

EASTERN VISAYAS ASSOCIATION OF WATER DISTRICTS (EVAWD)

c/o Baybay City Water District
119 Emilio Jacinto St., Baybay City, Leyte 6521
Tel. No. (053) 563-8359 / 335-4156; Telefax (053) 563-9478



TO : GENERAL MANAGERS, BOARD OF DIRECTORS,
HRMO'S, DIVISION MANAGERS AND CONCERNED PERSONNEL

SUBJECT : WATER SAFETY PLAN/ MANAGEMENT SEMINAR AND
EVAWD 4th QUARTERLY MEETING

DATE : DECEMBER 9-11, 2015
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On our goal to provide and maintain a safe and potable water to our mandated service area, the **Eastern Visayas Association of Water Districts (EVAWD)** will be conducting a **Water Safety Management Seminar** on December 10, 2015 (Thursday) at Ampil Pensionne House, Maasin City, Southern Leyte.

A Registration Fee of **ONE THOUSAND TWO HUNDRED (P1,200.00) PESOS** solely to defray the expenses for the conduct of the Water Safety Plan/Management Seminar on December 10, 2015.

On the following day, December 11, 2015 (Friday), the **Eastern Visayas Association of Water Districts (EVAWD)** will hold its **4th quarterly meeting** at Maasin Country Lodge, Maasin City, Southern Leyte.

A *separate* Registration Fee of **ONE THOUSAND (P1,000.00) PESOS** per participant to defray the expenses for the foregoing meeting on the 11th of December 2015.

The following are the activities:

1. December 9 - Arrival & Registration of Participants.
2. December 10 - 9:00 A.M. - 5:00 P.M.
Water Safety Plan/ Management Seminar
PM: Dinner - Fellowship
3. December 11 - **EVAWD Meeting**
Agenda: a) President's Time
b) Election of Officers for 2016-2017
c) Other Matters.
- Lunch.

-END-

It is very important that your confirmation as to the number of participants attending shall be made not later than December 7, 2015.

For further details and confirmation of attendance, you may contact **Ms. Neneng Trigosa** or **Ms. Riza Quilla** at telephone nos. **09175358130** or **09359555047**. For room reservations, you can directly call **Maasin Country Lodge** at Telephone nos. **(053) 570-8858** or **(053) 381-2102** and **Ampil Pensionne House** at Telephone nos. **(053) 570-8084**.

Please be reminded of your unpaid quarterly dues to help defray the expenses needed.

Thank you for your continued support to our association.

CYRIL LUIS L. ARRADAZA