

## 2. Conduct of Operation Timbang/Growth Monitoring

Operation Timbang (OPT) is the annual weighing of infants and preschool children from 0-59 months old to determine their nutritional status, identify underweight children and avail them of supplemental feeding. The service is done in the barangay of the children.

<b>Office/Division:</b>	Nutrition Office			
<b>Classification:</b>	Complex			
<b>Type of Transaction:</b>	G2C – Government to Citizen			
<b>Who may avail:</b>	All 0-59 months infant/children of the Municipality of Tanza			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
Request Letter (1 Original)		Family or Barangay Chairman		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCES- SING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Request for weighing either personally or by barangay referral.	1. Accept the request then Announce the targeted number of preschoolers to be covered per barangay.  1.1 Prepare supplies and materials for weighing	None	10 Minutes	<i>Nutrition Officer Staff &amp; BNS</i>
2. Bring the children in the Barangay Health Center to undergo actual and prescribed weighing procedure; or Barangay Nutrition Scholars will conduct house-to-house weighing of 0-59 months children	2.1. Weighing 2.2. Recording of child's name, age, date of birth and weight 2.3. Computation of age in months 2.4. Determination of nutritional status 2.5. Checking of OPT Data 2.6. Recording all data gathered	None	3 Minutes 1 Minute  2 Minutes 2 Minutes  1 Minute  1 Minute	<i>Nutrition Officer and Staff</i>

3. If found underweight, child will undergo supplemental feeding	3. Gather the underweight children and provide supplemental feeding	None	10 Minutes	<i>Nutrition Officer and Staff</i>
4. Child undergoes check-up for monitoring purposes	4. Conducts regular monthly weighing and recording of results (6 months	None	10 Minutes	<i>Nutrition Officer and Staff</i>
5. After 6 months, children appear for presentation to Barangay and Municipal Officials	5. Present the children to Barangay and Municipal Officials	None	1 Hour	<i>Nutrition Officer and Staff</i>
<b>TOTAL:</b>		None	1 Hour & 40 Minutes	

(Conduct Operation Timbang/Growth Monitoring) is qualified for multi-stage processing.