ANNEX “E”

FOI REQUEST FORM

<table>
<thead>
<tr>
<th>TITLE OF DOCUMENT:</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>DATE(mm/dd/yyyy):</th>
</tr>
</thead>
<tbody>
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<table>
<thead>
<tr>
<th>PURPOSE:</th>
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<table>
<thead>
<tr>
<th>REQUESTING PARTY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ a DENR Official/Employee, assigned at ____________________________</td>
</tr>
<tr>
<td>□ not a DENR Official/Employee with permanent postal address at ____________________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REQUEST FOR:</th>
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</thead>
<tbody>
<tr>
<td>□ a certification of (pls. check appropriate box/es)</td>
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<table>
<thead>
<tr>
<th>Requirements:</th>
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<tbody>
<tr>
<td>□ This request</td>
</tr>
<tr>
<td>□ SPA for Representative</td>
</tr>
<tr>
<td>□ Valid ID (any of the following)</td>
</tr>
<tr>
<td>a. DENR ID</td>
</tr>
<tr>
<td>b. Any Government ID</td>
</tr>
<tr>
<td>c. Company ID</td>
</tr>
<tr>
<td>d. GSIS E-card</td>
</tr>
<tr>
<td>e. SSS ID</td>
</tr>
<tr>
<td>f. BIR ID</td>
</tr>
<tr>
<td>g. PRC ID</td>
</tr>
<tr>
<td>h. Passport</td>
</tr>
<tr>
<td>i. Driver’s License</td>
</tr>
<tr>
<td>j. Voter’s ID</td>
</tr>
<tr>
<td>k. Postal ID</td>
</tr>
<tr>
<td>l. Schoo ID</td>
</tr>
<tr>
<td>m. Brgy. Captain Certificate</td>
</tr>
<tr>
<td>n. Senior Citizen’s ID</td>
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<table>
<thead>
<tr>
<th>Authenticated copies of documents</th>
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<table>
<thead>
<tr>
<th>Photocopy/ies</th>
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<table>
<thead>
<tr>
<th>Signature over printed name</th>
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<table>
<thead>
<tr>
<th>Date</th>
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<table>
<thead>
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<table>
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<table>
<thead>
<tr>
<th>DECISION MAKER</th>
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<tr>
<td>APPROVED</td>
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<table>
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<tr>
<th>Reason/s for disapproval:</th>
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<th>SIGNATURE/DATE:</th>
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<table>
<thead>
<tr>
<th>PAYMENT</th>
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<tbody>
<tr>
<td>Php</td>
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<tr>
<th>ORM</th>
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Republic of the Philippines
Department of Environment and Natural Resources
Vasayes Avenue, Diliman, Quezon City, 1100
Trunkline (632) 929-88-26 • 929-8635 • 929-8408 • 929-3618
426-0465 • 426-0001 • 426-0347 • 426-0480 • 426-0481
Voice-Over-Internet-Protocol (VOP) Trunkline (632) 988-3367
Website: http://www.denr.gov.ph/E-mail:Web@dencgov.ph

RELEASING DATE ____________________________ ACTION OFFICER ____________