



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

**OCA CIRCULAR NO. 55-2024**

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

**SUBJECT : DESIGNATION OF FOCAL PERSONS FOR THE 2024  
ANNUAL SEARCH FOR OUTSTANDING LUPONG  
TAGAPAMAYAPA INCENTIVE AWARDS (LTIA) IN  
THE PROVINCIAL, REGIONAL, CITY, AND  
MUNICIPAL LEVELS**

The Department of the Interior and Local Government (DILG) has launched its Annual Search for the Outstanding Lupong Tagapamayapa Incentives Awards (LTIA) in all barangays nationwide. The LTIA program provides economic and other incentives to Lupong Tagapamayapa who have demonstrated exemplary performance and made commendable contributions in the promotion of the Katarungang Pambarangay (KP) Law.

The Supreme Court, through the Office of the Court Administrator, as member of the National Awards Committee (NAC) and the National Board of Judges (NBOJ) of the Outstanding Lupong Tagapamayapa Incentives Awards (LTIA) Program<sup>1</sup>, encourages the representation of Judges in the LTIA-related activities in their territorial jurisdictions.

Accordingly, all Executive Judges of the Regional Trial Courts (RTCs) and single sala RTC Judges are **DIRECTED** to designate one (1) Judge as focal person and (1) one alternate for the LTIA. This focal person shall sit as a member of the Board of Judges in the 2024 LTIA program in the Provincial, Regional, City, and Municipal levels. The names and contact details of the designated focal person and alternate in each stations shall be submitted to their respective DILG Regional Directors on or before 28 February 2024 (Wednesday).

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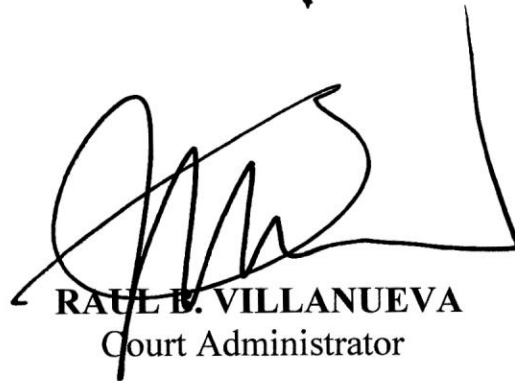
<sup>1</sup> Executive Order No. 394 s. 1997 and Department of Interior and Local Government (DILG) Memorandum Circular 2008 - 12, designated the Supreme Court, through its Representatives, to act as member National Awards Committee (NAC) and the National Board of Judges (NBOJ) of the Outstanding Lupong Tagapamayapa Incentives Awards (LTIA) Program

On the other hand, all First Level Clerks of Court of the Office of the Clerk of Court and Branch Clerks of Court of Single Sala First Level Courts are **DIRECTED** to receive the **periodic report of cases** submitted by the *Lupong Tagapamayapa* within their jurisdiction pursuant to Section 419, RA 7160 Local Government Code and Section 16, Rule VI, Implementing Rules and Regulations (IRR) of the KP Law.

Any related inquiries on the matter shall be made through Ms. Berenice D. Tarnate, via the email address [ltia.nationalsecretariat@gmail.com](mailto:ltia.nationalsecretariat@gmail.com) or mobile number 09165046110.

For strict compliance.

27 February 2024.



**RAUL B. VILLANUEVA**  
Court Administrator