

# DEPARTMENT OF ATTENTION MANAGEMENT (DAM)

*Serving the Public with Procedural Integrity Since 1974*

Document No.: FORM-C-1  
Classification: PUBLIC DISCLOSURE – LEVEL 3  
Effective Date: August 13, 2025  
Revision: 1.0

## PETITION FOR SCHEDULED ADMINISTRATIVE CONSULTATION

### Form C-1 (Rev. 2024)

**TIME LIMITATIONS:** All consultations are limited to a maximum of thirty (30) minutes. Requests exceeding this duration will be automatically denied.

### I. AUTHORIZATION VERIFICATION

1.1 Approved Initial Request ID:

1.2 Petitioner Discord ID:

### II. CONSULTATION CATEGORY

2.1 Primary Purpose of Consultation:

- ☐ Opinion Request Session
- ☐ Approval Request Session
- ☐ Contribution Request Session
- ☐ General Administrative Matter Discussion
- ☐ Other (Requires Additional Legal Justification)

### III. CONSULTATION AGENDA

3.1 Specific Topics and Questions to be Addressed:

3.2 Expected Deliverables and Outcomes:

3.3 Requested Duration:

- ☐ Five (5) Minutes
- ☐ Ten (10) Minutes
- ☐ Fifteen (15) Minutes
- ☐ Thirty (30) Minutes (Maximum Allowable)

### IV. PREPARATION REQUIREMENTS

4.1 Documents or Materials Administrator Should Review in Advance:

4.2 Background Information Necessary for Productive Consultation:

### V. PETITIONER UNDERTAKINGS

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5.1 ☐ I will arrive prepared with all necessary materials and information.

5.2 ☐ I will adhere strictly to the approved agenda and time limitations.

5.3 ☐ I will provide post-consultation evaluation as required.

5.4 ☐ I understand that failure to comply with consultation protocols may result in termination of the session and denial of future requests.

## VI. EXECUTION

Petitioner Signature:

Date:

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