



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

CIRCULAR NO. 3-2001

TO : ALL COURTS PROCESS SERVERS
RE : Policy, Rules and Guidelines in the Operation of the
Supreme Court-Motorcycle Acquisition Program (SC-MAP)

Pursuant to the Resolution of the Court *En Banc* dated 19 October 1999 in A.M. 99-8-12 SC. Re: Motorcycle Loans for Process Servers, as amended on 3 October 2000, an interest free motorcycle loan in an amount not exceeding P50,000.00 will be made available to qualified Process Servers of the Supreme Court on a repayment scheme of not more than thirty-six (36) equal monthly installments.

In conformity with the aforementioned court resolutions, attached is the Standard Operating Procedure (SOP) of the Supreme Court Motorcycle Acquisition Program (SC-MAP), for your information and guidance.

15 January 2001.

ALFREDO L. BENIPAYO
Court Administrator