

OFFICE OF THE CITY AGRICULTURE

LOCATION	:	Human Settlement's Bldg., Hofileña Subd., Silay City
TELEPHONE NO.	:	(034) 4952788
HEAD OF OFFICE	:	Jason Benedicto
SCHEDULE OF SERVICES	:	Monday – Friday 8:00 a.m. – 5:00 p.m. and as the need arises.

PROVISION OF TECHNICAL ASSISTANCE ON RICE, CORN, FISH, AND VEGETABLE PRODUCTION

ABOUT THE SERVICE

The department provides farm inputs and technical assistance to farmer / fisher folk organizations that engage in the production of rice, corn, fish and vegetable.

WHO MAY AVAIL OF THE SERVICE

- All organized Farmers' / Fishermen Cooperatives / Associations in Silay City

REQUIREMENTS

- Letter specifying the nature of request

FEES

None

HOW TO AVAIL OF THE SERVICES

FOLLOW THESE STEPS	IT WILL TAKE YOU	PLEASE APPROACH
1. Visit the Office of the City Agriculturist and submit a letter specifying the nature of request	30 minutes	Assistant City Agriculturist
2. Field Validation (actual visitation to the site / home to gather information)	1 day	Agricultural Technologist 3 / Agriculturist II-I / Supervising Agriculturist I / Supervising Aquaculturist I
3. Actual training / orientation / release of inputs	1 day	Agricultural Technologist 3 / Agriculturist II-I / Supervising Agriculturist I / Supervising Aquaculturist I

PROVISION OF SEEDLINGS DISPERSAL / NURSERY CARE SERVICES

ABOUT THE SERVICE

Under this project, the city, through the Agriculture Office provides initial seedlings from the stocks or from the City Plant Nursery to qualified beneficiaries for corn, rice, fish, and vegetable farmers.

WHO MAY AVAIL OF THE SERVICE

- All organized Farmers' / Fishermen Cooperatives / Associations in Silay City

REQUIREMENTS

- Letter of request specifying the seedlings / fingerlings needed

FEES

None

HOW TO AVAIL OF THE SERVICES

FOLLOW THESE STEPS	IT WILL TAKE YOU	PLEASE APPROACH
1. Visit the Office of the City Agriculturist and submit a letter specifying the seedlings/ fingerlings needed	30 minutes	Assistant City Agriculturist
2. Site Validation (For soil sampling/sustainability of the area to determine the compatibility of the medium to the crop	1 day	Agricultural Technologist 3 / Agriculturist II-I / Supervising Agriculturist I / Supervising Aquaculturist I
3. Actual release of seedlings / stocking of fingerlings (proper monitoring)	1 day	Agricultural Technologist 3 / Agriculturist II-I / Supervising Agriculturist I / Supervising Aquaculturist I

PROVISION OF FISHERIES REGULATORY SERVICES

ABOUT THE SERVICE

The department protects and conserves the city territorial waters against illegal fishing activities through the Fishery Law Enforcement Officer (FLE) and Deputized Fish Wardens (DFW) who are trained personnel of the City Agriculture Office.

WHO MAY AVAIL OF THE SERVICE

- All citizens of Silay

REQUIREMENTS

- Barangay Clearance / Certification
- Voter's ID
- Community Tax Certificate
- Certificate of Ownership / Deed of Sale

FEES

Please refer to the City Ordinance No. 04, Series of 1997 as amended by the Revenue Code of 2008, available at the Office of the City Agriculturist and the City Treasurer's Office.

HOW TO AVAIL OF THE SERVICES

FOLLOW THESE STEPS	IT WILL TAKE YOU	PLEASE APPROACH
1. Visit the office and file documents for processing of fishing permit * Inspection and documentation to be scheduled	30 minutes	Assistant City Agriculturist / Supervising Aquaculturist
2. Visit the office and specify nature of complaint/violations	30 minutes	Asst. City Agriculturist / Supervising Aquaculturist
- Field validation, ocular inspection and investigation	Half	Fishery Law Enforcement Officers/Deputized Fish Wardens
- The team will conduct / facilitate seaborne patrol operation	1 day	

3. Orderly inspections/early warnings/apprehensions/filing of charges with the proper court	1 day	Asst. City Agriculturist / Supervising Aquaculturist / Agricultural Technologist I / Fishery Law Enforcement Officers / Deputized Fish Wardens
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