

# FREEDOM OF INFORMATION PROGRAM

**Agency** : PHILIPPINE NATIONAL CONSTRUCTION CORPORATION  
**Address** : PNCC Compound, KM 15 East Service Road, Bicutan, Paranaque City  
**Receiving Office** : Document Control Center  
**Contact No.** : 8 8460209  
**Email** : pncc@pncc.ph

## eFOI REQUEST

### STEP 1

Go to [www.foi.gov.ph](http://www.foi.gov.ph) on your browser's address bar.

### STEP 2

Click the **Login Button**. For new user, click **Sign Up** and provide all the required information.

### STEP 3

Once logged in you will be directed to your **Dashboard**. The **Dashboard** contains all the requests done by 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 required fields then click **Send My Request**.

### STEP 6

The concerned 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 and sent to you depending on your receipt preference.

## STANDARD REQUEST



### REQUESTING PARTY

Submits FOI Request form to



Inform on approval or denial of request

### RECEIVING OFFICER

Initial Evaluation / Clarification

Transmit to



### DECISION MAKER

Deny Approve

15 WORKING DAYS

## FOI APPEALS

If you are unhappy with the response to your FOI request, you may make an appeal by writing to [pncc@pncc.ph](mailto:pncc@pncc.ph). Your request for review should contain an explanation as to why you are dissatisfied with the response and should be made within 15 calendar days from the date when you received this letter. We review your appeal and inform you the result, within 30 calendar days from the date when you receive your review request.

