



Issuance of BCS Certification on Registered Stallholders

ABOUT THE SERVICE

Certification is being issued to all registered stallholders operating at the Bicol Central Station for record and reference purposes as a requirement for loan application and/or telephone or water installation.

Department / Office:		BICOL CENTRAL STATION		
Classification:		Simple		
Type of Transaction:		G2B - Government to Businesses		
Who may avail		BCS Stallholders		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
none				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Request for Certification. Approach the Admin Division for request of Certification.			1 minute	JHONA M. LANDICHO Administrative Aide I (Casual)
	2. Verification of Records		1 minute	
	3. Issuance of Certificate. Admin Division then issues the certification duly signed by the BCS Terminal Manager		1 minute	RODERICK D. REFORSADO BCS Terminal Manager
TOTAL			4 minutes	

BICOL CENTRAL STATION

Ninoy-Cory Aquino Ave., Barangay Triangulo, Naga City

For more information, please contact:

Roderick D. Reforsado, Supervising Administrative Officer / Terminal Manager

Tel. No. 871-5543

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Email: