OCA CIRCULAR NO. 206-2017, September 29, 2017

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TO:

THE OFFICERS AND MEMBERS OF THE REGIONAL TRIAL COURT CLERKS OF COURT ASSOCIATION OF THE PHILIPPINES (RTC- COCAP)

SUBJECT :

NATIONAL CONVENTION ON 28 FEBRUARY TO 2 MARCH 2018 AT THE MANILA HOTEL, CITY OF MANILA

The Regional Trial Court Clerks of Court Association of the Philippines (RTC-COCAP) will hold its National Convention with the theme "In Celebration of 25 Years of Commitment, Integrity and Excellence" on 28 February to 2 March 2018 at the Manila Hotel, City of Manila.

All concerned are hereby authorized to attend the national convention on OFFICIAL TIME/BUSINESS, chargeable to local funds if authorized and available, provided that there is a prior permission from the Executive/Presiding Judge and that there shall be no disruption of the court calendar.

The authority shall be for three (3) days only including travel time.

Atty. Phillip Charles G. Santos, President of RTC-COCAP, shall submit a report to the Court Management Office, Office of the Court Administrator, on the conduct of the convention with a complete list of the attendees, within ten (10) days from its conclusion.

29 September 2017

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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