



REQUEST FOR INFORMATION/RECORD

Date: 3/4/2022

Name of Requestor: EUGENE B. LANADA

Address: VSU Campus, Baybay City, Leyte

Contact Number: 0917 634 1472

E-mail address: eblanada@vsu.edu.ph

Proof of Identity: VSU Identification Card

ID No.: V20078

Requested Information:

Service record (4 copies)

LAWOP - (1 copy)

SALN - (1 copy)

NOSA - (1 copy)

No. of copies: Leave credits certificate (1 copy)

Reason & intended use of requested information/document

for retirement

Eugene B. Lanada
EUGENE B. LANADA

Name & Signature of Requestor/Representative

Action on the request:

Approved:

RYSAN C. GUINOCOR

Director, ODAS and FOI Decision Maker

Evidence of payment: OR No. 0608924 Date: 3/4/22 Amount: 201

Disapproved:

RYSAN C. GUINOCOR

Director, ODAS and FOI Decision Maker

Remarks/reason for disapproval:

