

GENERAL SERVICES

EXTERNAL SERVICES

REQUEST TO COLLECT GARBAGE

The LGU through the GSO ensures environmental management by providing for sanitary services for its constituents.

Office or Division:	General Services Office			
Classification:	Simple			
Type of Transaction:	G2B			
Who may avail:	Business Establishment within Magalang Pampanga			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
<ul style="list-style-type: none"> Request Letter Photocopy of Business Permit 		<ul style="list-style-type: none"> Client BPLO 		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
Submit Requirements for Request	1.1 Receive Request	None	2 minutes	Admin Aide
	1.2 Approve Request	None	5 minutes	GSO Head
2. Receive Acknowledgement of receipt and Approved Request	2. Release Acknowledgement of receipt and approve Request	None	2 minutes	Admin Aide
	TOTAL	None	9 minutes	