



CHLMO

CITY HOUSING AND LAND MANAGEMENT OFFICE

CITIZEN'S CHARTER



Magandang Gensan!

As an integral office of the Local Government in the delivery of the provision of shelter, the City Housing and Land Management Office is imbued with public interest in the implementation of its core mandates. Toward this end, a sound, efficient and effective processes is imperative in the delivery of its service to the client. Not only will this uphold the supremacy of the sovereign in our society but also enshrines a dynamic governance which is the foundation of an emerging local government unit.

The Citizen's Charter is a realization of the abovementioned standards which is judiciously formulated to provide is a simple, straightforward and customer can be guided of the procedures needed as well as the requirements.

On the other hand, the office will likewise disclose how much work and time is needed to cater a particular request. All transactions therefore are readily stipulated to expedite all actions thus cutting bureaucratic red tape and shape up transactions in the government. At the outset, the Citizen Charter is not a mere document, but rather a pledge of the office and the entire local government to commit for the highest standards of service to the people.

Together let us embark on a journey of transparency, accountability, and citizen empowerment.

ENGR. RONALD B. NUÑEZA

Department Head
City Housing and Land Management Office



I. MANDATE

The City Housing and Land Management Office was created to meet the urgent need of providing adequate assistance to the city constituency in terms of institutional support services in urban development and to effectively manage the city government landholdings in line with its fiscal and socio-economic programs.

II. VISION

By the year 2027, City Housing and Land Management Office is a disaster prepared and conducive workplace whose employees are healthy, cohesive, competent and gender sensitive who are proactive in the service delivery towards satisfied and delighted customers.

III. MISSION

Provision of a quality disaster resilient communities which is gender responsive and delivers basic services and promote tenurial security and decent mortuary services to all Generals.

IV. ORGANIZATIONAL OUTCOME

Effectively manage city government landholdings and adequate support to the landless in terms of shelter and relocation services.

V. CITY QUALITY POLICY

We the local Government of General Santos City, aspire to be globally competitive while enhancing the quality of life of our citizens towards a sustainable future. We are committed to providing quality services to all members of our society. We shall continually strive to improve our city, our people and our services while we foster the rule of law and equal opportunity for all.



LIST OF SERVICES

Office Internal and External Services	5
Application for Temporary Electrical Connection (Executive Order # 08 Series of 2022)	6 - 7
Request Certification for Basic Utilities such as Water, Electrical and Personal Reference for all Government Relocation Site	8 - 9
Request for Deed of Absolute Sale for all the Relocation Sites of the local Government	10 - 12
Technical Evaluation Services of Public Land	13 - 14
Request for Burial / Interment Services	15 – 16
Request for Pull-out/Transfer of Cadaver(s)	17 - 18
Exhumation of Cadaver(s)	19
Request for Permanent House Number Plates	20
Community Profiling for Informal Settlers Families	21 - 22
FEEDBACK AND COMPLAINTS MECHANISMS	23 - 25



CITY HOUSING AND LAND MANAGEMENT OFFICE

EXTERNAL SERVICES



1. Application for Temporary Electrical Connection (Executive Order # 08 Series of 2022)

The City Housing and Land Management Office facilitate constituents' applications for temporary electrical connection under Executive Order No. 08, Series of 2022.

Office or Division:	City Housing and Land Management Office			
Classification:	Complex			
Type of Transaction:	G2C			
Who may avail:	All Informal Settlers residing in General Santos City			
CHECKLIST OF REQUIREMENT/S		WHERE TO SECURE		
1. Application Form 2. List of requirements (Checklist)		1. City Housing and Land Management Office- RRD		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Secure and fill up application form	1. Released Application form to the Client and Service List of requirements		10 minutes	<i>Administrative Aide II (Admin Division)</i>
2. Submit the filled-up application form together with the necessary requirements needed for availing the services.	2. Validate and conduct due diligence of the requirements submitted and schedule the site inspection.		24 hours	<i>Administrative Aide II (Admin Division)</i>
	3. Encode and print a summary list of approved applicants signed by the Program Inspector, Division Chief and Department Head and endorse to the City Mayor's for approval	None	1 hours	<i>CHLMO Department Head II</i>
	3. Received the approved endorsement and coordinates the approved		8 Hours	<i>Administrative Aide I (Housing and Homesite Physical Planning Division)</i>



