



Republic of the Philippines  
Supreme Court  
Manila

OFFICE OF THE BAR CHAIRPERSON

BAR BULLETIN No. 4

August 15, 2024

POLICY ON ACADEMIC HONESTY,  
GENERAL GUIDELINES and UNDERTAKINGS  
FOR THE 2024 BAR EXAMINATIONS

The Bar Examinations is a rite of passage to ensure that new lawyers are competent and ethically prepared in the practice of law. It serves as a stamp of approval to safeguard and preserve the public's confidence in the legal profession. As such, it is the policy of the *#BarNiJLo2024* to ensure honesty and integrity in the conduct of the examinations. The legal profession should not be a haven for misfits and cheats. All acts and omissions done before, during, and after the examinations that will compromise the standards of honesty and integrity shall be immediately and effectively addressed. In this regard, all examinees must review the "Academic Honesty" policy on specific acts and omissions that constitute actionable behavior relating to reviewers and law-related reference materials, *Exemplify*-enabled laptop and electronic devices, and other prohibited and suspicious behaviors.<sup>1</sup> The examinees must sign the "Honor Code"<sup>2</sup> and submit the accomplished form on the first day of the examinations lest they may be denied access to the local testing center.

The examinees are advised to read the Guidelines on the detailed "*Schedule During the Bar Examinations, Proper Attire and Decorum, Essential*

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<sup>1</sup> Annex A. Academic Honesty Policy.

<sup>2</sup> Annex B. Honor Code, Health Liability Waiver, and Other Undertakings.

*Items, List of Permitted and Prohibited Items, and Digital Exam Preparation*<sup>3</sup> and the *“Venue and Security Matters and Health Protocols and Other Examinee Concerns.”*<sup>4</sup>

All examinees are encouraged to subscribe to the 2024 Bar Examinations Official Viber Channel.

The public may contact the Office of the Bar Confidant at (02) 8 552 9690 for further concerns. The Court reminds the public that only notices and issuances posted on its official website and legitimate social media accounts are true and accurate information:

Supreme Court Website: <https://sc.judiciary.gov.ph/>

2024 Bar Microsite: <https://sc.judiciary.gov.ph/bar-2024/>

Facebook: <https://www.facebook.com/SupremeCourtPhilippines/>

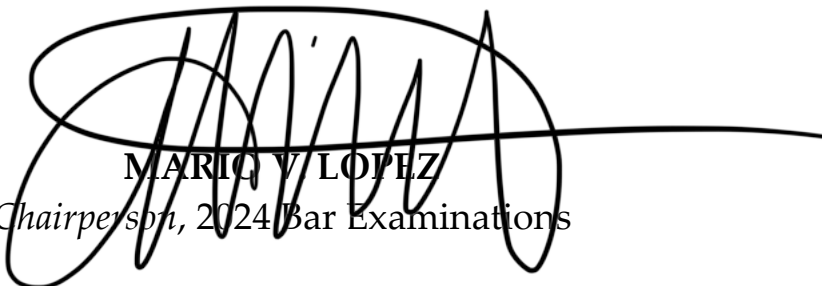
Instagram: <https://www.instagram.com/supremecourtph/>

Twitter/X: [https://twitter.com/SCPh\\_PIO](https://twitter.com/SCPh_PIO)

Threads: [https://www.threads.net/@scph\\_pio](https://www.threads.net/@scph_pio)

Viber: <https://bit.ly/2024BarExamsViber>

To my dear examinees, I know how hard you have labored for your **#MostValuableLaban**. May all your efforts be rewarded with success. Trust your abilities and preparation. With your positive energy and well wishes, nothing can get between you and your destiny to achieve a **#MarVeLousBar**.

  
MARIO V. LOPEZ  
Chairperson, 2024 Bar Examinations

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<sup>3</sup> Annex C. Schedule During the Bar Examinations, Proper Attire and Decorum, Essential Items, and List of Permitted and Prohibited Items.

<sup>4</sup> Annex D. Venue and Security Matters and Health Protocols and Other Examinee Concerns.

## ANNEX A:

### ACADEMIC HONESTY POLICY

The 2024 Bar Examinations upholds the highest standards of integrity with a zero-tolerance policy for cheating and academic dishonesty. The actionable examinee behaviors that constitute cheating are classified as either:

1. *Prohibited* – acts that *clearly* and *undoubtedly* qualify as cheating;

or

2. *Suspicious* – acts that *may* be interpreted as cheating.

The following specific acts and omissions constitute actionable examinee behaviors:

<i>Re</i>	Actionable Examinee Behavior
<b>Reviewers and Other Law-Related Reference Materials</b>	<p><i>Prohibited</i></p> <ol style="list-style-type: none"><li>Opening, accessing, browsing, or using of <i>digital/soft copies</i> of law-related reference materials,<sup>1</sup> at any time before, during, or after the examinations, while inside the testing room or any area within the LTC; and</li><li>Keeping physical copies of any law-related reference materials near the examinee’s desk after all non-essential belongings have been placed in front of or outside the testing room in preparation for password deployment.</li></ol> <p><i>Suspicious</i></p> <ol style="list-style-type: none"><li>Bringing or possessing any paper near the examinee’s desk, whether blank or with printed or</li></ol>

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<sup>1</sup> *Law-related reference materials* shall refer to all academic materials that have a logical connection to any of the subjects tested in the Bar Examinations, regardless of whether the same pertains to any or all of the Bar subjects for a given examination day or not. These include but are not limited to codals, printouts of laws, textbooks, annotated materials, digests, reviewers (whether personally made or issued by the law school or student-led Bar operations), personal notes, etc.

