



**REQUEST FOR INFORMATION/RECORD**

Date: 2-2-22

Name of Requestor: Joselle R. Cayetano  
Address: Institute of Human Kinetics  
Contact Number: 09176734281 E-mail address: joselle.cayetano@vsu.edu.ph  
Proof of Identity: Photocopy of ID card ID No.: V000151  
Requested Information: Service Records

No. of copies: 2

Reason & intended use of requested information/document

NBC 461-8th Cycle

  
Signature of Requestor/Representative

**Action on the request:**

Approved:

**RYSAN C. GUINOCOR**  
Director, ODAS and FOI Decision Maker

Evidence of payment: OR No. \_\_\_\_\_ Date: \_\_\_\_\_ Amount: \_\_\_\_\_

Disapproved:

**RYSAN C. GUINOCOR**  
Director, ODAS and FOI Decision Maker

Remarks/reason for disapproval: