

OCA CIRCULAR NO. 23-2013, February 12, 2013

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TO : THE CONCERNED COURT OFFICIALS AND EMPLOYEES OF THE REGIONAL TRIAL COURT AND THE METROPOLITAN TRIAL COURT OF QUEZON CITY

SUBJECT:

SPORTS FEST (HATAW 2013) ON FEBRUARY 27, 2013 TO MARCH 1, 2013 AT THE QUEZON CITY HALL OF JUSTICE

The Philippine Association of Court Employees (PACE)-Quezon City Chapter will hold a Sports Fest (HATAW 2013) to be launched on February 27, 2013 at the grounds of the Quezon City Jail of Justice and will end on March 1, 2013.

The participants in the sports fest are authorized to attend the activity on OFFICIAL TIME. The Executive Judges/Presiding Judges concerned shall see to it that subsequent activities on February 28, 2013 and March 1, 2013 shall be scheduled after office hours and that a skeletal force shall be maintained in all branches/offices on the dates of the sports Fest to ensure that there will be no disruption of official business or transactions of the court.

Ms. Estrelia F. Bober, President of PACE-Quezon City Chapter, shall submit a report regarding the conduct of the activities of the sports fest (including the complete list of all the court officials and employees who participated in the activities) to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion of the sports fest.

February 12, 2013

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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