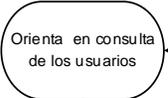
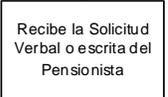
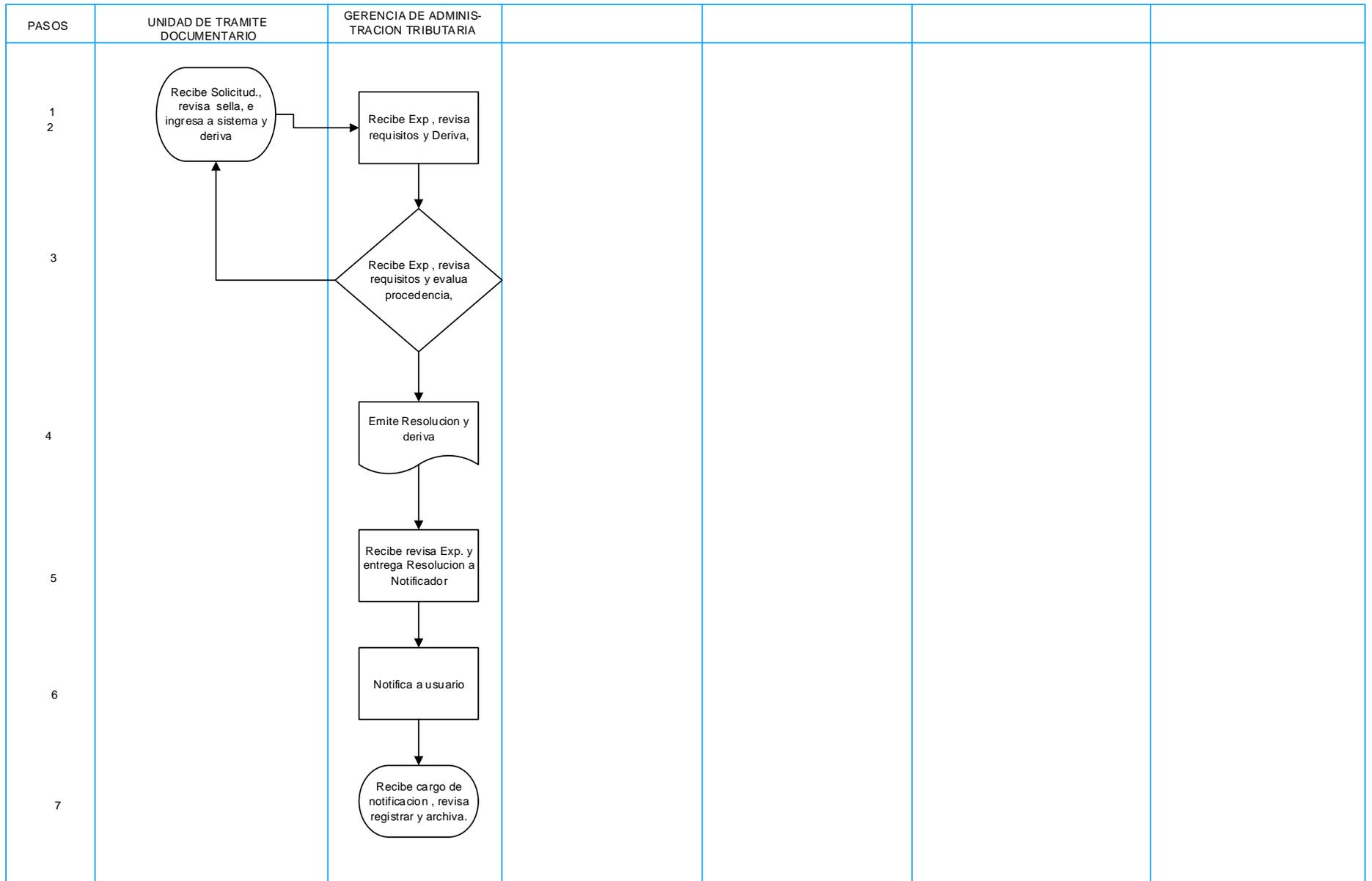


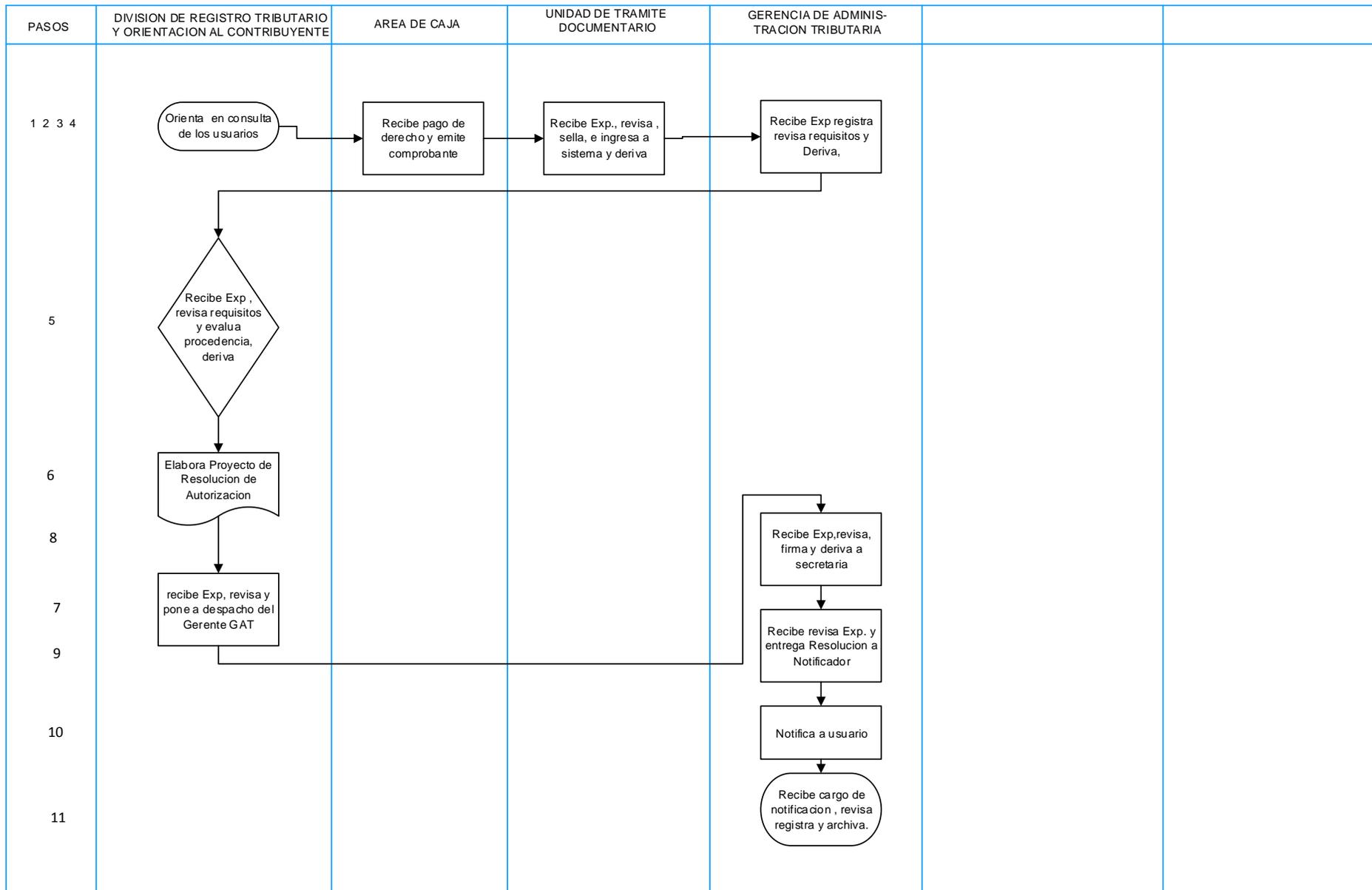
GAT,1.- BENEFICIOS DE DEDUCCIÓN DE 50 U.I.T. DE LA BASE IMPONIBLE DEL IMPUESTO PREDIAL (PARA PENSIONISTAS)

PASOS	DIVISION DE REGISTRO TRIBUTARIO Y ORIENTACION AL CONTRIBUYENTE					
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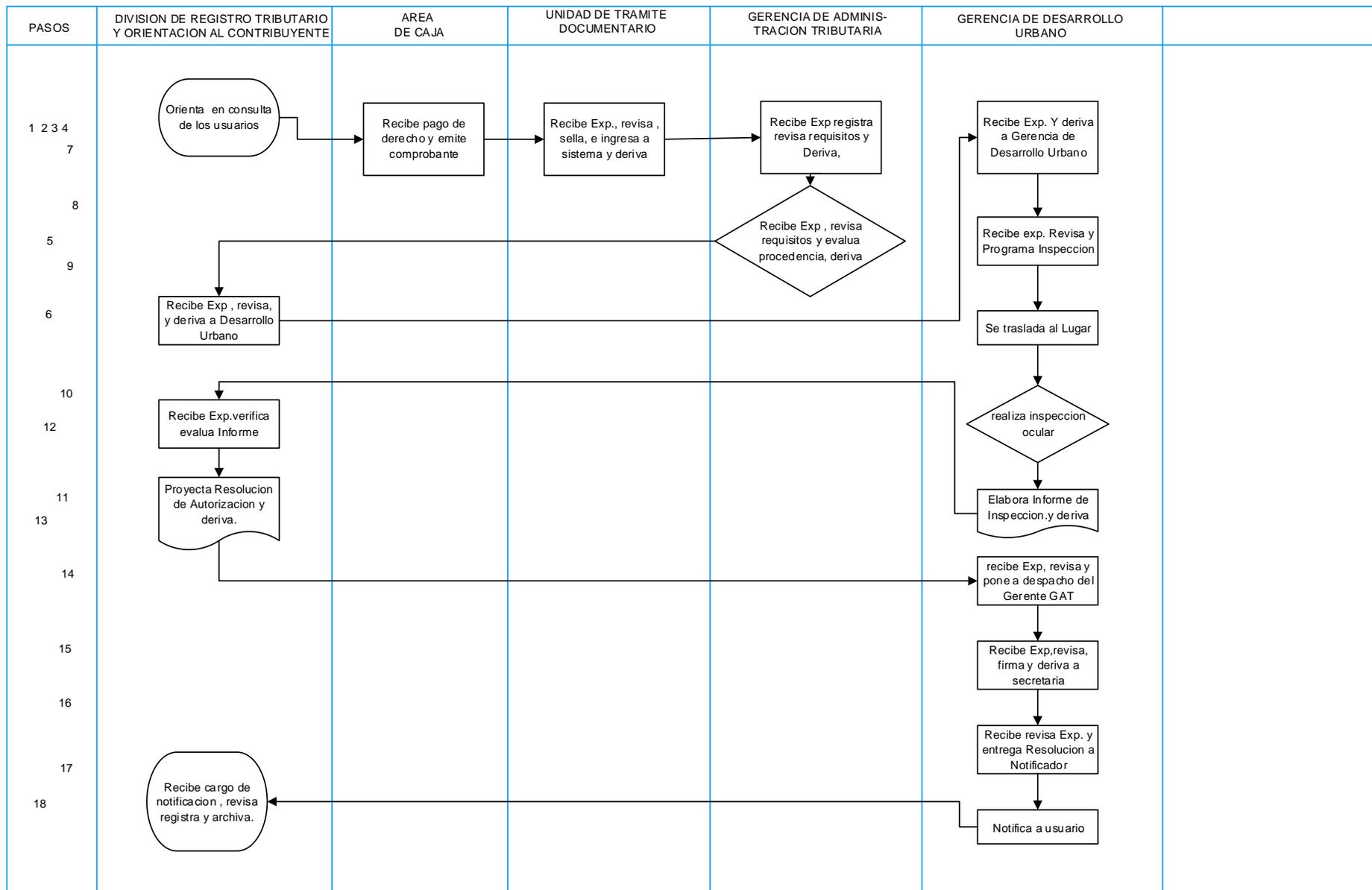
GAT, 2.- ACOGIMIENTO A BENEFICIOS EXONERACIONES O FRACCIONAMIENTOS TRIBUTARIOS.



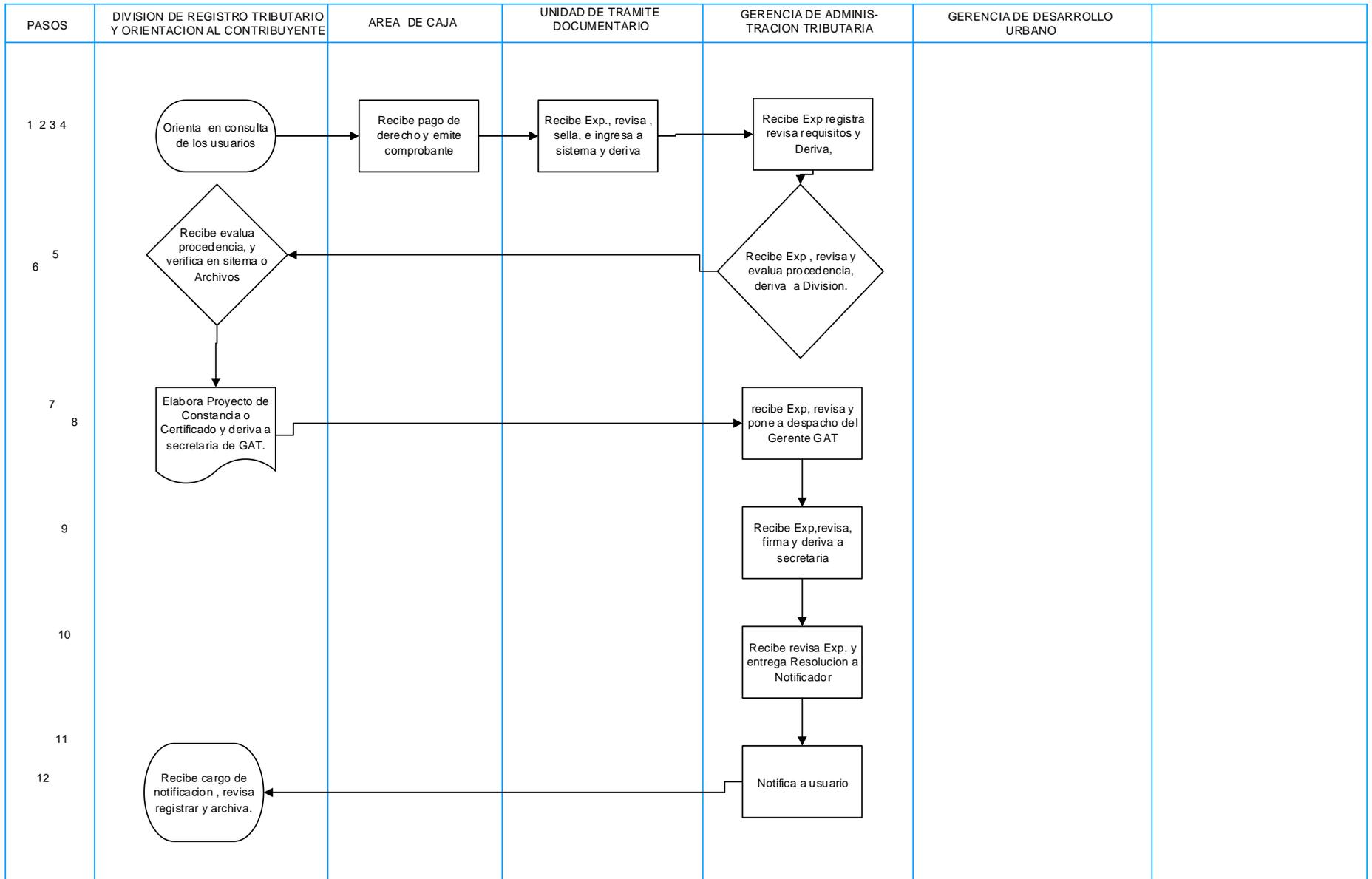
GAT, 3.- AUTORIZACION DE PROPAGANDA ANUNCIOS AVISOS PANELES Y OTROS ELEMENTOS PUBLICITARIOS HASTA 6M2.