	<p>handwritten content, other than the scratch paper officially provided by the Proctor; and</p> <p>2. Possessing law-related reference materials within the examinee’s testing perimeter, such as crib sheets or <i>codigos</i>, written notes, codes, or symbols on clothing or skin, which indicate the examinee’s intention to deceive or gain an unfair advantage in answering the Bar Examinations.</p> <p><b>In all cases of <i>prohibited</i> actionable examinee behavior, ignorance of the rules shall not be accepted as an excuse.</b></p>
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<i>Re</i>	Actionable Examinee Behavior
<b><i>Exemplify-enabled Laptop</i></b>	<p><i>Prohibited</i></p> <ol style="list-style-type: none"> <li>1. <i>Marking</i> of submitted answers: <ol style="list-style-type: none"> <li>a. Use of distinguishing or identifying marks;</li> <li>b. Deviating from font size 14 prescribed in the <i>Exemplify</i> Manual or using unusual formatting;</li> <li>c. Including names not mentioned in the question, which may allow an examiner to recognize an examinee; and</li> <li>d. Adding mantras, prayers, or other extraneous text in <i>Exemplify</i> textboxes.</li> </ol> </li> <li>2. Copying the answers of another examinee or allowing another examinee to copy their answers;</li> <li>3. Use of the laptop for any purpose <i>other than</i> to access <i>Exemplify</i> (including messaging applications or any other file, program, or software);</li> <li>4. Using the LTC’s internet connection for anything <i>other than</i> downloading questions or uploading answers in <i>Exemplify</i>;</li> <li>5. Taking the laptop outside the testing room during lunch breaks;</li> </ol>

<b>Exemplify-enabled Laptop</b>	<p>6. Attempting to crack or unlock the password for an examination before deployment; and</p> <p>7. Communicating the password to anyone outside the testing room before the examination time is complete.</p> <p><i>Suspicious</i></p> <ol style="list-style-type: none"> <li>1. Handling another examinee’s laptop before and during the examinations or during lunch break;</li> <li>2. Using a format other than that prescribed, <i>while</i> taking the examinations, which may suggest to a reasonable person that it was employed to flash, exhibit, or display one’s answers to an adjacent examinee;</li> <li>3. Leaving any part of the Essay Editor window of <i>Exemplify</i> visible by failing to click the “Hide Exam” feature before going to the restroom;</li> <li>4. Having the Essay Editor window of <i>Exemplify</i> opened before password deployment; and</li> <li>5. Opening pop-up notifications or automatic web browsers from social media or messaging apps after connecting to the LTC’s Wi-Fi.</li> </ol> <p><b>In all cases of <i>prohibited</i> actionable examinee behavior, ignorance of the rules shall not be accepted as an excuse.</b></p>
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<i>Re</i>	Actionable Examinee Behavior
<b>Other Electronic Devices</b>	<p><i>Prohibited</i></p> <ol style="list-style-type: none"> <li>1. Failing to surrender a cellular phone or digital watch during security inspection and bringing them into the testing room.</li> </ol> <p><i>Suspicious</i></p>

	<ol style="list-style-type: none"> <li>1. Failure to surrender gadgets and electronic devices (e.g., extra batteries, chargers) not listed as allowed items during security inspection and bringing them into the testing room; and</li> <li>2. Marking, configuring, or decorating the laptop or other allowed devices in a way that raises concerns of dishonesty or distracts Bar personnel and examinees.</li> </ol> <p><b>In all cases of <i>prohibited</i> actionable examinee behavior, ignorance of the rules shall not be accepted as an excuse.</b></p>
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<i>Re</i>	Actionable Examinee Behavior
<b>Other Acts</b>	<p><i>Prohibited</i></p> <ol style="list-style-type: none"> <li>1. Communicating with another examinee (oral, written, or non-verbal) without prior permission from the Head Proctor during the entire examination period.</li> </ol> <p><i>Suspicious</i></p> <ol style="list-style-type: none"> <li>1. Refusing to remove one's jacket or coat before going to the bathroom; and</li> <li>2. Leaving for the bathroom for an unusually long or multiple times without a valid medical reason, which could suggest academic dishonesty.</li> </ol> <p><b>In all cases of <i>prohibited</i> actionable examinee behavior, ignorance of the rules shall not be accepted as an excuse.</b></p>

Following established reporting and investigation protocols, these behaviors may lead to disqualification and/or disciplinary sanctions, depending on their severity.

