

## 17. ISSUANCE OF VETERINARY HEALTH CERTIFICATE

This service provides veterinary health certificate to regulate, control and secure the transport of animals to other places.

### Schedule of Availability of Service

Monday to Friday - 8:00 AM to 5:00 PM

<b>Office or Division:</b>	<b>TRENTO RESEARCH AND EXPERIMENT STATION</b>			
<b>Classification:</b>	SIMPLE			
<b>Type of Transaction:</b>	G2C – Government to Client			
<b>Who may avail:</b>	Farmers, Students, and any walk-in clients			
<b>CHECKLIST OF EQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
1. Barangay Certification 2. Avian Flu Test Results (for poultry animals)		C/o Requisitioner		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Register in the logbook	<b>Step 1.1:</b> Assist client in registering the logbook	None	2 minutes	SRS II/ ACC III
2. Submit the required documents	<b>Step 2.1:</b> Receive/assess/verify the submitted documents for evaluation	None	10 minutes	ACC III
	<b>Step 2.2:</b> Prepare the Veterinary Health Certificate	None	10 minutes	ACC III
3. Receive the requested Certificate	<b>Step 3.1:</b> Assist in filling –up the CSF	None	5 minutes	SRS II/ ACC III
<b>TOTAL</b>			<b>27 Minutes</b>	