



3) Issuance of Booklets for Medicine, DTI (Grocery) and Free Movies

The OSCA issued a discount booklet for the purchase of medicine, basic necessities or prime commodities and for availing free movies in theaters.

Office or Division:		MEMBERSHIP & INFORMATION MANAGEMENT DIVISIONS		
Classification:		Simple		
Type of Transaction:		G2C – Government to Citizen		
Who may avail:		Senior Citizen with existing QCitizen ID or OSCA Card		
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
Original Senior Citizen's QCitizen ID or OSCA Card and Services Stub slip			Office for the Senior Citizens' Affairs	
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
a) Fill-up the slip and attach ID with needed requirement	a) Verify Senior Citizen's data	None	3 Minutes	Membership Validator / IM-IT Data Manager
b) Received the Senior Citizen's ID Booklets	b) Released the Senior Citizen's Booklets	-	2 Minutes	Membership Booklets Issuance
END OF TRANSACTION		TOTAL:	5 Minutes	