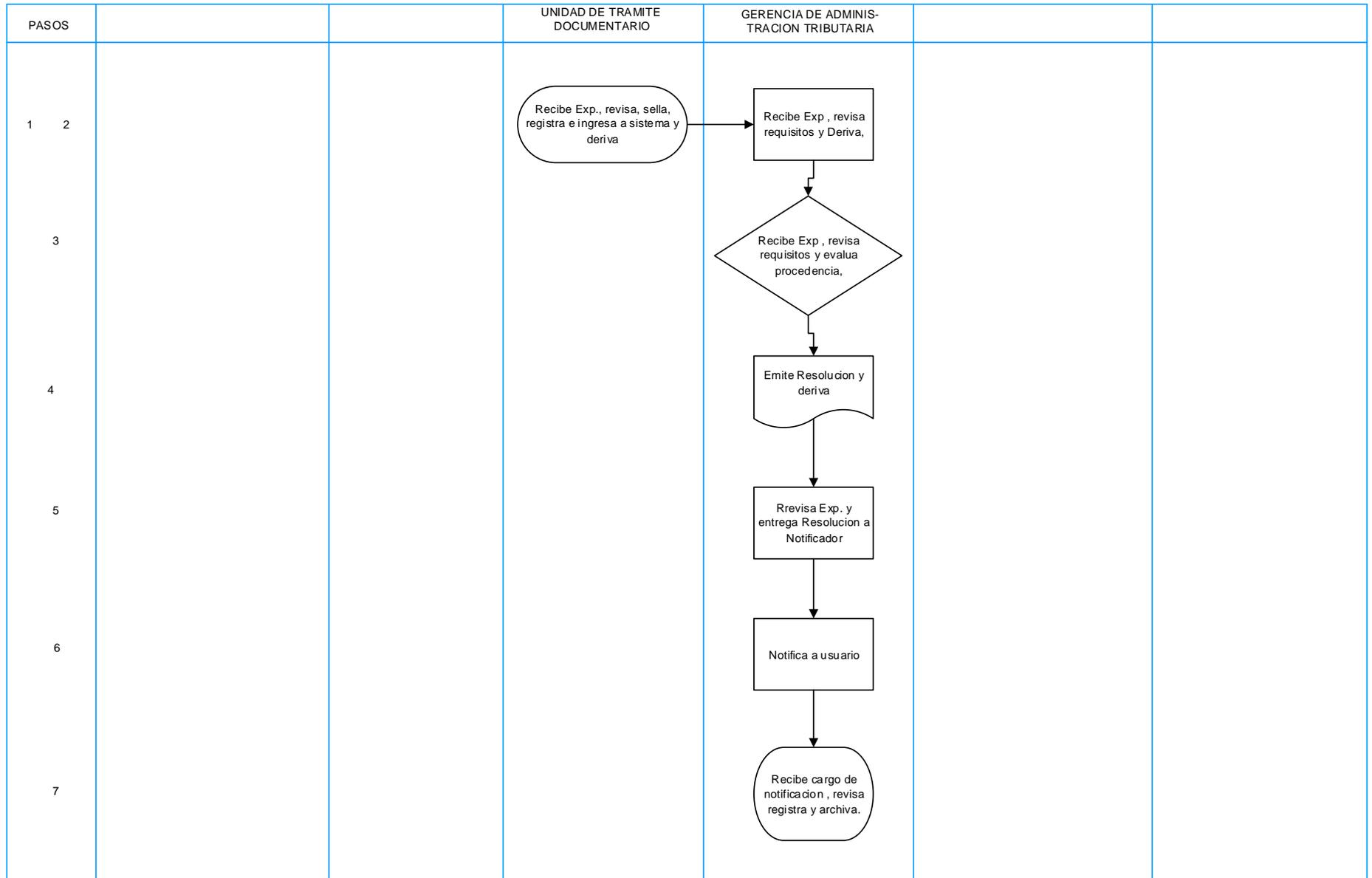
GAT, 4.- AUTORIZACION DE PROPAGANDA ANUNCIOS AVISOS PANELES Y OTROS ELEMENTOS PUBLICITARIOS DE 7M2 HASTA 30M2



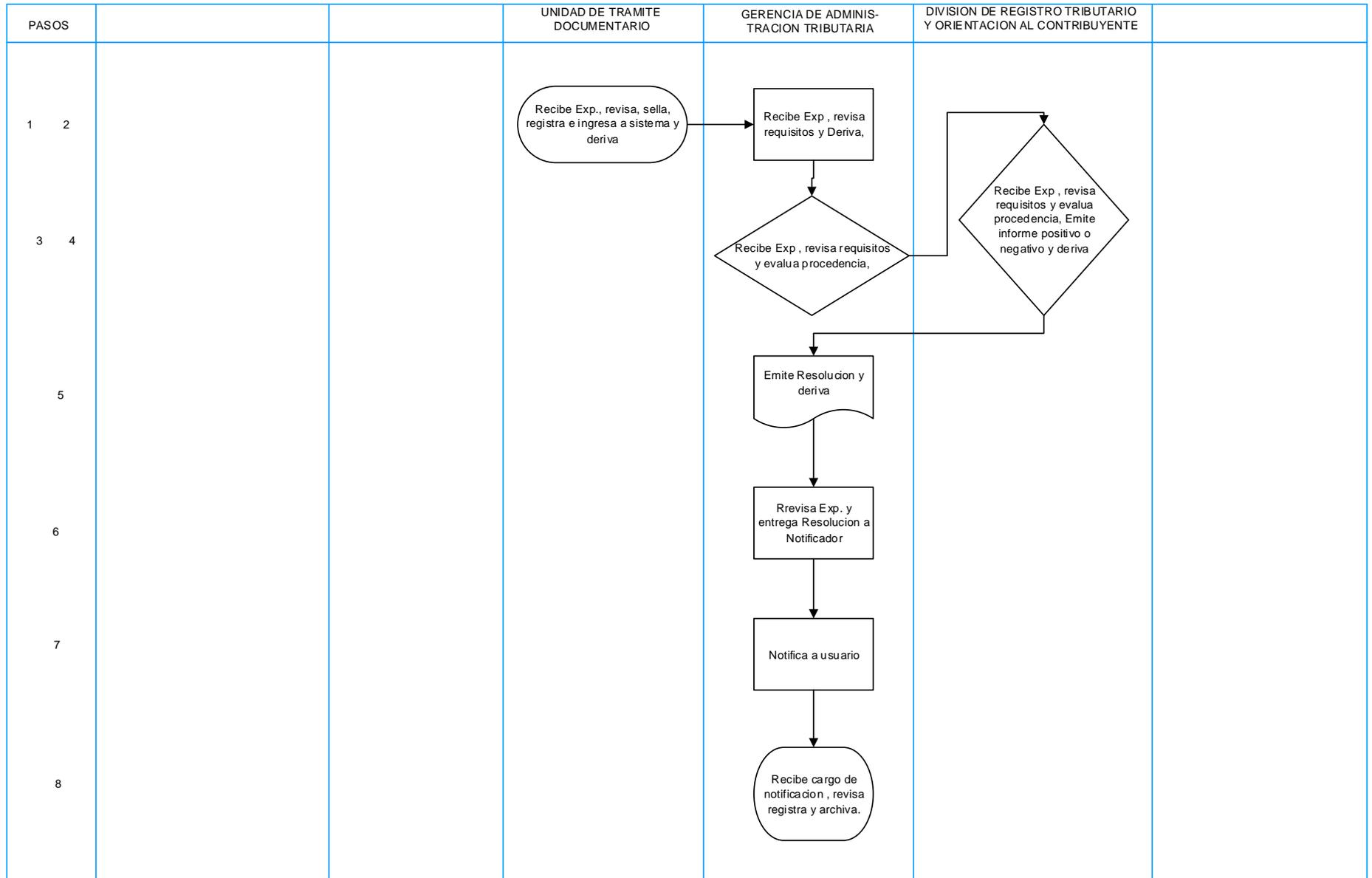
5.- CERTIFICADOS Y CONSTANCIAS EN MATERIA TRIBUTARIA.



