

OCA CIRCULAR NO. 09-2011, January 18, 2011

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TO :

THE CONCERNED NATIONAL OFFICERS OF THE COURT LEGAL RESEARCHERS ASSOCIATION OF THE PHILIPPINES (CLERAP), INC.

SUBJECT :

VISITATION AND CONSULTATIVE MEETING IN CAMARINES NORTE, CAMARINES SUR AND ALBAY ON 16, 17 AND 18 FEBRUARY 2011 IN PREPARATION FOR THE CLERAP 2012 NATIONAL CONVENTION

The National Officers of the Court Legal Researchers Association of the Philippines (CLERAP), Inc. namely:

1.

Ms. Cielo V. Pardo

National President

2.

Ms. Zenaida E. Calauror

Treasurer

3.

Mr. Aristotle V. Ramos

Business Manager

will conduct visitation and consultative meeting with the Court Legal Researchers of the provinces of Camarines Norte, Camarines Sur and Albay on 16, 17 and 18 February 2011, in preparation for the CLERAP 2012 National Convention which will be held in the Bicol Region.

All concerned are authorized to attend the above-cited activities 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.

Ms. Cielo V. Pardo, National President of the Association, shall submit a report to the Court Management Office, OCA within ten (10) days from the date of the activities.

18 January 2011.

(SGD.)JOSE MIDAS P. MARQUEZ
Court Administrator

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