

# Freedom of Information (FOI) Program

**Agency:** METRO BANGUED WATER DISTRICT

**Receiving Officer:** Abeth Jose B. Barba

**Designation:** Utilities/Customer Service Officer A






**Office:** Commercial Division






**Receiving Office:** Cor. Taft & Actividad Economica Sts., Zone 4, Bangued, Abra

**Contact No:** (074) 752 8001

**Email:** metrobanguedwaterdistrict@yahoo.com.ph

## Modes of request:

Electronic				
<p><b>Step 1</b></p> <p>Visit Metrobanguedwd.gov.ph</p> 	<p><b>Step 2</b></p> <p>Download the FOI Request Form</p> 	<p><b>Step 3</b></p> <p>Fill the Request Form. Accomplish all fields</p> 	<p><b>Step 4</b></p> <p>Send the request thru email at metrobanguedwaterdistrict@yahoo.com.ph Attach one valid ID (photocopy)</p> 	<p><b>Step 5</b></p> <p>MBWD will evaluate the request and will notify you within 15 working days.</p> 

Standard				
<p><b>Step 1</b></p> <p>Visit MBWD office at Cor. Taft St Zone 4, Bangued, Abra</p> 	<p><b>Step 2</b></p> <p>Look for Utilities/Customer Service Officer A and ask for an FOI Request Form</p> 	<p><b>Step 3</b></p> <p>Fill in the Request Form. Accomplish all fields</p> 	<p><b>Step 4</b></p> <p>Submit the accomplished form to the Receiving Officer. Attach one valid ID (photocopy)</p> 	<p><b>Step 5</b></p> <p>MBWD will evaluate the request and will notify you within 15 working days.</p> 

## 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 writing to [metrobanguedwaterdistrict@yahoo.com.ph](mailto:metrobanguedwaterdistrict@yahoo.com.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 calendar days from the date when we receive your appeal.

