

OCA CIRCULAR NO. 150-2014, November 27, 2014

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TO :

THE JUDGES AND THE COURT PERSONNEL OF THE METROPOLITAN TRIAL COURT OF MANILA

SUBJECT :

CHRISTMAS CELEBRATION ON 12 DECEMBER 2014 AT THE OLD NAWASA BUILDING, MANILA

The judges and the court personnel of the Metropolitan Trial Court of Manila will hold a Christmas celebration on 12 December 2014 at the parking lot of the Old NAWASA building, Manila.

All concerned are hereby authorized to attend the activity, on OFFICIAL TIME, provided that their respective court calendars are properly managed, the parties are notified of any cancelled hearings and a skeletal force remains in every branch/office to attend to official business or transactions.

Hon. Glenda R. Mendoza-Ramos, Executive Judge, Metropolitan Trial Court of Manila, shall submit a report on the activity with complete list of all judges and court personnel who attended it to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

27 November 2014

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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