Freedom of Information Program

Agency: MONCADA WATER DISTRICT

Receiving Officer: KATHLEEN JOY N. GOZO

Designation: SENIOR ACCOUNTING PROCESSOR-A

Office: **ACCOUNTING**

Receiving Office: POBLACION 2, MONCADA TARLAC

Contact No.: (045) 9255534 Email: moncadawd1978@gmail.com

09987221683



Mode of request







Click the Sign Up button and provide all the required fields. Attach a valid ID to create an account



Step 3

Once logged-in, you will be directed to your Dashboard. The Dashboard contains all the FOI requests of the account owner.



My Account

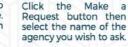




agency evaluate your request and will notify you and will notify you within 15 working days.

You will now be directed to the Make a Request Page. Accomplish all fields then click Send My Request.

Step 5









Initial evaluation/ clarification and transmits to









The agency will prepare the information for release, based on your desired format. It will be sent to you depending on the receipt of preference.







FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by . Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.

