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Republic of the Philippines
PROVINCE OF LEYTE
PROVINCIAL LAND USE COMMITTEE



April 20, 2026

Ms. FLORINDA JILL S. UYVICO
SP Secretary
Office of the Sangguniang Panlalawigan
Province of Leyte

Subject: Endorsement of Revised CLUP and ZO of the Municipality of Hilongos, Leyte to the Sangguniang Panlalawigan for Final Approval and Ratification

Dear SP Secretary Uyvico:

Greetings! Endorsing herewith the following required documents for the final approval and ratification of the CLUP and ZO of the Municipality of Hilongos, Leyte for the planning year 2024-2034, to wit:

- Five (5) copies of the CLUP Volumes 1-3
- Five (5) copies CDRA
- Two (2) sets Presentation Maps
- Two (2) sets of Atlas of Thematic Maps
- Vector file Data of Presentation Maps
- One (1) copy of the Certificate of Compliance issued by the PLUC

Please be informed that the submitted documents have been reviewed by the PLUC Secretariat and were found to be incomplete based on the prescribed checklist for the above purpose. The concerned LGU has committed to submitting the lacking documents within the week.

For your reference, the checklist of required documents for the final approval and ratification of the CLUP and ZO is attached.

We are transmitting the abovementioned documents for the final approval and authentication of the Sangguniang Panlalawigan.

Thank you.

Very truly yours,


AGNESIC. RAFON
PLUC Chairperson and
OIC-PPDC

encl:/ as stated



Republic of the Philippines
 Province of Leyte
MUNICIPALITY OF HILONGOS



**OFFICE OF THE
 MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR**

April 17, 2025

AGNES C. RAFON
 OIC-PPDC,
 Provincial Planning and Development Office
 Province of Leyte

04-17-26 4:54 PM

TRANSMITTAL

Greetings!

We are pleased to submit herewith the following documents in relation to the Comprehensive Land Use Plan (CLUP) of the Municipality of Hilongos for 2024-2034:

- A) Five (5) sets CLUP/20 2024-2034
- B) Two (2) sets Presentation Maps
- C) Two (2) sets Map Atlas of Thematic Maps
- D) Digital Copy of the Adopted CLUP and Enacted Zoning Ordinance Documents & Presentation Maps
- E) Vector File Data of the Presentation Maps

We trust that these documents are in order. Should you require any further information or clarification, please do not hesitate to contact us.

Thank you and more power.

ANGAT KA, Hilongosnon!!

Very truly yours,


ENGR. LEVIL L. MENDOR JR, EnP
 MRDC

B. Checklist of Required Documents for Final Approval and Ratification of CLUP

LGU Name: HILONGOS Province: LEYTE Region: VIII
 LGU Contact Person: ENR. LEVI L. MENDOZA, JR. Position: MPOC Contact details: _____
 Planning period of submitted plan: 2014-2034

CHECKLIST OF REQUIRED DOCUMENTS FOR FINAL APPROVAL AND RATIFICATION

Documents	Status (check ✓ if yes)	Remarks
1. At least five (5) copies of the adopted CLUP and enacted ZO. Includes the following documents: a. Comprehensive Land Use Plan b. Zoning Ordinance c. Sectoral Studies/Ecoprofile d. Climate Disaster Risk Assessment (CDRA) Report, if separate document	<input checked="" type="checkbox"/>	5 sets
2. Four (4) set of presentation maps in A0 size paper. Includes the following maps: a. Existing Land Use Map b. Proposed Land Use Map c. Zoning Map d. Overlay Zone Maps	<input checked="" type="checkbox"/>	2 sets (a,b,c)
3. Digital copy of adopted CLUP and enacted ZO documents and presentation maps (e.g., pdf, jpeg or png formats)	<input checked="" type="checkbox"/>	
4. Vector file data of the presentation maps (e.g., shp-ESRI shapefiles, kml/kmz-Google Earth files, dxf/dwg - CAD files, tab-MapInfo or other vector file formats)	<input checked="" type="checkbox"/>	
5. Executive Summary of the CLUP	<input type="checkbox"/>	To be submitted
6. Sangguniang Panlungsod (SP)/Sangguniang Bayan (SB) Secretary's Certificate of Public Hearing conducted	<input checked="" type="checkbox"/>	
7. Minutes of Public Hearing/Consultation	<input type="checkbox"/>	To be submitted
8. List of invitees and sector represented	<input type="checkbox"/>	To be submitted
9. Copy of issued invitation letter/Notice of Public Hearing	<input type="checkbox"/>	To be submitted
10. Copy of Attendance Sheet	<input type="checkbox"/>	To be submitted
11. RLUC/MMC resolution endorsing the CLUP for approval and ratification (for ICCs, HUCs and MMCM)	<input type="checkbox"/>	N/A
12. Sangguniang Panlungsod (SP)/Sangguniang Bayan (SB) resolutions adopting the CLUP and enacting the ZO	<input checked="" type="checkbox"/>	
13. Two (2) Map Atlas of thematic maps in A3 size paper	<input checked="" type="checkbox"/>	

