



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

**APPLICATION FOR IDENTIFICATION CARD FOR SENIOR CITIZENS, SOLO PARENTS AND PERSONS WITH DISABILITY (PWD)**

(At the Municipal Social Welfare and Development Office)

Requirements to be submitted by the Client:

- For PWD: 1 pc. 1x1 ID picture / Medical Certificate
- For SC: 1 pc 1x1 ID picture / Birth Certificate
- For Solo Parent: 1 pc. 1x1 ID picture

**HOW TO AVAIL OF THE SERVICE**

WHAT THE CLIENTS SHOULD DO	WHAT THE OFFICE SHALL DO AND SERVICE TIME	PERSON IN CHARGE
Fill out application form.	Assist client in filling out the form. <b>10 mins</b>	Johnson Abalos-PWD Julita Doster-SC Teresita Ferrer-SP
Wait for the release of the ID (weekly).	Prepare ID cards for mayor's signature. <b>5 mins.</b>	Johnson Abalos- PWD Julita Doster-SC Teresita Ferrer-SP
Acknowledge receipt of ID by signing the release logbook.	Record and release ID cards. <b>5 min.</b>	Johnson Abalos Julita Doster Teresita Ferrer
<b>TOTAL SERVICE TIME PER CLIENT 20 mins.</b>		
<b>END OF TRANSACTION</b>		



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