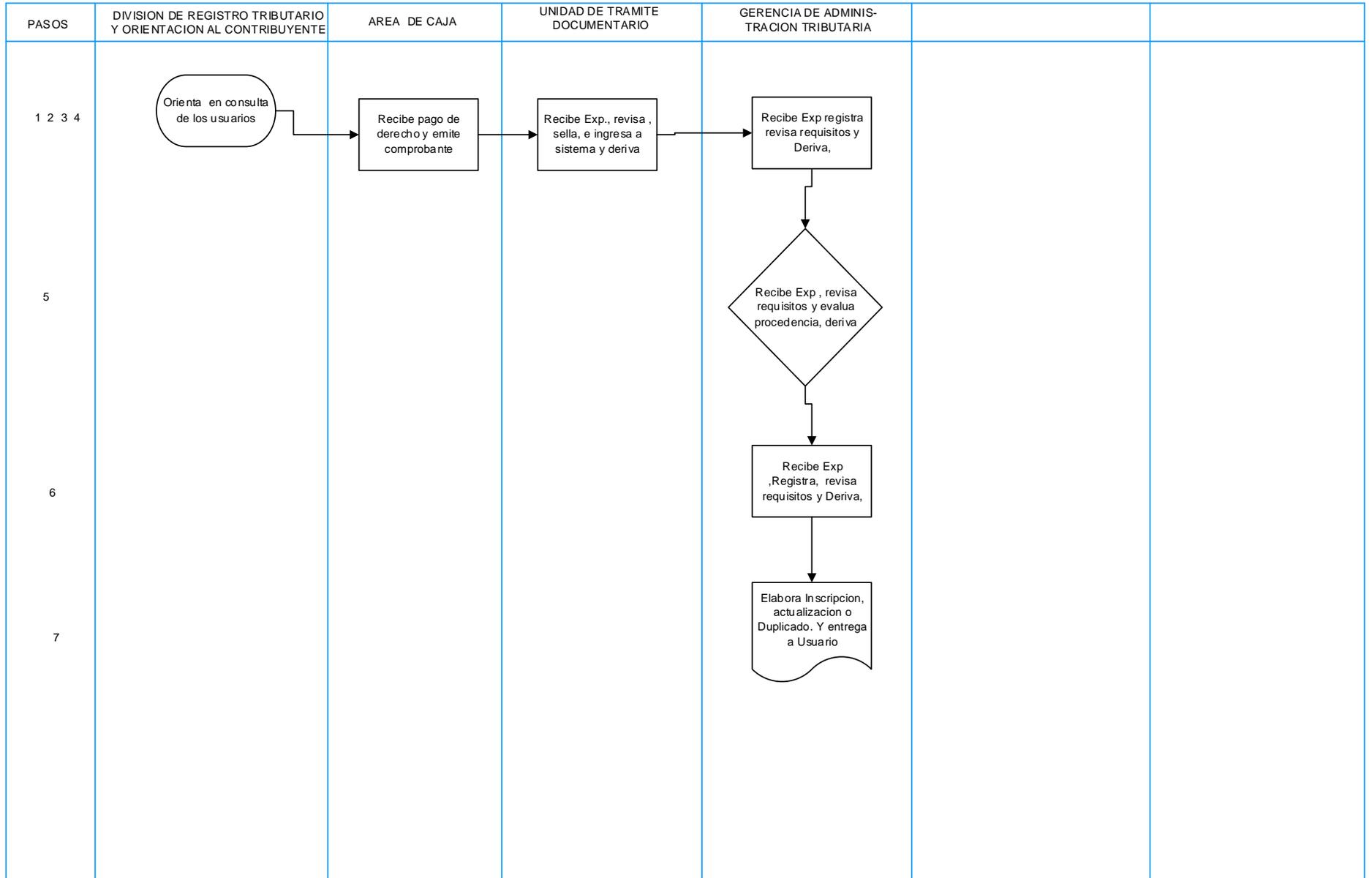
6.- DESESTIMIENTO DE TRAMITE TRIBUTARIO Y RECURSOS IMPUGNATIVOS



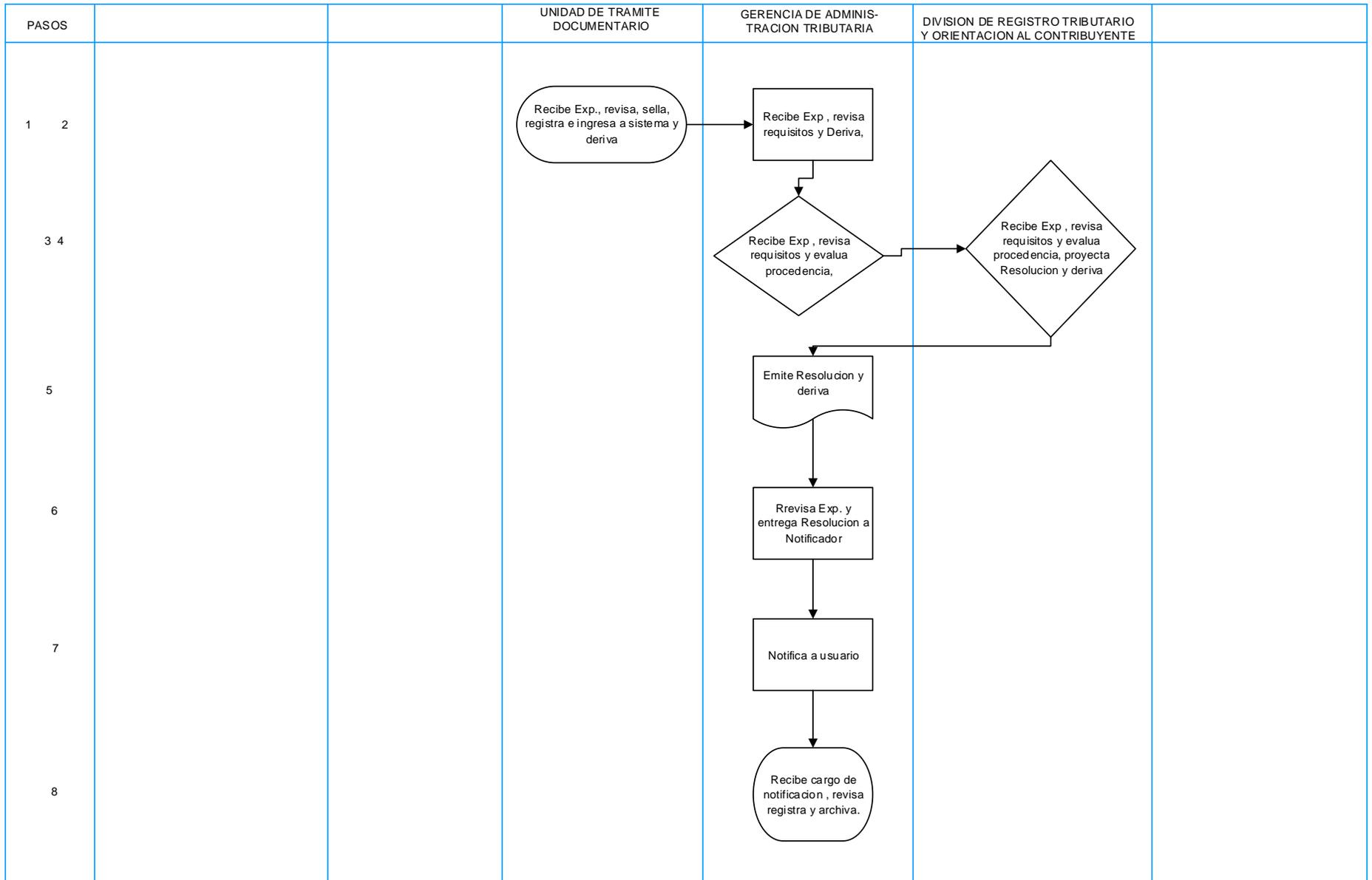
GAT, 10.- DEVOLUCIÓN O COMPENSACION DE PAGO INDEBIDO O EN EXCESO.



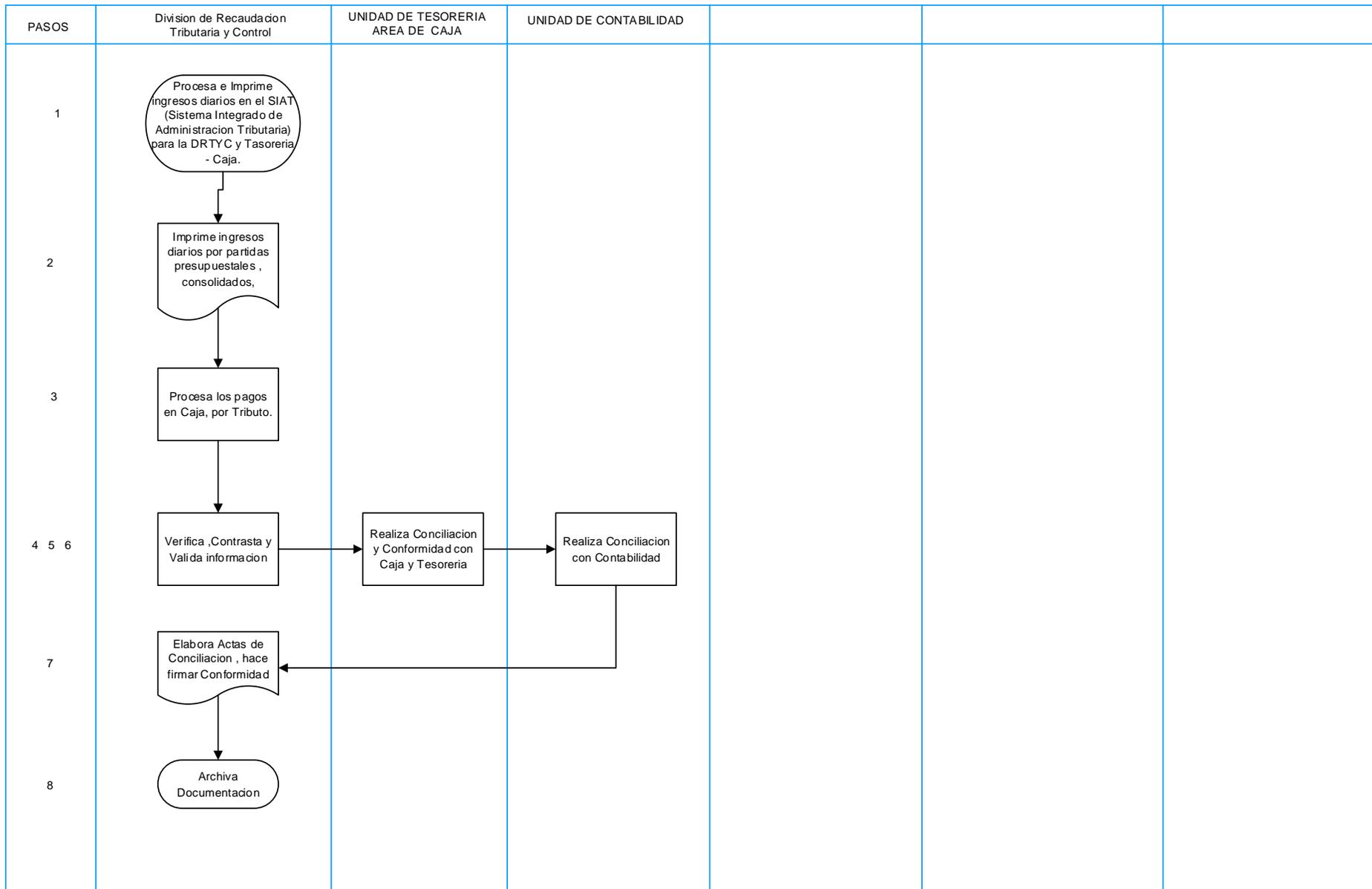
GAT, 11.-EMISION MECANIZADA DE DECLARACION JURADA DE AUTOVALUO POR INSCRIPCION, ACTUALIZACION, BAJA RECTIFICACION O DUPLICADO.



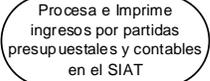
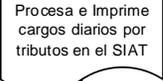
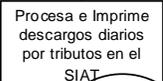
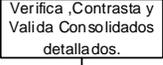
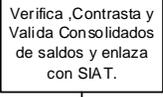
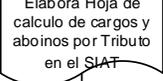
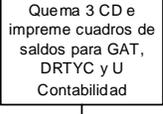
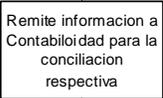
GAT, 12.-PRESCRIPCION, CONDONACION Y CONSOLIDACION DE DEUDA TRIBUTARIA.



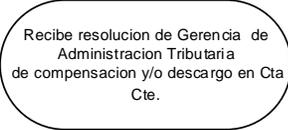
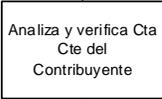
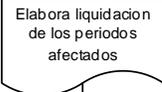
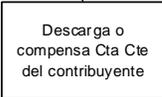
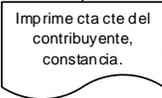
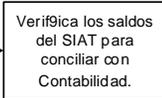
GAT, 13 .- CONCILIACION DE INGRESOS



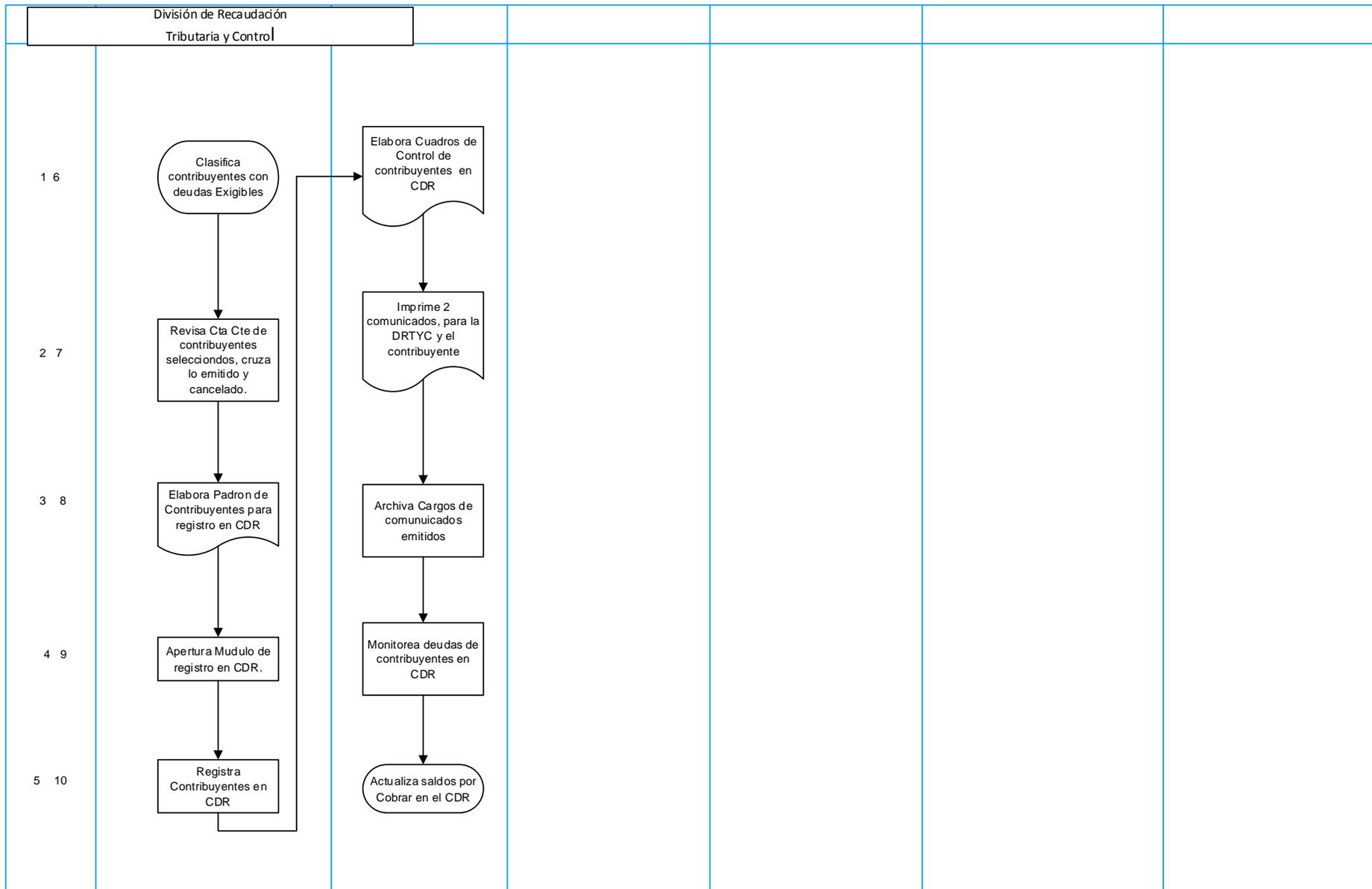
GAT, 14.- ELABORACION DE CUADROS DE SALDOS

PASOS	División de Recaudación Tributaria y Control	UNIDAD DE CONTABILIDAD				
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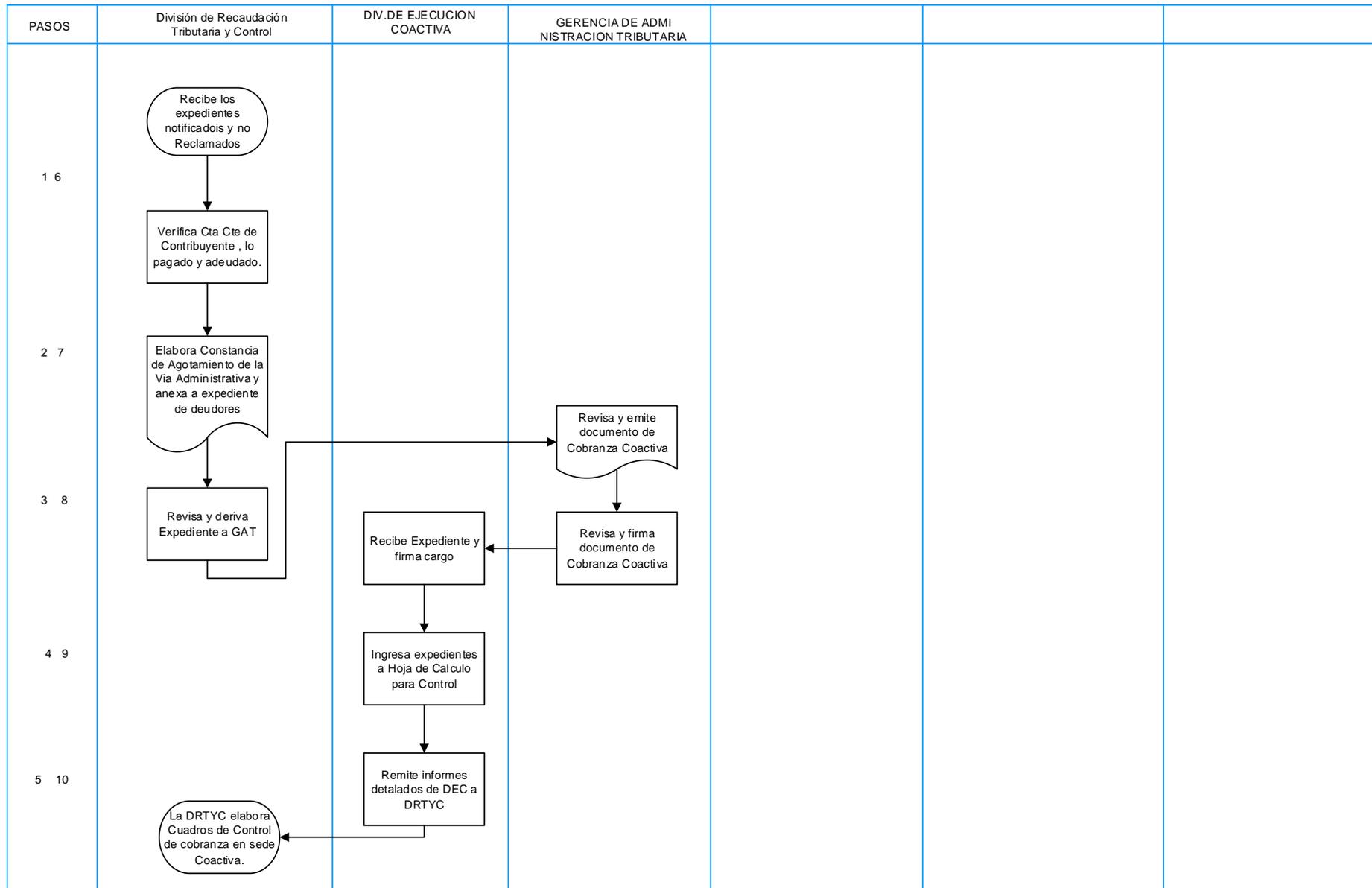
GAT, 15.- DESCARGOS EN CUANTA CORRIENTE

