



REQUEST FOR CCTV FOOTAGE

Control No.:2025 - _____

Date: _____

Name of Requesting Party: _____
Complete Address: _____ Contact No.: _____
Date of Footage: _____ Inclusive Time of Footage: _____

Purpose of Request: ☐ Viewing ☐ Obtain copy of CCTV footage (Kindly provide USB/flash drive and submit together with this form)

Reason: ☐ Accident ☐ Incident ☐ Vandalism ☐ Security ☐ Theft ☐ Others

Detailed Description of Request: _____

NON-DISCLOSURE AGREEMENT

The requesting party will not, as authorized or required by the requesting party's duties hereunder, reveal or divulge to any person or entity any information concerning the organization, transactions or other affairs of the Provincial Government of Benguet which may come to the requesting party's knowledge during the continuance of this request, and acknowledge not to make a copy of these video/images to any other person, entity or any social media platform unless lawfully required to do so.

Requesting Party: _____ Approved: _____
Signature over printed name BRIAN A. CAMHIT
OIC Provincial Administrator /DPO

Received Footage by: _____
Signature over Printed Name and Date

*** Requirements for releasing CCTV footage (Any of the following): POLICE BLOTTER REPORT, COURT ORDER, PROOF OF INVESTIGATION, ANY VALID ID



REQUEST FOR CCTV FOOTAGE

Control No.:2025 - _____

Date: _____

Name of Requesting Party: _____
Complete Address: _____ Contact No.: _____
Date of Footage: _____ Inclusive Time of Footage: _____

Purpose of Request: ☐ Viewing ☐ Obtain copy of CCTV footage (Kindly provide USB/flash drive and submit together with this form)

Reason: ☐ Accident ☐ Incident ☐ Vandalism ☐ Security ☐ Theft ☐ Others

Detailed Description of Request: _____

NON-DISCLOSURE AGREEMENT

The requesting party will not, as authorized or required by the requesting party's duties hereunder, reveal or divulge to any person or entity any information concerning the organization, transactions or other affairs of the Provincial Government of Benguet which may come to the requesting party's knowledge during the continuance of this request, and acknowledge not to make a copy of these video/images to any other person, entity or any social media platform unless lawfully required to do so.

Requesting Party: _____ Approved: _____
Signature over printed name BRIAN A. CAMHIT
OIC Provincial Administrator /DPO

Received Footage by: _____
Signature over Printed Name and Date

*** Requirements for releasing CCTV footage (Any of the following): POLICE BLOTTER REPORT, COURT ORDER, PROOF OF INVESTIGATION, ANY VALID ID

TO BE FILLED-UP BY IT PERSONNEL

EXTRACTION/VIEWING DETAILS:
Date and Time of Playback/Extraction: _____ Camera Name: _____ NVR No.: _____
For Requested Copy: Name of File/s: _____
Extracted by: _____
Name , Signature, Date
IT Personnel