



Internal/External

2. SERVICENAME: INTEGRATED PEST MANAGEMENT

Description of the Service: Integrated Pest Management is an ecological – based strategy in the management and prevention of pest and conserve beneficial predators and parasites and Crop Insurance

Office or Division:	CITY AGRICULTURE OFFICE			
Classification:	SIMPLE			
Type of Transaction:	G2C (GOVERNMENT TO CLIENT)			
Who may avail:	FARMERS			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Farmers request for schedule		City Agriculture Office		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Sign in the client log book in the office	Give the Logbook to the Client	NONE	2 minutes	Administrative Staff
2. Request of recommendation for field validation	Endorse to technical staff concern and discuss client's concern and conduct field validation to assess and recommend appropriate action	NONE	1 hour	City Agriculturist



3. For insurance	crop	Receive PCIC Application form for submission to PCIC, Tuguegarao.	NONE for crop 100 for Personal Insurance	10 – 15 minutes	Agricultural Extension Worker
TOTAL				1 hour & 2 minutes	