



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

OCA CIRCULAR NO. 336-2023

TO : ALL JUDGES, CLERKS OF COURT, AND ACTING CLERKS OF COURTS OF THE FIRST AND SECOND LEVEL COURTS HANDLING ENVIRONMENTAL CASES

SUBJECT: SUBMISSION OF REPORTS AND PROPER UTILIZATION OF THE FUNDS COLLECTED AS DAMAGES, FINES, AND PENALTIES FOR VIOLATIONS OF ENVIRONMENTAL LAWS

In order to ensure the proper utilization of the funds collected as damages, fines, and penalties for violations of environmental laws, all relevant officials and/or personnel of the first and second level courts handling environmental cases are hereby directed to:

1. **SUBMIT**, on or before **02 October 2023**, a list of environmental cases where the court ordered the payment of fines, fees, damages, and other monetary awards, by accomplishing the MS Forms in the link or QR Code below:

<https://forms.office.com/r/GzCRS7MDYh>



Pursuant to OCA Circular No. 122-2022 dated 26 May 2022, if the concerned court has nothing to report, the submission of the subject inventory/report will not be necessary.

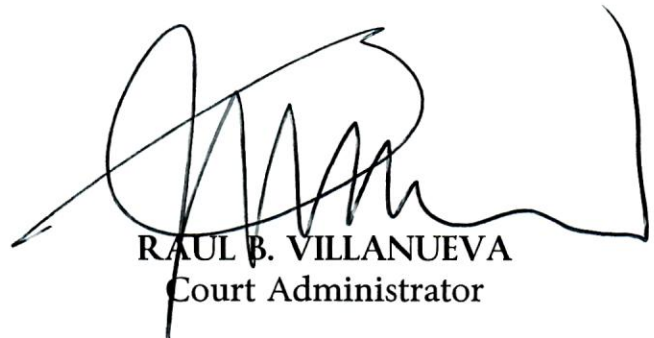
2. **ORDER** the remittance of penalties and fines to the General Fund account under the name BTr-Regular Fund with BTR Clearing Account No. 3402-2844-20 using the DENR UACS Organization Code 100010100000.

Re: Submission of Reports and Proper Utilization of the Funds Collected as Damages, Fines, and Penalties for Violations of Environmental Laws

- 2.a. Should there be amounts collected for the Integrated Protected Areas Fund falling under Section 16 of Republic Act No. 7586 or the "*National Integrated Protected Areas System Act of 1992*," the same should be remitted under the account name Department of Environment and Natural Resources (DENR) with BTR Clearing Account No. 3402-2850-51 using the UACS Organization Code 100010100000, within thirty (30) days from the finality of decisions or orders.
3. **ISSUE** a certification to the corresponding implementing agency, whenever requested, of the deposited collections to its Special Account.
4. **SUBMIT** the following reports: *first*, a quarterly report to the Department of Environment and Natural Resources, copy furnished the Bureau of the Treasury, and *second*, a periodic report to the Bureau of the Treasury indicating the fines and penalties collected for violations of environmental laws, and the dates of their deposit to the account, both with file copy for audit purposes.

For strict compliance of all concerned.

25 September 2023



RAUL B. VILLANUEVA
Court Administrator