



## 1. Water Laboratory

Water laboratory test for all households, water refilling stations and other water sources

<b>Office or Division:</b>	Office of the Provincial Health Officer/ Health Service Delivery Division
<b>Classification:</b>	Simple
<b>Type of Transaction:</b>	G2C - Government to Citizen / G2G - Government to Government
<b>Who may avail:</b>	ALL

CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Water sample from the client (1 bottle)		PHO Technical Room		
CLIENTS STEPS	AGENCY ACTION	FEES TO BE PAID	PRO-CESSING TIME	PERSON RESPONSIBLE
1. Asks for the water analysis request	1. Issues requests for water analysis	None	2 minutes	<i>Medical Technologist II</i> Health Service Delivery Division
2. Receives order of payment	2. Prepares order of payment and gives to client	None	2 minutes	<i>Medical Technologist II</i> Health Service Delivery Division
3. Pays for water analysis	3. Receives payment from client	PHP 400	2 minutes	<i>Administrative Assistant II</i> Health Service Delivery Division
4. Takes the OR from PHO	4. Issues Official Receipt to the client	None	2 minutes	<i>Administrative Assistant II</i> Health Service Delivery Division
5. Presents OR to in charge for issuance of sample bottle	5. Issuances of sample bottle(s); instruct clients for proper collection	None	2 minutes	<i>Medical Technologist II</i> Health Service Delivery Division
6. Submits sample(s) together with the request form	6. Receives samples from the client	None	2 minutes	<i>Medical Technologist II</i> Health Service Delivery Division
7. Waits for the instruction for the next issuance of result	7. Instructs the client for the Issuance of Result(s) every Wednesday of the	None	2 minutes	<i>Medical Technologist II</i> Health Service Delivery Division
<b>TOTAL:</b>		<b>PHP 400</b>	<b>14 minutes</b>	