



**Internal/External**

**8. SERVICENAME: ISSUANCE OF TRANSPORT CERTIFICATION OF FISHERY PRODUCTION**

**Description of the Service:** Inspection of Yellow Eel (Kiwet) and complete documents of the Fisherfolk owner before the Issuance of Transport Certificate Fishery Production

<b>Office or Division:</b>	CITY AGRICULTURE OFFICE
<b>Classification:</b>	SIMPLE
<b>Type of Transaction:</b>	G2C (GOVERNMENT TO CLIENT)
<b>Who may avail:</b>	FISHERFOLKS

<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
<b>Permit To Transport</b>		<b>BFAR R02</b>		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Sign in the client log book in the office	Give the Logbook to the Client	NONE	2 minutes	Administrative Staff
2. Submit the required documents	Received and verify the documents and check for the completeness  Release of certification signed by City Agriculturist	NONE	3 minutes	Fishery Technician



		NONE	5 minutes	City Agriculturist
TOTAL			<b>10 minutes</b>	