

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

CIRCULAR NO., 62-97

TO : ALL JUDGES AND PERSONNEL OF THE COURT OF APPEALS, SANDIGANBAYAN, COURT OF TAX APPEALS, REGIONAL TRIAL COURTS, METROPOLITAN TRIAL COURTS, MUNICIPAL TRIAL COURTS IN CITIES, MUNICIPAL TRIAL COURTS, MUNICIPAL CIRCUIT TRIAL COURTS.

SUBJECT : RULES AND REGULATIONS ON TEACHING

For purposes of accomplishing the REQUEST FOR PERMISSION TO TEACH form prescribed in Circular No. 50-97, dated July 18, 1997, reiterated herein below are the rules and regulations on teaching which must be observed :

1. Teaching hours shall in no case be earlier than 5:30 p.m. on regular working days (Monday through Friday) and 2:30 p.m. on Saturdays;

2. Teaching shall be limited to eight (8) hours a week, and in no case shall a judge or court personnel be allowed to teach more than two (2) hours a day on a regular working days (Monday through Friday);

3. Applications for permission to teach filed by a judge shall be accompanied by a certification of the Clerk of Court concerned regarding the condition of the court docket showing : (a) the number of pending cases; (b) the number of cases disposed of within a 3-month period prior to the start of the semester in their respective sala; those filed by the court personnel shall be accompanied by a favorable recommendation by the Presiding Judge;

4. Application for permission to teach shall be subject to approval by the court, which may deny the same or grant less than eight (8) hours, depending upon the applicant's performance record.

For strict compliance.

October 9, 1997.



ALFREDO L. BENIPAYO  
Court Administrator