



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

**OCA CIRCULAR NO. 101-2008**

**TO : ALL CLERKS OF COURT OF THE PILOT COURTS  
FOR SMALL CLAIMS CASES**

**SUBJECT : MONTHLY INVENTORY OF SMALL CLAIMS  
CASES**

Pursuant to Administrative Order No. 141-2008 dated September 29, 2008, you are directed to submit a monthly inventory report on small claims cases on or before the 10<sup>th</sup> day of the succeeding month .

For uniformity in the reporting, you are directed to use the attached form which shall be submitted to:

**The Secretariat**

Technical Working Group for Small Claims Pilot Project  
Office of the Court Administrator  
Supreme Court  
Padre Faura Street, Manila

For strict compliance.

October 14, 2008

  
**JOSE P. PEREZ**  
Court Administrator

