

4. Special Collection of Solid Waste Services

This service caters to the specific needs of individuals, businesses, or municipalities requiring the removal and disposal of solid waste beyond the scope of regular waste management services. This service is especially beneficial for handling bulky items, hazardous materials, or large quantities of waste that cannot be accommodated through standard waste collection processes.

Office or Division:	Municipal Environment and Natural Resources Office			
Classification:	Complex			
Type of Transaction:	G2C – Government to Citizen; G2G – Government to Government			
Who may avail:	All			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Request Letter (1 Original Copy)		Client		
Text Messages/Online Messages/Call Request		Client		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit letter request or text/call MENRO Hotline.	1.1 Receive letter request.	None	5 minutes	<i>Administrative Aide - 1</i> Municipal Environment and Natural Resource Office
	1.2 Inspect the waste to ensure proper segregation.	None	1 hour	<i>Municipal Environment and Natural Resource Officer</i> Municipal Environment and Natural Resource Office
	1.3 Estimate the volume of waste to be dispose.	None	5 minutes	<i>Municipal Environment and Natural Resource Officer</i> Municipal Environment and Natural Resource Office

	1.4 Computes the corresponding fee.	None	10 minutes	<i>Municipal Environment and Natural Resource Officer</i> Municipal Environment and Natural Resource Office
2. Pay the corresponding fees.	2. Secure Official Receipt of payment.	<p>Tipping Fee (Industrial Wastes)</p> <ul style="list-style-type: none"> • Residual Waste – ₱ 150.00 per cu.m. • Biodegradable Waste – ₱ 100.00 per cu.m. <p>Tipping Fee (Business Establishment)</p> <ul style="list-style-type: none"> • 1 sack or less ₱ 10.00 <p>Delivered by Establishment</p> <ul style="list-style-type: none"> • < 10 kg ₱ 0.50 • 10 kg - 20 kg ₱ 0.70 • > 20 kg ₱ 0.80 <p>Hauled by LGU</p> <ul style="list-style-type: none"> • < 10 kg ₱ 0.80 	30 minutes	<i>Municipal Treasurer</i> Municipal Treasurer's Office

		<ul style="list-style-type: none"> • 10 kg - 20 kg ₱ 0.90 • > 20 kg ₱ 1.00 Hauled by Barangay <ul style="list-style-type: none"> • ₱ 0.20 		
3. Present the Official Receipt to MENRO.	3.1 Photocopy the Official Receipt.	None	5 minutes	<i>Administrative Aide - 1</i> Municipal Environment and Natural Resource Office
	3.2 Collect the solid waste.	None	2 hours	<i>Administrative Aide - 1</i> Municipal Environment and Natural Resource Office
4. Accomplish the CSS form and drop it in the feedback box.	4. Request Client to accomplish the Client's Satisfaction Survey (CSS)	None	10 minutes	Client will drop the Client's Satisfaction Survey (CSS) to the feedback box.
TOTAL:		Tipping Fee (Industrial Wastes) <ul style="list-style-type: none"> • Residual Waste – ₱ 150.00 per cu.m. • Biodegradable Waste – ₱ 100.00 per cu.m. Tipping Fee (Business Establishment) <ul style="list-style-type: none"> • 1 sack or less 	4 hours & 5 minutes	

	<p>₱ 10.00</p> <p>Delivered by Establishment</p> <ul style="list-style-type: none"> • < 10 kg ₱ 0.50 • 10 kg - 20 kg ₱ 0.70 • > 20 kg ₱ 0.80 <p>Hauled by LGU</p> <ul style="list-style-type: none"> • < 10 kg ₱ 0.80 • 10 kg - 20 kg ₱ 0.90 • > 20 kg ₱ 1.00 <p>Hauled by Barangay</p> <ul style="list-style-type: none"> • ₱ 0.20 		
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