

### 3. Availment of Biopesticides

In order to promote Organic Agriculture, the Provincial Agriculturist's Office provides a full range of concoctions that can be used as an alternative to synthetic fertilizers and pesticides.

<b>Office or Division:</b>		Provincial Agriculturist's Office – Research and Agricultural Support Services Division		
<b>Classification:</b>		Simple		
<b>Type of Transaction:</b>		G2C		
<b>Who may avail:</b>		All		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
1. Order Slip (1 original)		Laboratory Technician for desired commodity		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Approach the Public Assistance Desk and sign the logbook	Refers the client to Laboratory Technician / In charge		2 minutes	<i>Admin Aide VI: ATSD</i>
2. Approach Laboratory Technician / In charge	Interview and gather clients' information and inquiry  If requested product is not available, advise client on the schedule of availability		5 minutes	<i>Lab. Technician / In Charge RASSD</i>
3. Fill up logbook	If the requested product is available, issue withdrawal or order slip for payment		3 minutes	<i>Lab. Technician / In Charge RASSD</i>
4. Submit Order slip for payment	Receive payment and issue Official Receipt  If OR is not available Lab Technician proceeds to Treasurer's Office for payment	Per Liter OHN=P100.00 FFJ= P 50.00 FPJ= P 20.00 Vermitea = P 20.00 Liquid Trichoderma Solution = P 100.00	5 minutes  15 minutes	<i>Admin Officer V ATSD</i>  <i>Lab. Technician / In Charge RASSD</i>

<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEEES TO BE PAID</b>	<b>PROCESS ING TIME</b>	<b>PERSON RESPONSIBLE</b>
5. Show OR to Lab In charge	Release product		*10minutes	<i>Lab. Technician / In Charge</i> RASSD
<b>TOTAL:</b>		-	<b>40 min.</b>	

\* depends on the quantity of product for release  
Prices based on PTO No. 2016-001 (Revenue Code)