**-END-**

## **ANNEX B:**

### **HONOR CODE**

On my honor, I pledge to the Supreme Court of the Philippines, the 2024 Bar Examinations Chairperson, and their duly authorized representatives, that I will answer all 2024 Bar Examinations questions with honesty and integrity, without seeking any form of assistance, and by following all guidelines set by the 2024 Bar Examinations Chairperson.

I will refrain from doing any act that could be construed as cheating or dishonesty.

To the best of my knowledge and ability, I will not aid or tolerate anyone who engages in cheating or dishonesty before, during, and after the 2024 Bar Examinations.

I will report and stand as a witness to any act of dishonesty related to the 2024 Bar Examinations.

I acknowledge that the New Lawyer's Oath and the Code of Professional Responsibility and Accountability bind my actions from the time I applied to take the 2024 Bar Examinations.

I understand that any form of cheating or dishonesty may lead to my permanent disqualification from the Bar Examinations and other disciplinary actions after investigation.

I accept that any omission, inadvertence, or lack of knowledge on my part does not excuse noncompliance with the Guidelines and Rules of Conduct for Examinees during the 2024 Bar Examinations.

### **HEALTH LIABILITY WAIVER**

To safeguard my health and that of others during the 2024 Bar Examinations, I commit, on my honor, to ensure that I am physically, mentally, and psychologically fit to take the 2024 Bar Examinations and to strictly follow all health protocols mandated by national and local authorities.



I will inform the Office of the Bar Confidant in writing if I contract any serious illness during the 2024 Bar Examinations.

With full knowledge of the risks involved, I release and discharge the Supreme Court, its Justices and employees, the local government of my assigned testing center, its officers, and my assigned testing center from all liabilities, claims, or actions arising from any loss, injury, or death related to any health condition existing or acquired during my participation in the 2024 Bar Examinations.

I agree to indemnify, defend, and hold harmless the Supreme Court, the local government of my assigned testing center, and my assigned testing center against any claims arising from injury, loss, or death related to any health condition during my participation in the 2024 Bar Examinations.

### **OTHER UNDERTAKINGS**

I hereby authorize the Supreme Court, its offices, and representatives to collect, use, and process my personal data, including capturing my image on Closed-Circuit Television (CCTV) during the 2024 Bar Examinations.

I understand that the purposes for the collection and processing of my personal data, including CCTV footage, are for:

1. Identity verification;
2. Examination security and incident response; and
3. Compliance with the Supreme Court's constitutional mandate and the Data Privacy Act of 2012

I consent to the retention of my personal data, including CCTV footage, for 30 days or more, if required for security, investigation, or other legitimate purposes in accordance with law. I also consent to the access, use, and sharing of this information with authorized personnel of the Supreme Court and its offices, as necessary, to fulfill the stated purposes.

I acknowledge that I have the right to access, rectify, and delete my personal data, subject to the procedures outlined in relevant issuances of

the National Privacy Commission. I understand that I may contact the Office of the Bar Confidant at (02) 8 552-9690 or [obc.helpdesk.sc@judiciary.gov.ph](mailto:obc.helpdesk.sc@judiciary.gov.ph) for inquiries or to exercise my rights as a data subject.

I certify to the Supreme Court that all statements provided are true and correct to the best of my knowledge.

I am fully aware of the legal penalties for providing incomplete, inaccurate, false, or misleading information.

I acknowledge that my failure to comply with these commitments may result in my permanent disqualification from the 2024 and future Bar Examinations, without prejudice to other sanctions the Supreme Court may impose.

I have read and understood the entirety of this Honor Code, Health Liability Waiver, and Other Undertakings for the 2024 Bar Examinees, as well as all previous Bulletins for the 2024 Bar Examinations, and I commit to strictly abide by them without reservation.

Signature:

Full Name:

Bar Examinee Number:

Date Signed:

## ANNEX C:

### SCHEDULE DURING THE BAR EXAMINATIONS, PROPER ATTIRE AND DECORUM, ESSENTIAL ITEMS, LIST OF PERMITTED AND PROHIBITED ITEMS, and DIGITAL EXAM PREPARATIONS

The 2024 Bar Examinations is an official activity of the Supreme Court. To ensure order, the Office of the Bar Chairperson (BCO) issues the following guidelines.

#### I. Schedule During Bar Examinations (September 8, 11, and 15, 2024):<sup>1</sup>

Time	Activity	Rules of Conduct
4:00 AM* – 7:15 AM	Examinees enter the Local Testing Center (LTC)	*Some LTCs have varying opening times, so examinees should arrive as early as possible to complete security and technology inspections. The Venue Examinee Supervisor will inform the examinees of the specific opening time for their respective LTC. On the first day of the exam, examinees shall submit the completed form for Honor Code, Health Liability Waiver, and Other Undertakings <sup>2</sup> to the Head Proctor. For each exam day, examinees must present their Notice of Admission (NOA) to the Head Proctor.

<sup>1</sup> The sequence of subjects and coverage per examination day is indicated in Bar Bulletin No. 1, Series of 2024, available at <https://sc.judiciary.gov.ph/wp-content/uploads/2023/12/Bar-Bulletin-No-1-S-2024.pdf>.

