



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

**OCA CIRCULAR NO. 217-2019**

**TO : THE CONCERNED NATIONAL OFFICERS OF THE JUDICIAL COURT CLERKS ASSOCIATION OF THE PHILIPPINES (JCCAP), INC.**

**SUBJECT: 3<sup>RD</sup> EXECOM MEETING ON 09 AND 10 DECEMBER 2019 IN PUERTO PRINCESA CITY, PALAWAN**

The National Officers of the Judicial Court Clerks Association of the Philippines (JCCAP) Inc. will hold its third EXECOM meeting on 09 and 10 December 2019 in Puerto Princesa City, Palawan.

In connection therewith, the following JCCAP National Officers are hereby authorized to attend the EXECOM meeting on **OFFICIAL TIME**, provided that there is a prior permission from the Executive Judge/Presiding Judge and there shall be no disruption in the court calendar:


<b>NAME</b>	<b>POSITION</b>	<b>STATION</b>
Jennifer V. Pabalan	National President	RTC, Br. 54, Manila
Mary Claire L. Navarro	Executive Vice President	RTC, Br. 22, Cagayan de Oro City
Melita V. Calbe	VP for NCJR	RTC-OCC, Malabon City
Lilia E. Pargas	VP for Luzon	RTC, Br. 7, Batangas City
Lelibeth H. Dinopol	VP for Visayas	RTC, Br. 17, Cebu City
Roderick F. Ledesma	VP for Mindanao	RTC, Br. 13, Zamboanga City
Precious Ann T. Zafra	Secretary General	RTC, Br. 21, Manila
Melinda C. Agcaoili	National Treasurer	MTCC-OCC, Santiago City, Isabela
Mari Cris G. Francisco	Asst. National Treasurer	RTC, Br. 69, Taguig City
Rachel Q. Corpus	National Auditor	RTC, Br. 104, Quezon City
Arnel B. Macario	Director	RTC, Br. 10, La Trinidad, Benguet
Shiela A. Cruz	Director	RTC, Br. 19, Malolos City, Bulacan
Frannel I. Palmoni	Palawan Chapter President	RTC, Br. 95, Roxas Palawan

The 09 and 10 December 2019 EXECOM meetings shall be the last authorized meetings of JCCAP, Inc. for the year 2019.

Ms. Jennifer V. Pabalan, National President of JCCAP Inc., shall submit a report to the Court Management Office, Office of the Court Administrator, on the conduct of the meeting, including the complete list of the court personnel who attended the same, within ten (10) days from its conclusion.

19 November 2019

  
**JOSE MIDAS P. MARQUEZ**  
Court Administrator

  
MBC/FJC/kat/ocacircular.JCCAP.3rdEXECOMmeeting.12.9&10.19