



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

OCA MEMORANDUM NO. 01-2022

TO : ALL CONCERNED JUDGES, COURT PERSONNEL AND COURT USERS

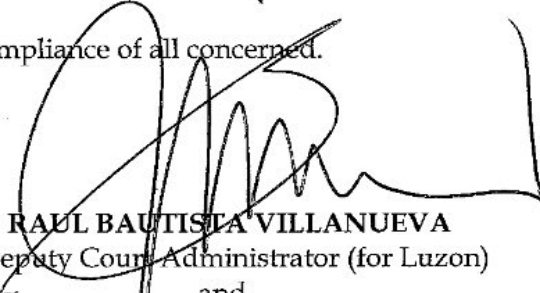
SUBJECT : COURT OPERATIONS IN THE FIRST AND SECOND LEVEL COURTS IN THE PROVINCES OF BULACAN, CAVITE, AND RIZAL FROM 5 TO 15 JANUARY 2022

Considering that the provinces of Bulacan, Cavite, and Rizal are placed under Alert Level 3 pursuant to Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) Resolution No. 155-A dated 3 January 2022, and consistent with what are provided in OCA Circular No. 160-2021A dated 1 January 2022, the operations of the courts and judicial offices in the said provinces from 5 to 15 January 2022 shall be as follows:

1. A skeleton workforce of at least thirty percent (30%) to at most fifty (50%) shall be maintained to enable the courts to sufficiently address matters and concerns, as far as practicable;
2. Saturday duty is suspended during the said period;
3. The regular office hours shall be from 9:00 A.M. to 3:00 P.M.; and
4. All other directives, such as the conduct of in-court hearings, the filing or service of pleadings, motions, and other court submissions through allowable modes, or the non-suspension of the period to file or serve the same, and the continued non-operation of night courts, as provided for in OCA Circular No. 134-2021, including the safety and health protocols being required by the IATF in its Resolution No. 155-A, shall be strictly observed.

For the guidance and compliance of all concerned.

4 January 2022


RAUL BAUTISTA VILLANUEVA
Deputy Court Administrator (for Luzon)
and
Officer-in-Charge

Office of the Court Administrator

(Per Memorandum Order No. 108-2021 dated 17 November 2021)