



**Agricultural Services**  
Office of the City Veterinarian



## 1. Provision of Consultation and Treatment Services

The City Government of Laoag through the Office of the City Veterinarian provides consultation, diagnostic and treatment services for livestock, poultry and pets.

The owner may bring the animal to the office for the needed service. Home service may also be requested.

<b>Office or Division:</b>		Office of the City Veterinarian		
<b>Classification:</b>		Simple		
<b>Type of Transactions:</b>		G2C – Government to Citizen		
<b>Who may avail:</b>		Pet owners		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
➤ Records of animals/pets				
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
Walk-in clients				
Bring the animal/ pet to the Office of the City Veterinar- ian  1.1 Assists in the treatment of the animal	Obtains the animal's medical history, conducts physical examination.	None	30 minutes	City Veterinarian Agricultural Technologist (detailed
	1.1 Vaccines the animal/pet		5 minutes	City Veterinarian Agricultural Technologist (detailed
Request for Home Service				
Request for home service.	Schedules the date and time of the home service	None	3 minutes	City Veterinarian Agricultural Technologist (detailed
	2.1 Obtains the animal's medical history, con- ducts physical examination		30 minutes	City Veterinarian Agricultural Technologist (detailed
Assists in the treatment of the animal	3. Treats the animal/ pet		5 minutes	City Veterinarian Agricultural Technologist (detailed
<b>TOTAL:</b>			1 hour 13 minutes	



## 2. Provision of Vaccination Services

The City Government of Laoag through the Office of the Veterinarian provides free vaccination services to livestock, poultry, and pets. Vaccine includes Hemorrhagic Septicemia, Newcastle Disease, and Anti-rabies.

The owner may bring the animal to the office for the needed service. Home service may also be requested.

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<b>Type of Transactions:</b>		G2C – Government to Citizen		
<b>Who may avail:</b>		Pet owners		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
➤ Records of animals/pets (if available)				
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
For Mass Vaccination				
1. Request for Mass Vaccination	1. Schedules the date and time of home service	None	3 minutes	Agricultural Technologist (detailed)
	1.1 Obtains the animals medical history, conducts physical examination		30 minutes	City Veterinarian Agricultural Technologist (detailed)
2. Assist in the vaccination of the animal	2. Vaccinates the animals/pets	None	2 minutes/head	City Veterinarian Agricultural Technologist (detailed)
For Walk-in				
1. Bring the animal/pet to the Office of the City Veterinarian	1. Obtains the animal's medical history, conducts physical examination	None	30 minutes	City Veterinarian Agricultural Technologist (detailed)
2. Assist in the vaccination of the animal	2. Vaccinates the animal/pet.	None	5 minutes	Agricultural Technologist





CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
For Home Service				
1. Request for Vaccination 2. Assist in the vaccination of the animal	1. Schedules the date and time of home service	None	3 minutes	City Veterinarian Agricultural Technologist (detailed)
	1.1 Obtains the animal's medical history, conducts physical examination	None	30 minutes	City Veterinarian Agricultural Technologist (detailed)
	1.2 Vaccinates the animal/pet	None	5 minutes	City Veterinarian Agricultural Technologist (detailed)
<b>TOTAL:</b>				

### 3. Provision of Castration Services

The City Government of Laoag through the Office of the Veterinarian provides free castration services to livestock, poultry, and pets shall be responsible for the cost of medicines.

The owner may bring the animal to the office for the needed service. Home service may also be requested.



<b>Office or Division:</b>		Office of the City Veterinarian		
<b>Classification:</b>		Simple		
<b>Type of Transactions:</b>		G2C – Government to Citizen		
<b>Who may avail:</b>		Animal/Pet owners		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
➤ Records of animals/pets (if available)				
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
Walk-in clients				
1. Bring the animal/pet to the Office of the City Veterinarian for castration  2. Assist in the castration of the animal	1. Obtains the animal's medical history, conducts physical examination.  1.1 Castrate the animal/pet.	None	30 minutes  5 minutes	City Veterinarian Agricultural Technologist (detailed) City Veterinarian Agricultural Technologist (detailed)
Request for Home Service / Mass Castration				
1. Request for home service for castration	1.. Schedules the date and time of the home service  1.1 Obtains the animal's medical history, conducts physical examination	None	3 minutes  30 minutes	City Veterinarian Agricultural Technologist (detailed)  City Veterinarian Agricultural Technologist (detailed)
2. Assist in the home/mass castration of the animal/pet	2 . Castrates the animal/pet		2 minutes	City Veterinarian Agricultural Technologist (detailed)
<b>TOTAL:</b>			35 minutes/ head	