

IMUS CITY PUBLIC LIBRARY

EXTERNAL SERVICES



RESEARCH SERVICE ASSISTANCE

The service assists the clients in research through Card Catalog or Online Public Access Catalog (OPAC) for browsing of books and other library materials or assign desktop computer for computer/internet use.

OFFICE OR DIVISION	Imus City Public Library			
CLASSIFICATION	Simple			
TYPE OF TRANSACTION	G2C – Government to Citizens			
WHO MAY AVAIL THE SERVICE	All			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Valid ID		Client		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1.Register on the Logbook	1.Present the Logbook for registration	None	-	Imus City Public Library Staff
TOTAL		None	-	

