



10. Issuance of Booklets (Groceries) and Purchase Slips (Medicines) for Person with Disability

The Person with Disability (PWD) Purchase Booklet for the five percent (5%) discount for groceries and shall enjoy a special 20% discount of all Medicines.

Office or Division	Office of the Municipal Social Welfare and Development Officer			
Classification	Simple			
Type of Transaction	G2C – Government to Citizen			
Who may avail	Persons with Disability			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Person with Disability ID Card		Client		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Log in the client at the Information Officer / Officer of the Day,	1. Fill-in Purchase slip/Booklets	None	1 Minute	<i>Social Welfare Aide</i> <i>Social Welfare Assistant</i> Office of the Municipal Social Welfare and Development Officer
2. Receive approved and signed Purchase	2. Issuance of approved and signed Purchase	None	2 Minutes	<i>Social Welfare Aide</i> <i>Social Welfare Assistant</i> Office of the Municipal Social Welfare and Development Officer
	TOTAL:	None	3 Minutes	