

*Carrascal, Ato ini!*



# Citizen's Charter

*Office of the* Mun. Accounting

**Quick Quality Services  
to all Carrascalanons!**

Municipal Hall,  
8318 Carrascal, Surigao del Sur

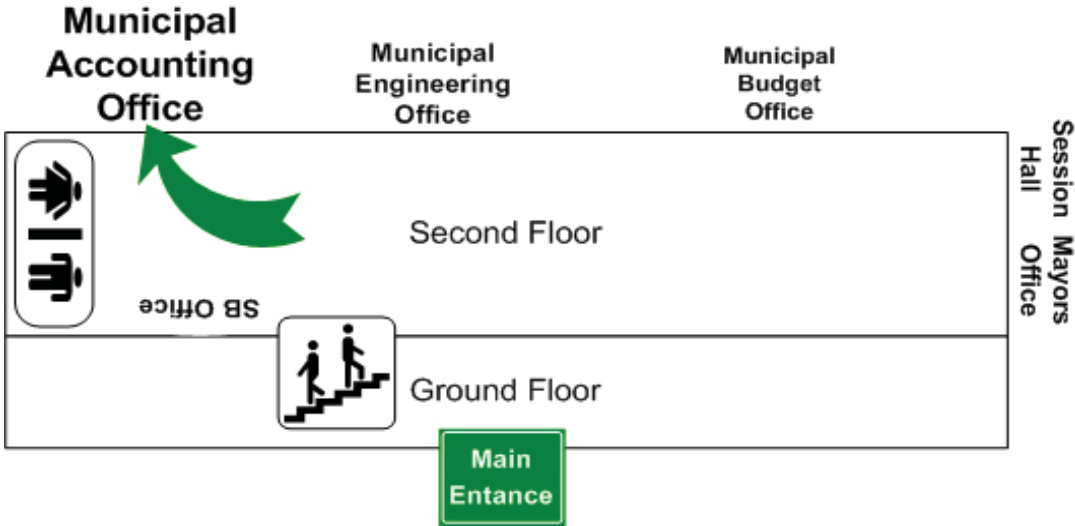
For more information  
Please Contact:  
MRS. MARLIE M. DALAGUIT, CPA  
Municipal Accountant



**AVAILING INFORMATION ON THE LGU FINANCIAL TRANSACTIONS**

**SKETCH MAP**

Office of the Municipal Accountant



**SERVICE DESCRIPTION:**

Transparency in all government transactions is a basic service standard for an effective local governance. Information on financial status of the local government are available and easily accessible.

**REQUIREMENTS:**

- Request letter of a specific informations needed.

**FEES:** NONE

**• PROCEDURES TO AVAIL THE SERVICE •**

Follow these steps	It will take you	Please Approach
1. Submit formal request on the specific informations needed to the Municipal Mayor's Office for approval.	10 minutes	Hon. Vicente Ty Pimentel, Jr. <i>Municipal Mayor</i>
2. Present approved request to the Municipal Accountant's Office.	10 minutes	Marlie M. Dalaguit, CPA <i>Municipal Accountant</i>
3. The Municipal Accountant or Accountant's staff prepares the requested informations or documents for release.	10 minutes	Marlie M. Dalaguit, CPA <i>Municipal Accountant</i>