	applicants for issuance of Order of payments			
3. Pay the Certification fee to City Treasure's Office and submit the receipt to CHLMO-RRD for preparation of certificate	4. Received the Receipt and prepare the Certification for Temporary Electrification.	None	5 minutes	<i>Administrative Aide I (Housing and Homesite Physical Planning Division)</i>
	5. Endorse the prepared certification to Department Head for signature	None	5 minutes	<i>Administrative Aide I (Housing and Homesite Physical Planning Division) CHLMO Department Head II</i>
	6. Release the Certification to client provided that they sign the releasing logbook and fill up the customer survey for (QR code or the printed docs.)	None	30 minutes	<i>Administrative Aide I (Housing and Homesite Physical Planning Division)</i>
TOTAL			4 days, 1 hour and 50 minutes	
END OF TRANSACTION				



2. Request Certification for Basic Utilities such as Water, Electrical and Personal Reference for all Government Relocation Site

The City Housing and Land Management Office facilitate the preparation of Certification for Basic Utilities such as Water Installation, Electrical Installation and Personal Reference for all government relocation site allocatees as requirements for General Santos City Water District and SOCOTECO II.

Office or Division:	City Housing and Land Management Office			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Government Relocation Site Allocatees			
CHECKLIST OF REQUIREMENT/S		WHERE TO SECURE		
2. Lot payment Receipt		Order of Payment – City housing and Land Management Office Receipt – City Treasurers Office		
3. Oder of Payment for Certification (Php 36.00)		City Housing and Lad Management Office – Resettlement and Relocation Division		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Apply and Filled up the application form for the request of Certification	1.Issue and application form to the client and validate to the Masterlist if the applicant is the allocatees.		30 minutes	Administrative Assistant I, Administrative Aide I
	2.Issue an Order of Payments to the applicant		30 minutes	Administrative Assistant I, Administrative Aide I
2. Pay the Certification Fee		Php 36.00		City Treasurers Office
3. Present and Submit Receipt to the CHLMO	3. Receive and Prepare the		8 hours	Administrative Assistant I,



Office for Certification Preparation	Certification for Division and Department Head/ Assistant Department head Signature			Administrative Aide I
	4. Division Head and Department Head shall sign the prepared certification			Division Head and Department Head
4. Client should sign the Logbook for records purposes	5. Release the signed certification to the client		30 minutes	Planning Officer II, City Housing and Land Management CHLMO Department Head
	TOTAL		1 day, 1 hours and 30 minutes	
END OF TRANSACTION				



3. Request for Deed of Absolute Sale for all the Relocation Sites of the local Government

The City Housing and Land Management Office facilitate preparation of Deed of Absolute Sale for all of the relocation sites of the city as a requirement for the titling of awarded lots of the beneficiaries.

Office or Division:	City Housing and Land Management Office
Classification:	Simple
Type of Transaction:	G2C
Who may avail:	Beneficiaries of all government relocation sites
CHECKLIST OF REQUIREMENT/S	WHERE TO SECURE
1. Technical Description	1. Accredited Geodetic Engineer: Engineer Nino Mojado, Hicban Subdivision, General Santos City, Engineer Idefonso Lagala, Polyclinic Building, Pendatun Street Dadiangas North, General Santos City Engineer Chris Layson, Bulaong, Barangay Dadiangas North, general Santos City Engineer Angeli Alquiza Kadulasan Street Dadiangas East, General Santos City
2. PSA / NSO Issued Marriage Contract	PSA Office, Santiago Blvd. GSC (Avior Hotel Ground Floor)
3. PSA / NSO Issued Birth Certificate	PSA Office, Santiago Blvd. GSC (Avior Hotel Ground Floor)
4. PSA / NSO Issued CENOMAR	PSA Office, Santiago Blvd. GSC (Avior Hotel Ground Floor)
5. PSA / NSO Issued Death Certificate	PSA Office, Santiago Blvd. GSC (Avior Hotel Ground Floor)
6. PSA / NSO Issued Advisory of Marriage (Form 5)	PSA Office, Santiago Blvd. GSC (Avior Hotel Ground Floor)
7. Extra Judicial Settlement among Heirs	Notary Public
8. Community Tax Certificate (CEDULA)	Barangay Hall where the Lot is located
9. Government Issued ID	Any Government Agency



