



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

OCA CIRCULAR NO. 160-2017

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

SUBJECT : 35<sup>TH</sup> ANNIVERSARY, CONSULTATIVE ASSEMBLY  
AND SPECIAL ELECTION, AND SPORTSFEST ON  
28 TO 29 NOVEMBER 2017 AT THE SBMA-SUBIC  
BAY EXHIBITION AND CONVENTION CENTER

The Court Stenographers Association of the Philippines (COSTRAPHIL), Inc. will hold its 35<sup>th</sup> Anniversary, Consultative Assembly and Special Election, and Sportsfest on 28 to 29 November 2017 at the SBMA-Subic Bay Exhibition and Convention Center, Subic Bay Freeport Zone, Zambales.

All concerned are hereby authorized to attend the events 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.

Ms. Laura C. Velasco, COSTRAPHIL National President, 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.

27 July 2017

  
JOSE MIDAS P. MARQUEZ  
Court Administrator