Original – Court, 1st Copy – Prosecutor, 2nd Copy – Accused, Other copies as needed

Enter information in block letters in all parts of the Form except when reserved for Court use, which shall be completed by the Clerk.

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| --- | --- |
| (Judicial Region)  METC/MTCC/MTC/MCTC Case No.  RTC         (Municipality/City/Province)  BRANCH | For Court Use Only |
| People of the Philippines , v.  ,  *Accused.* |
| ATTORNEY OR PARTY WITHOUT ATTORNEY  *Name* ­­­  *Firm Name*  *Address*  *Email Address*  *Tel./Cel./Fax Nos.*  *PTR No.*       *Date/Place of Issuance*  *Roll No.*       *Date/Place of Issuance*  *IBP No.*       *Lifetime* *Date/Chapter*  *MCLE* *Compliance* *Exemption No.*  *Other Compliances* ­­­­­­­­­  *Attorney for*  *Prosecution:* *Public Prosecutor* *Private Prosecutor*  *Defense:* *Public Attorney* *Private Counsel*  *Other* |

**REFERRAL TO MEDIATION**

Pursuant to A.M. No. 11-1-6-SC-PHILJA,[[1]](#footnote-1) the parties are hereby ordered to immediately proceed and personally appear at the Philippine Mediation Center located at       (*PMC Unit*) today,       (*date today)*, with or without their counsel/s, for mediation proceedings. The assigned Mediator is directed to submit a report to this Court on the results of the mediation within thirty (30) days from receipt of the case/s.

If the mediation is successful, the mediator or the parties shall submit within five (5) days from termination of proceedings the following: (a) the original Compromise Agreement entered into by the parties as basis for the rendition of a Judgment by Compromise which may be enforced by execution; or (b) a withdrawal of the complaint; or (c) proof of satisfaction of the claim.

Should mediation fail, the parties are ordered to appear before the Court for Judicial Dispute Resolution (JDR) on      at      .

The mediation proceedings are strictly confidential. Mediation and Judicial Dispute Resolution are mandatory parts of pre-trial.  Non-appearance thereat shall merit the same sanctions as non-appearance at pre-trial.

SO ORDERED.

     

Judge Date

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| --- | --- | --- | --- |
| Person’s Name | Method | Place Served | Date Served |
| Trial Prosecutor | Personal Service  Courier Service  Facsimile, Email, SMS |  |  |
| Counsel for Accused | Personal Service  Courier Service  Facsimile, Email, SMS |  |  |
| Private Complainant | Personal Service  Courier Service  Facsimile, Email, SMS |  |  |
| Accused | Personal Service  Courier Service  Facsimile, Email, SMS |  |  |
|  | Personal Service  Courier Service  Facsimile, Email, SMS |  |  |
|  | Personal Service  Courier Service  Facsimile, Email, SMS |  |  |

SPECIAL INSTRUCTIONS

*Mediatable Cases*

The following cases shall be referred to Court-Annexed Mediation (CAM) and be the subject of Judicial Dispute Resolution (JDR) proceedings:

1. All civil cases and the civil liability of criminal cases covered by the Rule on Summary Procedure, including the civil liability for violation of B.P. 22, except those which by law may not be compromised;
2. Special proceedings for the settlement of estates;
3. All civil and criminal cases filed with a certificate to file action issued by the*Punong Barangay*or the *Pangkat ng Tagapagkasundo*under the Revised*Katarungang Pambarangay Law*
4. The civil aspect of Quasi-Offenses under Title 14 of the Revised Penal Code;
5. The civil aspect of less grave felonies punishable by correctional penalties not exceeding 6 years imprisonment, where the offended party is a private person;
6. The civil aspect of estafa, theft and libel;
7. All civil cases and probate proceedings, testate and intestate, brought on appeal from the exclusive and original jurisdiction granted to the first level courts under Section 33, par. (1) of the Judiciary Reorganization Act of 1980;
8. All cases of forcible entry and unlawful detainer brought on appeal from the exclusive and original jurisdiction granted to the first level courts under Section 33, par. (2) of the Judiciary Reorganization Act of 1980;
9. All civil cases involving title to or possession of real property or an interest therein brought on appeal from the exclusive and original jurisdiction granted to the first level courts under Section 33, par.(3) of the Judiciary Reorganization Act of 1980; 13 and
10. All habeas corpus cases decided by the first level courts in the absence of the Regional Trial Court judge, that are brought up on appeal from the special jurisdiction granted to the first level courts under Section 35 of the Judiciary Reorganization Act of 1980.

[Consolidated and Revised Guidelines to Implement the Expanded Coverage of Courtannexed Mediation (CAM) and Judicial Dispute Resolution (JDR), A.M. No. 11-1-6-SC-PHILJA]

1. Consolidated and Revised Guidelines to Implement the Expanded Coverage of Court Annexed Mediation (CAM) and Judicial Dispute Resolution (JDR), Resolution dated January 11, 2011 [↑](#footnote-ref-1)