

OCA CIRCULAR NO. 134-2012, December 06, 2012

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TO : THE JUDGES AND THE COURT PERSONNEL OF THE 1st AND 2nd LEVEL COURTS IN MAKATI CITY

SUBJECT :

CHRISTMAS PARTY ON DECEMBER 14, 2012 AT THE BEL-AIR VILLAGE COVERED COURT, BEL-AIR VILLAGE, MAKATI CITY

The judges and the court personnel of the 1 st and 2 nd level courts in Makati City will hold the Annual Overall Christmas Party on December 14, 2012 (Friday) from 1:00pm to 5:00pm at the Bel-Air Village Covered Court, Bel-Air Village, Makati City,

All concerned are hereby authorized to attend the Christmas Party on OFFICIAL TIME. The Executive Judges/Presiding Judges shall see to it that 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 said date.

Hon. Josephine A. Vito Cruz, Chairperson of the Committee on Christmas Party Celebration, shall submit a report and a complete list of all the judges and the court personnel who attended the event to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

December 6 , 2012

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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