



## Accessing Technical Assistance on Crop Production and Budget Preparation

### ABOUT THE SERVICE

Agricultural Technologists (ATs) fielded in the agricultural barangays of the City can answer client queries regarding:

- Farm plan and budget preparation
- Seed selection
- Pest management
- Irrigation management
- Post-harvest facilities
- Technical information
- Women and youth development
- Technology transfer and demonstrative trail

<b>Department / Office:</b>		<b>CITY AGRICULTURE OFFICE</b>		
<b>Classification:</b>		Simple		
<b>Type of Transaction:</b>		G2C - Government to Citizens		
<b>Who may avail</b>		All		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
none				
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Approach the AT assigned to the barangay. At City Hall, the farmer may approach the CAgO Officer-of-the-day.		P		
2. Sign the client logbook, clearly printing your name and address.				
	3. The AT or Officer-of-the-day receives the inquiry and provides information and/or technical assistance		15 minutes	The CAgO Officer-of-the day at City Hall  The Agricultural Technologist (AT) assigned to the Barangay
<b>TOTAL</b>		P	15 minutes	

### CITY AGRICULTURE OFFICE

City Hall Complex, J. Miranda Avenue, Concepcion Pequeña, Naga City

For more information, please contact:

Maria Edna B. Bongalonta, City Government Department Head I / City Agriculturist

Tel. No. (054) 2052980 local 3190

E-mail: [cagonaga@gmail.com](mailto:cagonaga@gmail.com)