10. Official Receipt for Lot Cost		City Treasurer's Office		
11. Waiver of Rights		Notary Public		
12. Court Certification		Regional Trial Court		
13. Accounting Certification of Payment		City Accounting Office		
14. Certificate of Total Land Holdings		City Assessors Office		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit original or photocopy of documents (proof of ownership) such as Certificate of Award or Certificate of Lot Allocation	1. Received the documents and release the checklist of requirements	None	10 minutes	Administrative Aide I (Land management Division)
2. Submit the original copy of requirements needed for the request	2. Received the documents, release Order of Payment,	Php 36.00	45 minutes	Administrative Aide I (Land management Division) Administrative Assistant (Resettlement and Relocation Division) Development Management Officer II
	3. Field Validation and Inspection - Prepare the Validation Report (Inspection Form)		5 days	Administrative Assistant (Resettlement and Relocation Division)
	4. Evaluate the documents submitted		45 minutes	Administrative Assistant (Resettlement and Relocation Division)
	5. Prepare and review the	None	45 minutes	Development Management Officer II,



	Absolute Deed of Sale			
2. Client shall sign the Deed of Absolute Sale	6. Prepare Endorsement to City Mayor through City Legal Office and affix initial of the CHLMO Department Head		1 hour	Development Management Officer II
	7. Endorse to the City Legal Office for review and recommendation of City Mayor's approval		30 minutes	Development Management Officer II
	8. Received and records the documents from the City Mayor's Office		10 days	Administrative Aide I (Land management Division)
	9. Contact Client and Inform the client for the release of the DAS		1 day	CHLMO Department Head II
3. Received the DAS and sign the releasing logbook	10. Released the Deed of Absolute Sale		30 minutes	Administrative Aide I (Land management Division)
	TOTAL		16 days, 4 hours and 25 minutes	
END OF TRANSACTION				



4. Technical Evaluation Services of Public Land

The City Housing and Land Management Office provides technical assistance in conducting a systematic and thorough evaluation, examination of tenurial documents, orientation to preclude error on the process of perfecting ownership of land. It involves analyzing titles, deeds of instrument; understanding the historical parcel of land details; possession; nature of transactions and interpret connectivity of every documents in relation to the parcel of land of and or LGU or other requesting government agencies or entities from the city.

Office or Division:		City Housing and Land Management Office		
Classification:		Highly Technical		
Type of Transaction:		G2G		
Who may avail:		Requesting NGA's, GOCC's BLGU and LGU		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Send request letter address to the City Mayor or thru to the City Housing and Land Management Department Head	1. Received the letter and refer to the Land Management Division	None	20 minutes	Development Management Officer II Administrative Aide I
	2. Identify; sort and encode attachments	None	1 hour	Development Management Officer II
	2. Preliminary Evaluation Documents and prepare letter request to CASSO for validation;- CTO; (If necessary, to ROD; Court)	300.00	24 hours	Development Management Officer II Administrative Aide I
	3. Coordination with the requesting party, stakeholders; conduct slight research and analyzing the data and draft a narrative of findings	None	40 hours	Development Management Officer II Administrative Aide I



	4. Review the reports for finalization and submit to the department head for recommendation		8 hours	Development Management Officer II CGDH
	TOTAL		9 days, 1 hour and 20 minutes	
END OF TRANSACTION				



5. Request for Burial / Interment Services

The City Housing and Land Management Office provides burial / interment services to all the residents of the city who want to avail of burial services for their loved ones who passed away for a much cheaper amount than private memorial parks.

