



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

OCA CIRCULAR NO. 51-2020

**TO: ALL EXECUTIVE JUDGES OF COURTS
OUTSIDE METRO MANILA**

SUBJECT: NOTICE ON WORK SUSPENSION

In its 10 August 2010 Resolution in A.M. No. 10-4-13-SC,* the Court resolved, among others, to grant Executive Judges of courts outside Metro Manila with the authority to suspend work, as follows:

- 1) Suspension of work shall be within the purview of the CHIEF JUSTICE, in line with existing rules and procedure; Provided, however, **that in the absence of an announcement from the national or local government and under certain circumstances, authority shall likewise be granted to the Executive Judges of the courts outside Metro Manila**, and to the Presiding Justices of the [Court of Appeals], the [Sandiganbayan] and the [Court of Tax Appeals]. The following guidelines shall be observed:
 - (a) In case of typhoons declared as Signal No. 1 or Signal No. 2, there shall be no suspension of work;
 - (b) In case of typhoons declared as Signal No. 3, suspension of work shall be subject to the discretion of the Executive Judge, with notice to the Court Administrator, or the Presiding Justices in their respective courts;
 - (c) In case of (i) flash floods, with or without a typhoon, (ii) transport strikes and other large-scale public strikes and/or rallies, and (iii) other situations necessitating suspension of work, the suspension shall be subject to the discretion of the Executive Judge, with notice to the Court Administrator, or the Presiding Justices in their respective courts;

Provided, further, that if the work suspension is deemed necessary by the Executive Judge, a report on the circumstances thereof shall be immediately communicated to the Office of the Court Administrator, which shall verify the need for the early dismissal. An abuse of the prerogative to suspend work shall be subject to appropriate disciplinary action.

* Providing for the Further Delegation of Approaching Thresholds and Authorities to the Heads of Decentralized Units

In order to effectively communicate work suspensions in courts to the public, the concerned Executive Judges of courts outside Metro Manila are likewise **DIRECTED** to immediately inform the Supreme Court Public Information Office of any such announcement via e-mail at **both**:

nowork.phcourts@gmail.com

and

nowork.phcourts@sc.judiciary.gov.ph

Finally, Executive Judges are reminded to be prudent and circumspect in the exercise of the authority to suspend work in their respective jurisdiction.

For strict compliance.

5 February 2020


JOSE MIDAS P. MARQUEZ
Court Administrator