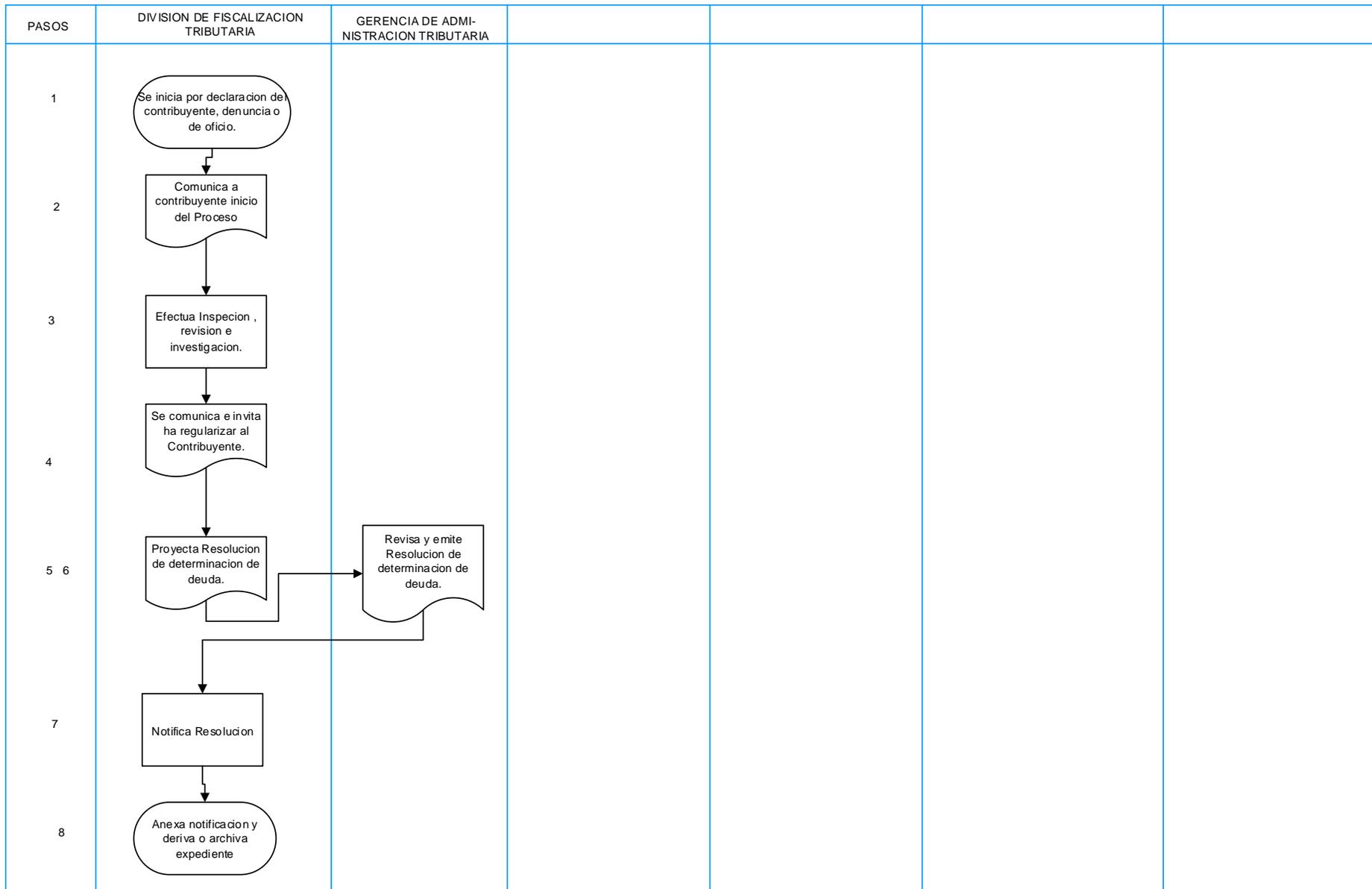
PASOS	Division de Recaudacion Tributaria y Control	UNIDAD DE CONTABILIDAD				
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GAT, 16.- INGRESO DE CONTRIBUYENTES MOROSOS A CENTRAL DE RIESGO

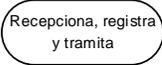
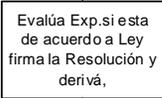
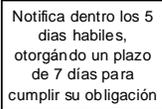
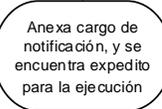


