



Supreme Court of the Philippines  
MANDATORY CONTINUING LEGAL EDUCATION OFFICE  
4th Floor, IBP Building  
15 Doña Julia Vargas Avenue  
Ortigas Center, Pasig City

**MCLE Governing Board Resolution No. 002-2022**

**(Resolution Authorizing the Purchase of Ten (10) Laptop Units for the Use of MCLEO Personnel in Monitoring Synchronous Online MCLE Activities)**

**WHEREAS**, due to the onset of the Covid-19 Pandemic in March 2020, synchronous MCLE Online seminar was conceptualized in lieu of face-to-face seminars;

**WHEREAS**, in A.M. No. 21-01-10-SC dated 19 January 2021, the Court approved the Guidelines in the Conduct of Synchronous MCLE Online Seminars as contained in MCLE Governing Board Resolution No. 06-2020;

**WHEREAS**, data shows that MCLE accredited Providers have conducted a total of **261** Synchronous MCLE seminars since its inception in January 2021 up to December 2021;

**WHEREAS**, the monitoring of MCLE synchronous online seminars is being undertaken by MCLEO personnel when they physically report to the Office or as part of their Work-from-Home (WFH) assignments;

**WHEREAS**, in order to perform their monitoring assignments more efficiently, the monitors should have a laptop device each where they can have a better view of the participants, instead of utilizing a cellular phone, the screen of which is too small to effectively recognize and view the face of the participants;

**WHEREAS**, it is anticipated that Online MCLE will be retained as a new mode of complying with the 36-credit unit requirement of continuing legal education even after the Covid-19 pandemic had subsided; hence, long-term usage of the laptops is envisioned;

**WHEREAS**, the amount for the purchase of the laptop units may be sourced from the MCLE Fund pursuant to the Implementing Guidelines for the Collection of MCLE Fees and the Utilization of the MCLE Fund<sup>1</sup> under Item No. II (Utilization and Disbursement of the MCLE Fund), Letter A, No. 6, "*The MCLE Fund shall be used for: x x x 5. Expenses for office supplies and equipment x x x* " or from the budget allocated for IT equipment of the MCLE Office under the Annual Procurement Plan (APP) of the Court.

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<sup>1</sup> Court Resolution dated 07 June 2016

**WHEREFORE**, in view of the foregoing, the Board:

- 1) **AUTHORIZES** the purchase of ten (10) laptop units for the use of MCLEO personnel in monitoring MCLE synchronous online seminars.
- 2) **DIRECTS** the Administrative Section, MCLE Office, to set the guidelines for the use and safekeeping of the laptop units.

Further, the MCLE Office is directed to seek the assistance and guidance of the Management Information System Office (MISO), Office of Administrative Services (OAS), Fiscal Management and Budget Office (FMBO), Supreme Court, on the specifications of the laptop units in view of the purpose for its use, administrative process for acquisition and source of funding for the purchase thereof, respectively.

APPROVED BY:

**MCLE GOVERNING BOARD**

  
**SEDFREY M. CANDELARIA**

Officer-in-Charge

  
**FIDES C. CORDERO-TAN**

Member

  
**MARISOL D.L. ANENIAS**

Member