



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
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SANGGUNIANG PANLALAWIGAN

14 August 2026

ENGR. ARVIN M. MONGE

Provincial Disaster Risk Reduction and Management Officer
Provincial Government of Leyte
Tacloban City

Subject: Request for Provincial Environmental Governance and Policy Documents in Support of the Committee Review on Disaster Risk Reduction and Management

Dear Engr. Monge:

Greetings of Peace and Love!

The Committee on Disaster Risk Reduction and Management of the Sangguniang Panlalawigan of Leyte is presently undertaking a comprehensive review of the adequacy and effectiveness of existing legal and policy frameworks governing disaster risk reduction, environmental protection, climate change adaptation, biodiversity conservation, and sustainable development within the Province of Leyte. This initiative forms part of the Committee's continuing oversight and policy review functions and aims to support the enhancement of provincial legislation, programs, institutional mechanisms, and governance strategies toward building a more resilient, sustainable, and environmentally responsive Province of Leyte.

In this regard, we respectfully request your assistance by providing copies of the following provincial documents, or by referring us to the appropriate Provincial Office should another office be the official custodian of the requested records:

A. Provincial Legislative and Executive Issuances

Copies of provincial legislative and executive issuances relating to:

1. Climate Change;
2. Biodiversity Conservation;
3. Pollution Prevention and Control;
4. Environmental Protection and Management;
5. Sustainable Development; and
6. Disaster Risk Reduction and Management, where environmental governance is implicated.

Specifically, we respectfully request available copies of the following, where applicable:

1. Provincial Ordinances;
2. Executive Orders;
3. Administrative Orders;
4. Memoranda; and
5. Other official policy issuances relevant to the foregoing subject areas.

B. Provincial Policy and Planning Documents

Copies of the current or most recent versions of the following, where available:

1. Provincial Disaster Risk Reduction and Management Plan (PDRRMP);
2. Provincial Climate Change Action Plan (PCCAP), if separately adopted;
3. Provincial Development and Physical Framework Plan (PDPFP), particularly the environmental and climate-related components;
4. Provincial Development Plan, particularly the environmental and sustainability-related sections;
5. Provincial Solid Waste Management Plan;
6. Coastal Resource Management Plan;



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7. Biodiversity Conservation Plan;
8. Environmental Management Plan;
9. Pollution Prevention or Pollution Control Plans; and
10. Other provincial plans, strategies, or policy documents relating to environmental governance, sustainability, and disaster resilience.

C. Documents Demonstrating Policy Implementation

To facilitate the Committee's assessment of policy implementation, we likewise respectfully request copies of available documents such as:

1. Annual Accomplishment Reports relating to environmental governance and DRRM programs;
2. Monitoring and Evaluation Reports;
3. Annual Investment Plans, or the relevant environmental and DRRM portions thereof;
4. Official reports on environmental and sustainability-related programs, projects, and initiatives; and
5. Other official documents demonstrating the implementation of provincial environmental and disaster resilience policies.

The requested documents shall be used for **legislative research, policy analysis, program assessment, and the formulation of evidence-based recommendations** in support of the Committee's mandate to review and strengthen disaster risk reduction, environmental governance, and sustainability-related policies within the Province of Leyte. Subject to applicable laws and regulations, the information may likewise be utilized for policy development, knowledge dissemination, and other legitimate governmental and public interest purposes.

The Committee recognizes the importance of responsible information management. Accordingly, all documents and information provided shall be handled with due regard to confidentiality, data privacy, and existing laws, rules, and regulations governing the access, use, storage, and disclosure of official government records. Any confidential or restricted information shall be treated in accordance with applicable laws and shall not be disclosed except as may be authorized by law or by the proper government authority.

To facilitate the orderly submission and consolidation of the requested documents, we respectfully request that electronic copies be uploaded through the Committee's designated online submission portal using the following link or QR code:

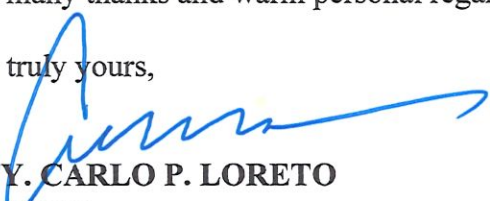
Online Document Submission Portal: <http://bit.ly/4wEAofi>

Should any of the requested documents already be publicly available through official government websites or electronic repositories, we would likewise appreciate it if the corresponding access links could be indicated in the submission portal in lieu of uploading duplicate copies.



With many thanks and warm personal regards.

Very truly yours,


ATTY. CARLO P. LORETO

Chairperson

Committee on Disaster Risk Reduction and Management

Cc: The Honorable Vice Governor & Board members of Leyte