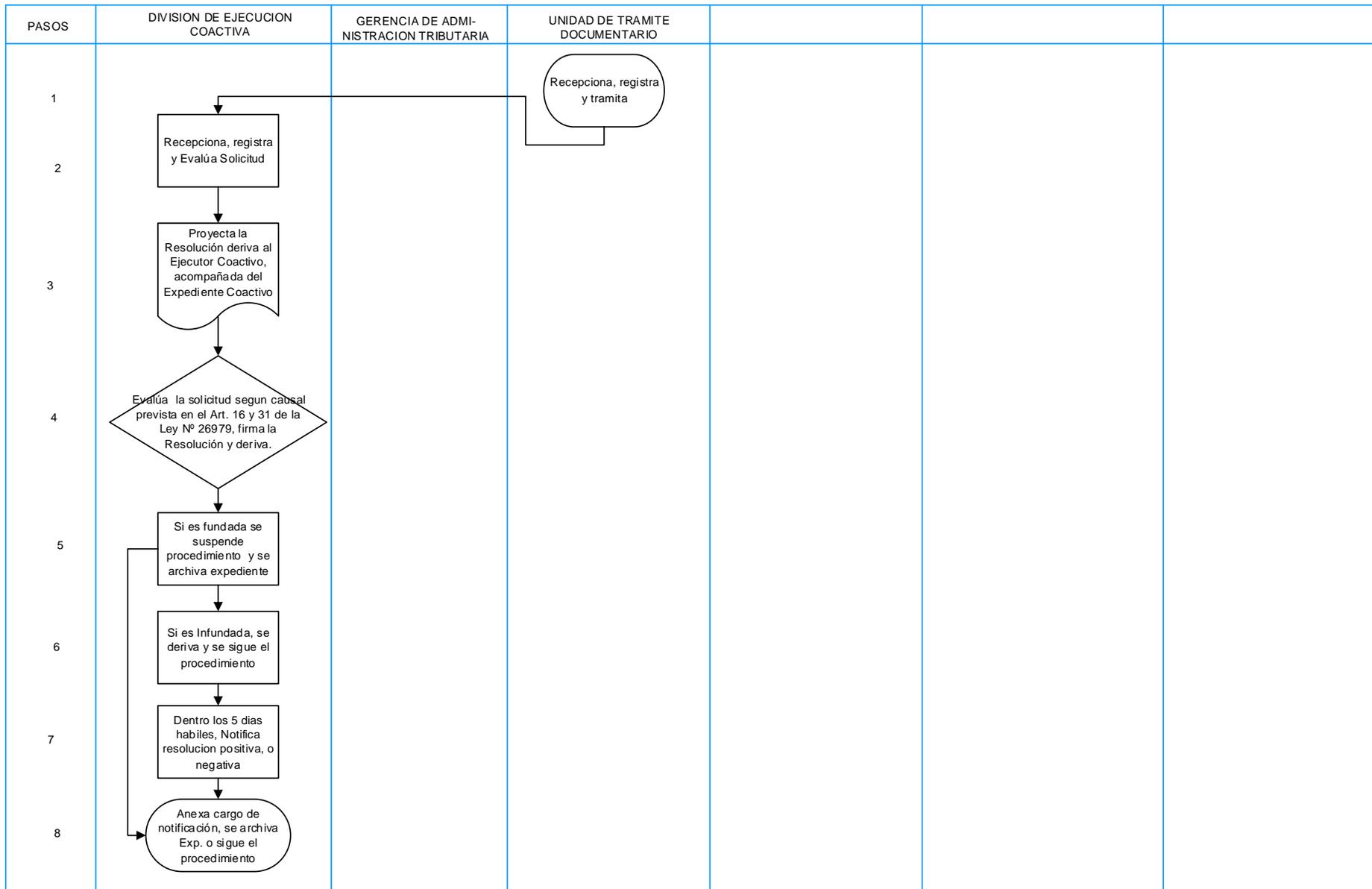
GAT, 17 .- CONTROL DE EXPEDIENTES DERIVADOS A EJECUCION COACTIVA



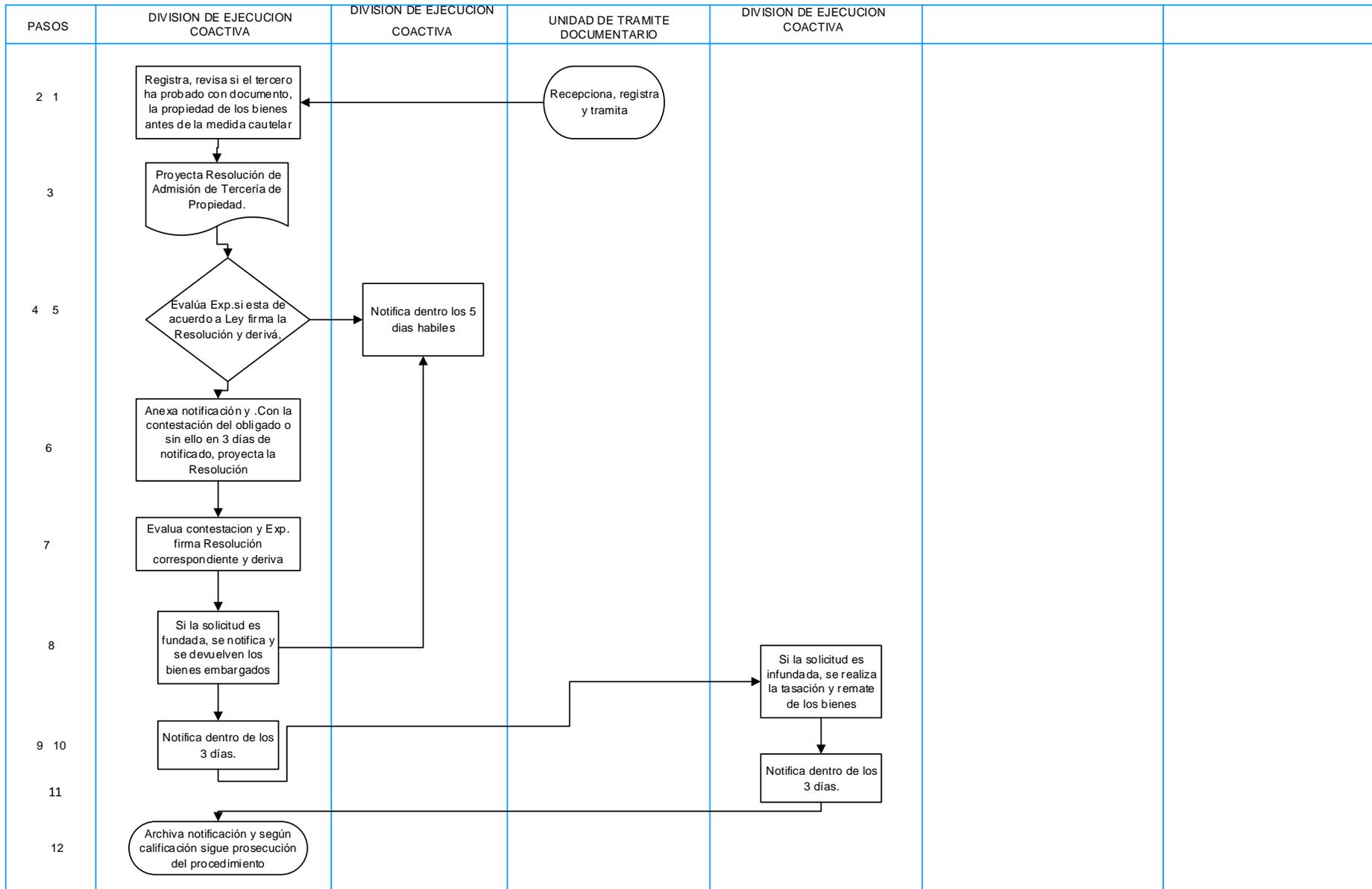


GAT, 19.- INICIO DEL PROCEDIMIENTO DE EJECUCIÓN COACTIVA

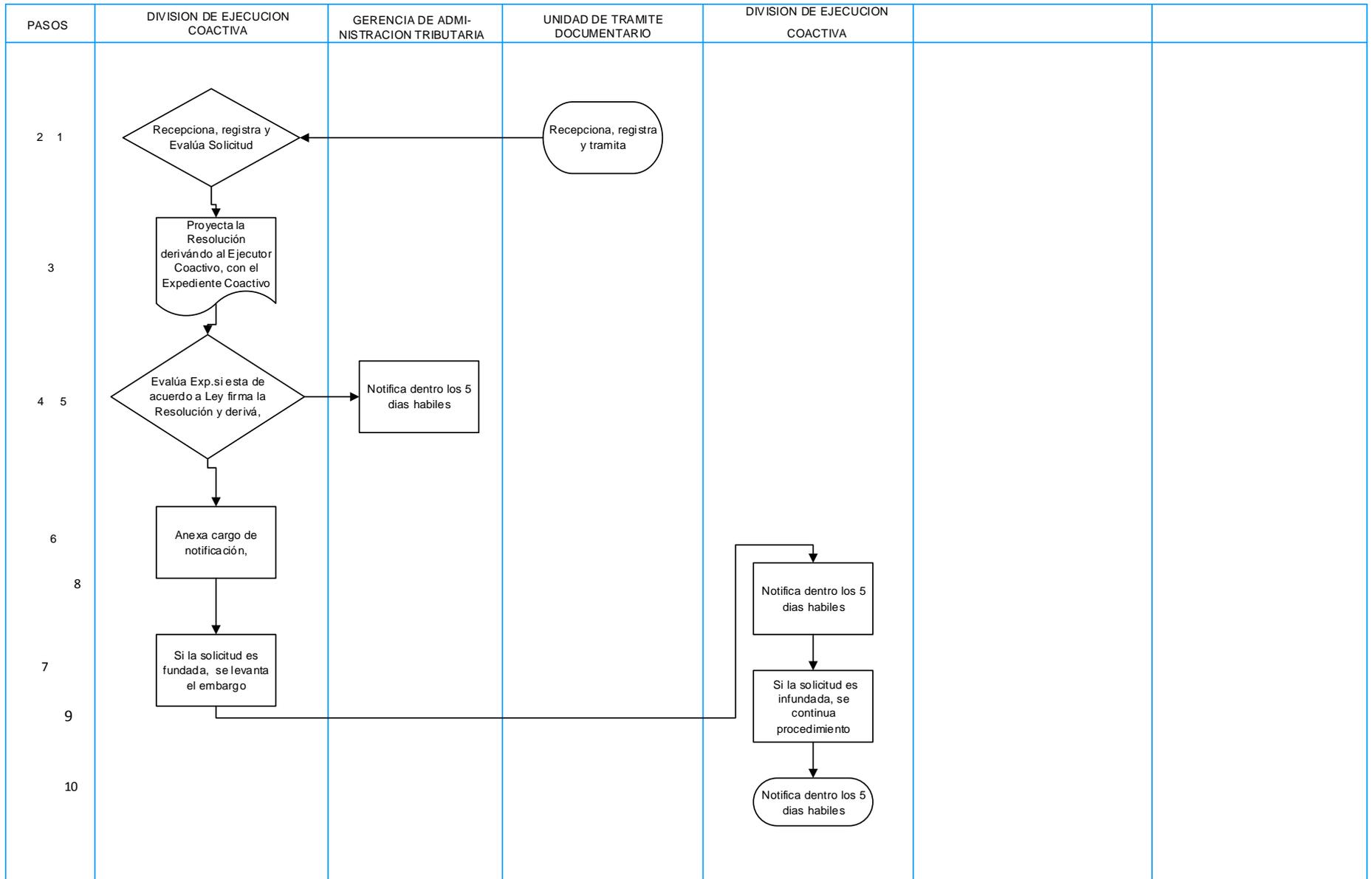
PASOS	DIVISION DE EJECUCION COACTIVA	GERENCIA DE ADMINISTRACION TRIBUTARIA	UNIDAD DE TRAMITE DOCUMENTARIO			
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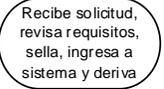
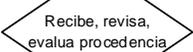
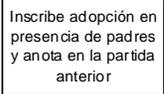
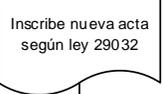
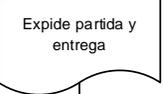
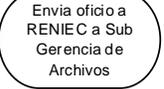
GAT, 21.- INTERPOSICIÓN DE TERCERÍA DE PROPIEDAD.



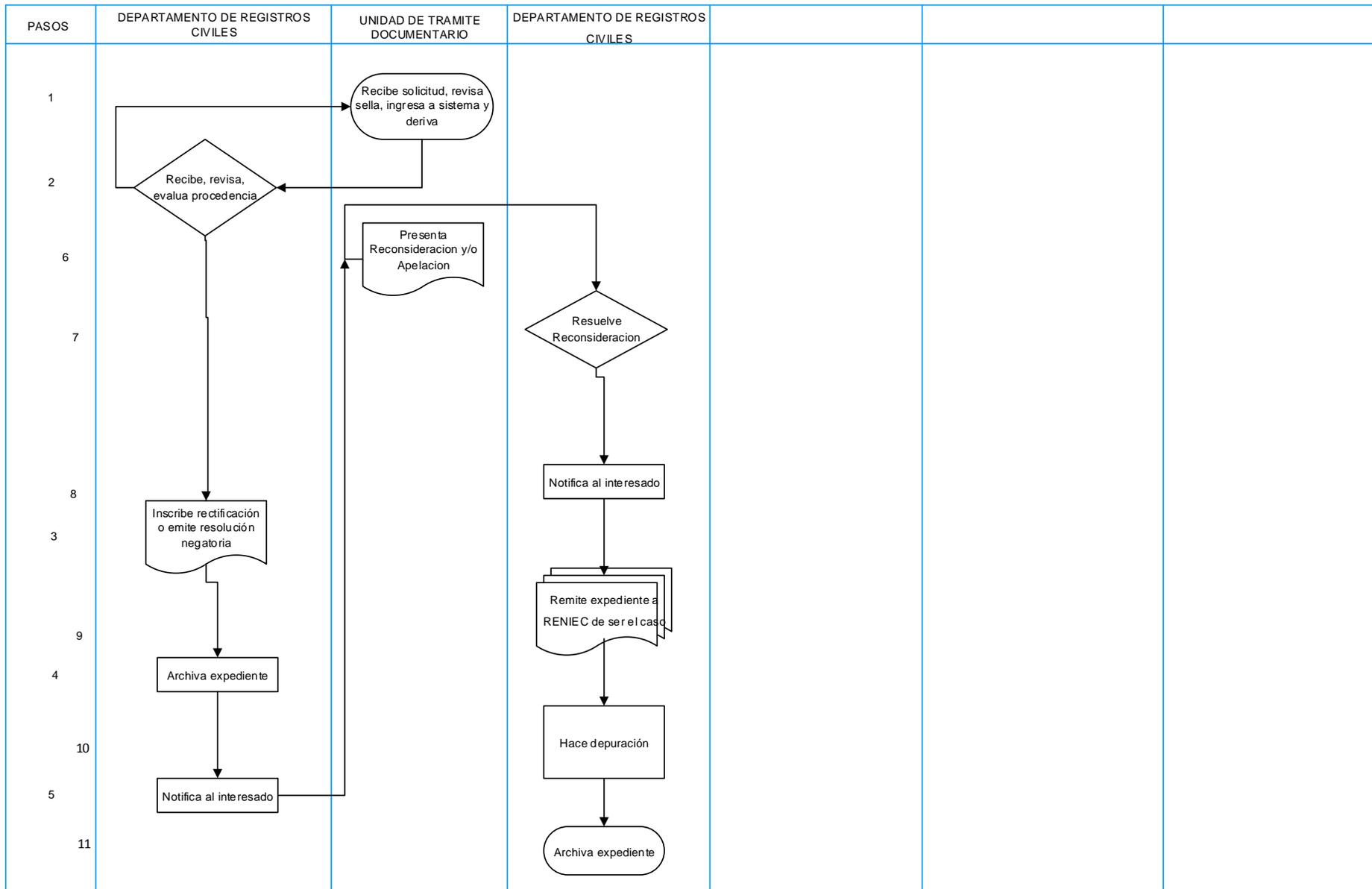
GAT, 22.- SOLICITUD DE LEVANTAMIENTO DE EMBARGO



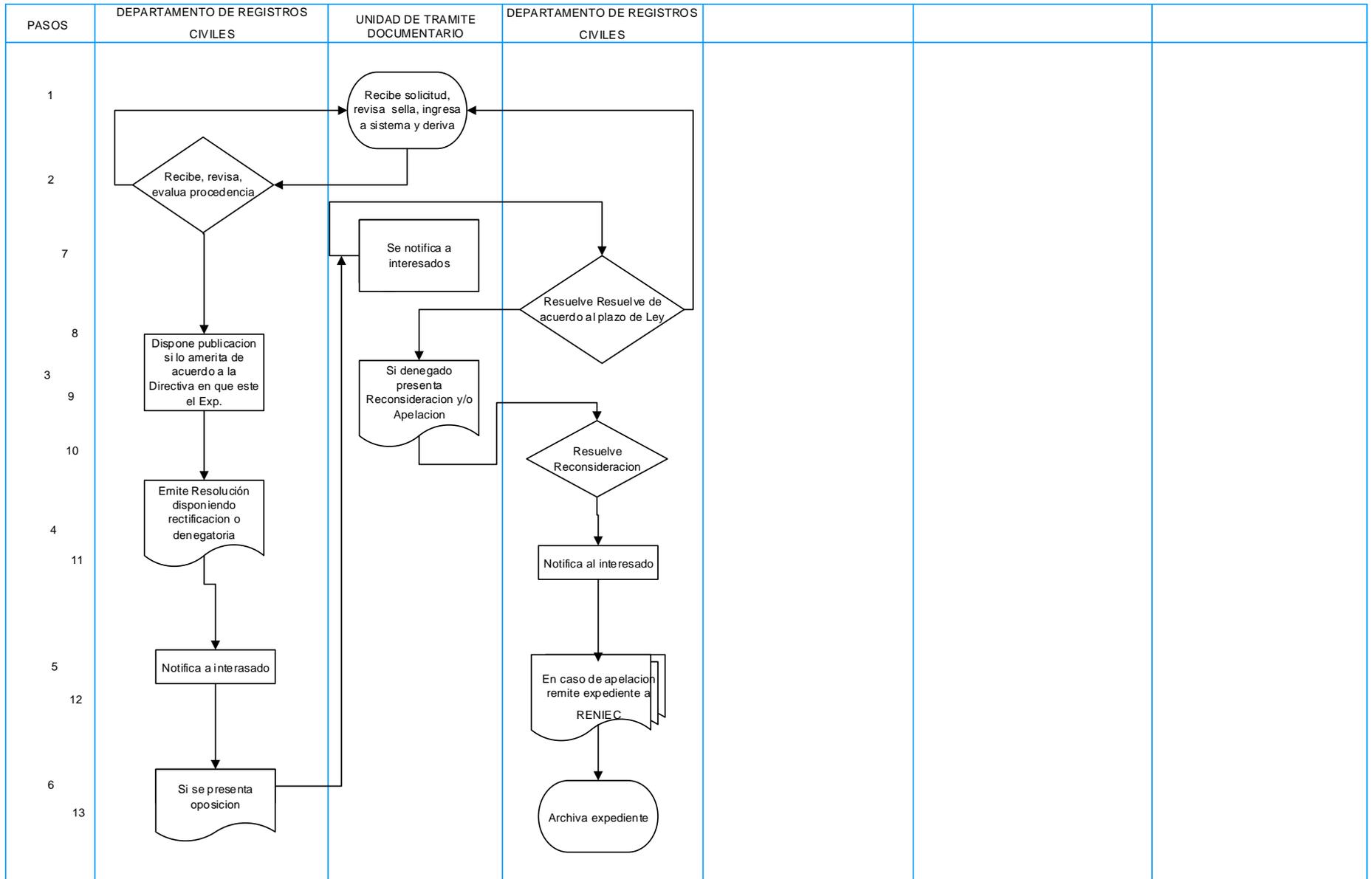
DRCD, 1.- ADOPCION DE MENORES O MAYORES DE EDAD

PASOS	DEPARTAMENTO DE REGISTROS CIVILES	UNIDAD DE TRAMITE DOCUMENTARIO				
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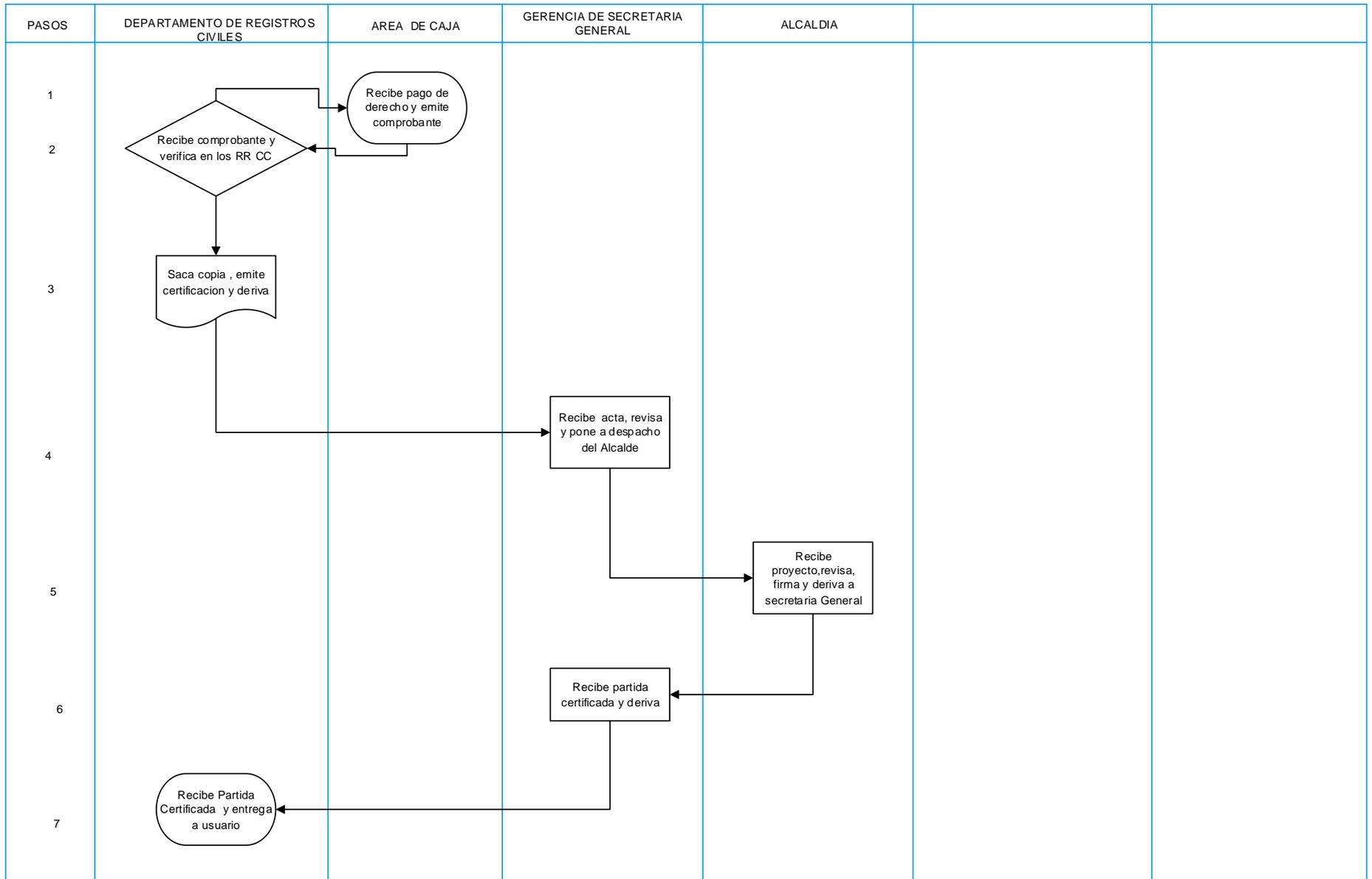
DRCD, 2.- INSCRIPCION DE RECTIFICACION DE LAS ACTAS DE NACIMIENTO, MATRIMONIO O DEFUNCION POR ORDEN JUDICIAL O NOTARIAL



