

OCA CIRCULAR NO. 34-2013, March 06, 2013

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

SUBJECT:

SPORTS FESTIVAL ON APRIL 4 AND 5, 2013

The Philippine Association of Court Employees (PACE)-Caloocan City Chapter will hold a Sports Festival on April 4 and 5, 2013.

The participants in the sports festival are hereby authorized to attend the same, on OFFICIAL TIME, provided that there is prior permission from the Executive Judges/Presiding Judges. A skeletal force shall be maintained in all branches/offices to ensure that there will be no disruption of official business or transactions of the court on the dates of the sports festival.

Ms. Azucena A. Berania, President of PACE-Caloocan City Chapter, shall submit a report regarding the conduct of the activities of the sports festival (with the complete list of all court officials and employees who participated) to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

March 6, 2013

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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