



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

OCA CIRCULAR NO. 03-2024

TO : ALL FIRST AND SECOND LEVEL COURTS

SUBJECT : THE REVISED BOOK OF JUDICIAL FORMS (CIVIL ACTIONS, SPECIAL PROCEEDINGS, SPECIAL CIVIL ACTIONS, PROVISIONAL REMEDIES, AND THE RULES ON EXPEDITED PROCEDURES IN THE FIRST LEVEL COURTS) AND THE COLLATION AND 'CODIFICATION' OF SC ISSUANCES

In line with the Supreme Court's Strategic Plan for Judicial Innovations 2022-2027 (SPJI), two significant publications were launched, The Revised Book of Judicial Forms (Civil Actions, Special Proceedings, Special Civil Actions, Provisional Remedies, and The Rules on Expedited Procedures in the First Level Courts) and the Collation and 'Codification' of SC Issuances.

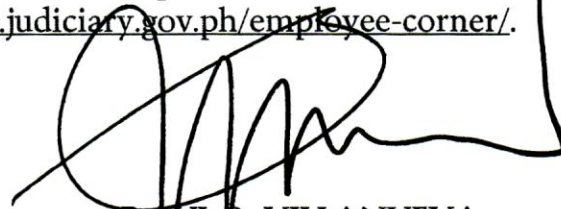
The Revised Book of Judicial Forms (Civil Actions, Special Proceedings, Special Civil Actions, Provisional Remedies, and The Rules on Expedited Procedures in the First Level Courts) is a compilation of judicial forms templates for use in civil cases and special proceedings by both judges and court litigants. The Collation and Codification of SC Issuances, on the other hand, is a compilation of the Court's issuances (i.e., circulars, memoranda, and orders) issued from the year 2000 to the present.

Considering the subject publications' capability of streamlining court processes by providing outlined legal authorities and preformatted templates of legal forms, all judges and court personnel of the first and second level courts are hereby ENJOINED to utilize the said publications as tools to further the speedy and efficient resolution of cases.

To access and download a copy of the Revised Book of Judicial Forms in MS Word format, go to the SC website <https://sc.judiciary.gov.ph/downloads/>, click "Downloads" and look for "Judicial Forms." Likewise, the Collation and 'Codification' of SC Issuances can be accessed and downloaded from the SC e-Library https://elibrary.judiciary.gov.ph/assets/pdf/journals/Collation_and_Codification_of_SC_Issuance_DIGITAL.pdf.

Also, copies of both the Revised Book of Judicial Forms and the Collation and 'Codification' of SC Issuances are uploaded in the Office of the Court Administrator website <https://oca.judiciary.gov.ph/employee-corner/>.

04 January 2024



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Court Administrator