



Republic of the Philippines  
 Department of Science and Technology  
**PHILIPPINE SCIENCE HIGH SCHOOL**  
**Ilocos Region Campus**  
 Poblacion, San Idefonso 2728 Ilocos Sur

**REQUEST FOR OFFICIAL DOCUMENTS**

Name of Requesting Party : \_\_\_\_\_  
 Requesting in capacity as : \_\_\_\_\_  
 Position : \_\_\_\_\_  
 Division / Unit : \_\_\_\_\_  
 Date of Request : \_\_\_\_\_  
 Documents Requested : \_\_\_\_\_  
 Purpose/s : \_\_\_\_\_  
 School/ Course : \_\_\_\_\_

**COMMITMENT**

I hereby commit that the materials requested will be used responsibly only for the purpose stated and will not in any way compromise or endanger the operations and integrity of the Philippine Science High School. I commit further that, if clarifications on the information indicated in the documents are needed, I will ask the proper authorities concerned.

\_\_\_\_\_  
*Printed Name & Signature of Requesting Party*

\_\_\_\_\_ Recommended Approval  
 \_\_\_\_\_ Recommended Disapproval

\_\_\_\_\_ Approved  
 \_\_\_\_\_ Disapproved

\_\_\_\_\_  
 Division Chief

\_\_\_\_\_  
 Campus Director

Released by:

\_\_\_\_\_  
*Signature over Printed Name of Releasing Officer*

Received by: \_\_\_\_\_  
 Copy furnished: \_\_\_\_\_