



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

**OCA CIRCULAR NO. 76-2022**

**TO : ALL CLERKS OF COURT AND PROCESS SERVERS  
OF THE FIRST LEVEL COURTS IN THE PROVINCES  
OF NEGROS ORIENTAL AND SIKUIJOR**

**SUBJECT: MEETING ON 22 APRIL 2022 IN DUMAGUETE CITY**

The First Level Clerks of Court Association of the Philippines (FLECCAP), Negros Oriental and Siquijor Chapter, will conduct a joint orientation meeting with the Clerks of Court and Process Servers of the first level courts in the provinces of Negros Oriental and Siquijor on 22 April 2022 in Dumaguete City.

All concerned are hereby authorized to attend the meeting on **OFFICIAL TIME/BUSINESS**, chargeable to local funds if authorized and available, provided that there is a prior permission from the Executive Judge/Presiding Judge and measures are taken to ensure that there will be no disruption of the court calendar.

Mr. Gerardo K. Baroy, FLECCAP National President, shall submit to the Court Management Office, Office of the Court Administrator, a report on the meeting with the complete list of the attendees within ten (10) days from its conclusion.

31 March 2022

  
**RAUL BAUTISTA VILLANUEVA**  
Court Administrator