

## 6. Request for Waste Barter Schedule

This service caters the community upon the request by the barangay to set schedule of the conduct of Waste Barter activity. The Waste Barter activity aligns with the principles and objectives set forth in the Republic Act (RA) 9003, also known as the Ecological Solid Waste Management Act of 2000, which aims to promote environmentally sound waste management practices, minimize waste generation, and maximize resource recovery. Under RA 9003, waste reduction, segregation, recycling, and composting are encouraged as primary strategies for solid waste management.

Through this service, participants are encouraged to collect and segregate various types of recyclable waste, such as:

- Aluminum Can
- Plastic (HDPE)
- Plastic Bottles (PET)
- Assorted Metal
- Yero/Galvanized Iron
- Tin Cans
- Cardboard/Corrugated Cartons
- Glass Bottles

Which are then exchanged for items of value, such as groceries or even educational resources.

<b>Office or Division:</b>	Municipal Environment and Natural Resources Office	
<b>Classification:</b>	Simple	
<b>Type of Transaction:</b>	G2C – Government to Citizen G2G – Government to Government	
<b>Who may avail:</b>	All residents and government offices within the municipality of Tagoloan	
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>
Waste Barter Form (1 Original Copy)		LGU Tagoloan - Municipal Environment and Natural Resource Office (MENRO)
Letter Request (1 Original Copy)		Client

<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Submit a letter of request addressed to the Mayor.	1. Receive letter of request.	None	5 minutes	<i>Administrative Aide - 1</i> Municipal Environment and Natural Resource Office
2.Fill-up Waste Barter Form	1. Forwarded request letter and waste barter form to the Office of the Municipal Mayor.	None	20 minutes	<i>Administrative Aide - 1</i> Municipal Environment and Natural Resource Office
	2. Secure approval /endorsement letter.	None	1 day	<i>Municipal Mayor</i> Mayor's Office
	3. Set schedule for the conduct of waste barter service.	None	1 hour	<i>Municipal Environment and Natural Resource Officer</i> Municipal Environment and Natural Resource Office
3. Confirm the set scheduled.	3.1 Inform the client for the schedule of the conduct of waste barter service.	None	1 hour	<i>Municipal Environment and Natural Resource Officer</i> Municipal Environment and Natural Resource Office
4. Accomplish the CSS form and drop it in the feedback box.	4.1 Request Client to accomplish the Client's Satisfaction Survey (CSS)	None	10 min	Client will drop the Client's Satisfaction Survey (CSS) to the feedback box.
TOTAL:		None	1 day, 2 hours, & 35 minutes	