



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

OCA CIRCULAR NO. 32-2023A

TO : ALL CLERKS OF COURT OF THE OFFICE OF THE CLERK OF COURT OF MULTIPLE-SALA FIRST AND SECOND LEVEL COURTS, AND THE CLERKS OF COURT OF SINGLE-SALA SECOND LEVEL COURTS

SUBJECT : SUBMISSION OF DATA ON FILED AND DISPOSED CASES FOR THE PERIOD 01 JANUARY 2022 TO 31 DECEMBER 2022

In line with the Supreme Court's Strategic Plan for Judicial Innovations, there is a need to collect updated data on filed and disposed cases in all courts nationwide in order to monitor caseflow in courts and avoid case delays.

Accordingly, all Clerks of Court of the Office of the Clerk of Court of multiple-sala first and second level courts, and the Clerks of Court of single-sala second level courts are hereby **DIRECTED** to submit to the Office of the Court Administrator, **on or before 15 February 2023**, the needed data on filed and disposed cases for the period **01 January 2022 to 31 December 2022** of the first and second level courts/branches which are under your respective courts' administrative supervision.

For purposes of compliance with this circular, the following are the definitions of *filed* and *disposed* cases:

Filed cases - refers to original action, complaint, or petition, including re-raffled and appealed cases cognizable by second level courts, filed before the Office of the Clerk of Court/Clerk of Court. Revived cases, including those received/transmitted from other courts shall not be included.

Disposed cases - refers to cases decided after trial on the merits, provisionally dismissed, or cases dismissed/terminated before trial under circumstances provided by the Rules of Court. Archived cases, including those transmitted to other courts for re-raffling shall not be included.

Attached is the form to be downloaded, accomplished, and submitted in editable MS Excel file only through the following email addresses:

Re: Submission of Data on Filed and Disposed Cases for the Period 01 January 2022 to 31 December 2022

| Judicial Region | E-mail Address |
|---|--|
| RTC-NJCR 1, Manila, Pasig and Malabon | mrc_rtcncr1.srd.cmo.oca@judiciary.gov.ph |
| RTC-NJCR 2, Las Piñas, Mandaluyong, Quezon City, San Juan and Valenzuela | mrc_rtcncr2.srd.cmo.oca@judiciary.gov.ph |
| RTC-NJCR 3, Caloocan, Makati, Muntinlupa, Parañaque, and Pasay | mrc_rtcncr3.srd.cmo.oca@judiciary.gov.ph |
| RTC-NJCR 4, Marikina, Navotas, Taguig | mrc_rtcncr4.srd.cmo.oca@judiciary.gov.ph |
| RTC- 1 st Judicial Region | mrc_rtc1.srd.cmo.oca@judiciary.gov.ph |
| RTC- 2 nd Judicial Region | mrc_rtc2.srd.cmo.oca@judiciary.gov.ph |
| RTC- 3 rd Judicial Region | mrc_rtc3.srd.cmo.oca@judiciary.gov.ph |
| RTC- 4 th Judicial Region 4-1 Laguna, Batangas, Quezon, Oriental Mindoro, Occidental Mindoro, Marinduque and Romblon | mrc_rtc4.srd.cmo.oca@judiciary.gov.ph |
| RTC- 4 th Judicial Region 4-2 Cavite, Rizal and Palawan | mrc_rtc4-2.srd.cmo.oca@judiciary.gov.ph |
| RTC- 5 th Judicial Region | mrc_rtc5.srd.cmo.oca@judiciary.gov.ph |
| RTC- 6 th Judicial Region | mrc_rtc6.srd.cmo.oca@judiciary.gov.ph |
| RTC- 7 th Judicial Region | mrc_rtc7.srd.cmo.oca@judiciary.gov.ph |
| RTC- 8 th Judicial Region | mrc_rtc8.srd.cmo.oca@judiciary.gov.ph |
| RTC- 9 th Judicial Region | mrc_rtc9.srd.cmo.oca@judiciary.gov.ph |
| RTC- 10 th Judicial Region | mrc_rtc10.srd.cmo.oca@judiciary.gov.ph |
| RTC- 11 th Judicial Region | mrc_rtc11.srd.cmo.oca@judiciary.gov.ph |
| RTC- 12 th Judicial Region | mrc_rtc12.srd.cmo.oca@judiciary.gov.ph |
| MeTC - Quezon City, Pasig, Malabon, Marikina, Parañaque, Valenzuela, Navotas, San Juan and Pateros | mrc_metc1.srd.cmo.oca@judiciary.gov.ph |
| MeTC - Manila, Pasay, Makati and Mandaluyong | mrc_metc2.srd.cmo.oca@judiciary.gov.ph |
| MeTC - Caloocan, Las Piñas, Muntinlupa and Taguig | mrc_metc3.srd.cmo.oca@judiciary.gov.ph |
| MTCC-1 st Judicial Region | mrc_mtccr1.srd.cmo.oca@judiciary.gov.ph |
| MTCC-2 nd Judicial Region | mrc_mtccr2.srd.cmo.oca@judiciary.gov.ph |
| MTCC-3 rd Judicial Region | mrc_mtccr3.srd.cmo.oca@judiciary.gov.ph |
| MTCC-4 th Judicial Region | mrc_mtccr4.srd.cmo.oca@judiciary.gov.ph |
| MTCC-5 th Judicial Region | mrc_mtccr5.srd.cmo.oca@judiciary.gov.ph |
| MTCC-6 th Judicial Region | mrc_mtccr6.srd.cmo.oca@judiciary.gov.ph |
| MTCC-7 th Judicial Region | mrc_mtccr7.srd.cmo.oca@judiciary.gov.ph |
| MTCC-8 th Judicial Region | mrc_mtccr8.srd.cmo.oca@judiciary.gov.ph |
| MTCC-9 th Judicial Region | mrc_mtccr9.srd.cmo.oca@judiciary.gov.ph |
| MTCC-10 th Judicial Region | mrc_mtccr10.srd.cmo.oca@judiciary.gov.ph |
| MTCC-11 th Judicial Region | mrc_mtccr11.srd.cmo.oca@judiciary.gov.ph |
| MTCC-12 th Judicial Region | mrc_mtccr12.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-1 st Judicial Region | mrc_mtc-mctc1.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-2 nd Judicial Region | mrc_mtc-mctc2.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-3 rd Judicial Region | mrc_mtc-mctc3.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-4 th Judicial Region | mrc_mtc-mctc4.srd.cmo.oca@judiciary.gov.ph |

Re: *Submission of Data on Filed and Disposed Cases for the Period 01 January 2022 to 31 December 2022*

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| MTC/MCTC-5 th Judicial Region | mrc_mtc-mctc5.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-6 th Judicial Region | mrc_mtc-mctc6.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-7 th Judicial Region | mrc_mtc-mctc7.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-8 th Judicial Region | mrc_mtc-mctc8.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-9 th Judicial Region | mrc_mtc-mctc9.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-10 th Judicial Region | mrc_mtc-mctc10.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-11 th Judicial Region | mrc_mtc-mctc11.srd.cmo.oca@judiciary.gov.ph |
| MTC/MCTC-12 th Judicial Region | mrc_mtc-mctc12.srd.cmo.oca@judiciary.gov.ph |
| SDC/SCC-9 th and 12 th Judicial Region | mrc_sdc-scc.srd.cmo.oca@judiciary.gov.ph |

This circular amends OCA Circular No. 32-2023 dated 27 January 2023.

For strict compliance.

03 February 2023



RAU B. VILLANUEVA
Court Administrator

