

1. SERVICE NAME : ANIMAL HEALTH SERVICES
 SERVICE INFORMATION : The CVO conducts animal immunization, treatment, deworming, technical advice and issuance of veterinary health certificate to farmers, livestock traders and pet owners.

OFFICE	: CITY VETERINARY OFFICE
CLASSIFICATION	: SIMPLE
TYPE OF TRANSACTION	: GOVERNMENT TO CITIZEN
WHO MAY AVAIL	: ALL CANDON CITY RESIDENTS

CLIENT STEPS	AGENCY ACTIONS	FEES	PROCESSING TIME	PERSON RESPONDENT
Approach Office Personnel and request for the Service				
A.) IMMUNIZATION/ VACCINATION	Schedule the date of vaccination	None	1-3 days	Gener F. Alvaro Michael Angelo W. Casiño Marco T. Gacoscos
B.) TREATMENT	Evaluate and do treatment (ASAP)	None		No Veterinarian
C.) DEWORMING	Schedule the time of deworming	None	1-3 hrs.	Gener F. Alvaro Michael Angelo W. Casiño Marco T. Gacoscos
D.) CONSULTATION	Evaluate and make advice (No veterinarian)	None	10 minutes	Gener F. Alvaro Michael Angelo W. Casiño
E.) ISSUANCE OF VETERINARY HEALTH CERTIFICATE	Inspect the animals/ evaluate documents	Ph. 80.00	5 minutes	No Veterinarian

2. SERVICE NAME : ANIMAL PRODUCTION SERVICE
 SERVICE INFORMATION : The CVO conducts artificial insemination in large cattle, castration, technical advice and conducts Farmers Livestock School.

OFFICE	: CITY VETERINARY OFFICE
CLASSIFICATION	: SIMPLE/COMPLEX
TYPE OF TRANSACTION	: GOVERNMENT TO CITIZEN
WHO MAY AVAIL	: ALL CANDON CITY RESIDENTS

CLIENT STEPS	AGENCY ACTIONS	FEES	PROCESSING TIME	PERSON RESPONDENT
Approach Office Personnel and request for the Service				
A.) ARTIFICIAL INSEMINATION	Evaluate/give instruction to client	None	3-4 hours	Gener F. Alvaro
B.) CASTRATION	Schedule the date and time	Depends on the drugs used	1 hour	Gener F. Alvaro Michael Angelo W. Casiño Marco T. Gacoscos Edward Lopez

C.) Consultation	Evaluate and give technical advice	None	10 minutes	Gener F. Alavro Michael Angelo W. Casiño Marco T. Gacoscos Edward Lopez
D.) FARMER LIVESTOCK SCHOOL	Evaluate farmers	None	4 hours a week (25 weeks)	Michael Angelo W. Casiño

3. SERVICE NAME : SLAUGHTERHOUSE SERVICES
SERVICE INFORMATION : Slaughterhouse services cover slaughtering, inspection of meat/meat by products at the abattoir for the production insuring the production of wholesome and safe meat for the consumers.

OFFICE	: OFFICE OF THE CITY VETERINARIAN
CLASSIFICATION	: SIMPLE
TYPE OF TRANSACTION	: GOVERNMENT TO CITIZEN
WHO MAY AVAIL	: ALL CANDON CITY LIVESTOCK TRADERS AND CITIZEN