Office or Division:	City Housing and Land Management Office			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Resident of General Santos City			
CHECKLIST OF REQUIREMENT/S		WHERE TO SECURE		
1. Death Certificate		1. Local Civil Registrar, General Santos City		
2. Assessment for Indigency		2. City Social Welfare Services Office		
3. Contract of Interment / Burial and Exhumation		3. Notary Public		
4. Voter's Certification		4. COMELEC		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Fill up form for interment				
	1. Check the Death Certificate for details	None	5 minutes	Administrative Aide I (HHPP Burial Section)
	2. Provide forms for Affidavit of Undertaking	None	10 minutes	Administrative Aide I (HHPP Burial Section)
2. Fill up Affidavit of Undertaking and have it notarized				
3. Pay to City Treasurer	5. Issue Order of Payment	Fees to be paid based on the City Ordinance No. 20, Series of 2012	2 minutes	Administrative Aide I (HHPP Burial Section)
3. Pay to City Treasurer		Fees to be paid based on the City Ordinance No. 20,		Administrative Aide I (HHPP Burial Section)



		Series of 2012		
	6. Issue Entry Pass		10 minutes	Administrative Aide I (HHPP Burial Section)
No activity	7. Entry Pass signed by ADH/DH		5 minutes	Administrative Aide I (HHPP Burial Section)
No activity	8. Inform ACAMP In-charge on the schedule		5 minutes	Administrative Aide I (HHPP Burial Section)
	9. Release to client the Entry pass		5 minutes	Administrative Aide I (HHPP Burial Section)
Proceed to ACAMP as scheduled in the entry pass				
	10. Prepare tents / chairs for the family		30 minutes	Administrative Aide I (HHPP Burial Section)
	11. Facilitate the burial as specified in the entry pass		1 hour	20 Administrative Aide I (HHPP Burial Section)
	TOTAL		1 hour and 47 minutes	
END OF TRANSACTION				



6. Request for Pull-out/Transfer of Cadaver(s)

The City Housing and Land Management Office and its Antonio C. Acharon Memorial Park (ACAMP) division facilitates the release of a cadaver for transport by the next-of-kin client/customer.

Office or Division:	City Housing and Land Management Office			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Who may avail: Next-of-kin with their departed ones buried/stored at ACAMP.			
CHECKLIST OF REQUIREMENT/S WHERE TO SECURE		CHECKLIST OF REQUIREMENT/S WHERE TO SECURE		
1. Letter of Request to the Department Head. 2. ACAMP validation/verification Slip 3. Exhumation Permit (original & photocopied) 4. Valid Government-issued identification card (for verification and 1 photocopied of the same) 5. Others		Personal CHLMO-ACAMP City Health Office – Medico Legal division Personal.		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Request letter to CHLMO Department head with valid ID	1. If approved, advise ACAMP to facilitate.		30 minutes	CHLMO-CGDH
	2. Issue a Validation/ Verification Slip to client, orient and advise him/her to produce requirements.		30 minutes	ACAMP Administrative Aide I
2. Client/Customer submit the requirements.	3. Check requirements and advise client to accompany the exhumation personnel during the		1 hour	ACAMP Administrative Aide I



	moving out of concerned cadaver.			
	4. After wrap and placement, ACAMP Administration personnel to issue a clearance slip for the CSU-on duty.		30 minutes	ACAMP Administrative Aide I
	TOTAL		2 hours and 30 minutes	
END OF TRANSACTION				



7. Exhumation of Cadaver(s)

The City Housing and Land Management Office and its Antonio C. Acharon Memorial Park (ACAMP) division facilitates the removal of cadaver(s) after buried for five (5) consecutive years.