<sup>2</sup> Annex B of Bar Bulletin No. 4, Series of 2024.

7:15 AM	LTC Gates close	No examinee will be allowed to enter the LTC once the gates have closed.
7:00 AM – 7:30 AM	Examinees should be inside the testing rooms	<p>Examinees should be in their testing rooms with their laptops and other essentials, ensuring they are connected to the LTC’s Wi-Fi. The Wi-Fi password will be posted on the board in their examination rooms. During this time, examinees may use the restroom. All bags and review materials must be stored in the designated area before 7:30 AM.</p> <p><i>Note:</i> Once inside the LTC, examinees are not allowed to use their laptops for any purpose other than connecting to the LTC’s Wi-Fi, downloading their exams on <i>Exemplify</i>, taking their exams and uploading their answer files.</p>
7:30 AM	First Bell in the Morning	Examinees should be seated in their designated testing rooms before the first bell rings. After the first bell has sounded, leaving the testing rooms is strictly prohibited, and no restroom breaks will be allowed until the second bell rings.
8:00 AM	Second Bell in the Morning	The examination will begin promptly at 8:00 AM, once the second bell rings and the password has been posted on the board. Examinees do not need to wait for

		instructions from the Proctors to start the examination.
8:00 AM – 12:00 NN	Morning Examinations	<p>Morning Examination proper:</p> <ol style="list-style-type: none"> <li>a. The third bell will ring at 11:30 AM to signal that 30 minutes are remaining in the morning examination.</li> <li>b. The fourth bell will ring at 11:55 AM to indicate that there are 5 minutes left; and</li> <li>c. The fifth bell will ring at 12:00 noon to signal the end of the morning examinations. At the fifth bell, all examinees must begin uploading their answer files.</li> </ol> <p>The Proctor will regularly update the remaining time for the examination. Examinees who finish their examination before the fifth bell may upload their answer files immediately. Examinees may only leave their testing room after confirming their examination upload by showing the green confirmation screen to the Proctor.</p>
12:00 NN – 1:00 PM	Lunch Break	<p>Examinees should leave their laptop on their desk inside their testing rooms;</p> <p>Only hard copies of review materials are allowed to be used by the examinees outside their testing rooms;</p>

		<p>Testing rooms and the Hallways beside testing rooms are off-limits to the examinees during lunch break, unless allowed by the Proctor.</p> <p>Examinees may be allowed to enter their testing rooms by 12:45 PM.</p>
1:30 PM	First Bell in the Afternoon	<p>All examinees should be seated in their testing rooms by 1:30 PM. Once the first bell in the afternoon has rung, leaving the testing rooms is prohibited, and no restroom breaks will be allowed until the second bell rings.</p>
2:00 PM	Second Bell in the Afternoon	<p>The examination will begin at 2:00 PM, once the second bell in the afternoon rings and the password has been posted on the board. Examinees do not need to wait for instructions from the Proctors to start the examination.</p>
2:00 PM – 6:00 PM	Afternoon Examinations	<p>Afternoon Examination Proper:</p> <ol style="list-style-type: none"> <li>a. The third bell will ring at 5:30 PM to signal that 30 minutes are remaining in the afternoon examination.</li> <li>b. The fourth bell will ring at 5:55 PM to indicate that there are 5 minutes left; and</li> <li>c. The fifth bell will ring at 6:00 PM to signal the end of the afternoon examinations. At the fifth bell, all</li> </ol>

		<p>examinees must begin uploading their answer files.</p> <p>The Proctor will regularly update the remaining time for the examination. Examinees who finish their examination before the fifth bell may upload their answer files immediately. Examinees may only leave their testing room after confirming their examination upload by showing the green confirmation screen to the Proctor.</p>
6:00 PM onwards	Examinees exit the LTC	<p>Examinees should collect their NOA (double check if the Head Proctor signed your NOA) and belongings before exiting the LTC.</p> <p>On the last day of the Bar Exams, the NOA shall be retained by the Head Proctor.</p>

## II. Proper Attire and Decorum

**A. Attire:** Examinees should wear comfortable yet decent clothing. At a minimum, examinees must wear sleeved t-shirts or tops, pants or skirts that extend below the knee and closed footwear. Slippers, mules, sandals, *crocs*, and similar footwear that expose the toes or heels are prohibited.

**B. Bags and Storage:** Examinees are required to use transparent bags to store their belongings, including food, for ease of visual inspection. Laptop sleeves do not need to be transparent but should be free of any markings or materials that might suggest potential cheating.

**C. Laptops:** Laptops must remain inside the classroom during lunch breaks or any other breaks.

### III. Essential Items

**A. Laptop:** Examinees must bring one laptop in good working condition with installed *Exemplify Version 3.4.4 for macOS* or *Version 3.4.6 for Windows OS*. Examinees should be familiar with using *Exemplify*, performing basic troubleshooting, and navigating the digitalized bar exam format. This should be practiced on the same laptop during the mandatory Third Sample Assessment scheduled from August 16 to August 25, 2024;<sup>3</sup>

**B. Laptop Charger:** Examinees must ensure their laptop charger is packed and functional.

**C. Downloaded Examination Files:** Examinees must have the soft copies of the morning and afternoon examinations downloaded onto their laptops.

