



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

**OCA CIRCULAR NO. 315-2023**

**TO : ALL JUDGES OF THE FIRST AND SECOND LEVEL COURTS**

**SUBJECT : SURVEY ON THE USE OF THE BENCHBOOK FOR PHILIPPINE TRIAL COURTS**

The Digitization of the Benchbook for Philippine Trial Courts, initiated by Philippine Judicial Academy, as part of the Supreme Court's *Strategic Plan for Judicial Innovations 2022-2027 (SPJI)*, under its second projected outcome of Innovation, has been completed as of 30 June 2023.

The *Benchbook* contains updated laws, rules, jurisprudence, and topics concerning the courts which will aid the members of the Bench in their research when crafting their rulings and in carrying out their tasks to expedite court decisions and unclogging court dockets. This goal reflects the Court's unwavering commitment to give responsive and real-time justice to our people.

To date, thirteen (13) Benchbook Chapters are uploaded in the PJ365 Sharepoint and accessible through the MS Teams Benchbook for Philippine Trial Courts Channel and the PHILJA Learning Management System (LMS). The PHILJA Administrative Office – Information Systems Division (ISD) manages the benchbook site and provides assistance to the judiciary users, especially on access-related matters.

In this view, and per instructions of the Honorable Chief Justice Alexander G. Gesmundo, all judges of the first and second level courts are hereby directed to accomplish **on or before 24 September 2023**, the survey of the judges' preference on the use of the benchbook for research through the link or QR Code below:

<https://forms.office.com/r/KhhBrNfsBe>



For queries and other information on the survey, you may reach Ms. Joan Marie C. Tejada, SC Chief Judicial Staff Officer, Corporate Planning Division, Benchbook Revision Committee Secretary at 8552-9519 or [jmctejada.sc@judiciary.gov.ph](mailto:jmctejada.sc@judiciary.gov.ph), or Ms. Suzette P. Valdez, Supervising Judicial Staff Officer, Benchbook Revision Committee Assistant Recorder Secretary at 8552-9636 or [spvaldez.sc@judiciary.gov.ph](mailto:spvaldez.sc@judiciary.gov.ph).

For strict compliance of all concerned.

14 September 2023



**JENNY LIND R. ALDECOA-DELORINO**

Deputy Court Administrator

and

Officer-in-Charge

Office of the Court Administrator

*(Per Memorandum Order No. 107-2023  
dated 08 September 2023)*