



MUNICIPAL ENVIRONMENT AND NATURAL OFFICE

External Services



1. Garbage Collection

The Municipal Environment and Natural Resources Office (MENRO) regularly collect garbage from residences and commercial establishments. However, individuals and business establishments may still make special requests for garbage collection. This includes those who were not served by the regular garbage route. Requests are acted within 1 to 2 hours depending on the distance and volume of waste.

Office or Division:	Municipal Environment and Natural Resources Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to client			
Who may avail:	Residents of Santol in the six (6) lowland barangays namely Poblacion, Corro-oy, Paagan, Lettac Norte, Mangaan and Lettac Sur			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
A. None		None		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Inform the MENRO for uncollected garbage - Call the MENRO for uncollected garbage - Give the name and location where the garbage is to be collected	1. Inquire for the client's name and location where the garbage is to be collected 1.1 Inform the schedule of garbage collection	None	5 minutes	<i>Municipal Environment and Natural Resources Officer</i> MENRO OFFICE <i>Municipal Environment and Natural Resources Assistant</i> MENRO OFFICE <i>Sanitary Landfill Supervisor</i> MENRO OFFICE
	2. Collect and dispose the garbage			<i>Sanitary Landfill Supervisor</i> <i>Garbage Collector</i> <i>Dump truck driver</i> MENRO OFFICE
	TOTAL		2 hours & 5 minutes	