Office or Division:	City Housing and Land Management Office			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Who may avail: Next-of-kin with their departed ones buried/stored at ACAMP.			
CHECKLIST OF REQUIREMENT/S WHERE TO SECURE		CHECKLIST OF REQUIREMENT/S WHERE TO SECURE		
1.Public Advisories; 2.Letter of Request for exhumation permits; 3. Exhumation Permits; 4. Inspectorate team; 5. Others		CHLMO-ACAMP CHLMO-ACAMP City Health Office – Medico Legal division City Health Office – Sanitary Inspection division		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Coordinate with ACAMP as to their Plan (s) on the fate of their exhumed departed one(s).	1. Prepare to store, pull-out, re-interment or placed at the common bone chamber (perpetual).		30 minutes	ACAMP Administrative Aide I
	2. Before, during and after exhumations, Proper handling, verification, checking, counter-checking, marking then recording commenced and concluded.		3 hours	ACAMP Administrative Aide I
	3. Waste disposal.		1 hour	ACAMP Administrative Aide I
	TOTAL		4 hours and 30 minutes	
END OF TRANSACTION				



8. Request for Permanent House Number Plates

The City Housing and Land Management Office provides house number installation to all the residential and commercial buildings for easy identification and location of addressee / residents within the city based on the property index of lots as provided by the City Assessor's Office.

Office or Division:	City Housing and Land Management Office			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Residents of the City			
CHECKLIST OF REQUIREMENT/S		WHERE TO SECURE		
1.Payment of P 138.00 for House Plates		1.House owners		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
	1.Schedule house numbering per barangay and Coordinate with Barangay officials		4 hours	Administrative Aide I (HHPP Burial Section)
	2. Issue Official Receipt		5 minutes	Planning Officer II (Housing Homesite and Physical Planning
1.Pay to the field collector		Php 138.50	5 minutes	Planning Officer II (Housing Homesite and Physical Planning
	4.Install house plates		15 minutes	Administrative Aide I (HHPP Burial Section) (5)
	12. Submit Quarterly Report to Department Head		30 minutes	Planning Officer II, City Housing and Land Management CHLMO Department Head
	TOTAL		4 hours and 55 minutes	
END OF TRANSACTION				



9. Community Profiling for Informal Settlers Families

The City Housing and Land Management Office provides community profiling services especially to those informal communities threatened with Court Order demolitions and natural calamities who may also avail of the LGU's relocation projects. It will give details about the communities' profile as to how many numbers of families involved, what are the most common form of occupation and source of income each family has within the community affected. Data will serve as a screening / qualifying tool for the Local Housing Board for potential socialized housing beneficiaries.

Office or Division:	City Housing and Land Management Office			
Classification:	Highly Technical			
Type of Transaction:	G2C			
Who may avail:	Informal Settlers within General Santos City			
CHECKLIST OF REQUIREMENT/S		WHERE TO SECURE		
1. Letter request addressed to the Department Head		1. Requesting Party		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit Letter of request for profiling	1. Receive letter request	None	5 minutes	Administrative Aide I (Resettlement and Relocation Division)
	2. Coordinate with Barangay / CA concerned		8 hours	Community Affairs Assistant II Administrative Aide I (Resettlement and Relocation Division)
	3. Conduct orientation in the Barangay / CA interview and house tagging		3 hours	Community Affairs Assistant II Administrative Aide I (Resettlement and Relocation Division)
	4. Conduct interview and geophysical tagging		24 hours	Community Affairs Assistant II Administrative Aide I



				(Resettlement and Relocation Division)
	5.Prepared Matrix of Profiled Families and Geophysical Map		16 hours	Administrative Aide I (Resettlement and Relocation Division)
	6. Submit report to DH/ADH		8 hours	Community Affairs Assistant II (Resettlement and Relocation Division)
	7. Prepare Endorsement of Matrix to the requesting party		10 minutes	Community Affairs Assistant II (Resettlement and Relocation Division)
2.Receive and acknowledge the matrix of families	8. Release the matrix of families		5 minutes	Administrative Aide I (Resettlement and Relocation Division)
	TOTAL		7 days, 3 hours and 20 minutes	
END OF TRANSACTION				

FEEDBACK AND COMPLAINTS MECHANISMS

SCAN THE CODE



CLIENT SATISFACTION MEASUREMENT SURVEY

Please scan the QR code for your feedback, suggestions, complaints and appreciation or you may use the feedback box.



ck.

