



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

**OCA CIRCULAR NO. 147-2023**

**TO : ALL FIRST AND SECOND LEVEL COURTS**

**SUBJECT : REGISTRATION OF SUBSCRIBER IDENTITY  
MODULE UTILIZED AS OFFICIAL COURT  
HOTLINES BY THE FIRST AND SECOND  
LEVEL COURTS**

The National Telecommunications Commission (NTC), in its Memorandum Circular No. 001-01-2023 (*Clarifying Certain Provisions of Memorandum Circular No. 001-12-2022, or the Rules and Regulations Implementing Republic Act No. 11934, otherwise known as the Subscriber Identity Module [SIM] Registration*) dated 23 January 2023, provided clarificatory guidelines on the registration of SIMs used by government entities, to wit:

“3. Other clarifications

xxx

b. SIMs of officials and employees of government entities authorized to receive communication expense or load allocations xxx shall be treated as SIMs not belonging to or owned by the government entity, and shall therefore be registered by and under the name of the official or employee who actually use the same.”

With the grant of monthly communications allowance to all judges and clerks of court (COC) of the Office of the Clerk of Court of the first and second level courts<sup>1</sup> or to the branch clerks of court (BCC) or officers-in-charge (OIC) of vacant courts<sup>2</sup>, all SIMs utilized by the said lower courts shall be registered under the name of their respective COC/BCC/OIC.

On this score, the COC/BCC/OIC shall be responsible for registering the SIMs used as the official contact number of their courts under his/her name, with the address of the court as his/her official address. If the registrant retires, resigns, or is separated from service for any other reason, he/she shall endorse/physically transfer the SIM to his/her successor.

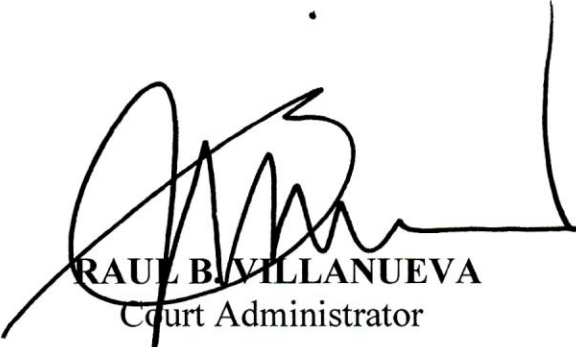
<sup>1</sup> OCA Circular Nos. 49-2021 dated 16 April 2021

<sup>2</sup> OCA Circular No. 81-2021 dated 18 June 2021

This Circular shall be observed pending further clarifications, if any, from the NTC.

For the information and guidance of all concerned.

04 April 2023



**RAUL B. VILLANUEVA**  
Court Administrator

MMA/ACJ/mtr/ Circ. SIM Registration