

1. APPLICATION FOR MEMBERSHIP OF PERSON WITH DISABILITY.

Office or Division:	PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO)			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Person with Disability			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
<ul style="list-style-type: none"> >Barangay Certificate >Medical Certificate/Certificate of Disability > Any Valid I.D./Birth Certificate > 1X1 Picture (2 pcs) 		<p>Barangay Hall Doctor/Physician(CHO/Medical Hospital)</p> <p>Client</p>		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
<ul style="list-style-type: none"> > Client with disability visit PDA Office for membership application and profiling. > Submit the complete requirements and fill up the PRPWD Form. 	<p>PDAO head will receive, verify and review the filled up application form together with the required documents.</p> <p>PDAO will issue a PWD I.D. and Purchase Booklets (medicine & commodity) For Mayor's signature.</p>	<p>None</p> <p>None</p>	<p>5-10 minutes</p> <p>2-3 days</p>	<p>Janolia N. Castillo PDAO, Focal</p> <p>Medical Officer/ Physicians</p> <p>Jane J. Alquizar PDAO Staff under the direct supervision of Janolia N. Castillo</p> <p>Janolia N. Castillo PDAO, Focal</p> <p>Jane J. Alquizar PDAO Staff under the direct supervision of Janolia N. Castillo</p>

