

## 12. Tilapia Fingerlings Dispersal Program and Technical Assistance

Farmers who are interested in Tilapia raising may avail of services under tilapia fingerlings dispersal program. The number of stocks that may be availed is based on the area of fishponds validated and approved by the Aquaculturist.

<b>Office/ Division:</b>	Municipal Agriculture Office			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C – Government to Citizen			
<b>Who may avail:</b>	Fish Farmers			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
Request letter (1 original)		Client		
The site of the fish pond must have the following conditions: <ul style="list-style-type: none"> <li>· Sufficient and good water quality</li> <li>· Absence of predators/pests</li> <li>· Accessibility to road and market</li> </ul>		Client's fish pond/farm		
Plastic bags for packing of tilapia fingerlings		Client		
Vehicle for pick up at the Tanza Tilapia Hatchery		Client		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Approach the Officer-Of-The-Day or Aquaculturist / Agriculturist and Make a request	1. Attend to client and accept the request	None	5 Minutes	<i>Agriculturist/Officer-of-the-day</i> Municipal Agriculture Office

2. Sign on the log book, and comply for interview	2. Assist the client in filling out the logbook  2.1 Validate and conduct initial assessment on the feasibility of tilapia production in the area	None	2 Minutes	<i>Agriculturist/Officer-of-the-day</i> Municipal Agriculture Office
3. Get the advice, confirmation approval and schedule of release of the requested assistance	3. Record the schedule of release of the requested assistance	None	5 Minutes	<i>Agriculturist/Officer-of-the-day</i> Municipal Agriculture Office
4. Get the requested assistance, sign the logbook and acknowledge receipt	4. Inform the client that the agriculturist will monitor and extend technical assistance thru farm and home visit	None	10 Minutes	<i>Agriculturist/Officer-of-the-day</i> Municipal Agriculture Office
<b>TOTAL:</b>		<b>None</b>	<b>22 Minutes</b>	