**D. Printed Documents:** Examinees are required to bring printed copies of their NOA and accomplished form for Honor Code, Health Liability Waiver, and Other Undertakings.<sup>4</sup>

**E. Valid ID:** Examinees must bring one valid ID with name and picture (school ID is acceptable).

**F. Packed Food and Water:** Examinees must bring their packed food, utensils (chopsticks are not allowed), and water. While transparent meal containers are encouraged, they are not mandatory; snacks should be stored in transparent zipper storage bags. Tumblers or other water containers (except single-use plastic bottles) are allowed. Leaving the premises or receiving food from outsiders is prohibited. \*Note: No food concessionaires will be open inside the LTCs.

**G. Medications:** Examinees should bring any necessary medications and ensure their emergency contact person is on standby for any medical emergencies during the Bar Exam Days.

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<sup>3</sup> See Bar Bulletin No. 3-A, Series of 2024 at [https://sc.judiciary.gov.ph/wp-content/uploads/2024/07/Bar-Bulletin-No.-3-A\\_1-working-links.pdf](https://sc.judiciary.gov.ph/wp-content/uploads/2024/07/Bar-Bulletin-No.-3-A_1-working-links.pdf), and the 2024 *Exemplify* User Guide at <https://sc.judiciary.gov.ph/re-exemplify-user-guide/>.

<sup>4</sup> Annex B of Bar Bulletin No. 4, Series of 2024.



## IV. List of Permitted and Prohibited Items

### A. Permitted Items

1. *Laptop Sleeve or Thin Bag*: One laptop sleeve or thin laptop bag (transparent material not required). Avoid bringing bulky bags.
2. *Plug Adapter*: One two-pin type A plug adapter for the laptop charger, if needed.
3. *USB Adapter*: For laptops without a USB-A port, a USB-C to USB-A adapter.
4. *Wi-Fi Adapter*: For laptops without a built-in wireless internet card, an external Wi-Fi adapter.
5. *Webcam Cover*: Webcam cover for the laptop camera.
6. *Keyboard Protector*: Skin or cover for the laptop keyboard.
7. *External Keyboard/Mouse*: External low-noise keyboard and/or external mouse, wired or wireless (without USB dongle). \*Note: Tables at some LTCs may only accommodate one laptop.
8. *Mouse Pad*: Mouse pad without markings.
9. *Rubber Earplugs*: Non-electronic rubber earplugs.
10. *Authorized Medical Devices*: e.g., hearing aids, breast pumps, hip posture devices (with prior approval from the Venue Examinee Supervisor of the LTC concerned).
11. *Over-the-Counter Medicines*
12. *Writing Instruments*: One pen and up to three sharpened, non-mechanical pencils (scratch paper will be provided by the LTC).
13. *Printed Review Materials*: Only printed copies of review materials are permitted. Soft copies (e.g., PDFs, Word documents, ePubs) are not allowed and must be removed from laptops. Examinees caught accessing soft copies may be cited for cheating.
14. *Small Spiritual or Religious Items*: Must be kept in the bag during examinations.
15. *Prayer Mats*
16. *Wallets and Usual Contents*: e.g., cash, credit and debit cards, and other small personal effects.
17. *House and/or Car Keys*
18. *Solid Ointments*
19. *Small Hygiene-Related Items*: e.g., toothbrush, toothpaste, feminine pads, wet wipes, alcohol sprays, sanitizers, lotions, deodorants, makeup kits, lipsticks, lip gloss, face and body powders, face and body sprays, handkerchief, face towels, and the like must be kept in the examinee's bag during examinations.

20. *Umbrella, change of clothes, jackets, raincoats, and/or water boots*
21. *Personal Battery-Powered Fans: Not larger than 4" in diameter*
22. *Other items authorized by the BCO*

## **B. Prohibited Items**

1. *Mobile Phones and Gadgets:* Mobile phones, smartphones, tablets, iPads, and other non-laptop gadgets (these will be surrendered and deposited).
2. *Cameras:* All types.
3. *USB Dongles:* Any laptop gadget requiring a USB dongle.  
*\*Exception: One USB-A to USB-C adapter.*
4. *Earphones and Headsets:* All types.
5. *Noisy Keyboards*
6. *Flash Drives:* All types.
7. *Watches:* All kinds (analog, digital, smart).
8. *Extra Electronic Devices:* e.g., additional laptops, chargers, or external monitors.
9. *Weapons:* Firearms, bladed weapons, improvised explosive devices, or similar items.
10. *Dangerous Drugs*
11. *Tobacco Products:* Cigarettes, e-cigarettes, vapes, and similar items.
12. *Alcoholic Beverages*
13. *Unauthorized Medical Devices*

## **V. Digital Exam Preparation**

### **A. Downloading of the Examination before each Bar Day**

1. *Availability:* Examination files will be available for download in *Exemplify* one day before each Bar Exam Day. Examinees are advised to download the files before arriving at their respective LTCs. Each examinee is permitted only one download per examination file.
2. *Password Protection:* The examination files are password-protected and must remain encrypted until the password is provided by the 2024 Bar Chairperson to the LTC before the start of the exam. Any attempt to crack the password will be treated as cheating.

