

7. BIOLOGICAL CONTROL AGENTS/ PLANT DIAGNOSIS

The Regional Crop Protection Center (RCPC) is a hub for Pest forecasting, pest advisory and early warning system for existing and emerging crop pests and diseases as well as to promote the usage of bio control agents in optimizing production of the region's major commodities.

The center will also serve as a diagnostic clinic for pests and diseases to provide recommendation for its control and management.

Schedule of availability of Services

Monday to Friday 8:00 A.M. – 5:00 P.M.

Office or Division:	REGIONAL CROP PROTECTION CENTER			
Classification:	COMPLEX			
Type of Transaction:	G2G – Government to Government G2C – Government to Client G2B – Government to Business			
Who may avail:	<ul style="list-style-type: none"> • Farmers • LGUs • Students • Stakeholders • Other walk-in Clients 			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
Biological Control Agents ▪ Reservation of at least two (2) weeks before pick-up of Biological Control Agents		c/o Requisitioner		
Plant Disease Diagnosis ▪ Freshly collect disease sample (s)		c/o Requisitioner		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Make reservation thru letter request/ radio message/ text message/ phone call/ personal visit	Step 1.1: Record reservation	Free	5 minutes	ACC II/ RCPC Staff
	Step 1.2: Provide updates to client on the status of the request.		5 minutes	ACC II/ RCPC Staff
	Step 1.3: Prepare the requested Buicon Agent. Once ready, inform the client for collection			

2. Collect Biocon Agent	Step 2.1: Log, hand-out feedback form and release Biocon Agent		10 minutes	ACC II/ RCPC Staff
3. Submit fill-out feedback form	Step 3.1 Collect and file feedback form		5 minutes	Record Custodian RCPC
TOTAL			25 minutes	

FOR PLANT DISEASE DIAGNOSIS

CLIENT STEPS	AGENCY ACTIONS	FEEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit sample for diagnosis	Step 1.1 Receive samples and have the client log in the registry log book	Free	2 minutes	RCPC Staff
	Step 1.2 Interview client and assign accession number of sample		15 minutes	RCPC Staff
	Step 1.3 Isolate Sample		15 minutes	RCPC Staff
	Step 1.4: Incubate Isolation Plates		4 days	RCPC Staff
	Step 1.5: Conduct microscopic examination on plates		30 minutes	RCPC Staff
	Step 1.6: Purify and identify organism		30 minutes	RCPC Staff
	Step 1.7: Prepare and sign results(action taken, findings and recommendation)		15 minutes	RCPC Staff

	Step 1.8: Sign result for approval		5 minutes	RCPC Staff
	Step 1.9: Inform client thru SMS or call for result collection.		5 minutes	RCPC Staff
2. Collect result	Step 2.1: Log, hand-out feedback form and release result		5 minutes	RCPC Staff
3. Submit filled out feedback form	Step 3.1: File accomplished feedback form		5 minutes	RCPC Staff
TOTAL			4 days, 2 hours and 7 minutes	