

Services Affairs Department – Cleanness Section**Pest control**

Procedural steps SAD-07		
Processed by	Process	Location
Receptionist	Receives application by Eservice or by phone call; complete necessary data and assign date	Municipality's reception
Applicant	Fees are collected at section in case of providing service for factories, workshops, shops, malls and chalets	Cleanness Section
Technical Supervisor	Arranges and distributes applications at working teams as per areas and type of case	Cleanness Section
Technical Assistant	Contacts applicant to define address	Cleanness Section
Technician	Inspects site in order to detect problem. Informs applicant to prepare site for termite case	Service site
Technician	Provides service according to inspection	Service site
Relevant Staff	Reviews application after providing service	Cleanness Section
	Process duration	2-3 Days