



## 47. ISSUANCE OF FRUIT TREE PLANTING CERTIFICATION AS REQUIREMENT FOR MARRIAGE

<b>Office or Division:</b>	OFFICE OF THE MUNICIPAL AGRICULTURIST			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C – Government to Citizen			
<b>Who May Avail:</b>	Applicants for Marriage			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
BFARMC Certification		BFARMC		
Barangay Clearance		Barangay Local Government Unit concerned		
Official Receipt		Office of the Municipal Treasurer		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Registers on logbook	Conducts counselling on tree planting and home management practices	none	5 minutes	Ruby M. Murchante
2. Plants 2 selected fruit tree seedlings	Inspects the planted fruit tree seedlings	none	within 1 day after the provision of schedule	Bernanrd Mariano/ Maximo F. Famaran/ Dorothy M. Tignero/ Benjie P. Catajay
	Issues the fruit tree certification	none	5 minutes	Ruby M. Murchante Municipal Agriculturist
	Releases the fruit tree certification	none	2 minutes	M Bernanrd Mariano/ Maximo F. Famaran/ Dorothy M. Tignero/ Benjie P. Catajay
3. Receives/claims the fruit tree certification	-end of transaction-			
<b>TOTAL</b>		<b>none</b>	<b>1 day and 2 minutes after the provision of schedule</b>	