



For more information please contact:  
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## IX. ENVIRONMENTAL SANITATION PROGRAM

### IX.B.2. ISSUANCE OF HEALTH CERTIFICATE (HEALTH CARD FOR NON-FOOD HANDLERS)

#### ABOUT THE SERVICE

THE CITY HEALTH OFFICE (CHO) issues health certificate to all persons applying for work in the City of San Fernando as per City Ordinance No. 2003-002 after the payment of the prescribed fees and upon compliance with the requirements set forth therein.

#### WHO MAY AVAIL OF THE SERVICE

- All persons applying for any work not in contact with food.

#### REQUIREMENT

- Community tax certificate (CEDULA)
- Barangay clearance
- Individual Work Permit Application
- Laboratory exams results of stool, sputum, chest x-ray, hepatitis, drug test

#### FEE

- P 40.00

#### SCHEDULE OF SERVICE AVAILABILITY

- Application:
  - Monday to Friday, 8:00 am to 4:00 pm
  - Saturday, 8:00 am to 12:00 nn

#### HOW TO AVAIL OF THE SERVICE

STEP	AS THE CLIENT, YOU:	THE RESPONSIBLE OFFICE WILL:	IT WILL TAKE YOU:	PERSON(S) RESPONSIBLE
<b>A. Application Proper</b>				
1	Present requirements and ask for billing statements at the Sanitation Office	Checks requirements, issues billing statement, and advises to pay fees at the Treasurer's Office	5 minutes	RSI on duty
2	Present statement of billings, pay fees and receive official receipt (OR).	Checks billing statement, receives payment and issues official receipt	5 minutes	Windows No. 1-3 Treasurer's Office
3	Submit OR and requirements at the Sanitation Office and fill up Health Certificate and submit	Checks requirements and payment, issues Health Certificate to be filled up.	5 minutes	RSI on duty
4	Receive Health Certificate	Checks duly filled up Health Certificate; signs and releases.	5 minutes	