

## MONITORING AND EVALUATION DIVISION

## 1. Data Request on Philippine Identification System for Latest Approved Cumulative Data

This process will provide the requesting party with the latest approved cumulative data and updates on the implementation of Philippine Identification System (PhilSys), particularly on registration. One of the indicators included in this data request is the Step 2 registration, which involves capturing demographic and biometric information. This also includes the Step 3 registration, which involves the issuance of PhilSys Number (PSN) and release of Philippine Identification (PhilID), which may be a physical PhilID card being printed by the Bangko Sentral ng Pilipinas (BSP) and delivered by the Philippine Postal Corporation (PHLPost); or ePhilID that may be printed on a piece of paper and/or downloaded through the PhilSys website.

Office or Division:	Monitoring and Evaluation Division				
Classification:	Simple				
Type of Transaction:	G2B – Government to Business Entity; G2G – Government to Government				
Who may avail:	PSA Offices/Services/Divisions/Units Government offices Business entities				
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE			
1. Accomplished MED Data Request Form:  a. Requestor Information a.1. Name a.2. Office/Service/Division a.3. Office E-mail Address a.4. Contact Number  b. Data Request b.1. Specific data request b.2. Format b.3. Purpose b.4. Reference Period b.5. Scope of use b.6. Other relevant information on		Monitoring and Evaluation Division – Monitoring and Evaluation Unit  Link: https://tinyurl.com/MEDDataRequestForm			

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
Scan QR and accomplish the MED Data Request Form.	1.1. Check if all the required information has been provided in the Data Request Form.	None	15 minutes	Project Evaluation Officers I and II
None	1.2. Acknowledge receipt of the MED Data Request Form.	None	10 minutes	Project Evaluation Officers I and II
None	1.3. Assess and forward to the concerned employee who should handle the request.	None	1 hour	Project Evaluation Officers I and II
None	1.4. Prepare and submit the data request to the Supervisor for review and clearance.	None	1 day	Project Evaluation Officers I and II
None	1.5. Review correctness and complete-ness of requested data and endorse the same to Division Chief for final approval.	None	1 day	Project Evaluation Officers III and IV
None	1.6. Review and approve the data request.	None	6 hours	Project Evaluation Officer V
2. Check the completeness of the requested data and accomplish the Data Request Client Evaluation Form.	2.1. Send the e-copy of the data request, including the Data Request Evaluation Form.	None	10 minutes	Project Evaluation Officers I and II
None	2.2. File the following: 2.2.1. Data Request Form 2.2.2. Accomplished Data Request	None	15 minutes	Project Evaluation Officer I

TOTAL:		None	3 days	
None	2.3. Record the transaction in the Data Request Log Sheet.	None	10 minutes	Project Evaluation Officer I
	Client Evaluation Form			S <sub>He</sub>