

# FREEDOM OF INFORMATION PROGRAM

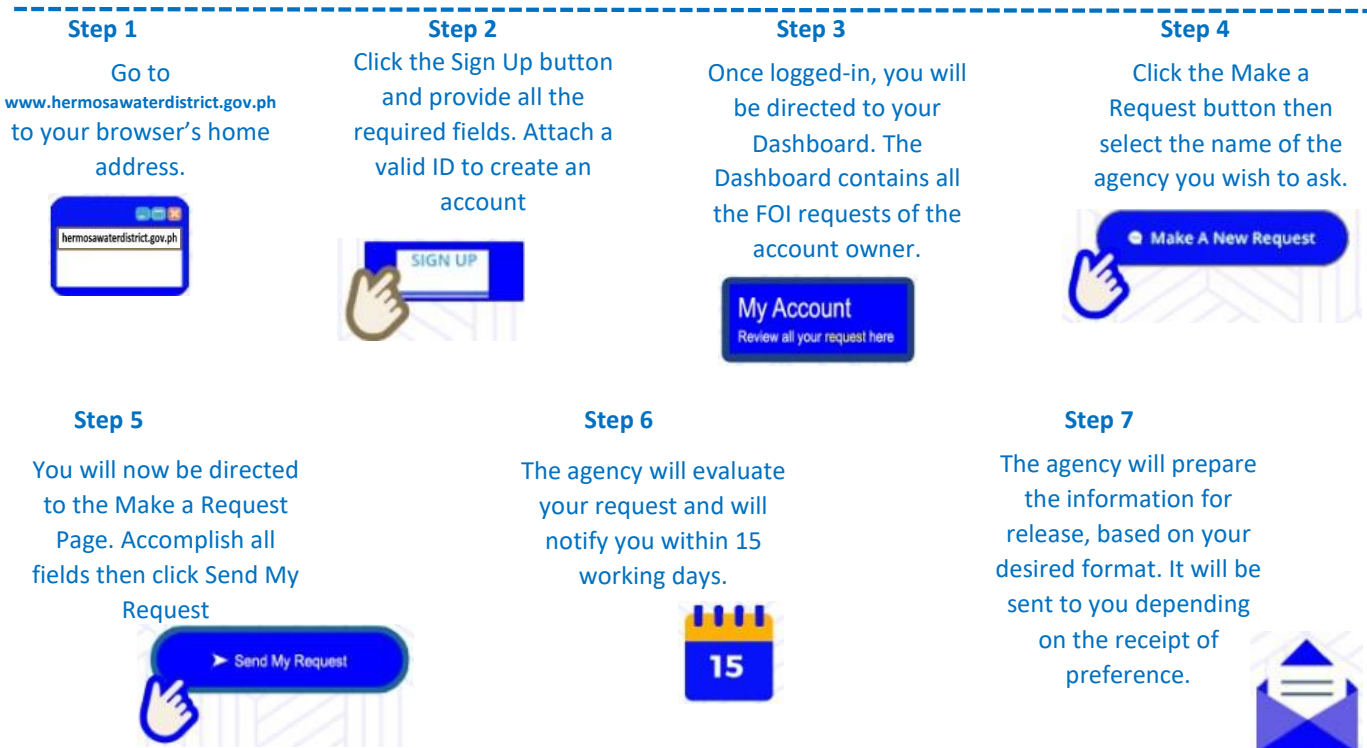
Agency: HERMOSA WATER DISTRICT



Receiving Officers: **Grace D. Bunsoy / Mary Ann V. Flores**  
Position Title: **Administrative Services Aide / Division Manager C**  
Office: **Administrative and Finance and Commercial Division**

Receiving Office: **Hermosa Water District, Magsaysay St., Brgy. Sto. Cristo, Hermosa, Bataan**

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## Mode of Request

### Standard



Submit request form with necessary personal documents

### eFOI



Lodge a request through the eFOI Portal  
([www.hermosawaterdistrict.gov.ph](http://www.hermosawaterdistrict.gov.ph))

## FOI Appeals

A person whose request for access to information has been denied may avail himself of the remedy set forth below:

- Administrative FOI Appeal to the Hermosa Water District (HWD) Central Appeals and Review Committee: Provided, that the written appeal must be filed by the same requesting party within fifteen (15) calendar days from the notice of denial or from the lapse of the period to respond to the request.
  - Denial of a request may be appealed by filing a written appeal to the Hermosa Water District (HWD) Central Appeals and Review Committee within fifteen (15) calendar days from the notice of denial or from the lapse of the period to respond to the request.
  - The appeal shall be decided by the Hermosa Water District (HWD) Head upon the recommendation of the Central Appeals and Review Committee within thirty (30) working days from the filing of said written appeal. Failure to decide within the 30-day period shall be deemed a denial of the appeal.
- Upon exhaustion of administrative FOI appeal remedies, the requesting party may file the appropriate judicial action in accordance with the Rules of Court.

**FREEDOM OF INFORMATION  
PHILIPPINES**



**Be informed. Be engaged. Know your government better.**