



**REQUEST FOR INFORMATION/RECORD**

Date: Feb 7, 2022

Name of Requestor: Hannah Rissah Abad

Address: Coridad, Baybay, Leyte

Contact Number: 09213574690

E-mail address: hahriz.abad@vsu.edu.ph

Proof of Identity: vsu ID

ID No.: \_\_\_\_\_

Requested Information:

TOR (Latest, from USC)  
\_\_\_\_\_  
\_\_\_\_\_

No. of copies: 1

Reason & intended use of requested information/document

NBC promotion requirement  
\_\_\_\_\_  
\_\_\_\_\_

  
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:

\_\_\_\_\_  
\_\_\_\_\_