OCA CIRCULAR NO. 108-2013, September 05, 2013

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TO : THE OFFICERS AND MEMBERS OF THE COURT STENOGRAPHERS ASSOCIATION OF THE PHILIPPINES (COSTRAPHIL), INC., SOUTHERN TAGALOG CHAPTER

SUBJECT :

RATIFICATION OF THE CONSTITUTION AND BY-LAWS OF THE COSTRAPHIL, SOUTHERN TAGALOG CHAPTER ON NOVEMBER 22, 2013 AT THE LIPA CITY HALL, LIPA CITY, BATANGAS

The officers and members of the Court Stenographers Association of the Philippines (COSTRAPHIL), Inc., Southern Tagalog Chapter will hold a ratification of its Constitution and By-Laws on November 22, 2013 at the Lipa City Hall, Barangay Maraouy, Lipa City, Batangas.

All concerned are hereby authorized to attend said ratification of Constitution and By-Laws, on OFFICIAL TIME/BUSINESS, chargeable to local funds if authorized and available, provided that there is a prior permission from the Executive Judge/Presiding Judge and that there shall be no disruption of the court calendar.

Ms. Rosario D. Medrano-Geron, President, COSTRAPHIL Southern Tagalog Chapter, shall submit a report regarding the conduct of the activity with complete list of court personnel who attended it to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

September 5, 2013

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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