



12 May 2021

OFFICE ORDER No. 2021-51 - 51
 Series of 2021

SUBJECT: Reconstitution of Freedom of Information (FOI) Membership

Effective immediately, in compliance with Executive Order No.02 and in line with the continuous operation of the Freedom of Information (FOI) Mechanism of this Office, this Office Order is hereby issued to reconstitute its membership, as follows:

1. FOI Receiving Officers

Rosarita E. Salvador, Principal

Lourdes S. Quintero, Alternate

As such, they shall:

1. Receive and monitor on behalf of the NEA all requests for information and forward the same to the appropriate office;
2. Monitor all FOI requests and appeals;
3. Compile statistical information as required;
4. Conduct initial evaluation of the request and advise the requesting party whether the request will be forwarded to the FOI Decision Maker;
5. Provide assistance to the FOI Decision Maker;
6. Provide assistance and support to the public and staff with regard to FOI; and
7. Perform other tasks as indicated in the Manual.

2. FOI Decision Makers

<u>Sector</u>	<u>Principal</u>	<u>Alternate</u>
Board of Administrators	May Flor C. Abuedo	-
Electric Cooperative Management Services	Anafel B. Tio	Xerxes D. Adzuarra
Legal Services	Vic P. Alvaro	Oswaldo F. Gabat
Technical Services	Ernesto O. Silvano, Jr.	Reynaldo S. Cuevas, Jr.
Corporate Resources and Financial Services	Milagros A. Robles	Jona E. Andal
Office of the Administrator	Roderick N. Padua	Ana Rosa D. Papa

The DM, in behalf of his/her sector, shall conduct evaluation of the request for information and has the authority to grant the request, or deny it based on the agency's FOI Manual.

3. **The Central Appeals and Review Committee** shall be composed of the Deputy Administrators. The CARC shall review and analyze the grant or denial of request of information and provide expert advice to the NEA Administrator on the denial of such request.

All expenses to be incurred in the performance of their duties shall be charged against the proper funds of this Office subject to the usual accounting and auditing rules and regulations.

Everyone is enjoined to support the efficient and effective operation of the FOI facility.



EDGARDO R. MASONGSONG
Administrator

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