



Bank deposit mo, protektado!

(Date)

(Addressee)

NOTICE OF DENIAL OF REQUEST FOR PUBLIC RECORD

Dear Mr./Ms. _____:

We refer to your request dated _____ for access to the following information:

(Description of requested document/ record)

Section E(2) (a,b,c,d, e or f) or E(3) of the People's Freedom of Information Manual of the PDIC, provides that (cite ground/s for denial). (If request falls under any of the exceptions provided by law, cite the particular provision of law)

Upon our validation of your request, we found that the (facts constituting denial of request). Your request clearly falls under the above-cited provision of (FOI Manual/ Law)

Hence, we regret to inform you that we cannot grant your request to access the subject document/ information.

Pursuant to Section G(1) of the People's Freedom of Information Manual of the PDIC, you are given a period of fifteen (15) days from receipt of this Notice to appeal the denial of your request to the President of the Corporation, who may refer your appeal to a Committee for review.

Please be advised that the appeal, which shall be in writing and duly notarized and signed by the party requesting access to information, must include the following:

- a. Date of receipt of the denial or the lapse of the relevant period to respond to the request;
- b. Copy of the notice of denial; and
- c. Additional information justifying the request or information addressing the ground or grounds for denial and the circumstances on which the denial is based.

A copy of the Appeal Form is hereto attached for your reference. The same may be downloaded from the PDIC website at www.pdic.gov.ph.

Failure to file your appeal within the 15-day period or to include the requirements stated above may lead to outright dismissal thereof.

Your appeal shall be filed either by personal delivery or by mail to the address provided below, copy furnished the undersigned:

OFFICE OF THE PRESIDENT

Philippine Deposit Insurance Corporation
10/F SSS Building, 6782 Ayala Avenue corner V.A. Rufino St.
Makati City 1226
Fax No. (632) 8841-4809
Email: op@pdic.gov.ph

If filing is made by mail, another copy of the appeal should be sent within the same day via fax or email.

Thank you.

Very truly yours,

(FOI DECISION MAKER CONCERNED)