

OCA CIRCULAR NO. 25-2014, February 07, 2014

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TO : THE NATIONAL OFFICERS AND BOARD OF DIRECTORS OF THE REGIONAL TRIAL COURT CLERKS OF COURT ASSOCIATION OF THE PHILIPPINES (RTC-COCAP)

SUBJECT : BOARD MEETING ON FEBRUARY 28, 2014 IN MANILA

The national officers and board of directors of the Regional Trial Court Clerks of Court Association of Philippines (RTC-COCAP) will hold their board meeting on February 28, 2014 in Manila.

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

Atty. John Ivan B. Tablizo, President of the association, shall submit a report on the conduct of the meeting with a complete list of all court personnel who attended it to the Court Management Office, Office Court Administrator, within ten (10) days from the conclusion thereof.

February 7, 2014

(SGD.) RAUL BAUTISTA VILLANUEVA

Deputy Court Administrator

and

Officer-in-Charge

Office of the Court Administrator

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