



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

**OCA CIRCULAR NO. 241-2015**

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

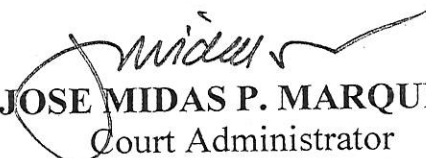
**SUBJECT : BOARD MEETING ON 3 NOVEMBER 2015 IN PARAÑAQUE CITY**

The National Officers and Board of Directors of the Regional Trial Court Clerks of Court Association of the Philippines (RTC-COCAP) will hold their board meeting on 3 November 2015 in Parañaque City.

All concerned are hereby authorized to attend the meeting on **OFFICIAL TIME** provided that there is a prior written permission from the Executive Judge/Presiding Judge and there shall be no disruption of the court calendar.

Atty. John Ivan B. Tablizo, President of the Association, shall submit a report to the Court Management Office, Office of the Court Administrator, within ten (10) days from the conclusion of the board meeting.

30 October 2015

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator