



Availing of the Livelihood Program

ABOUT THE SERVICE

Daily living services – in response to the growing demands of our constituents, RCB's newest massage therapy clinic, is situated at Gazebo Plaza Rizal Naga City. Through **Mayor NELSON S. LEGACION**, massage center is being managed by the Naga City Visually Impaired Association (NACIVIA). This is a concrete example of one of our Livelihood Programs.

NOTE:

The center also caters to daily living services to promote the integration of the visually impaired to sighted community.

- a.) Assisting them in transporting to different offices of LGU-NAGA
- b.) Assisting them in the purchase of their basic commodities, etc.
- c.) Facilitating and assisting transportation – conveyance to and from.

Department / Office:		RESOURCE CENTER FOR THE BLIND		
Classification:		Complex		
Type of Transaction:		G2C - Government to Citizens		
Who may avail		Visually Impaired Persons		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
• Letter Request				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit letter report to concerned personnel.	2. The request then will be evaluated. If viable, the center will then propose the project to the Mayor.	P	3 minutes	TERESITA M. DOMER Senior Administrative Assistant I (Officer-in-Charge)
	3. Dissemination of the approved letter to all people concerned.		1 to 2 days	MARK BOY I. TESORERO Administrative Aide I (Casual)
	4. Implementation of project		½ or 1day	MARK BOY I. TESORERO Administrative Aide I (Casual) FELIX P. CHAVEZ, II Administrative Aide I (Casual) JOSEPH M. BAUTISTA Administrative Aide I (Casual) TERESITA M. DOMER Senior Administrative



				Assistant I (Officer-in- Charge)
		TOTAL	P	3 days and 3 minutes

RESOURCE CENTER FOR THE BLIND

G/F Raul S. Roco Library Bldg., City Hall Complex, J. Miranda Avenue, Concepcion Pequeña, Naga City

For more information, please contact:

Teresita M. Domer, Senior Administrative Assistant I (Officer-in-Charge)

Tel. Nos. 205-2980 Loc. 3150

Email: rcbnaga@gmail.com