



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

**OCA CIRCULAR NO. 11-2021**

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

**SUBJECT : GUIDELINES IN INSTANCES WHERE THERE IS MANIFESTATION OR INFORMATION THAT A CASE PENDING BEFORE A REGULAR COURT INVOLVES A MINOR**

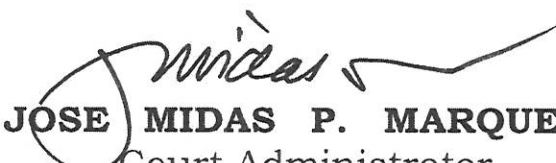
Pursuant to the Resolution of the Court dated 5 December 2018 in **A.M. No. 18-07-148-RTC** (*Administrative Intervention in Criminal Case No. 15-321554, entitled "People of the Philippines vs. John Ricks Aytona y Reyes @ "Leklek" and Jeffrey Aytona y Vihizon"*), all concerned trial courts are **DIRECTED** to **OBSERVE** the following guidelines in instances where there is a manifestation or information that a case pending before a regular court involves a minor, to wit:

- (a) Whenever the age of minority of an accused in criminal case pending before a regular court is at issue, the court shall, before proceeding with the case, make a determination of such issue pursuant to Section 7 of R.A. No. 9344 and Rule 35 of the Revised Implementing Rules and Regulations of R.A. No. 9344, as amended by R.A. No. 10630;
- (b) If after such determination, it is ascertained that the accused was a minor at the time of the commission of the offense, the court shall forward the case to the Office of the Clerk of Court for its re-affle to a Family Court; and
- (c) On the other hand, if it is ascertained that the accused was not a minor at the time of the

commission of the offense, the court shall promptly proceed with the case.

For your information, guidance and strict compliance.

18 January 2021

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator