



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

OCA CIRCULAR NO. 369-2023

**TO : THE OFFICERS AND BOARD OF TRUSTEES OF
THE METROPOLITAN AND CITY JUDGES
ASSOCIATION OF THE PHILIPPINES, INC.
(MetCJAP)**

**SUBJECT : QUARTERLY BOARD MEETING ON 07 DECEMBER
2023 IN DAVAO CITY**

The officers and board of trustees of the Metropolitan and City Judges Association of the Philippines, Inc. (MetCJAP) will hold its Fourth Quarterly Board Meeting on 07 December 2023 (Thursday) at the Rogen Inn, Davao City.

All concerned are hereby authorized to attend the meeting on **OFFICIAL TIME**, provided that their respective court calendars are properly managed, and the parties are duly notified of any cancelled hearings.

Pursuant to OCA Circular No. 157-2023 dated 12 April 2023 (*Re: Guidelines on the Holding of Association/Organization Activities*), concerned officers are allowed one (1) day travel time on 06 December 2023 (Wednesday).

Judge Immaculada Concepcion C. Ylagan-Galang, MetCJAP Secretary General, shall submit to the Court Management Office, Office of the Court Administrator, through <https://forms.office.com/r/Vhi6q8SKX7> **only**, the **electronic copy** of the report on the conduct of the meeting, with the complete list of all the judges who attended, within ten (10) days from its conclusion.

08 November 2023

JENNY LIND R. ALDECOA-DELORINO

Deputy Court Administrator
and

Officer-in-Charge
Office of the Court Administrator
(Per Memorandum Order No. 132-2023
dated 03 November 2023)