

OCA CIRCULAR NO. 162-2017, August 04, 2017

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TO :

THE NATIONAL OFFICERS AND REGIONAL BOARD OF DIRECTORS OF THE COURT STENOGRAPHERS ASSOCIATION OF THE PHILIPPINES (COSTRAPHIL), INC.

SUBJECT :

NATIONAL BOARD MEETINGS ON 27 NOVEMBER 2017 AND 1 DECEMBER 2017 AT THE SBMA-SUBIC BAY EXHIBITION AND CONVENTION CENTER

The Court Stenographers Association of the Philippines (COSTRAPHIL), Inc. will hold national board meetings on 27 November 2017 and 1 December 2017 at the SBMA-Subic Bay Exhibition and Convention Center, Subic Bay Freeport Zone, Zambales.

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

Ms. Laura C. Velasco, COSTRAPHIL National President, shall submit to the Court Management Office, Office of the Court Administrator, a report on the meetings with the complete list of the attendees within ten (10) days from the conclusion thereof.

4 August 2017

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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