

**FOI REQUEST FORM**



**Privatization and Management Office  
REQUEST FOR ACCESS TO RECORDS**  
Executive Order No. 02, series of 2016

**1. DETAILS OF REQUESTER (PLEASE USE BLOCK LETTERS)**

Name : \_\_\_\_\_  
(First Name/Middle Initial/Surname)

Address : \_\_\_\_\_  
(No./Street/Barangay/Municipality/Province)

Telephone Number : \_\_\_\_\_

E-mail Address : \_\_\_\_\_

Valid ID Presented : \_\_\_\_\_

**2. DETAILS OF REQUEST**

I request the following records/documents:  Photocopy  Certified True Copy  No. of copies

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3. PURPOSE/s**

This request is made for the purpose/s of:  
(please state the reasons below)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE SIGN HERE \_\_\_\_\_ DATE: \_\_\_\_\_

Please send your completed application to:  
Privatization and Management Office  
**Central Receiving Unit**  
3<sup>rd</sup> Floor  
104 Gamboa St., Legaspi Village, Makati City  
or email at **FOI@pmo.gov.ph**