## **B. Reminders on Laptop Use**

1. *Time Settings*: Examinees must sync their laptop's date and time to Philippine Standard Time.
2. *Power Settings*: Examinees must disable sleep or hibernate modes on their laptop.
3. *Application Management and Notifications*: Examinees must turn off notifications, programs, and applications except for *Exemplify*. Violating this rule will lead to disciplinary action.
4. *Software*: Uninstall any unnecessary software to prevent conflicts with *Exemplify*.
5. *Virtual Private Network (VPN)*: Disconnect from any VPN to ensure proper connectivity to the LTC's Wi-Fi.
6. *Internet Use at LTC*: The LTC's internet connection is strictly for downloading exam files and uploading answer files within *Exemplify*. Any requests to access email accounts for *Exemplify* credentials should be directed to the Head Proctor.
7. *Food and Drinks*: Examinees should not place open containers with food or liquids next to their laptops. They will be held responsible for any damage to their laptops during the examinations.
8. *Soft Copy Removal*: All soft copies of reviewers and law-related materials should be deleted from laptops before the examination.
9. *External Devices*: Any external keyboard or mouse must be connected to the laptop before launching *Exemplify*.

**-END-**

## ANNEX D:

### VENUE and SECURITY MATTERS; and HEALTH PROTOCOLS and OTHER EXAMINEE CONCERNS

#### I. Venue and Security Matters

##### A. LTC Road Closures and Traffic Advisories

Examinees should stay informed about any potential travel impacts during the Bar Exam Days including road closures and traffic advisories for each LTC, to wit:

LTC	Road Closures and Traffic Advisories
<p><b>1. University of the Philippines - Diliman</b></p> <p>Diliman, Quezon City</p>	<p>On the Bar Exam Days, the following roads shall be closed to the public:</p> <ol style="list-style-type: none"><li>1. A portion of the <b>Academic Oval</b>, including Ma. Guerrero St. from Shuster St. to Magsaysay Ave.;</li><li>2. A portion of <b>Magsaysay Ave.</b> from Ma. Guerrero St. to Roces St.;</li><li>3. A portion of <b>Agoncillo St.</b> from Magsaysay Ave. to Osmeña Ave.;</li><li>4. A portion of <b>Apacible St.</b> from Magsaysay Ave. to Osmeña Ave.;</li><li>5. A portion of <b>Roces St.</b> from Laurel St. from Magsaysay Ave. to Laurel St.;</li><li>6. A portion of <b>Ma. Guerrero St.</b> from Magsaysay Ave. to Laurel St.;</li><li>7. A portion of <b>Roces St.</b> from Roxas Ave. to Osmeña Ave.; and</li><li>8. A portion of <b>Quirino Ave.</b> from Velasquez St. to Ma. Regidor St.</li></ol>

The gates on E. Jacinto, Ylanan, and P. Velasquez Sts. shall be accessible to individuals who have a University of the Philippines I.D. or to vehicles with University of the Philippines vehicle stickers.

Public Utility Vehicles (PUVs) shall temporarily pass by the Science Complex and exit through the Quirino gate. PUVs shall then traverse Katipunan Ave. and enter through Magsaysay gate.

Magsaysay Ave. corner Roces St. shall serve as an access point to the public who shall enter the uncontrolled area. Traffic flow will be permitted from Roces St.

Main entrance for all examinees shall be at the intersection of University Ave. and Emilio Jacinto St.

Upon presentment of the Notice of Admission (NOA), private vehicles may be allowed into the controlled area only to drop off examinees at CSSP and CAL via Roxas Ave. corner Roces St. or Malcolm Hall and the School of Economics via Osmeña Ave. corner Roces St.

<p><b>2. University of Santo Tomas</b></p> <p>España Boulevard, Sampaloc, Manila City</p>	<p>On September 8 and 11, 2024: A portion of <b>España Boulevard</b> (two west-bound lanes, from the middle of Gates 1 and 2 to P. Noval St.) shall be closed from 2:00 AM to 8:00 AM and 3:00 PM to 7:00 PM.</p> <p>A portion of <b>Dapitan St.</b> (from Lacson Ave. to P. Noval St.) shall also be closed from 2:00 AM to 7:00 PM.</p> <p>On September 15, 2024: A portion of <b>España Boulevard</b> (two west-bound lanes, from the middle of Gates 1 and 2 to P. Noval St.) shall be closed from 2:00 AM to 8:00 AM.</p> <p>All westbound lanes from <b>Lacson Ave. to P. Noval St.</b> shall be closed from 3:00 PM to 7:00 PM.</p> <p>Examinees must be dropped off at Gate 3 (westbound) or the España Footbridge (eastbound).</p>
<p><b>3. San Beda University</b></p> <p>638 Mendiola St., San Miguel, Manila City</p>	<p>On the Bar Exam Days, <b>Mendiola St.</b> (both lanes, from the Peace Arch to Malacañang Gate) shall be closed from 2:00 AM to 7:00 PM.</p> <p><b>Concepcion Aguila St.</b> (both lanes, from Mendiola St. corner Concepcion Aguila St. to Concepcion Aguila St. corner Jose Laurel St.) shall also be closed from 2:00 AM to 7:00 PM.</p> <p>Examinees must be dropped off at either the Mendiola Peace Arch or at Concepcion Aguila corner Mendiola St., depending on (1) the batching</p>