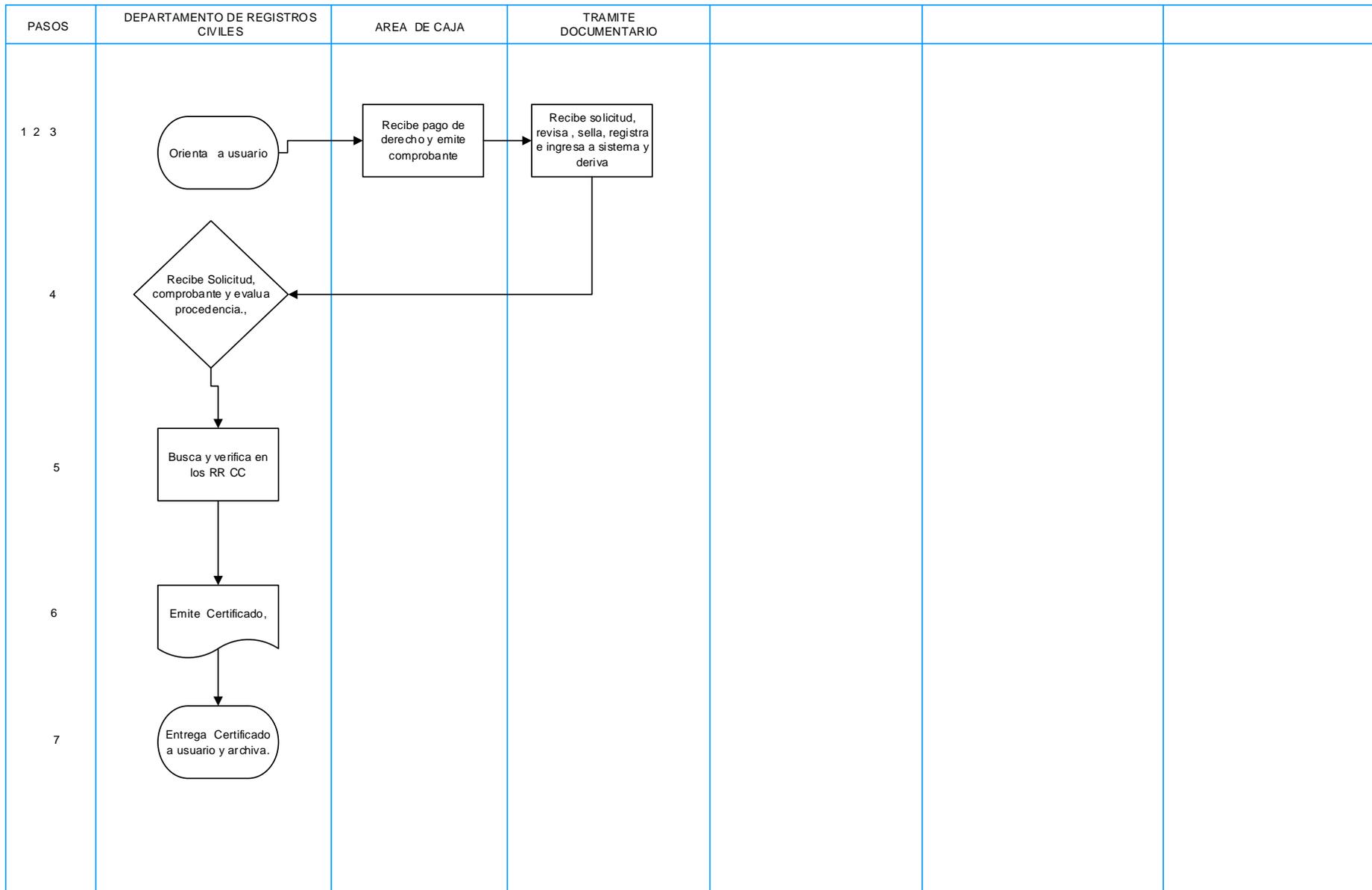
DRCD, 3.- INSCRIPCION DE RECTIFICACION ADMINISTRATIVA DE LAS ACTAS DEL ESTADO CIVIL



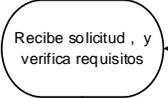
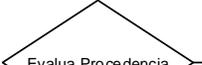
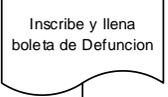
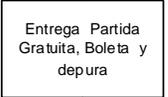
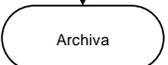
DRCO, 4.- CERTIFICACION DE PARTIDA O DOCUMENTO POR EL ALCALDE



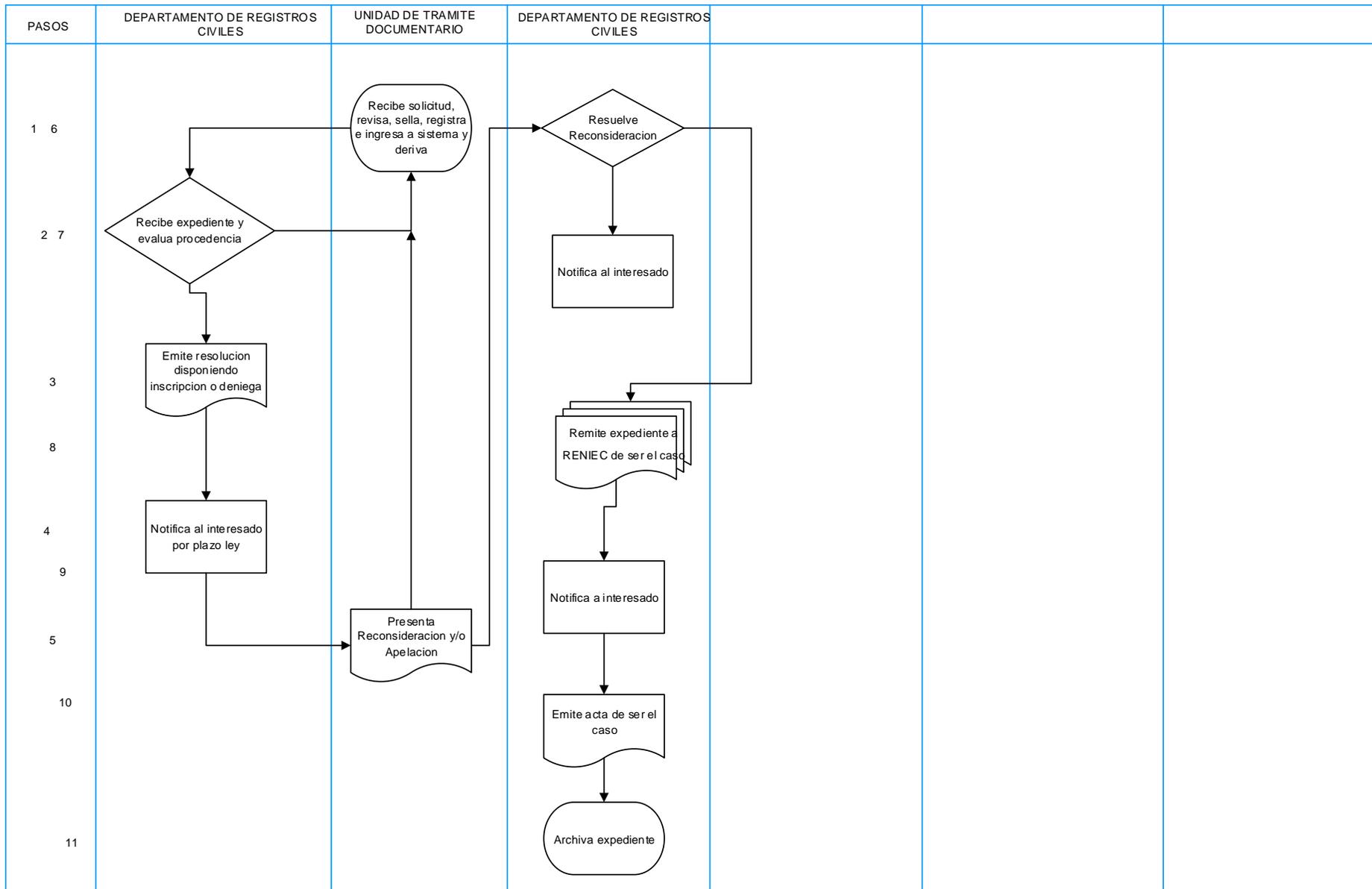
DRCD,5.- CERTIFICADO DE SOLTERIA O VIUDEZ; O CONSTANCIA DE NO ESTAR INSCRITO , U OTROS CERTIFICADOS Y CONSTANCIAS DE RR CC.



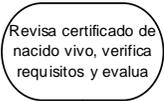
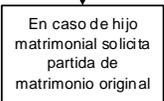
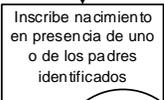
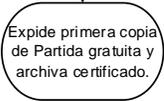
DRCD,6.-INSCRIPCION DE DEFUNCIONES ORDINARIAS, CON PARTE POLICIAL, O DEL MINISTERIO PUBLICO.

PASOS	DEPARTAMENTO DE REGISTROS CIVILES					
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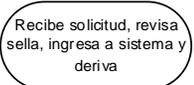
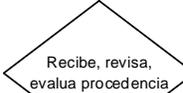
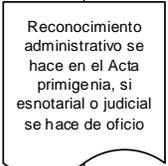
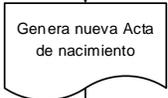
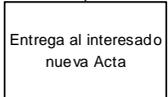
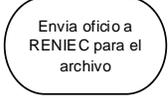
DRCD.7.- INSCRIPCION EXTEMPORANEA DE NACIMIENTO DE MENORES Y MAYORES DE EDAD.



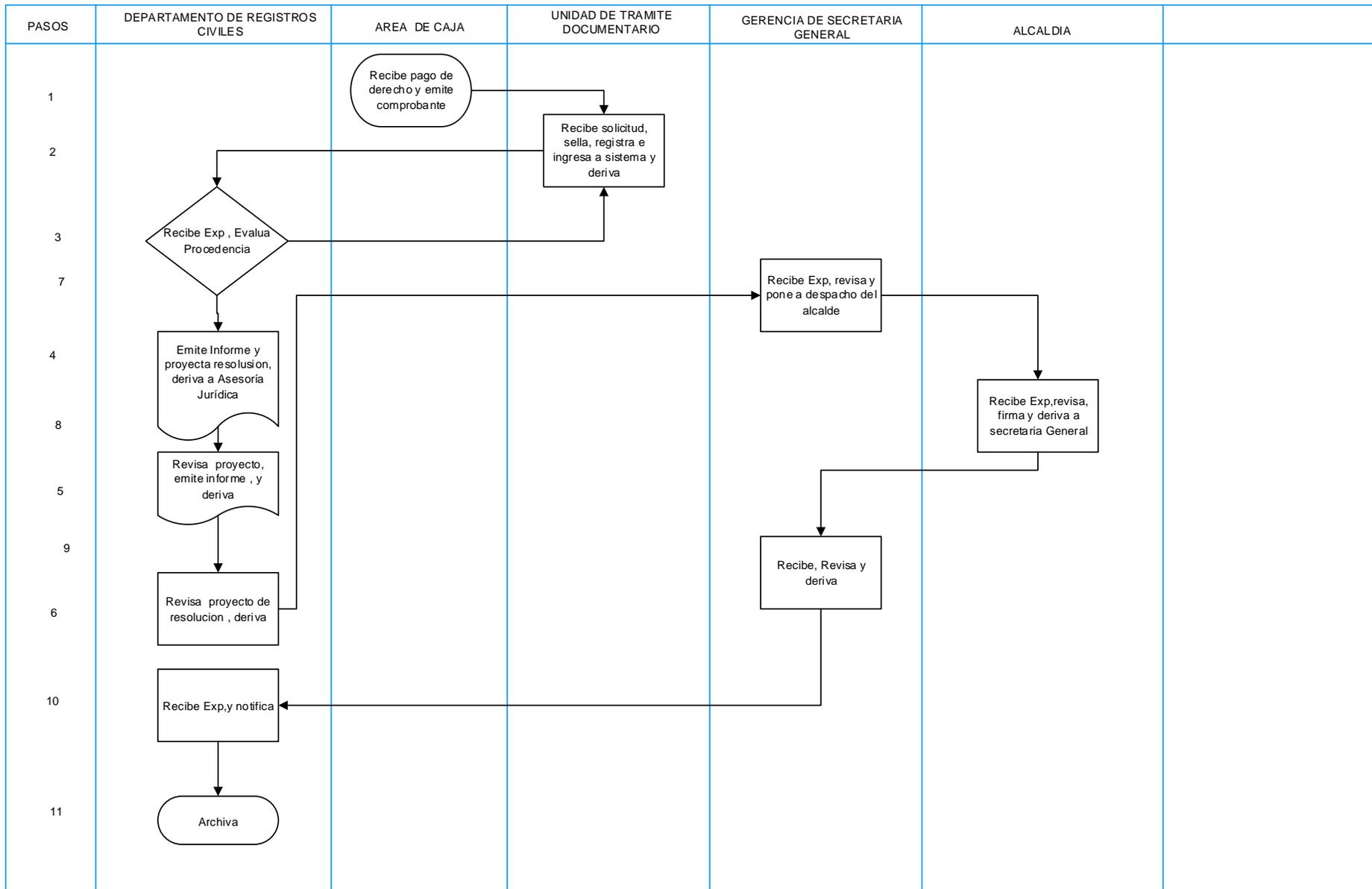
DRCD, 8.- INSCRIPCION DE NACIMIENTO ORDINARIA

PASOS	DEPARTAMENTO DE REGISTROS CIVILES					
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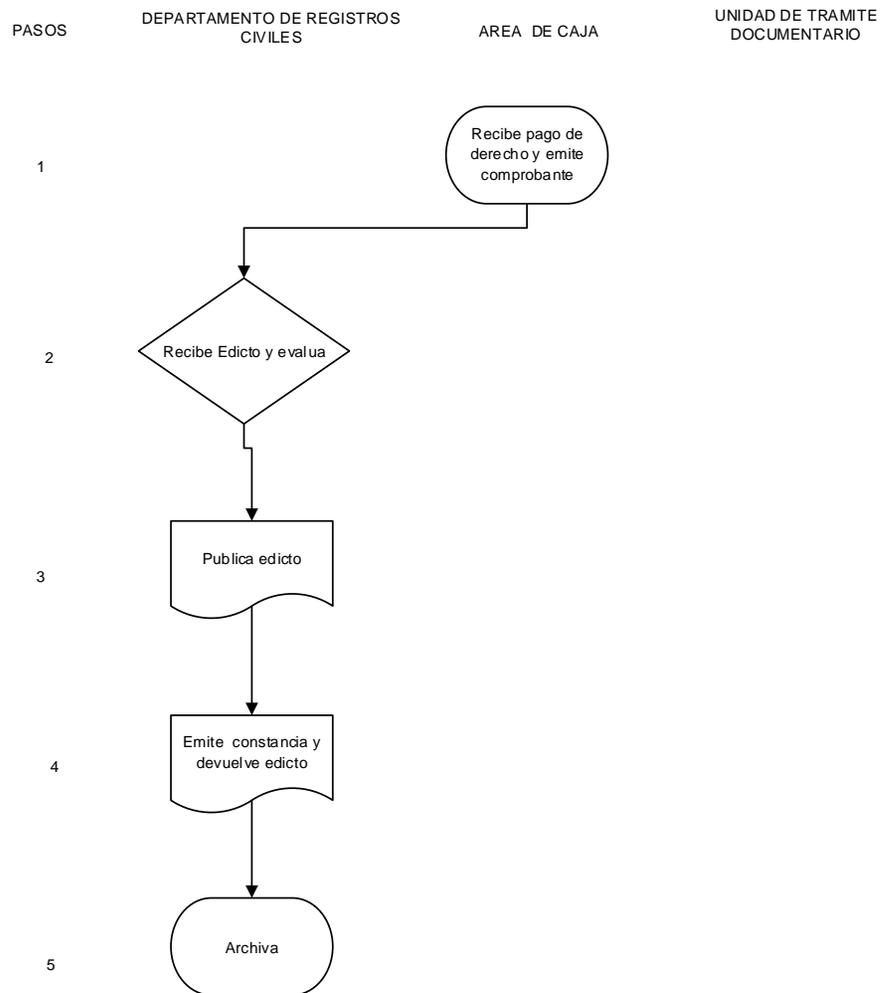
DRCD, 9.- RECONOCIMIENTO DE PATERNIDAD Y/O MATERNIDAD, ADMINISTRATIVA , NOTARIAL O JUDICIAL.

