



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

**OCA CIRCULAR NO. 60A-2013**

**TO : THE OFFICERS AND THE MEMBERS OF THE ASSOCIATION OF CLERKS OF COURT AND EX-OFFICIO SHERIFFS (ACCESS)**

**SUBJECT : GENERAL ASSEMBLY AND SEMINAR ON JULY 11 AND 12, 2013 AT THE BAYLEAF HOTEL, MANILA**


The Association of Clerks of Court and Ex-Officio Sheriffs (ACCESS) will hold a General Assembly and Seminar on July 11 and 12, 2013 at the Bayleaf Hotel, Muralla corner Victoria Streets, Intramuros, Manila.

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

Atty. Engracio M. Escasinas, Jr., President of the Association, shall submit a report regarding the conduct of the events (including the complete list of all the court personnel who attended) to the Court Management Office, Office of the Court Administrator within ten (10) days from the conclusion thereof.

This circular amends OCA Circular No. 60-2013 dated May 14, 2013.

May 23, 2013

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator