

FOI Request Form



Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
Department of Labor and Employment



PORMULARYO NG KAHILINGAN (FOI)
FOI Request Form

TITULO NG DOKUMENTO / (Title of the Document): _____

MGA TAON/PANAHONG SAKLAW / (Year): _____

LAYUNIN / (Purpose): Paki-detalye paggamitan ng hinihinging impormasyon. Please discuss the basis of requested information.

PANGALAN / (Name): _____

LAGDA / (Signature): _____

TIRAHAN / (Address): _____

PARAAN NG PAGTANGGAP NG IMPORMASYON O KASAGUTAN (How would you like to receive the information?)

- Email _____
- Fax _____
- Postal Address _____
- Text Message _____
- Pick-up (Office hours) _____

CELL/LANDLINE Nos. _____

PETSA / (Date): _____

KATIBAYAN NG PAGKAKAKILANLAN / (Proof of Identity):

- Passport No. _____
- Driver's License _____
- Other government issued ID, specify _____

Gawaing itinalaga kay: _____
(Submitted to) *(Lumagda sa ibaba ng pangalang nakalimbag)*

Petsa/Oras ng Pagkatalaga: _____
(Date / Time of Submission)

Taong nagpapatunay ng Gawaing Natapos: _____
(Certified by) *(Lumagda sa ibaba ng pangalang nakalimbag)*

Uri ng isinagawang aksiyon: _____
(Type of action conducted)

Iniskedyul ni / (Received by): _____

FOI Receiving Officer

Remarks: _____