



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

OCA CIRCULAR NO. 148-2021

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

RE : GRANT OF SPECIAL PRIVILEGE LEAVE DURING SCHEDULED BOOSTER SHOT AND/OR COVID-19 VACCINATION

Upon approval of Chief Justice Alexander G. Gesmundo, all judges and court personnel of the first and second level courts are hereby granted **SPECIAL PRIVILEGE LEAVE** on their scheduled day for booster shots or inoculation of COVID-19 vaccines for those who have yet to be vaccinated against the said virus or are still to complete their second dose for the same, which shall not be deducted from any of their existing leave benefits.

In the event that there are side effects felt after such booster shot or vaccination the following day thereof, the concerned judge or court personnel should file for a sick leave for the said day but this will not be charged to their leave credits and will be considered as an excused absence. If no sick leave is filed, then the concerned judge or court personnel will be considered on absence without leave.

This Circular shall apply retroactively.

For the information and guidance of all concerned.

9 December 2021

RAUL BAUTISTA VILLANUEVA
Deputy Court Administrator
and

Officer-In-Charge
Office of the Court Administrator
(Per Memorandum Order No. 108-2021
Dated 17 November 2021)