



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

**OCA CIRCULAR NO. 111-2021**

**TO : ALL CLERKS OF COURT, CASHIERS AND ASSISTING COLLECTING PERSONNEL OF FIRST LEVEL COURTS**

**RE : TRAINING WORKSHOP ON ePAYMENT OF LEGAL FEES IN SMALL CLAIMS CASES**


Pursuant to the Resolution of the Court *en banc* dated 06 July 2021, in A.M. No. 21-03-15-SC., which approved the Memorandum of Agreement with Easypay Global EMI Corporation (Fortune Pay) allowing the acceptance of electronic payment (ePayment) of legal fees in small claims cases, all clerks of court, cashiers and assisting collecting personnel of the first level courts shall attend the Training Workshop on ePayment of Legal Fees in Small Claims Cases on 10 August 2021 from 8:30am to 12nn, via the Philippine Judiciary 365 (PJ365) platform.

All attendees are required to accomplish the Webinar Registration Form on or before 9 August 2021 through the following link: <https://tinyurl.com/ePaymentTrainingWorkshop>. Clerks of court shall use the official PJ365 accounts of their respective courts, while other court personnel may use their respective personal email accounts which they should specify for the webinar. Attendance in the half-day training is mandatory.

Any questions or concerns may be coursed thru at (02) 7-624-0005 or via email at [epayment@judiciary.gov.ph](mailto:epayment@judiciary.gov.ph).

For strict compliance.

06 August 2021

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator