

FREEDOM OF INFORMATION PROGRAM



We Build **Possibilities.**®



Name of Agency: **DEVELOPMENT BANK OF THE PHILIPPINES**
Address: **DBP Head Office, Sen. Gil Puyat Ave. cor. Makati Ave., Makati City**
Name of FOI Receiving Officer: **Zandro Carlos P. Sison**
Contact details: **(02) 8818-95-11**
Email Address: **info@dbp.ph**

MODE OF REQUESTS



ELECTRONIC REQUEST

www.foi.gov.ph

STEP 1 Go to www.foi.gov.ph through your browser's home page.

STEP 2 Click the **Sign-Up** button and provide all the required fields. Attach a **valid ID**.

STEP 3 Once logged in, you will be directed to your **Dashboard**. The Dashboard contains all the FOI requests of the account owner.

STEP 4 Click the **Make a Request** button then select the name of the agency where you wish to request or inquire.

STEP 5 You will now be directed to the **Make a Request** Page. Accomplish all fields then click **Send My Request**.

STEP 6 The agency will evaluate your request and will notify you within **15 working days**.

STEP 7 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.



STANDARD REQUEST



Submits request to



Receiving Officer

Initial Evaluation and transmits to



Decision Maker

APPROVE
DENIED

Returns to

Inform on Approval or Denial

APPEALS MECHANISM

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 writing to info@dbp.ph. 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 working days from the date when we receive your appeal.

Be informed. Be engaged. Know your government better.



RESOLVED
15 **WITHIN**
WORKING **DAYS**