	<p>system (time) and (2) the assigned drop-off point which will be emailed to each examinee.</p>
<p><b>4. Manila Adventist College</b></p> <p>1975 corner Donada and San Juan Streets, Pasay City</p>	<p>On the Bar Exam Days, a 100-meter portion of <b>San Juan St.</b> (from Donada St. to Leveriza St.) shall be closed from 3:00 AM to 8:00 PM. There will be no re-routing.</p> <p>Examinees must be dropped off at the Donada St. intersection or the Leveriza St. intersection.</p>
<p><b>5. University of the Philippines – Bonifacio Global City</b></p> <p>14<sup>th</sup> Drive, University Parkway District, Bonifacio Global City, Taguig City</p>	<p>On the Bar Exam Days, no road closures or re-routing shall be implemented outside the campus.</p> <p>All vehicles coming from 32<sup>nd</sup> St. shall enter 38<sup>th</sup> St. and turn right to 14<sup>th</sup> Drive going to the campus.</p> <p>Examinees must be dropped off at Malcolm Drive.</p>
<p><b>6. San Beda College Alabang</b></p> <p>8 Don Manolo Boulevard, Alabang Hills Village, Muntinlupa City</p>	<p>On the Bar Exam Days, no road closures or re-routing shall be implemented outside the campus.</p> <p>All vehicles going into the campus shall be directed to enter the Alabang-Zapote Road Gate of Alabang Hills Village. Examinee entrance into the village is at the inner (left) lane.</p> <p>Examinees must be dropped off at the Don Manolo Boulevard Gate of the</p>

	<p>campus and enter through the right gate/lane only.</p>
<p><b>7. Saint Louis University</b></p> <p>Upper Bonifacio St., Baguio City, Benguet</p>	<p>On September 8 and 11, 2024: No road closures or re-routing shall be implemented outside the campus.</p> <p>On September 15, 2024: A portion of <b>Bonifacio St.</b> (outbound lane, from Caltex to the Bonifacio Rotonda) shall be closed from 3:00 AM to 8:00 PM.</p> <p>Examinees must be dropped off from Caltex to Jollibee or from Addressa to McDonalds.</p>
<p><b>8. University of Nueva Caceres</b></p> <p>J. Hernandez Ave., Naga City, Camarines Sur</p>	<p>On the Bar Exam Days, a portion of <b>J. Hernandez Ave.</b> (from the intersection of Arana St. to the Grand Master Mall) and <b>P. Burgos St.</b> (from J. Hernandez Ave. intersection to Gen. Luna St.) shall be closed from 12:01 AM to 7:00 PM.</p> <p>Examinees must be dropped off in front of the campus main gate on J. Hernandez Ave.</p> <p>Private vehicles of examinees may be allowed passage from P. Burgos St. corner Gen. Luna St. to the designated drop-off point, subject to screening by security personnel.</p>



<p><b>9. University of San Jose – Recoletos</b></p> <p>Basak Campus – Cebu South Road, Basak Prado, Cebu City</p>	<p>On the Bar Exam Days, a portion of <b>N. Bacalso Ave.</b> (the outermost lane, from the Shell Station to the campus) shall be closed from 1:00 AM to 8:00 PM.</p> <p>Examinees must be dropped off at the Basak campus main gate.</p>
<p><b>10. Central Philippine University</b></p> <p>Lopez Jaena St., Jaro, Iloilo City</p>	<p>On the Bar Exam Days, a portion of <b>Lopez Jaena St.</b> (both lanes, from Lopez Jaena St. corner San Isidro St. to Lopez Jaena St. corner Cabangbang St.) shall be closed from 2:00 AM to 8:00 AM and 3:00 PM to 8:00 PM.</p> <p>Examinees must be dropped off at Gate 3 of the campus.</p> <p>Private vehicles of examinees will be allowed into the closed portion of Lopez Jaena St. strictly for drop-off at Gate 3, following one-way traffic with entry at Lopez Jaena St. corner San Isidro St. and exit at Lopez Jaena St. corner Cabangbang St.</p>
<p><b>11. Dr. Vicente Orestes Romualdez Educational Foundation</b></p> <p>Calanipawan Road, Brgy. Calanipawan, Tacloban City</p>	<p>On September 8 and 11, 2024: No road closures or re-routing shall be implemented outside the campus.</p> <p>On September 15, 2024: A portion of <b>Calanipawan Road</b> (from Picas-San Jose DZR Airport Road to Taboan Road) shall be closed.</p> <p>Examinees must be dropped off 50-meters away from the campus entrance</p>

