

OCA CIRCULAR NO. 159-2014, December 15, 2014

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TO :

THE NATIONAL OFFICERS OF THE COURT LEGAL RESEARCHERS ASSOCIATION OF THE PHILIPPINES (CLERAP), INC.

SUBJECT :

1st NATIONAL EXECUTIVE COMMITTEE MEETING ON 5 AND 6 FEBRUARY 2015 AT THE PACE OFFICE, CITY HALL, MANILA

The National Officers of the Court Legal Researchers Association of the Philippines (CLERAP), Inc. will hold their 1 st National Executive Committee Meeting on 5 and 6 February 2015 at the PACE Office, City Hall, Manila.

In connection therewith, the following officers are hereby authorized to attend the meeting, on OFFICIAL TIME/OFFICIAL BUSINESS, chargeable to local funds if authorized and available, provided that there is a prior permission from the Executive Judge/Presiding Judge and there shall be no disruption of the court calendar:

POSITION NAME STATION

National President Ms. Cielo V. Pardo RTC, Branch 11, Manila

Executive Vice President Ms. Maritoni M. Nieva RTC, Branch 79, Quezon City

Vice Presidents

Luzon Ms. Zenaida A. Magayanes RTC, Branch 7, Legazpi City

Visayas Ms. Ms. Marjorie G. Caresosa RTC, Branch 52, Talibon, Bohol

Mindanao Mr. Edgar C. Casalem RTC, Branch 34, Panabo City

General Secretary Ms. Rosenia G. Jover RTC, Branch 11, Iloilo City

Asst. General Secretary Ms. Rofylyn L. Lagundino RTC, Branch 46, Manila

Treasurer Ms. Zenaida E. Calauor RTC, Branch 30, Iloilo City

Auditor Ms. Josefina P. Panera RTC, Branch 13, Ligao City, Albay

Asst. Auditor Ms. Asuncion R. Pabellano RTC, Branch 46, San Jose, Occidental Mindoro

Business Manager Mr. Marlo B. Guillano RTC, Branch 221, Quezon City

Public Information Officer Mr. Igmedio J. Basada RTC, Branch 117, Pasay City

Asst. Public Information Officer Ms. Ma. Jesusa D. Mariano MTCC, Digos City

Convention Coordinator Ms. Soledad T. Ibarreta RTC, Branch 3, Kalibo, Aklan

Ms. Cielo V. Pardo, National President of the association, shall submit a report regarding the conduct of the meeting (including the attendance of the above-listed court personnel) to the Court Management Office, Office of the Court Administrator, within ten (10) days after the conclusion thereof.

15 December 2014

(SGD.) JOSE MIDAS P. MARQUEZ

Court Administrator

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