OCA CIRCULAR NO. 199-2015, August 27, 2015

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TO :

ALL OFFICERS AND MEMBERS OF THE PHILIPPINE ASSOCIATION OF COURT SOCIAL WORKERS, INC. (PACSWI)

SUBJECT :

1st NATIONAL SEMINAR/FORUM ON 7 TO 9 OCTOBER 2015 AT THE NEWTOWN PLAZA HOTEL, BAGUIO CITY

The Philippine Association of Court Social Workers, Inc. (PACSWI) will hold its 1 st National Seminar/Forum with the theme "Enhancing the Knowledge, Attitude and Skills (KAS) in Handling Children and Family Cases" on 7 to 9 October 2015 at the Newtown Plaza Hotel, Baguio City.

All concerned are authorized to attend the seminar/forum on OFFICIAL TIME/OFFICIAL BUSINESS, chargeable to local funds if authorized and available, provided that there is prior written permission from the Executive Judge/Presiding Judge and there shall be no disruption of the court calendar.

The authority shall be for three (3) days only including travel time.

Ms. Preciousa C. Macapuso, PACSWI National President, shall submit a report regarding the seminar/forum with the complete list of all court personnel who attended it to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

27 August 2015

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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