**LETTER OF INTENT**

<Date>

**MARK RICHMUND M. DE LEON**

Assistant Secretary for Road Transport and Infrastructure

Department of Transportation

Dear **Asec. De Leon:**

This is to signify our intent to participate in the nationwide gathering of road crash data through the DRIVER System. Below are the data of our LGU pertinent to the use of DRIVER System:

|  |  |
| --- | --- |
| **Name of (Lead) Data Encoder** |  |
| **Designation** |  |
| **Email address** *(roadsafety.< your city/municipality/province>@gmail.com)* |  |
| **Alternate email address of office/staff** |  |
| **Mobile Number** |  |
| **Landline Number** |  |
| **Fax Number** |  |

Respectfully,

**NAME**

Head of LGU