

BNRS USER'S PROFILE FORM

Instruction: Each BNRS User needs to accomplish this form in order to gain access to the BNRS Next Gen.

<u>User Details:</u>	
First Name:	JANINE
Middle Name (Not Initial):	TABO
Last Name:	PEROLIND
Suffix (if any):	
Email Address*:	LIBJO.LGU@negosyo-center.gov.ph
DTI Office or Negosyo Center:	NEGOSYO CENTER LIBJO
Region:	CARAGA
<u>User Functions:</u>	
BN Teller <input type="radio"/> Yes <input checked="" type="radio"/> No	Special Collecting Officer/Cashier <input type="radio"/> Yes <input checked="" type="radio"/> No
Additional Access: BNRS Facility for Certification Request from Other Government Agencies*: <input type="radio"/> Yes <input checked="" type="radio"/> No	Bond Effectivity Date:
	Bond Expiration:
BNRS Collection Report Generator:	
<input checked="" type="radio"/> View Province/Office	<input type="radio"/> View Region

* Use DTI or Negosyo Center Office 365 email address only.

* This is an optional access in which BN Teller can issue Certification on the Certificate of Business Name Registration free of charge to other government agencies, as requested.

By affixing our signature, we understand and undertake to comply with the following provisions:

1. For traceability and accountability, all BNRS Account Holders shall use their BNRS accounts in processing Business Name transactions at all times. Number of BN registrations processed using the public access shall not be tagged as accomplishments of the BN Processors.
2. Only the authorized BN Processor/Special Collecting Officer shall use the provided User Account log-in credentials. Sharing of log-in credentials to other BN Processors and non-BN Processors are strictly prohibited.
3. To avoid erroneous transactions, all BNRS Account Holders are encouraged to process one (1) transaction at a time and shall refrain from using multiple tabs and browsers in processing BN applications.
4. In compliance with the Data Privacy Act, all BNRS Account Holders shall keep all personal and classified BN-related information confidential at all times.
5. The Regional or Provincial Directors shall authorize/designate permanent employee only who will be given access to free affirmative and negative certification. This access is provided to cater for the BN certification requests of other government agencies free of charge.
6. The Regional or Provincial Directors shall advise the BNRD in cases of reassignment, resignation, retirement or demise of the BNRS Account Holder or any other cases as deemed necessary, in writing, for immediate deactivation of User Account.
7. For security purposes, BNRS Account Holder are encouraged to change their passwords once every three (3) months.

Requested by:

Approved by:

JANINE PEROLIND

Signature over Printed Name of the
Requesting BNRS Account Holder

ELMER M. NATAD

Signature over Printed Name of the
Regional or Provincial Director

BNRS USER'S PROFILE FORM

Instruction: Each BNRS User needs to accomplish this form in order to gain access to the BNRS Next Gen.

User Details:	
First Name:	RHEA
Middle Name (Not Initial):	MURILLO
Last Name:	NARAGA
Suffix (if any):	
Email Address*:	Cagdianao, LGU @ negosyo center . gov. ph
DTI Office or Negosyo Center:	NEGOSYO CENTER CAGDIANAO
Region:	CARAGA
User Functions:	
BN Teller <input type="radio"/> Yes <input checked="" type="radio"/> No	Special Collecting Officer/Cashier <input type="radio"/> Yes <input checked="" type="radio"/> No
Additional Access: BNRS Facility for Certification Request from Other Government Agencies*: <input type="radio"/> Yes <input checked="" type="radio"/> No	Bond Effectivity Date:
	Bond Expiration:
BNRS Collection Report Generator:	
<input checked="" type="radio"/> View Province/Office <input type="radio"/> View Region	

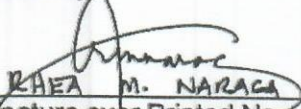
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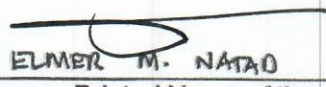
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6. The Regional or Provincial Directors shall advise the BNRD in cases of reassignment, resignation, retirement or demise of the BNRS Account Holder or any other cases as deemed necessary, in writing, for immediate deactivation of User Account.
7. For security purposes, BNRS Account Holder are encouraged to change their passwords once every three (3) months.

Requested by:


RHEA M. NARAGA
 Signature over Printed Name of the
 Requesting BNRS Account Holder

Approved by:


ELMER M. NATARO
 Signature over Printed Name of the
 Regional or Provincial Director

BNRS USER'S PROFILE FORM

Instruction: Each BNRS User needs to accomplish this form in order to gain access to the BNRS Next Gen.

