



Supreme Court of the Philippines
Judicial and Bar Council
Manila



ANNOUNCEMENT

The Judicial and Bar Council (JBC) announces the reopening, for application or recommendation, of the following positions:

Position	Deadline for Filing of Applications and Documentary Requirements
1. <i>Special Prosecutor</i> (vice Hon. Wendell E. Barreras-Sulit , whose term will end on 11 March 2017); and	27 January 2017
2. <i>Legal Education Board Regular Member</i> representing the <ol style="list-style-type: none">Philippine Association of Law Schools (vice Hon. Fe Bataller Añonuevo, whose term will end on 13 January 2017);Philippine Association of Law Professors (vice Hon. Manuel R. Riguera, whose term will end on 13 January 2017); andRanks of Active Law Practitioners (vice Dean Antonio H. Abad, whose term ended on 13 January 2015).	21 February 2017

Applications or recommendations (with *conforme*), together with one complete set (one original/certified true copy and one duplicate photocopied on long bond paper) of the documentary requirements, must all be received by the JBC (Mezzanine, Centennial Bldg., Supreme Court, Padre Faura St., Manila; Tel. No. 552-9607) not later than the deadline. **The date of actual receipt by the JBC of the applications and complete documentary requirements shall be deemed as the date of filing.**

The following are the required documents, which must be *tabbed* (using the corresponding number in the list, e.g. the application must be tabbed or labeled "1" and the PDS "2") and accompanied with (a) a transmittal letter indicating all the submitted documents and (b) a compact disc or flash drive containing scanned or electronic copies thereof:

1. Duly signed application or recommendation (with *conforme*)
2. Duly accomplished, computerized, and notarized Personal Data Sheet (JBC Form 1 – August 2016 version – downloadable from the JBC Website <http://jbc.judiciary.gov.ph>).
- 2a. Transcript of Law School Records
- 2b. NSO-issued Birth Certificate or any other proof of age and citizenship
- 2c. Certificate of Admission to the Bar (with Bar Rating)
- 3a. Certificate of Employment stating applicant's present position, annual salary, salary grade, and judicial rank, if any
- 3b. Service Record of applicants who have been employed in the government at any point
- 3c. Clearance or Certification of pending or decided cases against the applicant issued by current employer
- 3d. Certification of Assumption of Office or Oath of Office of applicant's current position (for Members of the Judiciary only)
4. Clearance of no pending case issued by the Office of the Bar Confidant
- 5a. Certificate of payment of membership dues issued by the IBP National Office
- 5b. Clearance of no pending case or Certification of pending or decided case(s)
- 9b. Results of routine chest x-ray (excluding x-ray films) conducted within one year prior to the deadline for filing of applications
10. Medical Certificate with findings or impressions on the results of the medical examinations
11. Income Tax Return or Certificate of Compensation Payment/Tax Withheld for Years 2014 and 2015
12. Performance Rating for Years 2013, 2014, and 2015 (for those in government service)
13. Sworn Statement of Assets, Liabilities, and Networth for Years 2014 and 2015 in case of applicants in

Note:

Nos. 2a-2c are to be submitted by first time applicants and by previous applicants who have not yet submitted them.

No. 3a is not required of employees of the Judiciary and solo law practitioners.

Nos. 3a-3c, 4, & 12 are not required of Members of the Judiciary.

Nos. 3a-3c, 4-10 must have been issued **not earlier than 27 July 2016 (for applicants for Special Prosecutor) and 21 August 2016 (for applicants for LEB)** except chest x-ray, which must have been issued **not earlier than 27 January 2016 (for applicants for Special Prosecutor) and 21 February 2016 (for applicants for LEB)**.

issued by the IBP National Office

6. NBI Clearance

7. Ombudsman Clearance

8. Police Clearance from place of residence

9a. Results of the following medical examinations conducted within six months prior to the deadline for filing of applications:

- Complete blood count
- Routine urinalysis
- Blood chemistry – FBS, BUN, Creatinine, Uric Acid, Cholesterol, and SGPT
- Electrocardiogram (12-Lead)

government service, or for 2015 for those in the private sector

14. Two sample decisions/ resolutions/ pleadings

15. Treatises, opinions, or articles written, edited, or published, if any

16. Documents showing the nature and status of cases filed against the applicant, if any

17. Certification as to number of years in the teaching of law in a duly authorized or recognized law school (for LEB applicants only)

Applicants must take note of the following guidelines:

- a. Applications sent through electronic mail or facsimile machine, as well as other documents which are incomplete, out of date, or without a transmittal letter, **shall not be given due course**.
- b. Previous applicants who are applying for any of the aforementioned positions must submit a **complete set of the required documents** except Items Nos. 2a, 2b, and 2c if they are already on file with the JBC. If they have new, modified, or corrected entries in their **updated PDS**, they must highlight or mark the said entries with a bright color.
- c. However, previous applicants may submit a mere **manifestation** of an intent to apply for any of the aforementioned positions if they have submitted a complete set of documents **within thirty (30) days** prior to the filing of such manifestation. But, if any of their previously submitted clearances, medical examination results, and medical certificate was issued earlier than **27 July 2016 for applicants for Special Prosecutor or 21 August 2016 for applicants for LEB**, or if their chest x-ray was issued earlier than **27 January 2016 for applicants for Special Prosecutor or 21 February 2016 for applicants for LEB**, they must submit a **complete set of documents**; otherwise, their application would not be given due course.

6 January 2017.


FELIPA B. ANAMA

Clerk of Court & JBC *Ex Officio* Secretary 