

Branding of Large Cattle

Office or Division:	Municipal Treasury Office			
Classification:	Simple			
Type of Transaction:	Government to Citizen			
Who may avail:	Large Cattle Owners of Reina Mercedes, Isabela			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Barangay Certification		Resident Barangay		
Affidavit of Loss (For Reconstruction)		Public Notary		
Verification Conducted by PNP		PNP – Reina Mercedes, Isabela		
Certification Issued by Meat Inspector (For Slaughter Purposes)		Meat Inspector		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit the necessary documents	1. Receive and verify the documents 1.1. Brand the large cattle	None	5 Minutes	Administrative Aide / Municipal Treasury Office
2. Pay the required fee	2. Accept payment and issue official receipt	₱ 5.00	5 Minutes	Administrative Aide / Municipal Treasury Office
TOTAL			10 Minutes	