



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

**OCA CIRCULAR NO. 51-2021**

**TO : ALL JUDGES AND COURT PERSONNEL OF THE FIRST AND SECOND LEVEL COURTS**

**RE : FINANCIAL ASSISTANCE FOR JUDGES AND COURT PERSONNEL HOSPITALIZED DUE TO COVID-19 INFECTION**

Considering that there are judges and court personnel of the first and second level courts who contracted COVID-19 while in the performance of their functions, there is a need to help them defray the hospitalization expenses incurred in treating COVID-19 infection.

Accordingly, with the concurrence of the Members of the Court *en banc*, Chief Justice Alexander G. Gesmundo has approved the grant of financial assistance to judges and court personnel who contracted COVID-19 and required inpatient care or hospital confinement, depending on the extent of their illness, from March 2020 until the current pandemic ends, as follows:

<b>Illness Severity</b>	<b>Amount</b>
Mild to moderate illness	P15,000.00
Severe to critical illness which include, but not limited to, acute respiratory distress syndrome, septic shock, requiring invasive ventilation, extracorporeal oxygenation, or renal replacement therapy, and the like	P30,000.00
Death due to Covid-19 (whether or not hospitalized)	P50,000.00

To avail of the said financial assistance, the following must be submitted to the Financial Management Office, Office of the Court Administrator (FMO-OCA):

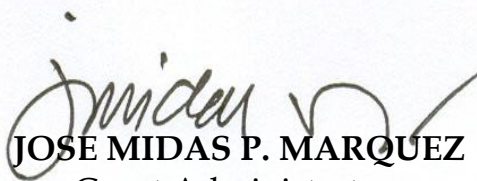
1. Result of the RT-PCR Test (positive) from March 2020 onwards;
2. Medical Certificate stating the clinical findings of the illness caused by Covid-19, including whether the illness is mild, moderate, severe or critical;
3. Death Certificate indicating that the patient died of Covid-19 or of complications due to Covid-19;
4. Disbursement Voucher (see attached form); and
5. Obligation Request (see attached form).

The original hardcopies of the above requirements must be received by the FMO-OCA before the subsidy can be released. However, to facilitate and expedite the processing of the claims, all the above requirements may be initially emailed to:

[caresubsidy.oca@judiciary.gov.ph](mailto:caresubsidy.oca@judiciary.gov.ph)

For the guidance of all concerned.

27 April 2021

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator