

7. Issuance of Official receipt (O.R) in payment of Police Blotter Extraction

Republic Act 6975 entitled An Act Establishing the Philippine National Police under a reorganized Department of Interior and Local Government and Other Purposes as amended by RA 8551 Philippine National Police Reform and Reorganization Act of 1998 and further amended by RA 9708. The Philippine National Police or PNP is the national police force of the Republic of the Philippines. The Municipal Treasurer's Office is the right agency to accept payments and issue official receipts in payment of police blotter extraction fee.

Office or Division:	Municipal Treasurer's Office			
Classification:	Simple Transaction			
Type of Transaction:	G2C-Government to Client			
Who may avail:	All Transacting Public of Tagoloan Misamis Oriental			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
PAYMENT ORDER SLIP			Philippine National Police Municipal Police Station Tagoloan, Misamis Oriental	
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Present payment order slip to frontline personnel	1. Receive the data payment Order slip and check for completeness	NONE	5 Minutes	<i>Revenue Collectors</i>
2. Pay required fees	Accepts payment	130.00	5 Minutes	<i>Revenue Collectors</i>
3. Receive Official Receipts	Issue Official Receipts	NONE	5 Minutes	<i>Revenue Collectors</i>
Accomplish the Client Satisfaction Survey and drop it to the feedbox box	Request clients accomplish satisfaction survey			
			TOTAL	15 MINUTES