINE JUDICIAL ACADEMY
3/F SUPREME COURT CENTENNIAL BUILDING
PADRE FAURA CORNER TAFT AVENUE,
ERMITA, MANILA**

For strict compliance.

10 November 2017


JOSE MIDAS P. MARQUEZ
Court Administrator

7. Do you think the problem/s you have encountered can be addressed through the Handbook for Sheriffs?

Yes _____

No _____

8. What do you think should be included in the revised Handbook for Sheriffs ? (You may check more than 1 item)

- | | | |
|---|--|---|
| <input type="checkbox"/> General procedure to be observed in the performance of the sheriff's functions | <input type="checkbox"/> Duties & Responsibilities of Sheriffs | <input type="checkbox"/> Qualification Standards for Sheriffs |
| <input type="checkbox"/> Role of Clerks of Courts as Ex Officio Sheriffs | <input type="checkbox"/> Court Issuances concerning sheriffs & their functions | <input type="checkbox"/> Relevant Supreme Court decisions |
| <input type="checkbox"/> Relevant laws & rules | <input type="checkbox"/> Origin & Nature of Office | <input type="checkbox"/> Relevant forms |
| | <input type="checkbox"/> Others (Pls. specify): _____ | |

NOTE:

Please accomplish and return this survey to:

Research, Publications and Linkages Office
Philippine Judicial Academy
3/F Supreme Court Centennial Building
P. Faura cor. Taft Avenue,
Ermita, Manila

For questions, please contact:

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