PASOS	DEPARTAMENTO DE REGISTROS CIVILES	UNIDAD DE TRAMITE DOCUMENTARIO	DEPARTAMENTO DE REGISTROS CIVILES			
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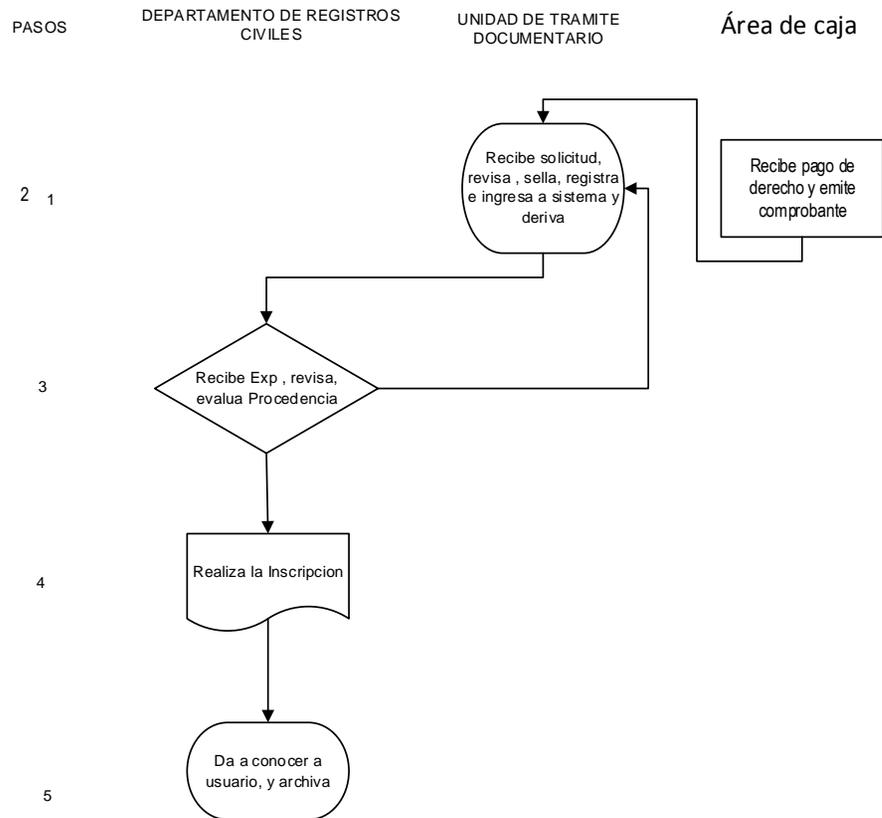
DRCD, 10.- DISPENSA DE PUBLICACION DE EDICTO MATRIMONIAL.



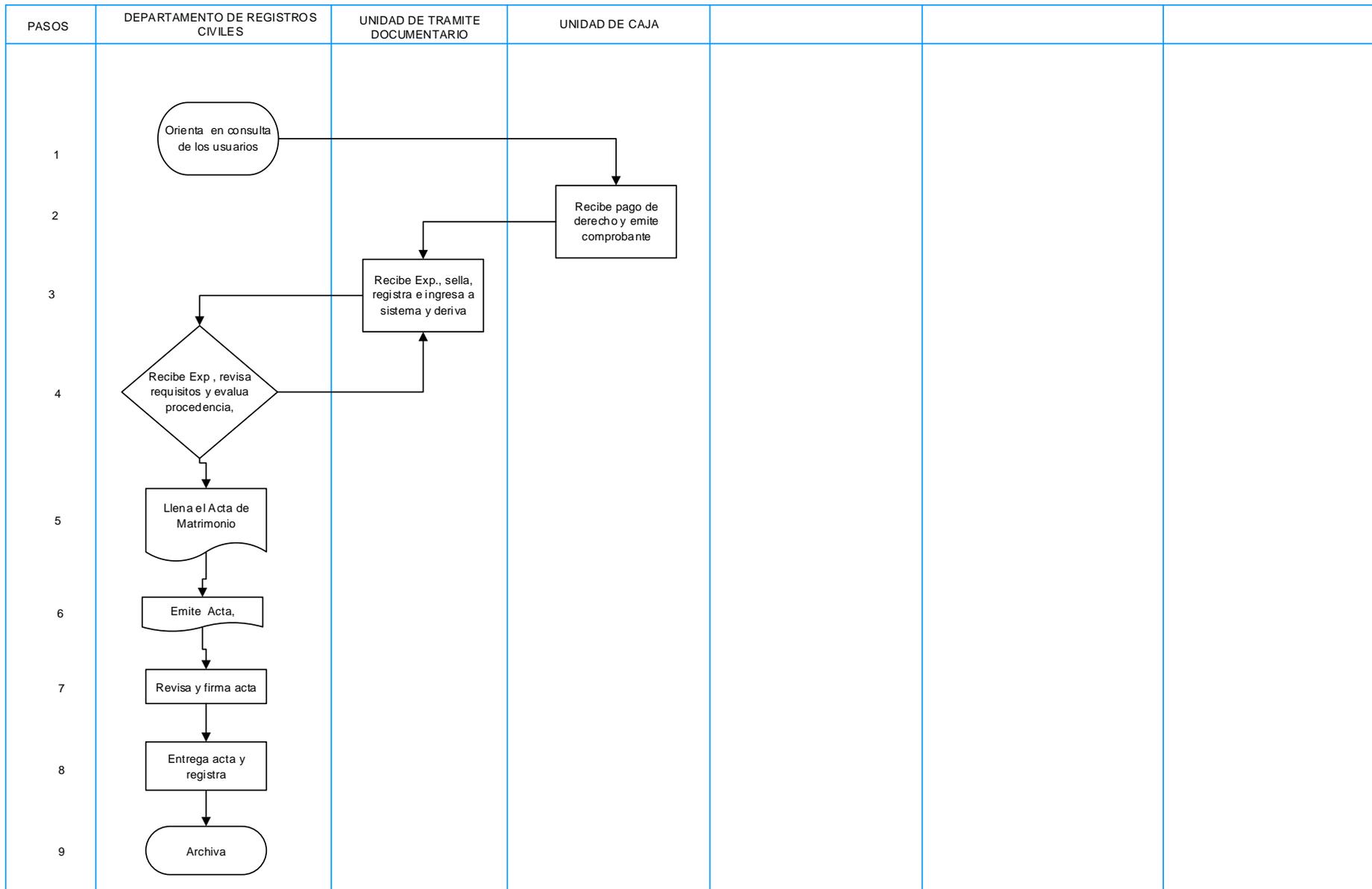
DRC 11.- PUBLICACION INTERNA DEL EDICTO MATRIMONIAL DE OTRAS MUNICIPALIDADES



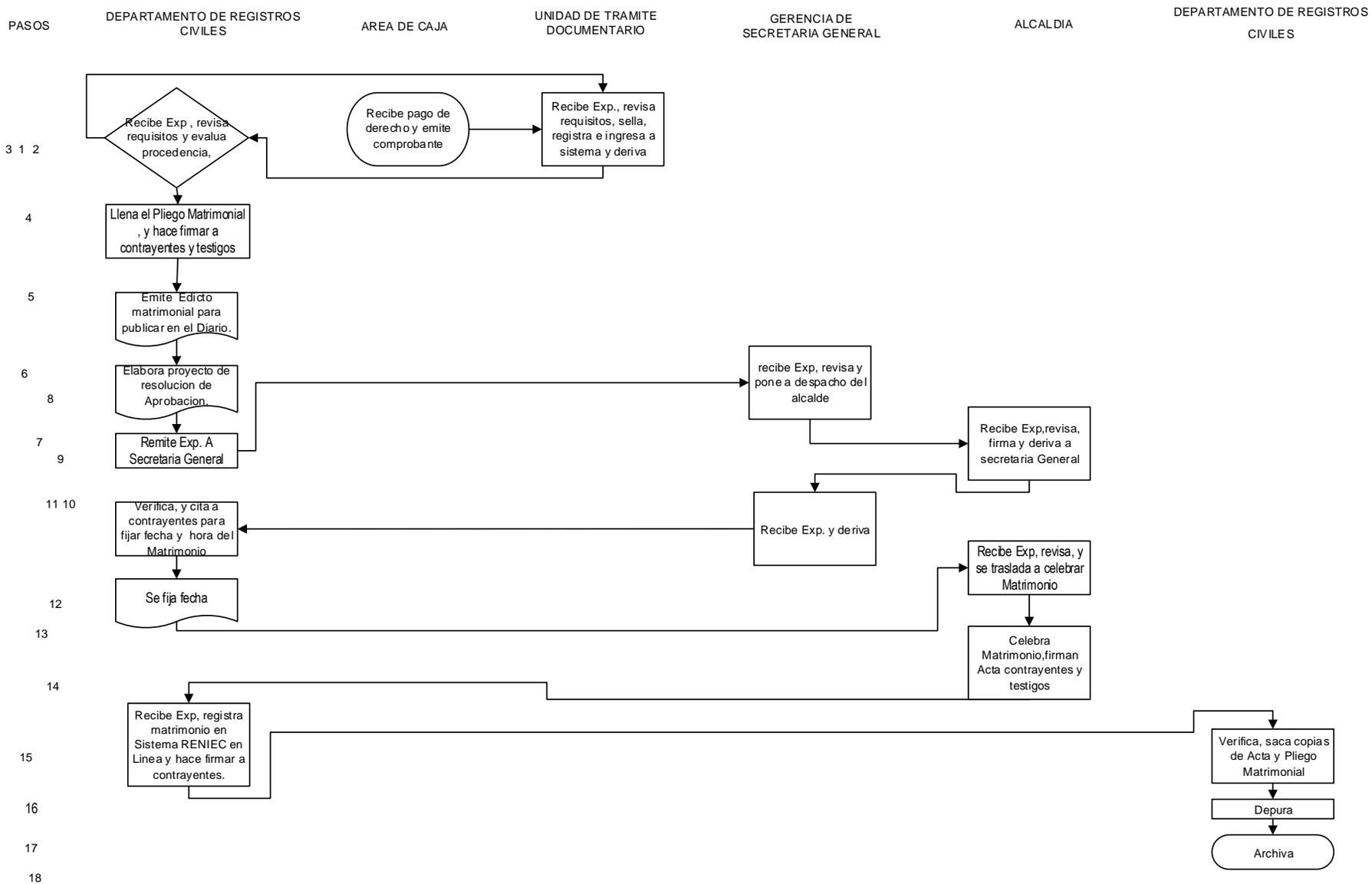
DRC, 12.- INSCRIPCION DE MATRIMONIO CELEBRADO EN EL EXTRANJERO.



