



Republic of the Philippines  
**SAMIBUL WATER DISTRICT**

San Miguel, Bulacan

-oOo-

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE SAMIBUL WATER DISTRICT BOARD OF DIRECTORS HELD ON OCTOBER 18, 2017 AT SAMIBUL WATER DISTRICT OFFICE, SAN MIGUEL, BULACAN.

X-----X

Present:

- |                                       |   |                           |
|---------------------------------------|---|---------------------------|
| 1. Director Francisco M. Concepcion   | - | Board Chairman            |
| 2. Directress Carmelita Sonia N. Cruz | - | Vice Chairwoman           |
| 3. Directress Amelia S. Evangelista   | - | Board Secretary/Treasurer |
| 4. Director Herminio P. Taruc         | - | Board Member              |
| 5. Director Baltazar S. Babas         | - | Board Member              |

Also Present:

- |                          |   |                 |
|--------------------------|---|-----------------|
| 1. Mrs. Brigida C. Viola | - | General Manager |
| 2. Engr. Ronilo L. Chico | - | WUM/DO – A      |

**BOARD RESOLUTION NO. 30 s. 2017**

**Resolution Approving the SAMIBUL WD's Freedom of Information (FOI) Manual and Freedom of Information (FOI) Committee**

WHEREAS, the Board was informed on the Presidential Executive Order No. 02 dated July 23, 2016 subject of which is "Operationalizing in the Executive Branch the People's Constitutional Right to Information and the State Policies of full Public Disclosure and Transparency in the Public Service and Providing Guidelines Therefor" and Presidential FOI – Memorandum Circular No. 01, s. 2016 dated November 11, 2016 on "Freedom of Information (FOI) Program";

WHEREAS, Section 8 and 16 under Executive Order No. 02, require all government offices in the Executive branch to prepare their respective People's FOI Manuals and implementing details (Agency FOI Manual);

WHEREAS, in order to comply with the above provisions of law, SAMIBUL WD's personnel had drafted a Freedom of Information (FOI) Manual for Board's review and approval;

WHEREAS, after a thorough review and discussions, the Board agreed with the adoption of proposed Freedom of Information (FOI) Manual;

THEREFORE, upon unanimous decision of the body;

BE IT RESOLVED AS IT IS HEREBY RESOLVED, that the Board approved and adopted the proposed SAMIBUL WD Freedom of Information (FOI) Manual.

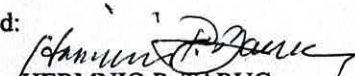
RESOLVED FURTHER, that the Board also approved the composition of Freedom of Information (FOI) Committee, to wit;


- |                                   |   |   |
|-----------------------------------|---|---|
| FOI Receiving Officer             | : | Mr. John Ronnie S.P. De Guzman                |
| FOI Decision Maker                | : | GM Brigida C. Viola                           |
|                                   |   | Mrs. Ma. Socorro Y. Ingal                     |
|                                   |   | Engr. Ronilo L. Chico                         |
|                                   |   | Mrs. Maribel L. Aquino                        |
|                                   |   | Mrs. Elenita R. Tumali                        |
| FOI Appeals and Review Committee: |   | Dir. Francisco M. Concepcion, Board Chairman  |
|                                   |   | Dir. Carmelita Sonia N. Cruz, Vice Chairwoman |
|                                   |   | Dir. Amelia S. Evangelista, Board Secretary   |
|                                   |   | Dir. Herminio P. Taruc, Board Member          |
|                                   |   | Dir. Baltazar S. Babas, Board Member          |

APPROVED: October 18, 2017. San Miguel, Bulacan.

Certified true and correct:

Attested:

  
 HERMINIO P. TARUC  
 Board Member

  
 BALTAZAR S. BABAS  
 Board Member

  
 AMELIA S. EVANGELISTA  
 Board Secretary/Treasurer

  
 CARMELITA SONIA N. CRUZ  
 Board Vice Chairwoman

  
 FRANCISCO M. CONCEPCION  
 Board Chairman