User Details:	
First Name:	GECEL
Middle Name (Not Initial):	MEURDM
Last Name:	PADONGAO
Suffix (if any):	
Email Address*:	Tubajon.LGU@negosyocenter.gov.ph
DTI Office or Negosyo Center:	NEGOSYO CENTER TUBAJON
Region:	CARAGA
User Functions:	
BN Teller <input type="radio"/> Yes <input checked="" type="radio"/> No	Special Collecting Officer/Cashier <input type="radio"/> Yes <input checked="" type="radio"/> No
Additional Access: BNRS Facility for Certification Request from Other Government Agencies*: <input type="radio"/> Yes <input checked="" type="radio"/> No	Bond Effectivity Date:
	Bond Expiration:
BNRS Collection Report Generator:	
<input checked="" type="radio"/> View Province/Office <input type="radio"/> View Region	

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Requested by:

GECEL M. PADONGAO

Signature over Printed Name of the
Requesting BNRS Account Holder

Approved by:

ELMER M. NATAD

Signature over Printed Name of the
Regional or Provincial Director

BNRS USER'S PROFILE FORM

Instruction: Each BNRS User needs to accomplish this form in order to gain access to the BNRS Next Gen.

User Details:	
First Name:	NOLI KERK
Middle Name (Not Initial):	ELAN
Last Name:	PADONCAO
Suffix (if any):	
Email Address*:	lorcto.101@negosyo-center.gov.ph
DTI Office or Negosyo Center:	NEGOSYO CENTER LORETO
Region:	CARAGA
User Functions:	
BN Teller <input type="radio"/> Yes <input checked="" type="radio"/> No	Special Collecting Officer/Cashier <input type="radio"/> Yes <input checked="" type="radio"/> No
Additional Access: BNRS Facility for Certification Request from Other Government Agencies*: <input type="radio"/> Yes <input checked="" type="radio"/> No	Bond Effectivity Date:
	Bond Expiration:
BNRS Collection Report Generator:	
<input checked="" type="radio"/> View Province/Office	<input type="radio"/> View Region

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Requested by:

Approved by:

NOLI KERK E. PADONCAO

ELMER M. NATAD

Signature over Printed Name of the
Requesting BNRS Account Holder

Signature over Printed Name of the
Regional or Provincial Director

BNRS USER'S PROFILE FORM

Instruction: Each BNRS User needs to accomplish this form in order to gain access to the BNRS Next Gen.

User Details:

First Name:	JOANN
Middle Name (Not Initial):	BETINOL
Last Name:	RINAS
Suffix (if any):	
Email Address*:	DinagatIslands.DTI@negosyocenter.gov.ph
DTI Office or Negosyo Center:	NEGOSYO CENTER SAN JOSE
Region:	CARAGA

User Functions:

BN Teller <input type="radio"/> Yes <input checked="" type="radio"/> No	Special Collecting Officer/Cashier <input type="radio"/> Yes <input checked="" type="radio"/> No
Additional Access: BNRS Facility for Certification Request from Other Government Agencies*: <input type="radio"/> Yes <input checked="" type="radio"/> No	Bond Effectivity Date: Bond Expiration:

BNRS Collection Report Generator:

<input checked="" type="radio"/> View Province/Office	<input type="radio"/> View Region
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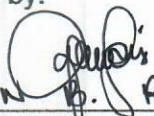
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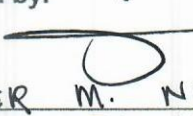
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Requested by:

Approved by:


JOANN B. RINAS


ELMER M. NATAR

Signature over Printed Name of the

Signature over Printed Name of the

BNRS USER'S PROFILE FORM

Instruction: Each BNRS User needs to accomplish this form in order to gain access to the BNRS Next Gen.

User Details:	
First Name:	SAIENA MAE
Middle Name (Not Initial):	GENERAL
Last Name:	CABIZARES
Suffix (if any):	
Email Address*:	BASILISA.LGUA@NEGOSYOCENTER.GOV.PH
DTI Office or Negosyo Center:	NC - BASILISA
Region:	CARAGA
User Functions:	
BN Teller <input type="radio"/> Yes <input checked="" type="radio"/> No	Special Collecting Officer/Cashier <input type="radio"/> Yes <input checked="" type="radio"/> No
Additional Access: BNRS Facility for Certification Request from Other Government Agencies*: <input type="radio"/> Yes <input checked="" type="radio"/> No	Bond Effectivity Date:
	Bond Expiration:
BNRS Collection Report Generator:	
<input checked="" type="radio"/> View Province/Office <input type="radio"/> View Region	

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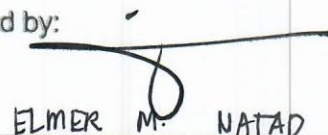
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Requested by:


SAIENA MAE CABIZARES

Signature over Printed Name of the
Requesting BNRS Account Holder

Approved by:


ELMER M. NATAD

Signature over Printed Name of the
Regional or Provincial Director