



Securing Compliance Certificate for Public Utility Vehicles for Franchise Renewal

ABOUT THE SERVICE

All public utility tricycles are required to undergo sound level test and trash bin inspection before the issuance of franchise from the City Government of Naga

Department / Office:		CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE		
Classification:		Simple		
Type of Transaction:		G2C - Government to Citizens G2B - Government to Businesses		
Who may avail		Owner of Public Utility Vehicles		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
• Endorsement from the Sangguniang Panlungsod		• Sangguniang Panlungsod Secretariat		
• Sound level test of the engine (80 decibels and below)		• City Environment and Natural Resources Office		
• Trash bin				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit the inspection report from the PSO			2 minutes	PAME M. LABRADOR Administrative Aide I
	2. Inspection and physical assessment of the unit's engine and trash bin		5 minutes	EDGARDO S. PEÑA Inspector ROBERTO SANCHEZ, JR. Inspector
3. Payment of Inspection Fee Proceed to the City Treasurer's Office to pay the required amount and ask for an official receipt		P 100.00	5 minutes	Local Revenue Collection Officer CITY TREASURER'S OFFICE
	4. Recording of official receipt of certification		2 minutes	PAME M. LABRADOR Administrative Aide I
	5. Preparation of Compliance Certificate		5 minutes	JAYSON VARGAS OIC PWMD
	6. Approval / Issuance of certificate		2 minutes	ENGR. ALEXANDER N. CANING City ENRO
TOTAL		P 100.00	21 minutes	



CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Room 115, Multi-Purpose Bldg., City Hall Complex, J. Miranda Ave., Concepcion Pequeña, Naga City

Pequeña, Naga City

For more information, please contact:

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