OCA CIRCULAR NO. 39-2013, March 13, 2013

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TO : ALL OFFICERS AND MEMBERS OF THE REGIONAL TRIAL COURT CLERKS OF COURT ASSOCIATION OF THE PHILIPPINES (RTC- COCAP)

SUBJECT:

NATIONAL CONVENTION ON SEPTEMBER 24 TO 26, 2013 AT THE CROWN REGENCY, BORACAY, AKLAN

The Regional Trial Court Clerks of Court Association of the Philippines (RTC-COCAP) will hold its National Convention on September 24 to 26, 2013 at the Crown Regency, Boracay, Aklan.

All concerned are hereby authorized to attend the convention 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.

Atty. Jerlie P. Luis-Requerme, President of the Association, shall submit a report (including the complete list of all the court personnel who attended the convention) to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion of the convention.

March 13 ,2013

(SGD.) JOSE MIDAS P. MARQUEZ
Court Administrator

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