



RECLASSIFICATION OF BILLING CATEGORY

➤ Who may avail of the service:

The concessionaires of Bulan Water District with existing service connection.

➤ What are the requirements

1. Request to reclassify billing category from commercial to residential



How to Avail of the Services:

➡ FROM RESIDENTIAL TO COMMERCIAL

Step	Applicant/Client	Service Provider	Duration	Person	Fees	Form
1	Proceed/ Approach the CSA/PACD and request form for reclassification of billing category	Receive/Accept the request for reclassification for billing category form	1 min.	CSA- Noel Delmonte		
2		Evaluate the request for reclassification of billing category.	2 mins.	CSA- Noel Delmonte		
3		Approve the request for reclassification for billing category	2 mins.	GM Gilbas		
4		Inform the concessionaire on the approval of the request for reclassification of billing category.	1 min.	CSA- Noel Delmonte		



Duration:

6 MINUTES