



### 3. Soil Sampling

**Brief Description:** The nutrient content of the soil is determined to help in identifying the amount of inputs needed to improve the productivity of the area. There is a proper procedure in collecting samples to be submitted to soil laboratories so that the results will be accurate to the actual status of the production area.

**Office / Division:** Office of the Provincial Agriculturist / Crop Development Division

**Classification:** Simple

**Type of Transaction:** G2C - Government to Citizen

**Who may avail:** Farmers of Bataan

CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Request slip (1 original copy)		OPA-Crops Development Division		
CLIENTS STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submits request to the Office of the Provincial Agriculturist	1.1. Receives request and assign appropriate personnel to assist in soil sampling	None	5 minutes	<i>Agriculturist I Crop Development Division</i>
None	1.2. Coordinates with the municipal counterpart client for scheduling of soil sampling	None	30 minutes	<i>Agriculturist I Crop Development Division</i>
None	c. Prepares tools for soil sampling	None	30 minutes	<i>Agriculturist I Crop Development Division</i>
None	1.3. Collects and organizes the soil samples  *end of the transaction if client will submit the soil sample to the regional soils laboratory	None	4 hours	<i>Agriculturist I Crop Development Division</i>
2. Submit soil sample to regional soils laboratory for analysis  *client may opt to do the submission or ask the assistance of the OPA	2.1. Submit soil sample to regional soils laboratory for analysis	None	2 hours	<i>Agriculturist I Crop Development Division</i>
None	2.2. Receives results of soil analysis	None	5 minutes	<i>Agriculturist I Crop Development Division</i>
3. Receives results of soil analysis	3. sends results of soil analysis to client	None	5 minutes	<i>Agriculturist I Crop Development Division</i>
<b>TOTAL:</b>			<b>7 hours, 15 minutes</b>	