**IV. CALIBRATION OF WATER METER**

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| **Consumer** | **Service Provider** | **Duration of the Activity** | **Person/s In-Charge** | **Fees** | **Form** |
| 1. Report defective water meter | Prepares Job Order | 2 min. | A. Castañeda  J. Malabad,  Et. al |  |  |
| 2.Receives/Signs Job Order | Calibrate Water meter by the Plumber/s | 1 hr. | Pedro Allam  Ricky Gatan  Paul Paraggua |  | Job Order Form |
| 3. Signs Job Order | Replace water meter if found defective | 20 mins. | Plumber/s |  | Job Order Form |
| END OF TRANSACTION | | | | | |