

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
3rd Floor
104 Gamboa St., Legaspi Village, Makati City
or email at **FOI@pmo.gov.ph**