



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

**OCA CIRCULAR No. 107-2024**

**FOR:                   SELECTED FIRST AND SECOND LEVEL COURT JUDGES,  
CLERKS OF COURT, AND COURT SOCIAL WORKERS**

**SUBJECT:            PARTICIPATION IN THE VICTIM SENSITIVE COURT (VSC)  
GUIDELINES CONSULTATION**

In a directive issued by the office of Justice Maria Filomena D. Singh, Supreme Court, on 20 March 2024, it was emphasized that victims of crimes are the important sources of evidence, and without their cooperation, it is difficult to prosecute offenders. In support of the victims, the Judiciary recognizes a victim-centered approach as a development strategy.

The ASEAN-Australia Counter Trafficking (ASEAN-ACT) program leads the ASEAN planning, monitoring, and implementation of the ASEAN Convention against Trafficking in Persons (ACTIP) where eight key indicators have been developed to encourage victim-centered practices in the courts.

Since the establishment of the Zamboanga City Justice Zone (ZCJZ) in February 2023, the Justice Sector Coordinating Council (JSCC) has continued its partnership with the ASEAN-ACT in the conduct of TIP and Do-No-Harm Guidance capacity building sessions. Recently, a series of consultations on the Victim Sensitive Courts (VSC) Guidelines has been launched and the first leg with the ZCJZ has been completed on 16 March 2024.

In this regard, selected First and Second Level Court judges, clerks of court, and court social workers are enjoined to physically attend in accordance with the following schedule:

Activity	Date and Time	Venue
Second Consultation: Quezon City Justice Zone and Pasay City (Non- Justice Zone) Trial Courts	April 25, 2024 (Thursday); 9:00 AM to 3:30 PM	Court of Appeals Auditorium, Manila
Third Consultation: Angeles City, Balanga City, Tagaytay City, and Calamba City Justice Zones Trial Courts	May 06, 2024 (Monday) 9:00 AM to 3:30 PM	Clark Marriott Hotel, Clark Freeport, Mabalacat, Pampanga

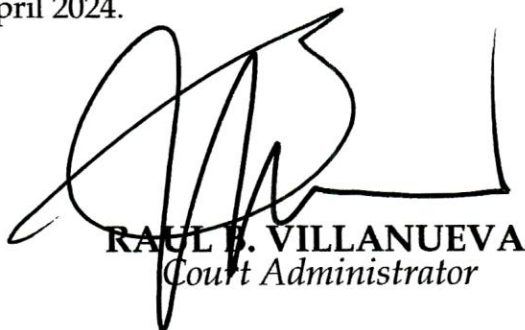
Attendance in this activity is mandatory and shall be:

- (a) On OFFICIAL TIME for the selected Quezon City and Pasay City Judges, Clerks of Court, and Court Social Workers attending the Second Consultation on April 25, 2024, and selected Angeles City Judges, Clerks of Court, and Court Social Workers attending the Third Consultation on May 06, 2024; and
- (b) On OFFICIAL BUSINESS for the selected Balanga City, Tagaytay City, and Calamba City Judges, Clerks of Court, and Court Social Workers attending the Third Consultation on May 06, 2024.

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

Any communication relating to this activity should be addressed to the Program Management Office (PMO), 6<sup>th</sup> Floor, Centennial Building, Supreme Court, Padre Faura Street corner Taft Avenue, Manila with email address: [pmo.sc@judiciary.gov.ph](mailto:pmo.sc@judiciary.gov.ph).

Issued this 22<sup>nd</sup> day of April 2024.



**RAUL B. VILLANUEVA**  
*Court Administrator*

# AGENDA



22 March 2024

<b>Meeting</b>	<b>Consultation on the Development of the Multi-sectoral VSC Guidelines</b>
<b>Venue</b>	Court of Appeals (CA) Conference Room, Abenida Maria Orosa, Ermita, Manila
<b>Date and Time</b>	25 April 2024 9.00 AM to 3.30 PM
<b>Participants</b>	15 Quezon City (QCZJ) Stakeholders 15 Pasay Family Court Judges, Prosecutors, Police' Women's Desk, Court Social Worker 10 Inter-Agency Council Against Trafficking (IACAT) member agencies JSCC-TWG on processes and capacity building, SC-PMO
<b>Objectives</b>	To consult JSCC stakeholders and gather insights/inputs that will contribute to the development of the multi-sectoral VSC guidelines

Session	Time	Description	Action by
	8:30 - 9:00 AM (30 minutes)	Registration	ASEAN-ACT/PMO
1	9:00 - 9:30 (30 minutes)	Preliminaries <ul style="list-style-type: none"><li>Invocation</li><li>National anthem</li><li>Opening and welcome remarks</li></ul>	<b>Hon. Rosanna Fe. R. Maglaya</b> Executive Judge and Lead Convenor, Quezon City Justice Zone  <b>Hon. Maria Filomena D. Singh</b> Associate Justice, Supreme Court of the Philippines and Chairperson, JSCC TWG on Processes and Capacity Building
		<ul style="list-style-type: none"><li>Group Photo</li><li>Introduction</li><li>Workshop Objectives and Expectations</li></ul>	ASEAN-ACT
2	10:00 - 10:15 (15 minutes)	Health Break	
3	10:15 - 10:45 (30 minutes)	Multi-Sectoral Group Survey on Victim Sensitive Court (VSC) Indicators	ASEAN-ACT
4	10:45 - 12:00 (1 hr 15 min)	Overview of the 8 Victim Sensitive Court Indicators and good practices	<b>Atty. Darlene R. Pajarito</b> Justice System Director ASEAN-ACT
	12:00- 1:00	Lunch	
5	1:00 - 3:15 (2 hr 15 min)	Insights and inputs from the consultation/s  Presentation of the draft VSC Guideline	JSCC to be assisted by ASEAN-ACT
6	3:15 - 3:30 (15 minutes)	Wrap up and next steps.	<b>Hon. Wilhelmina J. Wagan</b>