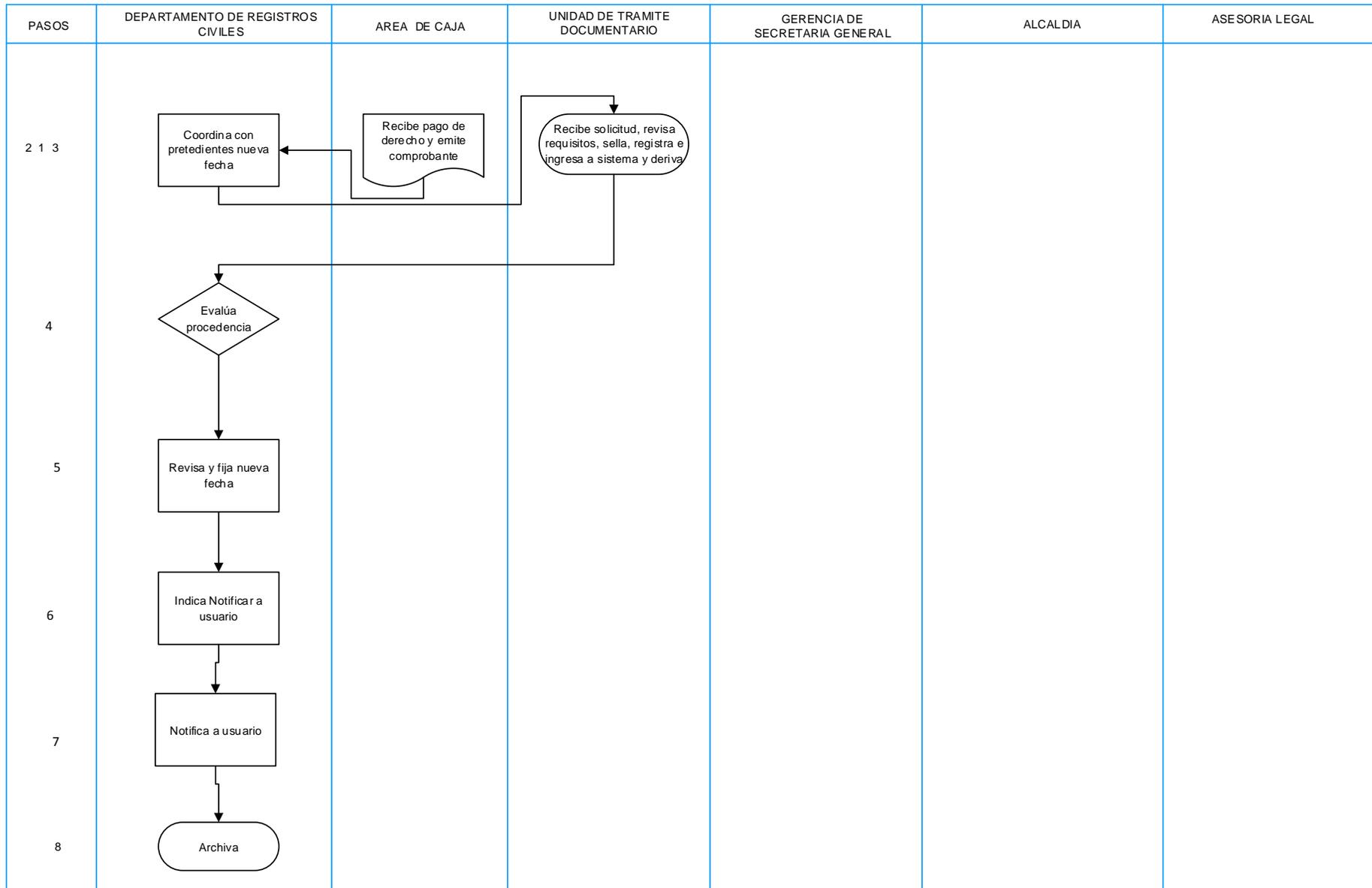
DRCD, 13.- MATRIMONIO IN EXTREMIS, (EN INMINENTE PELIGRO DE MUERTE)



DRC, 14.- MATRIMONIO CELEBRADO POR EL ALCALDE FUERA DEL LOCAL MUNICIPAL, EXCEDIENDO EL HORARIO DE TRABAJO y 40 y 41 SIMILARES



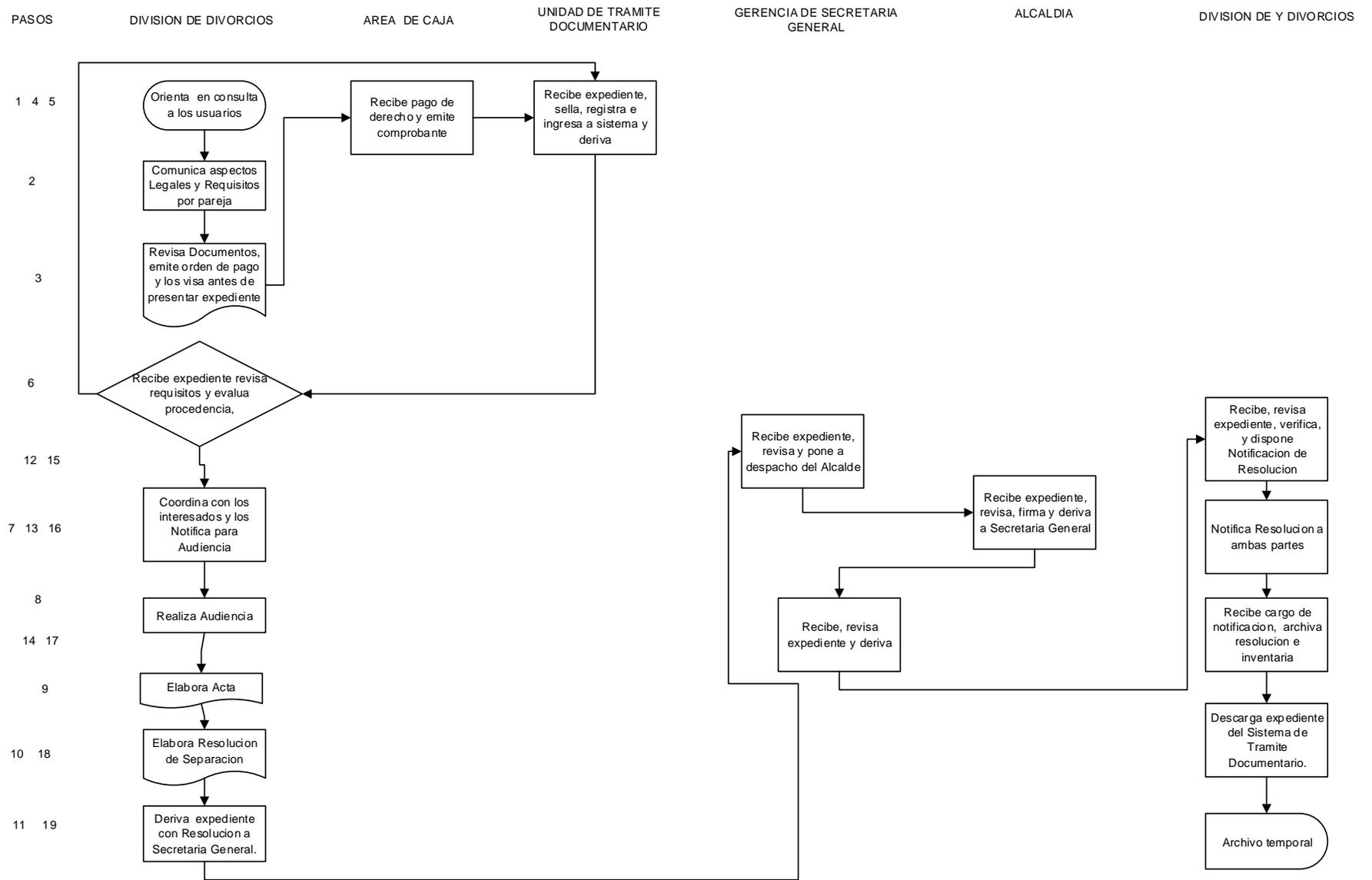
DRCD, 15.- POSTERGACION DE MATRIMONIO, O RETIRO O ANULACION DEL PARTE MATRIMONIAL



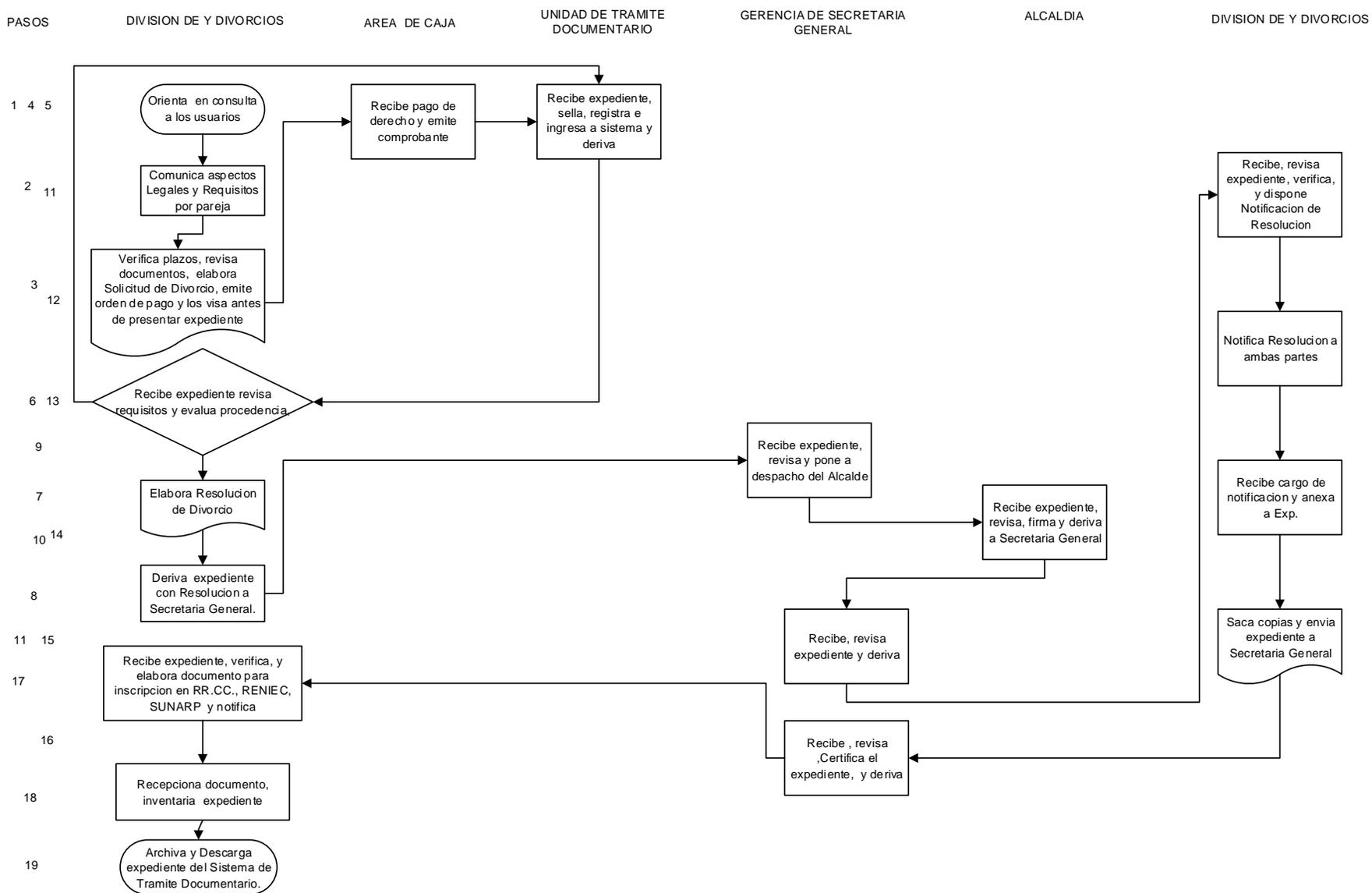
DRCD, 16.- EXPEDICION DE PARTIDAS O ACTAS CERTIFICADAS

PASOS	DEPARTAMENTO DE REGISTROS CIVILES	AREA DE CAJA				
<p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5</p>	<pre> graph TD A([Recibe pago de derecho y emite comprobante]) --> B{Recibe comprobante y verifica en los RR CC} B --> A B --> C[Saca copias] C --> D[Revisa y Certifica copias] D --> E([Entrega Partida a usuario y archiva]) </pre>					

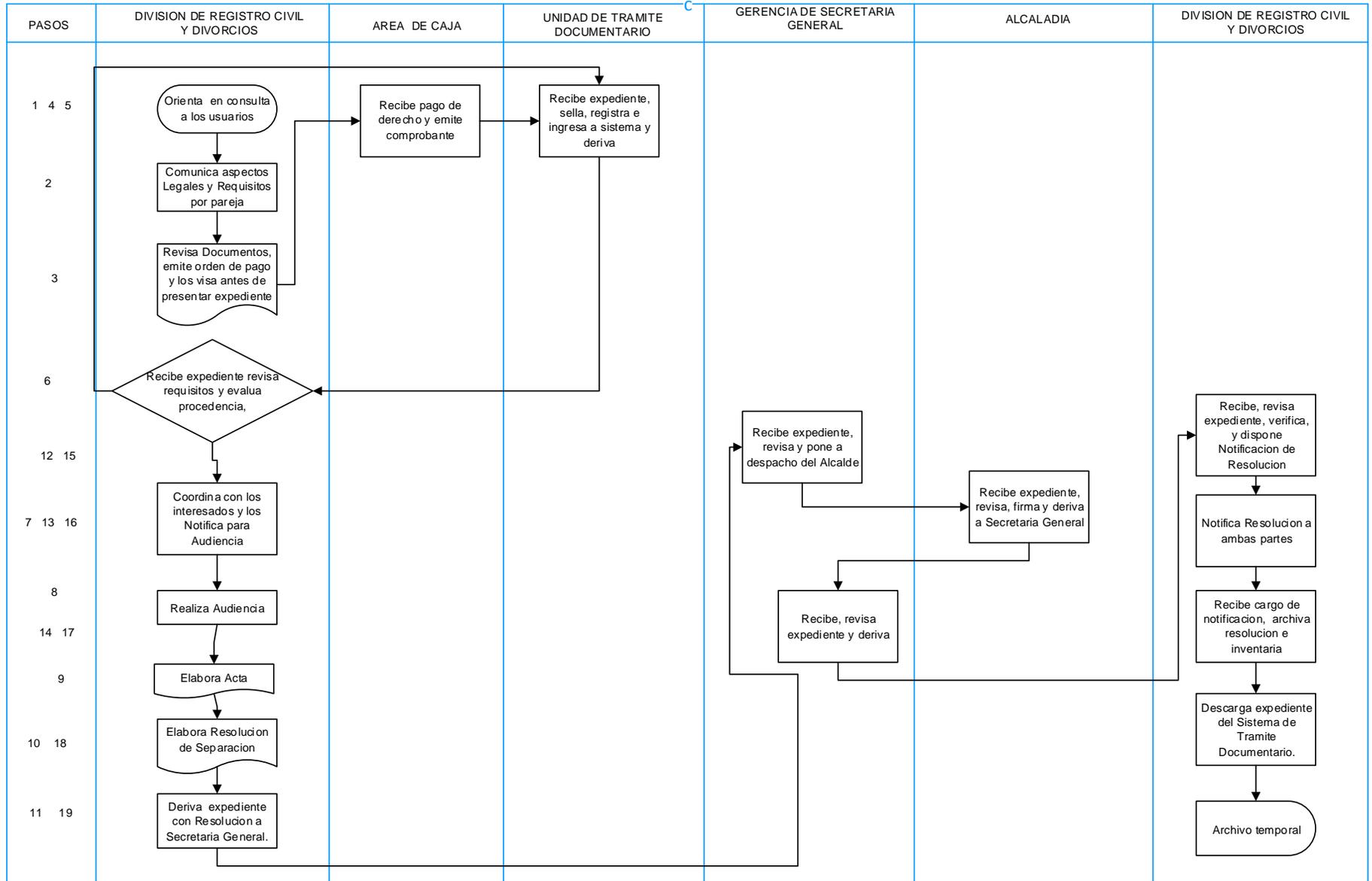
DIVISION DE DIVORCIOS.-
DD, 1.- SEPARACION CONVENCIONAL



DD, 02.- DISOLUCION DEL VINCULO MATRIMONIAL (DIVORCIO)



DRCD, 17.- SEPARACION CONVENCIONAL



DRCD, 18.- DISOLUCION DEL VINCULO MATRIMONIAL (DIVORCIO)

