



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

OCA CIRCULAR No. 13-2024

FOR: CONCERNED JUDGES AND COURT PERSONNEL IN CALAMBA CITY AND QUEZON CITY

SUBJECT: JUSTICE ZONE ANNUAL PLANNING AND TEAM BUILDING WORKSHOP

The European Union through the Justice Sector Reform Programme: Governance in Justice (GOJUST) has organized and will conduct the “**Justice Zone Annual Planning and Team Building Workshop**” for the twelve (12) justice zones from November 2023 to January 2024.

This activity aims to: (1) situate the accomplishments of individual justice zones based on the 5 thematic areas; (2) review the issues identified during the individual online sessions, identify and prioritize which ones will be addressed collectively as a justice zone towards achieving higher maturity levels of justice zones by the end of 2025; and (3) further strengthen institutionalization and standardization of the justice zones through the 3Cs (coordination, collaboration, and communication) based on the conduct of team building activities.

The following judges and court personnel in the Justice Zones of Calamba City and Quezon City are directed to attend and participate in the activity on the following dates:

1. Calamba City: January 19, 2024
 - 1.1. Hon. Glenda R. Mendoza-Ramos, Executive Judge, RTC Branch 36;
 - 1.2. Hon. Angelina A. Mailom-Orendain, Vice Executive Judge, RTC Branch 92;
 - 1.3. Hon. Leah B. Vasquez-Abad, Executive Judge, MTCC Branch 1;
 - 1.4. Atty. Leny B. Salazar-Bravo, Clerk of Court VI, RTC-OCC; and
 - 1.5. Atty. Mell Anthony Genota, Court Attorney V, RTC Branch 36
2. Quezon City: January 22 to 23, 2024
 - 2.1. Hon. Lily Ann M. Padaen, 2nd Vice Executive Judge and Presiding Judge, RTC Br. 13-FC; and
 - 2.2. Hon. Felino Z. Elefante, 3rd Vice Executive Judge and Presiding Judge, RTC Branch 103

Attendance shall be **MANDATORY** and on **OFFICIAL TIME**.

Business attire is required. No substitution of participants shall be allowed.

The participating judges must see to it that their respective court calendars are properly managed, and the parties notified in advance of any cancelled hearing.

Any communication relating to this activity should be addressed to the Program Management Office, 6th Floor Centennial Building, Supreme Court, Padre Faura Street, Ermita, Manila with email address pmo.sc@judiciary.gov.ph.

Issued this 15th day of January 2024.

A handwritten signature in black ink, appearing to be 'R. Villanueva', written over a large, faint, stylized outline of a signature.

RAUL B. VILLANUEVA
Court Administrator