



**MEMORANDUM CIRCULAR No. 19**

**TO :** DAR ADJUDICATION BOARD  
DARAB SECRETARIAT  
CONCERNED REGIONAL AGRARIAN REFORM ADJUDICATORS  
AND PROVINCIAL AGRARIAN REFORM ADJUDICATORS  
CONCERNED DARAB PERSONNEL  
CONCERNED LITIGANTS/COUNSELS/MEMBERS OF THE BAR

**FROM :** THE SECRETARY AND CHAIRMAN, DARAB

**SUBJECT :** LEGAL PROCEEDINGS AND PROCESSES IN PLACES UNDER  
GENERAL COMMUNITY QUARANTINE (GCQ) OR MODIFIED  
GENERAL COMMUNITY QUARANTINE (MGCQ)

**DATE :** MAY 15, 2020

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Pursuant to and in compliance with the approval by the President of the Inter-Agency Task Force for the Management of Emerging Infectious Diseases Resolution No. 37 classifying certain provinces/cities as *high-risk* or *transitioning high-risk* and declaring the rest of the provinces/cities being continually or newly placed under the category “*General Community Quarantine*” (GCQ) or “*Modified General Community Quarantine*” (MGCQ), until 31 May 2020, and in compliance with the latest Memoranda of the undersigned, the following are hereby ordered:

1. DARAB field offices in the provinces and cities deemed to have low to moderate risk to COVID-19 cases are being placed under GCQ and low to no risk to COVID-19 under MGCQ, and shall accordingly be in their *new normal operation* strictly in accordance with the protocols/measures set by DAR MC No. 15, series of 2020 and CSC Memorandum Circular No. 10, series of 2020.
2. However, all inquiries on DARAB cases and proceedings, including requests for document and other assistance, shall *initially* be coursed and acted upon only through the respective hotline numbers, email addresses and/or FB account of the concerned DARAB field offices as posted on the local/central website of DAR. No walk-in requests or visits (without prior appointment) shall be entertained by any of the salas/branches of the DARAB field offices in GCQ/MGCQ areas.
3. The concerned Adjudicators or the Clerk of the Adjudicators should create their respective hotline numbers, email addresses and/or FB account using ad interim free email accounts, which shall serve as the official email addresses of the respective provincial/regional offices where inquiries and requests may be electronically transmitted. The email addresses shall be posted in the official local/central website of the DAR.


4. These email addresses shall be managed by the concerned Adjudicators or the Clerk of the Adjudicators. They shall constantly check their respective official email accounts, at the very least every thirty (30) minutes. All e-communications pertaining to such inquiries/requests transmitted to and received by the concerned DARAB field offices must be acted upon on the same day.
5. DARAB field offices in GCQ/MGCQ areas shall observe the strict character of summary proceedings in the resolution of DARAB cases. The conduct of formal trial-type proceedings is being discouraged.
6. DARAB field offices in GCQ/MGCQ areas shall continue to resolve and decide all the cases pending before them. The mandatory ADR conference or absolutely necessary clarificatory hearings, either in-court (in-sala) or videoconferencing, of all matters pending before them, in cases whether newly-filed or pending, and regardless of the stage of the trial, are now herein authorized. The concerned Adjudicators shall see to it that the counsels and parties are duly notified of the DARAB preferred type of hearing to ensure their attendance.
7. In all the in-court (in-sala) hearings in the GCQ/MGCQ areas, the health hygiene protocols and other public medical standards (wearing of face masks/shield, no-contact thermal scanning, and observance of social distancing) shall be strictly observed.
8. Board Members, field Adjudicators (RARAD/PARAD) and DARAB personnel who will travel for work from an ECQ/MECQ to GCQ/MGCQ or vice versa are treated as inter-zonal movements which are now authorized as a matter of exception. A staff complement of two including the driver of the officer's vehicle is included in the exception. Transit across localities in the same GCQ/MECQ area or in the same area without community quarantine controls are not inter-zonal movements and are generally allowed.
9. Adjudicators and DARAB personnel, in GCQ/MGCQ areas, with medical conditions making them vulnerable to be easily infected by COVID-19 may work remotely from home, provided that DARAB personnel who will do so will have the prior approval of the concerned Adjudicator.
10. All previously suspended mandatory mediation conferences (preliminary), and hearings which may be deemed as urgently necessary, in the offices of the concerned Regional Adjudicators and Provincial Adjudicators, scheduled between 15 March 2020 to 15 May 2020 may now be reset and for further issuance of notice.
11. The interrupted reglementary period for the filing of pleadings, motions, position papers, and other relevant papers in the offices of the concerned Regional Adjudicators and Provincial Adjudicators, from 15 March 2020 until 15 May 2020 shall now commence to run based on the actual balance of the period as of March 15, 2020.

12. The transmittal of Records on Appeal to the Board (DARAB-Central Office) shall remain suspended from the period 15 March 2020 to 31 May 2020 and such transmittal shall be received by the Board thru the DARAB Secretariat on 01 June 2020.
13. The sectorial deadline to resolve all pending 2019-received cases earlier extended to 30 June 2020 is further extended until 15 July 2020.
14. In the conduct of returning to work, the assumption of the safety of the returning Adjudicators and employees/staff should be given utmost consideration in pursuance with the protocols/measures set by DAR MC No. 15, series of 2020 and CSC MC No. 10, series of 2020.
15. All meetings, seminars, and functions in the DARAB within the GCQ/MGCQ areas, unless conducted through videoconferencing, are deferred except those allowed by existing memoranda/circular and those that that may be called or authorized by the Chair, DAR Local Protocol Committee.
16. Herein further extension of the aforesaid suspension shall be deemed as without prejudice to the exercise of discretion of the President to relax the implementation of the GCQ/MGCQ or to the declaration of localized ECQ/MECQ in some critical area of local jurisdictions.

All previously issued memoranda/circulars and their respective provisions which are not inconsistent herewith shall remain valid and in effect.

For your strict compliance and guidance.

  
ATTY JOHN R. CASTRICIONES

  
DEPARTMENT OF AGRARIAN REFORM  
DOWD19-OSEC-20-0529-042