

1. Issuance of Paupers Burial Assistance

Pauper's Burial Assistance is provided by the office to the less fortunate individuals within the province.

Office or Division:	Provincial Governor's Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen; G2B – Government to Business; G2G – Government to Government			
Who may avail:	All			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Copy of Registered Death Certificate (2 Photocopy) 2. Barangay Certificate of Indigency (1 Original and 1 photocopy) 3. Claimant's Valid ID Note: Address is within Davao del Norte		1. Civil Registrar (Place of Death) 2. Barangay Residency of the deceased person 3. Any Government Institution issued		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Present the complete requirements	1.1 Check the requirements and verifies the ID of the claimant	None	2 minutes	<i>Officer of the Day Burial Section</i>
	1.2 Fill-up referral form signed by the burial-in-charge	None	2 minutes	<i>Officer of the Day Burial Section</i>
	1.3 Released accomplished referral form to client then endorse it at PSWDO	None	1 minute	<i>Officer of the Day Burial Section</i>
TOTAL:			5 minutes	