

62. CERTIFICATE OF BRAND REGISTRATION FOR LARGE ANIMALS (COW, CARABAO, HORSE)

DESCRIPTION of the SERVICE :

Registration of brand ownership as per provisions of Sec. 515 of Administrative Code

REQUIREMENTS :

- * Owner's brand
- * Res. Certificate of the owner

FEE :

- * Php 100.00

PROCEDURE :

STEPS	PROCESSING/ RESPONSE TIME	PERSON-IN-CHARGE
1. Receives the information regarding the registration	7 minutes	LARRY TOLEDO <i>Revenue Coll. Clerk II</i>
2. Processes the Certificate of Brand Registration	15 minutes	LARRY TOLEDO <i>Revenue Coll. Clerk II</i> SAM COMIA <i>Asst. City Veterinarian</i>
3. Client pays the necessary fees		
4. Prepares Certificate of Brand Registration	10 minutes	LARRY TOLEDO <i>Revenue Coll. Clerk II</i>
5. Issues the Certificate of Brand Registration	7 minutes	Dr. ROGELIO MENDOZA <i>City Veterinarian/</i> SAM COMIA <i>Asst. City Veterinarian</i>