



ADMINISTRATIVE DIVISION RECORDS MANAGEMENT SECTION / FIELD OFFICE CARAGA

DSWD-AS-GF-068 | REV 02 | 24 SEP 2024

REQUEST FOR FREEDOM OF INFORMATION (FOI)

Pursuant to Executive Order No. 2 dated 23 July 2016 on Freedom of Information (FOI), I respectfully request the following information from the Department of Social Welfare and Development (DSWD):

DESCRIPTION OF INFORMATION REQUESTED		
(title of document, periods covered, etc)		
PURPOSE FOR REQUEST		
FORM		Photocopy Digital Copy
REQUESTING PARTY	NAME	
	ADDRESS	
	CONTACT NOS.	
	PROOF OF IDENTITY	
	SIGNATURE	
		SHED BY THE FOI RECEIVING OFFICER (ALTERNATE/FOCAL)
DATE AND TIME OF RECEIPT		
NAME OF RECEIVING OFFICER		
SIGNATURE OF RECEIVING OFFICER		

