



REQUEST FOR INFORMATION/RECORD

Date: 3-9-2022

Name of Requestor: Jan Ana M. Salar

Address: Guadalupe, Baybay City, Leyte

Contact Number: 0963-2656215

E-mail address: jmasendo@yahoo.com

Proof of Identity: VSU ID

ID No.: V000328

Requested Information:

Service Record and

Certificate of Employment (pk. indicate that I am already resigned
from work)

No. of copies: 3

Reason & intended use of requested information/document

For work reference abroad

Jan Ana M. Salar

Name & Signature of Requestor/Representative

Action on the request:

Approved:

RYSAN C. GUINOCOR

Director, ODAS and FOI Decision Maker

Evidence of payment: OR No. 0609285 Date: 2/8/22 Amount: 30

Disapproved:

RYSAN C. GUINOCOR

Director, ODAS and FOI Decision Maker

Remarks/reason for disapproval: