



Republic of the Philippines
MINDANAO DEVELOPMENT AUTHORITY



MEMORANDUM ORDER NO. 2021-03-013
Series of 2021

TO : ALL CONCERNED

FROM : SECRETARY EMMANUEL F. PINOL, PhD
Chairman

SUBJECT : DESIGNATION AS FOI FOCAL PERSONS

Date : 24 MARCH 2021

1. Pursuant to Executive Order No. 2, s. 2016 on Operationalizing in the Executive Branch the People's Constitutional Right to Information and the State Policies to Full Public Disclosure and Transparency in the Public Service and Providing Guidelines Therefor, the following officials are hereby designated as Freedom of Information (FOI) Focal Persons for MinDA:

FOI Receiving Officer:

ADRIAN M. TAMAYO
DMO V, Public Relations Division

FOI Decision Maker:

MAYETTE S. TUDLAS
Executive Assistant IV, Office of the Chairman

Central Appeals and Review Committee: **USEC JANET M. LOPOZ, CESO I**
Executive Director

ROMEO M. MONTENEGRO
Deputy Executive Director

CHARLITA A. ESCAÑO
Director IV, OFAS

JOEY RECIMILLA
Director III, PPPDO

2. The Focal persons shall perform the following roles and responsibilities:

FOI Receiving Office – receive on behalf of the agency all requests for information and forward the same to the appropriate office who has custody of records.

FOI Decision Maker – conduct evaluation of the request for information; has the authority to grant/deny the request.

Central Appeals and Review Committee – review and analyse the grant or denial of request for information.

3. This order shall take effect immediately and shall remain in force until revoked.

4. Please be guided accordingly.

