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**EASTERN VISAYAS ASSOCIATION OF WATER DISTRICTS
(EVAWD)**

c/o **Leyte Metropolitan Water District**

LMWD Compound, Brgy. Nulatula, Tacloban City - Tel. # (053) 321-8006
EVAWD Secretariat: 0998-207-9844/0917-815-9021

January 5, 2017

GM Ralph S. Uy
Catbalogan Water District
Catbalogan, Western Samar

Dear GM Ralph:

I hope this email finds you well.

In compliance with the DOH mandate regarding the formulation and implementation of the Water Safety Plan by all water districts on or before September 4, 2017, the Eastern Visayas Association of Water Districts (EVAWD) will hold a 5-day live out WriteShop to formulate our respective Water Safety Plan (WSP) on January 16-20, 2017 from 8:30 a.m. to 4:30 p.m., at Hotel Consuelo, Tacloban City.

We encourage, if possible, at least two or three attendees who will formulate your WSP on the following topics:

- Water source description & operation,
- Treatment facility operation,
- Transmission and distribution,
- Water quality control.

Must bring/prepare the following:

- Mission, vision and core values
- Description of the Water District
- List of WSP Team Members
- Operations Manual (if available)
- Laptop & flash drive

Since this is an output-based workshop, attendance and full participation for the five (5) days duration is required. A registration fee of P 5,000.00 for each participant (P 1,000.00 per day) will be collected to defray the costs on snacks, lunch, venue and other incidental expenses.

For further query and assistance, please email, text, or phone us through Ms. Divina Amor R. Catindoy or Ms. Twinkle A. Santos at mobile numbers 0998-207-9844 and 0917-815-9021 or (053) 321-8006.

We will be looking forward to your support on the EVAWD initiatives as we bind together for the good and development of our water districts.

Yours in the service,

PASTOR A. HOMERES
EVAWD President