

1. PROVISION OF PRODUCTION SUPPORT SERVICES (EXPANDED HYBRID RICE PRODUCTION)

To promote the utilization of hybrid rice in irrigated areas and boost farm productivity. The Program includes the provision of hybrid rice seeds along with inorganic fertilizer.

Schedule of availability of Services

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

Office or Division:	RICE PROGRAM			
Classification:	SIMPLE			
Type of Transaction:	G2G – Government to Government G2C – Government to Client			
Who may avail:	<p>Individual Rice Farmer – must be enrolled in the Farmers and Fisherfolks Registration System thru the Registry System for Basic Sector in Agriculture (RSBSA) data gathering.</p> <p>Rice Farmers Group – must be an active Irrigators' Association, Farmers' Association, and Farmers' Organization duly registered with SEC/DOLE/CDA/DSWD accredited.</p>			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. Letter of Intent		Requisitioner		
2. Proposed List of beneficiaries with corresponding area, certificate of registration, Enrolled in Rice Crop Manager (RCM) Advisory System		Concerned LGUs		
3. Endorsement from the Municipal Agriculture Office		Concerned Municipal Agriculture Office		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Individual Farmer, IA's, FA's FO's, signifies intention to avail the service by submission of the documents required.	Step 1.1: Review & Assess the submitted requirements	FREE	30 minutes	Rice Program Personnel

	Step 1.2: If Approved: Issuance of Withdrawal Slip for Hybrid Rice Seeds	FREE	10 minutes	Rice Program Personnel
2. Proceed to designated Warehouse/ Storage Facility	Step 2.1: Releasing of Requested Hybrid Rice Seeds	FREE	10 minutes	Rice Program Personnel
TOTAL			50 Minutes	

2. PROVISION OF PRODUCTION SUPPORT SERVICES (EXPANDED INBRED RICE PRODUCTION)

To promote the utilization of inbred rice in irrigated areas and boost farm productivity. The Program includes the provision of inbred rice seeds along with inorganic fertilizer.

Schedule of availability of Services

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

Office or Division:	RICE PROGRAM			
Classification:	SIMPLE			
Type of Transaction:	G2G – Government to Government G2C – Government to Client			
Who may avail:	<p>Individual Rice Farmer – must be enrolled in the Farmers and Fisherfolks Registration System thru the Registry System for Basic Sector in Agriculture (RSBSA) data gathering.</p> <p>Rice Farmers Group – must be an active Irrigators' Association, Farmers' Association, and Farmers' Organization duly registered with SEC/DOLE/CDA/DSWD accredited.</p>			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. Letter of Intent		Requisitioner		
2. Proposed List of beneficiaries with corresponding area, certificate of registration, Enrolled in Rice Crop Manager (RCM) Advisory System		Concerned LGUs		
3. Endorsement from the Municipal Agriculture Office		Concerned Municipal Agriculture Office		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
3. Individual Farmer, IA's, FA's FO's, signifies intention to avail the service by submission of the documents required.	Step 1.1: Review & Assess the submitted requirements	FREE	30 minutes	Rice Program Personnel

	Step 1.2: f Approved: Issuance of Withdrawal Slip for Hybrid Rice Seeds	FREE	10 minutes	Rice Program Personnel
4. Proceed to designated Warehouse/ Storage Facility	Step 2.1: Releasing of Requested Hybrid Rice Seeds	FREE	10 minutes	Rice Program Personnel
TOTAL			50 Minutes	

3. PROVISION OF PRODUCTION SUPPORT SERVICES (BUFFER SEEDS STOCKING PROGRAM)

To ensure the availability of High Quality Rice Seeds that can be accessed by the Farmers in items of calamities and unforeseen events affecting rice production. The program aims to store up to 10% of the total seed requirement as Seed Buffer Stock. This also aims to enhance partnership among the government, established seed growers and other public or private entities on the provision of high quality seeds to rice farmers.

Schedule of availability of Services

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

Office or Division:	RICE PROGRAM			
Classification:	COMPLEX			
Type of Transaction:	G2G – Government to Government			
Who may avail:	Individual Farmers, Registered Irrigators Association (IAs), Farmers Association (FAs), Upland Farmers Organization (UFOs), Peoples Organization (POs) and Non-Government Organization (NGOs) who were affected by calamities coursed thru concerned LGUs.			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. List of Rice Farmers <i>indicating the following:</i> <ul style="list-style-type: none"> ▪ Intensity of damage ▪ Stage of crop 		Requisitioner		
2. Endorsement from the Municipal Agriculture Office		Concerned Municipal Agriculture Office		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Local Government Units (LGUs) through the Municipal Agriculture Office signifies intention to avail the service by submission of the documents required	Step 1.1: Review & Assess the submitted requirements and finalize the list of Eligible Farmer beneficiary	FREE	1 day	DRRM Focal Person & Rice Program Personnel

	Step 1.2: Site Validation & Preparation of Validation Report	FREE	1-2 days (maximum)	DRRM Focal Person & Rice Program Personnel
	Step 1.3: Finalized the Allocation per Municipality	FREE	1 day	Rice Program Coordinator
2. Follow up the Final Allocation	Step 2.1: If Approved: Issuance of Withdrawal Slip for Inbred Rice Seeds Schedule the dates on withdrawal and delivery of rehab seeds	FREE	10 minutes	Rice Program Personnel
3. Proceed to designated Warehouse/ Storage Facility	Step 3.1: Releasing of Requested Rehab Seeds	FREE	10 minutes	Rice Program Personnel
TOTAL			4 days and 20 minutes	

4. PROVISION OF PRODUCTION SUPPORT SERVICES (LOCATION SPECIFIC INTERVENTIONS)

The provision of location specific interventions such as soil ameliorants, foliar fertilizers, bactericides, fungicides and rodenticides are essential in achieving the target yield increments for specific locations. The program also aims to reduce the potential losses in the field due to the infestation of pest.

Schedule of availability of Services

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

Office or Division:	RICE PROGRAM			
Classification:	SIMPLE			
Type of Transaction:	G2G – Government to Government			
Who may avail:	Individual Farmers, Registered Irrigators Association (IAs), Farmers Association (FAs), Upland Farmers Organization (UFOs), Peoples Organization (POs) and Non-Government Organization (NGOs) coursed thru Local Government Units (LGUs).			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. Letter of Intent		Requisitioner		
2. Proposed List of Beneficiaries		Concerned Municipal Agriculture Office		
3. Endorsement from the Municipal Agriculture Office		Concerned Municipal Agriculture Office		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Individual Farmer, IA's, FA's FO's, through the Local Government Units (LGUs) signifies intention to avail the service by submission of the documents required	Step 1.1: Review & Assess the submitted requirements	FREE	30 minutes	Rice Program Personnel
	Step 1.2: If Approved: Issuance	FREE	10 minutes	Rice Program

	of Withdrawal Slip for the Intervention			Coordinator
2. Proceed to designated Warehouse/ Storage Facility	Step 2.1: Releasing of Requested Rehab Seeds	FREE	10 minutes	Rice Program Personnel
TOTAL			50 minutes	