

## OFFICE OF THE HEAD OF RECORDS AND ARCHIVES

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## REQUEST FOR INFORMATION/RECORD

		Date: February 9, 2022	
Name of Requestor:	GINAS AUREA A. VILLAGONZALO	ĺ	
Address:	UPLB College, Laguna		
Contact Number:	09674263278	E-mail address: ginasaurea.villagon:	zalo@vsu.edu.ph
Proof of Identity:	VSU ID Card	ID No.: V000693	
Requested Information	on:		
Copy of Ser	vice Records		
No. of copies:On	e (1) dw 3		
Reason & intended u	se of requested information/docume	ent	
To be attached to NBC 461-8th Cycle Evaluation form			
Signature of Request	tor/Representative		
Action on the reque	est:		
Approved:			
	RYSAN C. GUINOCO Director, ODAS and FOI Decis		
Evidence of payment	:: OR No060 7224 Date:	2/10/22 Amount: 30/	
Disapproved:			
	RYSAN C. GUINOCO Director, ODAS and FOI Decis		
Remarks/reason for o	disapproval:		