

Freedom of Information Program



Agency : Philippine Sports Commission

Receiving Officer : Caroline S. Tobias
Designation : Head, Records Office
Office : Records Office

Receiving Office : Records Office
Philippine Sports Commission, RMSC
Pablo Ocampo Sr. Street, Malate, Manila

Contact No. 8-523-9831 Local 159
Email : records@psc.gov.ph

STEP 1

Go to
www.foi.gov.ph
to your browser's
home address

STEP 2

Click 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.

STEP 4

Click the Make a Request
button then select the
name of the agency you
wish to ask.

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.

Modes of Request

Standard

Submit request form
with necessary
personal documents

or

eFOI

Lodge a request through
the eFOI Portal
(foi.gov.ph)

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 records@psc.gov.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 received your appeal.

Be informed. Be engaged. Know your government better.