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For : **RODOLFO M. ENCABO**

Director, Disaster Response and Management Bureau

Department of Social Welfare and Development

IBP Road, Batasan Pambansa, Constitution Hills, Quezon City

From : **THE REGIONAL DIRECTOR**

DSWD Field Office VIII

Tacloban City

Subject : **REQUESTING ASSISTANCE FOR THE MONITORING OF CSAP AND ESA - URDUJA**

**IMPLEMENTATION IN THE PROVINCE OF BILIRAN**

Date : **October 11, 2018**

The Department of Social Welfare and Development (DSWD) Field Office VIII is implementing the Core Shelter Assistance Project (CSAP) and Emergency Shelter Assistance (ESA - URDUJA) in the Province of Biliran to support the vulnerable families or individuals that were affected by the previous disasters that took place in the Region. To ensure that the implementation of CSAP and ESA -URDUJA in the Province of Biliran will be on time, FO VIII will be having a series of meetings and monitoring activities to provide technical assistance to its end-users.

In line with this, the Disaster Response Management Division (DRMD) will conduct monitoring of CSAP and ESA - URDUJA implementation in the Province of Biliran on October 24-26, 2018. The objective of the said activity is to ensure that the program or project is compliant to the requirements within the agreed timeline.

Relative thereto, we would like to request **ENGR. HONESTO PARDO** and **REY MARTEJA** to provide technical assistance during the monitoring of CSAP and ESA - URDUJA implementation.

We would highly appreciate your response on this matter.

Thank you.

**RESTITUTO B. MACUTO**