

## 9. Request for Reconnection of Water

Water supply line will be automatically be reconnected once concessionaires have settled their obligations and have paid for the reconnection fee.

<b>Office or Division:</b>	Municipal Economic Enterprise Development Office – Tagoloan Water & Sanitation System			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C - Government to Citizen			
<b>Who may avail:</b>	Citizen of Barangay Sta. Ana & Barangay Casinglot			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
NONE				
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Pay unsettled account	1. Receive payment & issue official receipt.  1.2 Contact technical team for the reconnection	Inspection fee – ₱ 50.00 Reconnection fee – ₱ 100.00  (per ordinance no 73, s. 2018)	1 day	<i>Computer Operator IV (Cashier)</i> Municipal Economic Enterprise & Development Office  <i>Engineering Aide 1</i> Municipal Engineering Office
Accomplish the Client Satisfaction Survey form and drop it in the feedback box and drop it to the feedback box	Request client to accomplish Client Satisfaction Survey	none	15 minutes	<i>Process Server</i> Municipal Economic Enterprise & Development Office
<b>TOTAL:</b>		<b>₱ 150.00</b>	<b>1 Day &amp; 15 minutes</b>	