



Republic of Philippines  
**MUNICIPALITY OF BAYAMBANG**  
 Province of Pangasinan

**ISSUANCE OF ELECTRICAL PERMIT**  
**(At the Engineering Office)**

Requirements to be submitted by Clients:

- a. Residence Certificate (Cedula)
- b. Barangay Clearance

**HOW TO AVAIL OF THE SERVICE**

STEP	WHAT THE CLIENT SHOULD DO	WHAT THE OFFICE SHALL DO AND SERVICE TIME	PERSON IN CHARGE
1	Submit all the requirements.	Check the requirements and if found the complete, issue Electrical Permit Form.	Engr. Eddie Melicorio Engr. Jojo de Guzman
2	Fill out the Electrical Permit Form and secure Electrical Plan from a Licensed Electrical Engineer.		Licensed Electrical Engineer
3	Go back to the Engineering Department with the Electrical Permit Form and Electrical Sketch Plan.	Conduct site inspection.	Joel M. Chua Engr. Jojo de Guzman Roger Ulanday, Jr.
4	Proceed to the Treasury Office and pay the assessment dues and obligation.	Accept payments and issue Official Receipt.	Municipal Treasury Office
5	Go back to the Engineering Department with the Official Receipt.	Approve the permit, give copy to the applicant and retain copy for file.	Engr. Eddie Melicorio Engr. Jojo de Guzman Beverly T. Fernandez
<b>TOTAL SERVICE TIME PER CLIENT 2 Days</b>			
<b>END OF TRANSACTION</b>			



**8 KILOMETERS**  
**THE LONGEST BARBECUE**  
 Bayambang, Pangasinan, Philippines  
 April 4, 2014