



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

OCA CIRCULAR NO. 226-2023

TO : ALL JUDGES, CLERKS OF COURT, AND BRANCH CLERKS OF COURT OF THE FIRST AND SECOND LEVEL COURTS

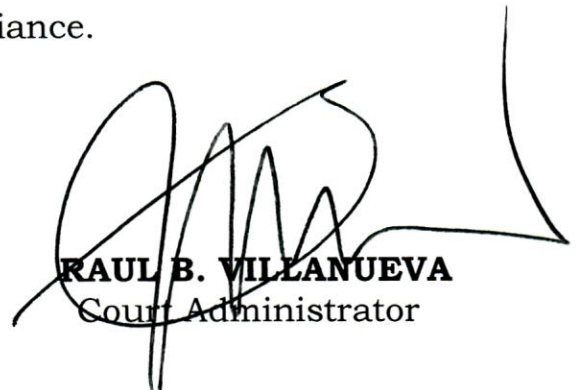
SUBJECT : GUIDELINES ON HIRING FOREIGN LANGUAGE INTERPRETERS

For the **information** and **compliance** of all concerned, quoted hereunder is the Memorandum of this Office dated 08 June 2023 (*Re: Guidelines on Engaging the Services of Foreign Language Interpreters and Payment of their Fees*) approved by then Honorable Acting Chief Justice Marvic Mario Victor F. Leonen* and Honorable Associate Justice Alfredo Benjamin S. Caguioa on 13 June 2023, and Honorable Associate Justice Amy C. Lazaro-Javier* on 15 June 2023, thus:

1. For their convenience, the parties to the case/s be **ALLOWED** to agree upon their designated foreign language interpreter to be hired;
2. In the alternative, and if the parties do not arrive at an agreement, the Office of Administrative Services, OCA, be **AUTHORIZED** to officially indorse the parties to the concerned embassy/ies for assistance; and
3. In the interest of expediency, and if there is already a designated foreign language interpreter, that the latter be **PERMITTED** to proceed with his/her work in the particular case for which he/she has been engaged, pending the processing by the Financial Management Office, Office of the Court Administrator (OCA), of his/her reasonable fees.

For your guidance and strict compliance.

22 June 2023


RAUL B. VILLANUEVA
Court Administrator

*Special Order No. 2977 dated 1 June 2023

*Special Order No. 2978 dated 2 June 2023