



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

**OCA CIRCULAR NO. 251-2015**

**TO : THE NATIONAL BOARD OF OFFICERS AND ADVISERS OF THE PHILIPPINE ASSOCIATION OF COURT SOCIAL WORKERS, INC. (PACSWI)**

**SUBJECT : 2<sup>ND</sup> NATIONAL BOARD MEETING ON 25 TO 27 NOVEMBER 2015 AT THE LUZUR HOTEL, BACOLOD CITY**

The Philippine Association of Court Social Workers, Inc. (PACSWI) National Board of Officers and Advisers will hold a National Board Meeting on 25 to 27 November 2015 at the Luzur Hotel, Bacolod City.

All concerned are hereby authorized to attend the meeting on **OFFICIAL TIME/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.

Ms. Preciousa Castillo-Macapuso, PACSWI National President, shall submit a report on the conduct of the meeting with complete list of all court personnel who attended it to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion thereof.

11 November 2015

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator