



Republic of the Philippines  
Supreme Court  
Office of the Court Administrator  
Manila

**OCA CIRCULAR NO. 162-2013**

**TO : THE JUDGES AND THE COURT PERSONNEL  
OF THE METROPOLITAN TRIAL COURT OF  
QUEZON CITY**

**SUBJECT : CHRISTMAS PROGRAM ON DECEMBER 12, 2013  
AT THE QUEZON CITY HALL OF JUSTICE**

The judges and the court personnel of the Metropolitan Trial Court of Quezon City will hold a Christmas program on December 12, 2013, from 1:00 p.m. to 5:00 p.m., at the lobby of the Quezon City Hall of Justice.

All concerned are hereby authorized to attend the program, on **OFFICIAL TIME**, provided that their respective court calendars are properly managed and the parties are notified of any cancelled hearings. A skeletal force shall be maintained in the branches/offices to attend to official business or transactions of the court.

Hon. Edgardo B. Bellosillo, Executive Judge, Metropolitan Trial Court of Quezon City, shall submit a report on the activity with complete list of all judges and court personnel who attended it to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

December 6, 2013

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator

