

CITY HEALTH OFFICE

City Health Office, Aguinaldo Street, Iligan City, 9200

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Frontline Service : ISSUANCE OF SANITARY PERMIT FOR WATER REFILLING STATION

Schedule of Availability of Service: 8:00AM-5:00 PM Daily (No noon break) excluding Saturdays, Sundays and Holidays.
On Mondays provision of services starts after flag raising

Who May Avail of the Service : Water Refilling Station Operator/Owner

What are the requirements :

1. Photo copy of the Certificate of Attendance for 40-hour Training Course by UP-College of Public Health for Water
2. Refilling Station Operator/Owner
3. Health Certificates of owner and employees
4. Business assessment Official Receipt from Permit and License Division of the City Mayor's Office
5. Recent laboratory result of monthly water analysis from the ICWS

Duration : 5 Minutes

How To Avail of the Service :

Step	Applicant/Client	Service Provider	Duration of Activity Under Normal Circumstances	Person-in-Charge	Fees	Form
1	Present business assessment and Official Receipt with complete health certificates of the owner and employees of food establishment. Submit all the necessary requirements.	Review business assessment and Official Receipt. Prepare the Sanitary Permit and facilitate the signing of Physician on duty in the permit.	1 min. 3mins.	Sanitation Inspector on Duty Sanitation Inspector In-Charge Physician on duty		
2	Receive the Sanitary Permit and affix signature in the logbook as proof of receipt.	Release Sanitary Permit and require client to affix signature in the logbook as proof of receipt.	1 min.	Sanitation Inspector on duty		Sanitary Permit EHS Form
END OF TRANSACTION						