



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

OCA CIRCULAR NO. 112-2023

To : ALL CONCERNED FIRST AND SECOND LEVEL COURT JUDGES
SUBJECT : SALARY ADJUSTMENT AND PAYMENT OF SALARY DIFFERENTIAL DUE TO LONGEVITY OF SERVICE

In the Resolution dated August 14, 2019, in A.M. No. 13-05-04-SC entitled Re: *Request of Associate Justice Roberto A. Abad for Salary Adjustment due to Longevity of Service*, the Supreme Court *En Banc* granted the request of Associate Justice Roberto A. Abad to include his service in the Office of the Solicitor General in the computation of his longevity pay.

On account thereof, many trial court judges who were former Prosecutors employed with the Department of Justice are requesting a salary adjustment and payment of salary differential based on an adjusted longevity of service.

Thus, to address such requests, which may also come from agencies where judicial ranks may have been recently granted by law, and for purposes of submitting for the Honorable Court's consideration the claims for adjustment of longevity pay of Judges who have held positions with judicial rank prior to their appointment in the Judiciary, the following documents should be submitted:

1. Recently issued Service Record from former agency indicating mode or manner of separation;
2. Certification from former agency that the position last occupied is a position with judicial rank and the period of the service covered when the grant of such judicial rank became effective; and
3. Undertaking that he/she shall not avail/apply for retirement from his/her former office/agency where he/she occupied a position with judicial rank.

The above-enumerated documents should be emailed to the Office of Administrative Services, Office of the Court Administrator at ocaoas.sc@judiciary.gov.ph within thirty (30) calendar days from issuance of the herein circular.

March 15, 2023


RAUL B. VILLANUEVA
Court Administrator