



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

OCA CIRCULAR NO. 148-2020

TO : ALL PRESIDING JUDGES AND CLERKS OF COURT OF THE FIRST AND SECOND LEVEL COURTS

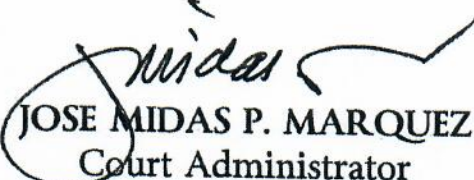
SUBJECT : CORRESPONDENCE ADDRESSED TO THE DEPARTMENT OF FOREIGN AFFAIRS

Pursuant to the information relayed by the Office of Treaties and Legal Affairs, Department of Foreign Affairs, and to ensure that immediate attention is given to court orders requiring further action from the Department's relevant offices, all first and second level courts are hereby **DIRECTED** to send the following correspondence directly to the respective addressees:

SUBJECT MATTER	ADDRESSEE/ADDRESS
Copies of decisions, orders (e.g. warrants of arrest, hold departure orders), and other notifications that require the inclusion or the lifting of names of certain individuals in the DFA's look-out list or consular database	The Assistant Secretary of the Office of Consular Affairs Department of Foreign Affairs ASEANA Business Park, Bradco Avenue cor. Diosdado Macapagal Boulevard, 1700 Parañaque City
All other court orders or notices for the DFA	The Assistant Secretary of the Office of Treaties and Legal Affairs Department of Foreign Affairs 2330 Roxas Boulevard, 1300 Pasay City

Strict compliance is enjoined.

26 August 2020


JOSE MIDAS P. MARQUEZ
Court Administrator