

# Provision of Seedlings

Seedlings can be availed of for free from the Agriculture Office by any Burgos residents or non-residents who have land properties located in the Municipality to help in maintaining the ecosystem and to increase food production.

<b>Office or Division:</b>	Office of Agriculture			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C-Government to Client			
<b>Who may avail:</b>	All Residents or non-residents who have land properties located in the Municipality of Burgos, La Union			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
None		None		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCES SING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Approach any of the staff and state purpose of visit	1. Assist client and ask purpose of visit	None	3 minutes	<b>Bryan Aromin or Ofelia Llarenas</b> <i>Agricultural Technologist</i>  <b>Florina P. Delos Reyes M.A.O.</b>  <i>Agriculture's Office</i>
2. Register on Logbook and receive seedlings	2. Check availability and give seedlings to client 2.1 Request client to register on Logbook	None	5 minutes	<b>Bryan Aromin or Ofelia Llarenas</b> <i>Agricultural Technologist</i> <b>Florina P. Delos Reyes</b> <i>M.A.O.</i> <i>Agriculture's Office</i>
<b>TOTAL</b>		None	8 minutes	