



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

OCA CIRCULAR NO. 116-2023

TO: ALL JUSTICES OF THE COURT OF APPEALS, SANDIGANBAYAN, AND THE COURT OF TAX APPEALS, AND JUDGES AND CLERKS OF COURT OF THE FIRST AND SECOND LEVEL COURTS

SUBJECT: Accreditation of Fastrak Services, Inc. as a Courier Service Provider for a period of one (1) year, from 6 March 2023 to 5 March 2024

Pursuant to **A.O. No. 242-A-2020**, otherwise known as the “*Guidelines on the Accreditation of Courier Service Providers*”, this Office hereby approves the Petition for Accreditation of Fastrak Services, Inc. dated 20 February 2023, after a thorough evaluation of their verified petition and its supporting documents.

The said accreditation allows the aforesaid courier service provider to transact business within the National Capital Region (NCR), Cordillera Administrative Region (CAR), Region I, Region II, Region III, Region IV-A, Region V, Region VII and Region XI, which extends to its main office in Parañaque City and to its lone branch in Cebu City, and does not extend to any other branch, whether located in the same place or elsewhere, and to any geographical area of operation except to what has been mentioned herein.

Further, this accreditation enables Fastrak Services, Inc. to **serve and file** pleadings, motions, notices, orders, judgments and other court submissions under the same bond posted by them in the meantime and subject to the posting of additional bond, if need be, as set forth in the aforementioned administrative order.

For your information and guidance.

20 March 2023


RAUL B. VILLANUEVA
Court Administrator
ATP.