



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

OCA CIRCULAR NO. 52-2018

TO : THE OFFICERS AND MEMBERS OF THE COURT
STENOGRAPHERS ASSOCIATION OF THE PHILIPPINES,
INC. FOR VISAYAS (COSTRAPHIL-VISAYAS)

SUBJECT: 1st VISAYAS SUMMIT AND ELECTION OF REGIONAL
DIRECTORS ON 24 TO 25 MAY 2018 AT THE LEYTE
ACADEMIC CENTER GYM, LEYTE CITY

The Court Stenographers Association of the Philippines, Inc. for Visayas (COSTRAPHIL-VISAYAS) will hold its 1st Visayas Summit and Election of Regional Directors on 24 to 25 May 2018 at the Leyte Academic Center Gym, Barangay Pawing, Palo, Leyte City.

All concerned are hereby authorized to attend the summit and election 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 measures taken to ensure no disruption of the court calendar.

The authority shall be for two (2) days only, including travel time.

Ms. Carolyn Recaro Santia, COSTRAPHIL Vice President for Visayas, shall submit to the Court Management Office, Office of the Court Administrator, a report on the activities with the complete list of the attendees within ten (10) days from the conclusion thereof.

21 March 2018


JOSE MIDAS P. MARQUEZ
Court Administrator