



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

OCA CIRCULAR NO. 196-2017

TO : THE NATIONAL OFFICERS OF THE COURT LEGAL RESEARCHERS ASSOCIATION OF THE PHILIPPINES (CLERAP)

SUBJECT: PRE-CONVENTION PREPARATION ON 3 APRIL 2018 AT THE L' FISHER HOTEL, BACOLOD CITY

The national officers of the Court Legal Researchers Association of the Philippines (CLERAP) will conduct a pre-convention preparation on 3 April 2018 at the L' Fisher Hotel, Bacolod City.

In connection therewith, the following CLERAP national officers are hereby authorized to attend the pre-convention preparation 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:

NAME	POSITION
1. Ms. Maritoni M. Nieva	President
2. Ms. Carida Carmela Villena-Sabban	Executive Vice President
3. Ms. Asuncion R. Pabellano	Vice President-Luzon
4. Ms. Rosemarie I. Palma	Vice President-Visayas
5. Ms. Jesusa D. Mariano	Vice President-Mindanao
6. Ms. Irma A. Bautista	General Secretary
7. Ms. Elizabeth Dela Serna	Treasurer
8. Ms. Zenaida D. Calauor	Auditor
9. Mr. Edgar C. Casalem	Business Manager
10. Ms. Rosenia G. Jover	Assistant Business Manager
11. Mr. Igmedio J. Basada	Public Information Officer
12. Mr. Marlo B. Guillano	Asst. Public Information Officer
13. Ms. Cielo V. Pardo	Adviser

Ms. Maritoni M. Nieva, CLERAP National President, shall submit to the Court Management Office, Office of the Court Administrator, a report on the activity with the complete list of the attendees within ten (10) days from the conclusion thereof.

15 September 2017


JOSE MIDAS P. MARQUEZ
Court Administrator