



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

OCA CIRCULAR NO. 255-2023

**TO : THE INTERIM OFFICERS AND DIRECTORS OF
THE REGIONAL TRIAL COURT CLERKS OF
COURT ASSOCIATION OF THE PHILIPPINES
(RTCCOCAP)**

**SUBJECT : SPECIAL BOARD MEETING ON 28 JULY 2023 IN
MANILA**

The interim officers and directors of the Regional Trial Court Clerks of Court Association of the Philippines (RTCCOCAP) will hold its special board meeting on 28 July 2023 at the Manila Diamond Hotel, Roxas Blvd., Manila.

All concerned officers and directors are hereby authorized to attend the meeting on **OFFICIAL TIME**, provided that prior permission is obtained from the Executive Judge/Presiding Judge, measures are taken to ensure that there is no disruption of the court calendar, and the required health protocols are strictly observed.

Atty. Ma. Jezza C. Rasimo, RTCCOCAP Secretary General, shall submit to the Court Management Office, Office of the Court Administrator, through <https://forms.office.com/r/Vhi6q8SKX7>, a report on the meeting with the complete list of the attendees within ten (10) days from its conclusion.

14 July 2023

RAUL B. VILLANUEVA
Court Administrator