

OCA CIRCULAR NO. 61-2011, May 13, 2011

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TO :

OFFICIALS AND COURT PERSONNEL OF THE OFFICE OF THE CLERK OF COURT (OCC), REGIONAL TRIAL COURT (RTC), QUEZON CITY

SUBJECT:

1st TEAM BUILDING/LIVE-IN SEMINAR ON JUNE 3 TO 4, 2011 IN ZAMBALES

The Officials and Court Personnel of the Office of the Clerk of Court, Regional Trial Court in Quezon City will hold their 1st Team Building/Live-in Seminar on June 3 to 4, 2011 in Zambales.

All concerned are hereby authorized to attend the said team building/live-in seminar on OFFICIAL TIME. However, the Executive Judge shall see to it that a skeletal force shall be maintained so as not to disrupt the business of the court.

Atty. Perlita V. Ele, Clerk of Court/Ex-Officio Sheriff shall submit a report regarding the seminar to the Court Management Office, OCA within ten (10) days after the conclusion of the event.

May 13, 2011.

(SGD.) NIMFA C. VILCHES
Deputy Court Administrator
and Officer-in-Charge
Office of the Court Administrator

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