

MONTHLY REPORT OF CASES

(For instructions/guidelines on accomplishing this form, please see Administrative Circular No. _____ dated _____ 2011.)

FIRST LEVEL COURTS (MeTC/MTCC/MTC/MCTC)		CRIMINAL CASES											
BRANCH NUMBER _____		Violation of BP 22	Illegal Possession of Firearms and Ammunitions	Estafa/Swindling/ Other Deceits	Adultery/ Concubinage	Physical Injuries	Acts of Lasciviousness	Violation of Traffic Laws/Rules/ Regulations	Violation of Municipal/City Ordinances	Criminal Negligence/ Reckless Imprudence	All Other Criminal Cases	TOTAL CRIMINAL CASES¹	
CITY / MUNICIPALITY (STATION) _____													
PROVINCE _____													
REGION _____													
MONTH / YEAR _____													
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	
ITEM NO. I	NUMBER OF PENDING CASES AT THE BEGINNING OF THE MONTH												
ITEM NO. II	TOTAL NUMBER OF CASES ADDED												
CASE INFLOW	II-A NUMBER OF NEW CASES FILED/RAFFLED												
	II-B NUMBER OF CASES REVIVED												
	II-C NUMBER OF CASES RECEIVED FROM OTHER COURTS/STATIONS												
ITEM NO. III	TOTAL NUMBER OF CASES DEDUCTED												
CASE OUTFLOW	III-A NUMBER OF CASES DECIDED/RESOLVED ON THE MERITS												
	III-B NUMBER OF CASES DECIDED/RESOLVED BY WAY OF COMPROMISE, JDR, ETC.												
	III-C NUMBER OF CASES ARCHIVED												
	III-D NUMBER OF CASES TRANSFERRED TO OTHER COURTS/STATIONS												
ITEM NO. IV	NUMBER OF PENDING CASES AT THE END OF THE MONTH												
ITEM NO. V	NUMBER OF CASES WITH DETENTION PRISONERS												

- Item No. I Copy the number of cases pending at the end of the month immediately preceding this month
- II = II-A + II-B + II-C
- III = III-A + III-B + III-C + III-D
- IV = [Item No. I + Item No. II] - Item No. III
- V Relate to Item No. VII in Page 4

¹ Total Criminal Cases (Column 11) = ADD Columns 1 to 10

MONTHLY REPORT OF CASES

(For instructions/guidelines on accomplishing this form, please see Administrative Circular No. _____ dated _____ 2011.)

FIRST LEVEL COURTS (MeTC/MTCC/MTC/MCTC)		CIVIL AND OTHER CASES						GRAND TOTAL²
BRANCH NUMBER _____	CITY / MUNICIPALITY (STATION) _____	Small Claims (12)	Ejectment (13)	Other Cases under Summary Procedure (14)	Cases under Regular Procedure (15)	Election (16)	Other Civil Cases (17)	
PROVINCE _____	REGION _____							
MONTH / YEAR _____								
ITEM NO. I	NUMBER OF PENDING CASES AT THE BEGINNING OF THE MONTH							
ITEM NO. II	TOTAL NUMBER OF CASES ADDED							
CASE INFLOW	II-A NUMBER OF NEW CASES FILED/RAFFLED							
	II-B NUMBER OF CASES REVIVED							
	II-C NUMBER OF CASES RECEIVED FROM OTHER COURTS/STATIONS							
ITEM NO. III	TOTAL NUMBER OF CASES DEDUCTED							
CASE OUTFLOW	III-A NUMBER OF CASES DECIDED/RESOLVED ON THE MERITS							
	III-B NUMBER OF CASES DECIDED/RESOLVED BY WAY OF COMPROMISE, JDR, ETC.							
	III-C NUMBER OF CASES ARCHIVED							
	III-D NUMBER OF CASES TRANSFERRED TO OTHER COURTS/STATIONS							
ITEM NO. IV	NUMBER OF PENDING CASES AT THE END OF THE MONTH							
ITEM NO. V	NUMBER OF TRO / PRELIMINARY INJUNCTION ISSUED							

Item No. I Copy the number of cases pending at the end of the month immediately preceding this month

II = II-A + II-B + II-C

III = III-A + III-B + III-C + III-D

IV = [Item No. I + Item No. II] - Item No. III

V Relate to Item No. X-C in Page 4

¹ Total Civil Cases (Column 18) = ADD Columns 12 to 17

² Grand Total (Column 19) = ADD Columns 11 and 18

ITEM NO. VII - PROFILE OF ACCUSED*

Total Number of Accused at the end of the month	_____
A. Number of detention prisoners	_____
B. Number of accused on bail / on recognizance / covered by Article 29 RPC	_____
C. Number of accused at large / jumped bail / escaped from prison	_____
D. Number of detention prisoners released during the month	_____
D.1 Under Rule 119 (Rules of Court - Speedy Trial)	_____
D.2 Covered by Article 29 (RPC) - Preventive Imprisonment	_____
D.3 Acquittal	_____
D.4 On Bail / On Recognizance	_____
D.5 Dismissal / Provisional Dismissal	_____
D.6 Others	_____

ITEM NO. VIII - CASES UNDER MEDIATION

A. Number of cases pending mediation at the beginning of the month	_____
B. Number of cases referred for mediation during the month	_____
C. Number of cases undergoing mediation that were terminated during the month (C.1 + C.2)	_____
C.1. Number of cases settled during mediation	_____
C.2. Number of cases referred back to court	_____
D. Number of cases pending mediation at the end of the month (A + B - C)	_____

