# ANNEX 1

**AF/01-025/01**

**Document Request Form**

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| Name of Document requested: | Archive No: |
| Requested by: | Date: |
| ⬜ Chairperson ⬜ Secretariat ⬜ IRB Member  |
| ⬜ Secretariat staff ⬜ Authority ⬜ Others…………….. |
| Purpose of the request:  |
| Approved by: | Date: |
| Retrieved by: | Date: |
| Returned by: | Date: |
| Archived by: | Date: |