

Provision of Technical Assistance to Barangays

The Municipal Budget Officer provides technical assistance to Barangay Officials in the preparation of their Budget.

Office or Division:	Municipal Budget Office			
Classification:	Simple			
Type of Transaction:	Government to Client			
Who may avail:	Barangay Officials			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
None			none	
CLIENT STEPS	AGENCY ACTIONS	FEEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Approach Mun. Budget Officer and state your purpose	1. Present the records being referred to regarding their budget 1.1 Assist the Barangay Official regarding their budgets & issues on realignment, etc.	none	30 min	Mun. Budget Officer Budget Office
	TOTAL		30 min	