OCA CIRCULAR NO. 116-2005, November 11, 2005

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TO:

ALL NATIONAL OFFICERS OF THE COURT STENOGRAPHIC REPORTERS ASSOCIATION OF THE PHILIPPINES (COSTRAPHIL) INC. AND OFFICERS OF THE LOCAL CHAPTERS IN REGIONS 4 and 5

SUBJECT:

CONSULTATIVE MEETING ON DECEMBER 9, 2005 AT LUCENA CITY

5 of the Court Stenographic Reporters Association of the Philippines (COSTRAPHIL), Inc., will hold a Consultative Meeting on December 9, 2005 at Lucena City.

All concerned are hereby authorized to attend said meeting 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. Dena Corazon P. Almazar, National President, COSTRAPHIL, shall submit to this Office a report on the attendance within ten (10)days from the date of the meeting.

__11__ November 2005.

PRESBITERO J. VELASCO, JR.

Court Administrator

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