**V. LEAKAGES**

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| --- | --- | --- | --- | --- | --- |
| **Consumer** | **Service Provider** | **Duration of the Activity** | **Person/s In-Charge** | **Fees** | **Form** |
| 1. Report leaks on the specified area | Attends to the reported leak/s | 2 mins. | Officer of the day |  |  |
|  | Prepares Job Order/s | 1 min. | Officer of the day |  | Job Order Form |
|  | Approves Job Order/s | 1 min. | General Manager |  | Job Order Form |
|  | Repair of leakages if the nature of work is:a. Repair of service connection line | Depends on the gravity of the damage | Plumbers:Russel PalajeRosellier NoriegaPedro Allam Ricky GatanPaul ParagguaChoi Kenneth Gannaban | As estimated by the plumbers | Job Order Form |
|  | b. Repair of mainline pipe | Depends on the gravity of the damage | Pedro AllamRicky GatanPaul Paraggua | As estimated by the plumbers | Job Order Form |
|  | c. Repair of gate valve/s | 1 hr. | Pedro AllamRicky GatanPaul Paraggua | As estimated by the plumbers | Job Order Form |
| 2. Receives Job Order Personal copy | Repair Leakages |  | Pedro AllamRicky GatanPaul Paraggua |  | Job Order Form |
| END OF TRANSACTION |