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REPUBLIKA NG PILIPINAS  
**TANGGAPANG PAMPANGULAHAN SA OPERASYONG PANGKOMUNIKASYON**  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
Malacañang, Maynila, Pilipinas

29 June 2018

**NELSON P. DEVANADERA**

Executive Director

**Palawan Council for Sustainable Development Staff (PCSDS)**

PCSD Building Sports Complex Road, Sta. Monica Heights,  
Puerto Princesa City, Palawan

Subject: **Freedom of Information (FOI) Program Compliance Status**

Dear **Executive Director Devanadera**:

Greetings from the Presidential Communications Operations Office (PCOO)!

We would like to extend our deepest gratitude to the Palawan Council for Sustainable Development Staff (PCSDS) for complying with the requirements set by the Freedom of Information (FOI) Program, pursuant to Memorandum Circular (MC) No. 2017-1 issued by the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting System (Task Force AO 25), specifically, that the People's FOI Manual be uploaded in the agency Transparency Seal.

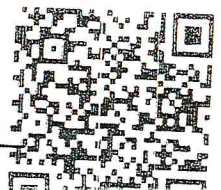
Further, with reference to MC No. 2018-1 issued by the Task Force AO 25, which provides that all government offices covered by Executive Order (EO) No. 2, s. 2016 are instructed to comply with the enhanced FOI Program requirements, including the posting in the Agency Transparency Seal of the Final People's FOI Manual signed by the head of agency; the Agency Information Inventory; the 2017 and 2018 FOI Summary Report; the 2017 and 2018 FOI Registry; and a visible and hyperlinked FOI logo in the agency's home page, to be eligible for the Performance-Based Bonus (PBB) for Fiscal Year (FY) 2018, subject to compliance validation by the PCOO starting 1 October 2018. For your reference, attached herewith is the status of your compliance to the PBB FY 2018 (**See Annex A**).

Should there be any questions or clarifications, your Office may contact Ms. Trish Maranan at telephone number (02) 588-0691 or email at [foi.pco@gmail.com](mailto:foi.pco@gmail.com).

Thank you and best regards.

Very truly yours,

**ATTY. KRISTIAN R. ABLAN**  
Assistant Secretary and  
FOI Program Director



New Executive Building Jose P. Laurel St. , San Miguel, Manila, Philippines

**ANNEX A**

**Palawan Council for Sustainable Development Staff (PCSDS)**  
As of 15 June 2018

| REQUIREMENTS  | COMPLIANCE STATUS   |
|---|---|
| 1. People's FOI Manual duly signed by the Head of the Agency; <i>(must be fully compliant with EO No. 2, s. 2016)</i> | Submitted in paper and electronic format  |
| 2. Agency Information Inventory   | Submitted in electronic format  |
| 3. 2017 FOI Summary Report ( <i>Excel sheet (.xls) format</i> )   | Submitted on the following period:<br>- 2017 1 <sup>st</sup> Quarter;<br>- 2017 2 <sup>nd</sup> Quarter;<br>- 2017 3 <sup>rd</sup> Quarter and<br>- 2017 4 <sup>th</sup> Quarter. |
| 4. 2017 FOI Registry ( <i>Excel sheet (.xls) format</i> )   | Submitted on the following period:<br>- 2017 2 <sup>nd</sup> Quarter;<br>- 2017 3 <sup>rd</sup> Quarter and<br>- 2017 4 <sup>th</sup> Quarter.                                    |
| 5. Visible and functional FOI logo linked to the eFOI portal  | <i>(high resolution FOI logo may be retrieved from this link: <a href="http://www.bit.ly/foilogo">www.bit.ly/foilogo</a>)</i>   |
| 6. 2018 FOI Summary Report ( <i>Excel sheet (.xls) format</i> )   | Submitted the 1 <sup>st</sup> Quarter Summary Report  |
| 7. 2018 FOI Registry ( <i>Excel sheet (.xls) format</i> )   | Submitted the 1 <sup>st</sup> Quarter Registry  |

Please be advised that reports submitted using the 2016 and 2017 format should not be uploaded for the protection of personal information of the requesting parties. Agencies shall upload in the transparency seal the accomplished FOI Reports (Agency Information Inventory, 2017 and 2018 FOI Summary Reports and Registries) strictly in **one (1) Excel sheet (.xls)** based on templates provided in this link: [www.bit.ly/2018FOIReports](http://www.bit.ly/2018FOIReports).