*Map Atlas is a compilation of the thematic maps used in the preparation of the CLUP and ZO including resources maps, soil maps, hazards and risk maps, suitability maps, inventory of potential lands for housing, existing land use maps, and zoning maps, among others.

* Sangguniang Panlalawigan/PLUC can also use the checklist for CLUPs and ZOs of Component Cities and Municipalities.



CERTIFICATE OF COMPLIANCE

THIS IS TO CERTIFY that the Municipal Technical Working Group (MTWG) for the preparation of the 2024-2034 Comprehensive Land Use Plan (CLUP) and its Zoning Ordinance (ZO) of the municipality of Hilongos, Leyte has fully complied with and satisfactorily addressed all the comments and recommendations of the Provincial Land Use Committee (PLUC) made during its deliberation on October 09, 2024.

This is to certify further that, after due evaluation, verification, and deliberation, the PLUC confirms that the required revisions, clarifications, and supporting documents have been incorporated in accordance with applicable laws, rules, regulations, policies, and planning standards.

Accordingly, this certification carries the PLUC's endorsement of the 2024-2034 CLUP and its ZO of the municipality of Hilongos, Leyte to its Sangguniang Bayan (SB) for appropriate action—the adoption of the CLUP and enactment of its Zoning Ordinance (ZO) therefore, as provided in PLUC Resolution 2024-02, Series of 2024.

Issued this 24th day of March, 2026 in Palo, Leyte.


We hereby affix our signatures to confirm compliance:

CRISTIE Y. REYES, ENP.
Regional Director
Department of Human Settlements
and Urban Development (DHSUD)
Region VIII

JOHANNES Y. DORADO
Provincial Director
Department of the Interior and
Local Government (DILG)
Province of Leyte

By:

By:


ANNA MARIE CAMILLE L. BANTACULO, ENP.
Housing and Homesite
Regulation Officer IV


ENGR. NIDA B. DELA CRUZ
Local Government Operations
Officer VII


FAUSTINO V. GAYAS, JR.
Provincial Director
Department of Trade and Industry
Province of Leyte

By:


DIANA M. QUIZA
Senior Trade and Industry Specialist

ENGR. ARVIN M. MONGE
PDRRM Officer
Provincial Disaster Risk and
and Management Office
Province of Leyte

By:


GLORNA VANESSA D. VILLASIN
Local Disaster Risk and
Management Officer II

MA. LEA A. BATEO
Village Director
SOS Children's Village Tacloban, Inc.

By:

JENEROSO M. ORBITA
Philanthropy and Partnerships Officer


FOR. ILDEFONSO L. QUILLOY
Provincial Environment and
Natural Resources Office (PENRO)
Department of Environment and
Natural Resources (DENR)
Province of Leyte

By:

FOR. RAMIL S. ESPINA
OIC-Chief, Technical Services Division

RODERICK B. RANCES
Provincial Agrarian Reform
Officer II
DARPO Leyte

By:


ENGR. MARIA LOURDES B. NADERA
Assistant Provincial Agriculturist
Office of the Provincial Agriculture
Province of Leyte

MARISSA C. ESTOLANO
Acting Chief Agrarian Reform Officer

Attested by:


AGNES C. RAFON
Chairperson, Provincial Land Use Committee and
Officer-in-Charge, Provincial Planning and Development Coordinator