Or send feedback through email at:
hr.wcdd@gensantos.gov.ph

ARTA: complaints@arta.gov.ph

1-ARTA (2782)

Presidential Complaints Center: 8888

Contact Center ng Bayan: 0908-881-6565 (SMS)



FILL UP THE FORM

Control No: _____



Republic of the Philippines
 LOCAL GOVERNMENT OF GENERAL SANTOS CITY
 General Santos City

HELP US SERVE YOU BETTER!

This Client Satisfaction Measurement (CSM) tracks the customer experience of government offices. Your feedback on your recently concluded transaction will help this office provide a better service. Personal information shared will be kept confidential and you always have the option to not answer this form.

Client type: Citizen: Business Government (Employee or another agency)
 Date: _____ Sex: Male Female Age: _____
 Region of residence: _____ Service Availed: _____

INSTRUCTION: Check mark (✓) your answer to the Citizen's Charter (CC) questions. The Citizen's Charter is an official document that reflects the services of a government agency/office including its requirements, fees, and processing times among others.

- CC1** Which of the following best describes your awareness of a CC?
 1. I know what CC is and I saw this office's CC.
 2. I know what a CC is but I did NOT see this office's CC.
 3. I learned of the CC only when I saw this office's CC.
 4. I do not know what a CC is and I did not see one in this office. (Answer 'N/A' on CC2 and CC3)
- CC2** If aware of CC (answered 1-3 in CC1), would you say that the CC of this office was...?
 1. Easy to see 4. Not visible at all
 2. Somewhat easy to see 5. N/A
 3. Difficult to see
- CC3** If aware of CC (answers codes 1-3 in CC1), how much did the CC help you in your transaction?
 1. Helped very much 3. Did not help
 2. Somewhat helped 4. N/A

INSTRUCTIONS:

For SQD 0-8, please put a check mark (✓) on the column that best corresponds to your answer.

						N/A Not Applicable
SQD. I am satisfied with the service that I availed						
SQD1. I spent a reasonable amount of time for requirements and steps						
SQS2. The office followed the transaction's requirements and steps based on the information provided.						
SQD3. The steps (including payment) I needed to do for my transaction were easy and simple.						
SQD4. I easily found information about my transaction from the office or its website.						
SQD5. I paid a reasonable amount of fees for my transaction. (if service was free, mark the 'N/A' column)						
SQD6. I feel the office was fair to everyone, or "walang palakasan", during my transaction.						
SQD7. I was treated courteously by the staff, and (if asked for help) the staff was helpful.						
SQD8. I got what I needed from the government office, or (if denied) denial of request was sufficiently explained to me.						

Suggestions on how we can further improve our services (optional):

Email address (optional): _____

THANK YOU!



COPY, PASTE AND CLICK THE LINK

1/31/25, 9:46 AM

CUSTOMER SERVICE SATISFACTION (TAGALOG)

CUSTOMER SERVICE SATISFACTION (TAGALOG)

The City Housing and Land Management Office strives to provide excellent service to our clients particularly to those who needs assistance regarding the titling process, burial assistance and other basic service that our office rendered. Thus, this survey form was created to help our office to identify the overall level of satisfaction and assist with finding happiest (to turn them advocates) and unhappiest customers (to fix problems and improve the service).

For further assistance and concerns, please feel free to contact the CHLMO Office at (083) 552-2611 Or send an email to cityhousing25@gmail.com

DATA PRIVACY NOTICE

City Housing and Land Management Office respect and values the privacy and employs reasonable measures to protect the personal information in accordance with the Data Privacy Act of 2012, its Implementing Rules and Regulations, and related issuances from the National Privacy Commission. moreover, the personal information maybe processed both by way of computer media and on paper, in compliance with the rules in relation to personal data protection, therein including those relating to data security.

By accomplishing the form i, as the data subject, hereby give my consent and authorize City Housing and Land Management Office to process my personal information that I will provide for the above-stated purposes.



https://docs.google.com/forms/d/e/1FAIpQLSdkUGG32_icZ0gw7tlpged-h-Vb7ld8p8tZilgCqJSuLEHnzQ/viewform?usp=sf_link