

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

OCA CIRCULAR NO. 119-2020

TO

ALL JUDGES PENSIONERS

AND

SURVIVORSHIP PENSIONERS

SUBJECT:

BI-ANNUAL

SUBMISSION

OF

PENSIONER'S SURVEY

In OCA Circular No. 10-2017 dated 17 January 2017, the Supreme Court required the bi-annual submission of Pensioner's Survey Form, together with the supporting documents, by all Judges Pensioners and Survivorship Pensioners to show proof of life and pension entitlement, and enjoining them to regularly submit the following every January and July of every year to avoid delay in the release of their pensions:

- 1. Duly-accomplished sworn Pensioner's Survey Form administered by the Executive/Presiding Judge having jurisdiction over the place of pensioner's residence;
- 2. Most recent full-body picture of the pensioner holding the front page of the most recent issue of a newspaper of national circulation (any size);
- 3. Original copy of the broadsheet's front page held in photo; and
- 4. Copies of at least two (2) current identification cards/documents issued by an official agency bearing photograph and signature of the pensioner, such as Senior Citizen's card, Passport, Driver's License, PRC ID, Postal ID, or any government office ID.

Considering that all parts of the country have been placed under community quarantine, safety measures are seen necessary for those who may not be able to comply with item 1 of the same circular.

In this regard, pensioners may make arrangements with the Office of the Executive Judge/Presiding Judge having jurisdiction over the place of their residence (as an administering officer), for a virtual appearance/conferencing before him/her, witnessed by the Clerk of Court or any of his/her staff.

This Circular shall take effect immediately.

Issued this 16th day of July 2020.

JOSE MIDAS P. MARQUEZ
Court Administrator

Col/MRAL/MTDR/CAP



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

OCA CIRCULAR NO. 10-2017

TO:

ALL JUDGES PENSIONERS AND SURVIVORSHIP

PENSIONERS

SUBJECT:

BI-ANNUAL SUBMISSION OF PENSIONER'S

SURVEY FORM

In a number of occasions, pensioners (both Judges and surviving spouses of Judges), have raised their concerns on the delayed or non-receipt of monthly pensions/survivorship pensions. This has been traced to the late or non-submission of Pensioner Survey Forms.

To show proof of life and pension entitlement, a duly-accomplished Pensioner's Survey Form (copy attached), together with the supporting documents, is required on a bi-annual basis, or in January and July of every year, before the monthly pensions are released.

To avoid delay in the release of monthly pensions, all Judges Pensioners and Survivorship Pensioners are strictly enjoined to REGULARLY SUBMIT every January and July of every year to the Employee's Welfare and Benefits Division (EWBD), Office of Administrative Services (OAS), Office of the Court Administrator (OCA), Supreme Court, Manila, the following:

- 1. Duly-accomplished sworn Pensioner's Survey Form administered by the Executive/Presiding Judge having jurisdiction over the place of pensioner's residence;
- 2. Most recent full-body picture of the pensioner holding the front page of the most recent issue of a newspaper of national circulation (any size);
- 3. Original copy of the broadsheet's front page held in photo; and
- 4. Copies of at least two (2) current identification cards/documents issued by an official agency bearing photograph and signature of the pensioner, such as Senior Citizen's card, Passport, Driver's License, PRC ID, Postal ID, or any government office ID.

Inquiries relative to the Pensioner's Survey Form may be coursed to the EWBD, OAS, OCA at contact number (02) 5234893.

For strict compliance.

This Circular shall take effect immediately.

17 January 2017

JOSE MIDAS P. MARQUEZ
Court Administrator



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

PENSIONER'S SURVEY FORM (retired Judge)

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Month Day	Year	
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Contact Person: Relationship: Specimen Signatures (Pensioner): Current Marital Status: Name of Spouse: Identification Cards Presented: 1	1.	2.
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I hereby declare under oath, that:		
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Mepublic of the Philippines Supreme Court Office of the Court Abministrator Manila

PENSIONER'S SURVEY FORM (surviving spouse of the deceased Judge)

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