	gate on the northbound or southbound side of Calanipawan Road.
<p><b>12.Xavier University – Ateneo de Cagayan</b></p> <p>73 Corrales Ave., Cagayan De Oro City</p>	<p>A portion of <b>Hayes St.</b> (from Corrales Ave. to Mortola St. and 3<sup>rd</sup> St. bounded by Hayes St. and 2<sup>nd</sup> St.) will be closed from 6:00 PM on the evenings of September 7, 10, and 14, 2024, until the Bar Exam Days on September 8, 11, and 15, 2024.</p> <p>Examinees must be dropped off along Hayes St. before Faber Gate.</p>
<p><b>13.Ateneo de Davao University</b></p> <p>KM 8 McArthur Highway, Talomo, Davao City, Davao Del Sur</p>	<p>On the Bar Exam Days, no road closures or re-routing shall be implemented outside the campus.</p> <p>Expect moderate to heavy traffic along Gen. Douglas McArthur Highway (both westbound and eastbound).</p> <p>Examinees must be dropped off along Gen. McArthur St.</p>

## **B. Bar Examinations Security Process and NOA QR Code Scanning**

All examinees are required to undergo Security and Safety Inspection upon arrival in their LTCs, which includes the following steps:

### *Step 1: Identity Verification*

Upon entry, examinees must remove their face masks or other face coverings and present their NOA for identity verification.

### *Step 2: Bag and Laptop Inspection*

After identity verification, examinees shall proceed to the designated inspection areas. The LTC's security personnel will inspect the examinees' bags, and all prohibited items must be surrendered and deposited in storage boxes, which can be claimed after the afternoon examination. To minimize waiting times and prevent bottlenecks, examinees are reminded to bring only essential items. Jackets and similar outerwear will also be subject to inspection. Additionally, laptop bags will be thoroughly inspected for prohibited devices, and visible markings on laptops and peripherals may be removed or covered.

### *Step 3: Body Frisking*

As an added layer of security, all examinees will undergo body frisking to ensure that no prohibited items are carried on their person.

### *NOA QR Code Scanning*

After the Security and Safety Inspection, the LTC's venue manager or designated scanners will scan the examinees' respective QR codes found on their NOAs to verify their attendance on the day of the examinations.

## **C. Salubongs and Other Post-Bar Activities**

For security reasons, send-offs before every Bar Exam Day, *salubongs*, and other celebratory activities after each Bar Exam Day, as well as any crowd-forming, noise-making, or disruptive activities near the LTCs, are prohibited.

## **II. Health Protocols and Other Examinee Concerns**

### **A. General Health Protocols**

1. *Health Liability Waiver:*<sup>1</sup> All examinees should accomplish and sign the Health Liability Waiver, oblige themselves to ensure that they are physically, mentally, and psychologically fit to take the 2024

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<sup>1</sup> Annex B of Bar Bulletin No. 4, Series of 2024.

Bar Examinations, and strictly follow all health protocols mandated by the national and local authorities.

2. *Reporting Illness:* Examinees should inform the Office of the Bar Confidant (OBC), in writing, should they contract any serious illness during the 2024 Bar Examinations.
3. *Respiratory Ailments:* Examinees with respiratory ailments, such as cough, colds, and sore throat, must wear face masks inside the LTC premises.
4. *Medication:* Examinees who have medical needs shall bring their medications.
5. *Highly Communicable Diseases:* Examinees should immediately report to the Venue Examinee Supervisor (VES) a diagnosis of highly communicable diseases, such as measles, chickenpox, and influenza. Examinees who have reported these illnesses may be isolated for them to continue taking the examination, upon approval of the 2024 BCO.
6. *Emergency Contact:* Examinees undertake to notify their emergency contact person to be on standby in case of medical emergencies during the Bar Exam Days.

## **B. On COVID-19 cases**

1. *Testing Requirements:* As of the date of this Bar Bulletin, examinees are not required to submit negative reverse transcription polymerase chain reaction (RT-PCR) or antigen test results as a pre-condition to enter the LTC.
2. *Vaccination:* Examinees are highly encouraged to be fully vaccinated against COVID-19.
3. *Face Masks:* The wearing of face masks is optional inside the LTC premises.
4. *Protocol Updates:* These health protocols may be modified subject to prevailing health conditions and the forecasted situation of COVID-19 cases for August-September of 2024.

## **C. Other Examinee Concerns**

1. *Special Needs:* Examinees with special needs, such as persons with disabilities, pregnant women, and senior citizens, should inform their VES of their concerns. The VES for each LTC has provided examinees with a link to an online request form through their BARISTA-registered email, where they can indicate any special

needs or medical concerns. A detailed written request, including a wet or electronic signature and relevant medical certificates or documents, may be attached to the online request form and must be submitted to the VES no later than *August 25, 2024*.

2. *VES Communication*: The VES will send important reminders from time to time and address examinees' LTC-specific concerns that are not fully answered by the Guidelines and Rules or other Court issuances. If examinees have not yet been contacted by their VES, they should notify the OBC immediately through the OBC's 2024 Helpdesk.

**-END-**