ITEM NO. IX - DATA ON PROBATION

A. Number of applications for probation pending at the beginning of the month	_____
B. Number of applications for probation received during the month	_____
C. Number of applications for probation approved / denied / withdrawn during the month	_____
D. Number of applications for probation transferred to another court during the month	_____
E. Number of applications for probation pending at the end of the month	_____
E = (A+B) - (C+D)	_____
F. Number of probations revoked during the month	_____
G. Number of probations terminated during the month	_____

ITEM NO. X - WARRANTS, TEMPORARY RESTRAINING ORDERS (TROs), INJUNCTIONS

A. Search Warrants		
1. Number of search warrants issued during the month	_____	_____
2. Number of search warrants quashed during the month	_____	_____
3. Number of cases filed in court during the month as a result of the search warrants issued	_____	_____
B. Warrants of Arrest		
1. Number of warrants of arrest issued during the month	_____	_____
2. Number of warrants of arrest recalled within the month	_____	_____
3. Number of warrants of arrest pending at the end of the month	_____	_____
C. TRO and Preliminary Injunction	TRO	Prelim. Injunction
1. Number of (TRO/Prelim.Inj.) issued during the month	_____	_____
2. Number of (TRO/Prelim.Inj.) lifted during the month	_____	_____

ITEM NO. XI - AGING OF PENDING CASES

	Criminal	Ordinary Civil Action	Special Civil Action	Special Proceedings	Other Civil Cases	TOTAL
A. Less than 1 year	_____	_____	_____	_____	_____	_____
B. 1 year to less than 2 years	_____	_____	_____	_____	_____	_____
C. 2 years to less than 3 years	_____	_____	_____	_____	_____	_____
D. 3 years to less than 4 years	_____	_____	_____	_____	_____	_____
E. 4 years to less than 5 years	_____	_____	_____	_____	_____	_____
F. 5 years to less than 6 years	_____	_____	_____	_____	_____	_____
G. 6 years to less than 7 years	_____	_____	_____	_____	_____	_____
H. 7 years to less than 8 years	_____	_____	_____	_____	_____	_____
I. 8 years to less than 9 years	_____	_____	_____	_____	_____	_____
J. 9 years to less than 10 years	_____	_____	_____	_____	_____	_____
K. 10 years or more	_____	_____	_____	_____	_____	_____
TOTAL PENDING CASES	_____	_____	_____	_____	_____	_____

* This ITEM No.VII refers to the ACTUAL number of accused, regardless of the number of criminal cases under ITEM No. V e.g.: If Mr. A is accused of three (3) counts of Murder, the figure to be entered under ITEM No. VII is "1" , but in ITEM No. V (Page 1), the entry should be "3" as there is one (1) accused for each of the three (3) cases. Corollarily, if Mr. A, Mr. B, and Mr. C are accused of Rape, the figure to be entered under ITEM No. V (Page 1) should be "1", but under ITEM No. VII, the entry should be "3."

ITEM NO. XII - DECISIONS/FINAL OR INTERLOCUTORY ORDERS ELEVATED ON APPEAL/CERTIORARI DURING THE MONTH

A. NUMBER OF DECISIONS APPEALED TO:

- 1. REGIONAL TRIAL COURT (RTC) _____
- 2. COMMISSION ON ELECTION (COMELEC) _____

Affirmed Modified Reversed

DATA ON APPEALED DECISIONS _____ _____ _____

B. NUMBER OF INTERLOCUTORY ORDERS/DECISIONS ELEVATED ON CERTIORARI (Rule 65) TO:

- 1. REGIONAL TRIAL COURT (RTC) _____
- 2. COMMISSION ON ELECTION (COMELEC) _____

Granted Denied

DATA ON INTERLOCUTORY ORDERS / DECISIONS ELEVATED ON CERTIORARI: _____ _____

ITEM NO. XIII - COURT SESSIONS DURING THE MONTH:

A. NUMBER OF DAYS OF COURT SESSIONS _____

B. PLACE/S OUTSIDE OF REGULAR STATION WHERE COURT SESSION/S WAS/WERE HELD

ITEM NO. XIV - NUMBER OF MARRIAGES SOLEMNIZED DURING THE MONTH _____

ITEM NO. XV - NUMBER OF WRITS ISSUED DURING THE MONTH

- A. WRIT OF HABEAS CORPUS _____
- B. WRIT OF AMPARO _____
- C. WRIT OF HABEAS DATA _____
- D. WRIT OF KALIKASAN _____

WE HEREBY DECLARE UNDER OATH THAT THE INFORMATION IN THIS MONTHLY REPORT IS TRUE AND CORRECT OF OUR OWN PERSONAL KNOWLEDGE, PURSUANT TO THE PROVISIONS OF EXISTING RULES/ ADMINISTRATIVE CIRCULARS.

JUDGE

(Presiding / Acting / Assisting Judge)

Administrative Order/Administrative Matter No. _____ dated _____.

Note: Scope of authority for Assisting Judges, please check box:

- Try and Decide case/s
- Decide case/s only

CLERK OF COURT

(Clerk of Court/Branch Clerk of Court/OIC)

SUBSCRIBED AND SWORN TO before me this _____ day of _____ at _____.

ADMINISTERING OFFICER

NOTE : THIS REPORT MUST BE SUBMITTED OR MAILED WITHIN THE FIRST TEN (10) DAYS OF THE SUCCEEDING MONTH **DIRECTLY** TO THE CHIEF, STATISTICAL REPORTS DIVISION, COURT MANAGEMENT OFFICE, OFFICE OF THE COURT ADMINISTRATOR, SUPREME COURT, ERMITA, MANILA 1000.