

RE : Supreme Court (“SC”) *Administrative Circular No. 41-2020*
Court Operations Beginning 1 June 2020

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WHAT DOES THIS MEAN ?

- SC **Administrative Circular No. 41-2020** provides the latest *guidelines* of Court operations beginning 1 June 2020.



Said guidelines are as follows:

- All Courts **nationwide** shall be **fully operational** beginning Monday, 1 June 2020. Courts shall be open on Mondays to Fridays :
 - from 8:30 a.m. to 4:30 p.m. in the National Capital Region and
 - from 8:00 am to 5:00 pm in Regions 1 to 12.
- If necessary, Courts may work with a **skeleton staff**, the same to be determined by the Chief Justice, Associate Justices, Presiding Justices, Executive Judges or Chiefs of Offices.
- All inquiries on cases and transactions, including requests for documents and services, shall be **initially** coursed through the hotline numbers, e-mail addresses and/or Facebook pages of the Courts. **Walk in requests** shall **not** be entertained.
- All **Petitions** and **Pleadings** in Courts under GCQ shall be received. All **filings** may be made manually or via electronic means.
- **Raffle of cases** shall proceed regularly.

- The **hearings** of cases, regardless of the stage of trial, shall be done **in Court**. Exempted from this rule are those cases involving Persons Deprived of Liberty (“PDLs”) who shall continue to appear remotely from the detention facility. In extra-ordinary cases, the Justices and Judges may conduct video conference hearings for these PDLs.
- An accused who has been granted **bail** need not appear in Court, unless the Court has special reasons to require his or her presence.
- **HEALTH AND HYGEINE PROTOCOLS AND OTHER PUBLIC MEDICAL STANDRADS SHALL BE STRICTLY IMPLEMENTED IN ALL IN-COURT HEARINGS.**
- **No extension** shall be given with regard to the filing of *petitions, appeals, complaints, notices, motions, pleadings and other Court submissions* which fall due beginning 1 June 2020.



HERE’S AN EXAMPLE :

- ☑ ➤ If the deadline for filing Juan dela Cruz’ *Motion to Dismiss* is on 9 June 2020, he must file the same on or before said date. He may file his *Motion* before the Court either manually or via electronic means.

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