



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**

DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, Quezon City  
www.dilg.gov.ph

March 16, 2015



MEMORANDUM CIRCULAR  
NO. 2015-31

TO : ALL PROVINCIAL GOVERNORS, CITY AND MUNICIPAL MAYORS, PUNONG BARANGAYS, DILG REGIONAL DIRECTORS AND OTHERS CONCERNED

SUBJECT : NATIONAL CONVENTION ON CLIMATE CHANGE AND DISASTER RISK REDUCTION AND MANAGEMENT IN LOCAL GOVERNANCE OF THE LADY LOCAL LEGISLATORS' LEAGUE OF THE PHILIPPINES (FOUR-L)

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The Lady Local Legislators League of the Philippines (Four-L) will be holding their National Convention on Climate Change and Disaster Risk Reduction and Management in Local Governance on April 23-25, 2015 at the Fersal Hotel Hotel, Puerto Princesa City with the theme, *Developing Responsive Policies Towards Disaster Risk Reduction and Management and Climate Change Adaptation and Resiliency in Local Governance*.

As represented, the activity aims to: a) increase the participants' level of awareness and understanding on climate change such as science, its causes and impacts/effects; b) develop their appreciation on the fundamental concepts and principles on environmental governance and sustainable development as the overarching framework for addressing climate change; and c) enable them to understand policy responses to climate change both at the international and national levels, thereby acquiring basic policy tools in formulating effective policies and designing responsive plans and/or programs on climate change and translating it into concrete local plans of action.

In view of the above, and upon the request of Vice-Governor Cecille E. Diel, South Cotabato, and Four-L National President, all Local Chief Executives are encouraged to allow the participation of their local lady legislators to the above-mentioned Convention, on official business.

The payment of traveling expenses, as well as, applicable registration fee, to cover the cost of hotel accommodation, meals and convention materials, per participant, may be authorized, chargeable against local funds, subject to the availability thereof, and to the usual accounting and auditing requirements, and to all pertinent laws, rules and regulations.

The Four-L National President shall submit to, through the Director of the Bureau of Local Government Supervision, the Secretary of Interior and Local Government, an After-Activity Report within fifteen (15) days after the said Convention has been conducted, with the following prescribed format:

- I. Executive Brief;
- II. List of Participants;
- III. Outputs of Technical Sessions;
- IV. Issues and Agreements or Recommendations, if any;
- V. Total Fees Collected and Disbursed; and
- VI. Appendices, if any.

For the information and guidance of all concerned.

  
MAR ROXAS  
Secretary 



  
DILG-OSEC OUTGOING 15-00697





**The Lady Local Legislators' League of the Philippines  
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Vice-Governor's Office**

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National President  
(Vice Governor, South Cotabato)

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Executive Vice President  
(Councilor, Quezon City)

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Secretary- General  
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(Board Member, Misamis Occidental)

**NENA A. CALIM**  
(Councilor, Compostela, Compostela Valley)

March 9, 2015

**HON. MANUEL A. ROXAS:**

Secretary

Department of the Interior and Local Government

A. Francisco Gold Condominium II

EDSA corner Mapagmahal St. Diliman, Quezon City

**ATTENTION: DIR. MANUEL Q. GOTIS**

Bureau of Local Government Supervision

**Dear Sir:**

This is a request for the issuance of the appropriate Memorandum Circular relative to our National Convention on Climate Change and Disaster Risk Reduction and Management in Local Governance. The convention theme is **"Developing Responsive Policies Towards Disaster Risk Reduction and Management and Climate Change Adaptation and Resiliency in Local Governance."**

Our target participants are women vice governors, vice mayors, board members, councilors, punong barangays, and sangguniang barangay members. **Since the topics during the sessions are also beneficial to male members of the sanggunian, especially the chairpersons and members of the sanggunian committees on environment and disaster management, please authorize their participation in the convention.**

We propose to hold this convention at Fersal Hotel, Puerto Princesa City, Palawan on April 23-25, 2015. The registration fee per participant is Eight Thousand Six Hundred Pesos (**P8, 600.00**) for triple occupancy, Ten Thousand Eight Hundred (**P10, 800.00**) for twin sharing and Twelve Thousand Eight Hundred (**P12, 800.00**) for single occupancy hotel accommodations. The registration fee includes a tour to the Puerto Princesa Subterranean River National Park.

We submit herewith our project profile, which contains, among others, the convention's rationale, objectives, activities, and budgetary requirements.

We earnestly hope for your positive and timely consideration of this request.

**MORE POWER!**

Very truly yours,

  
**CECILE E. DIEL**  
National President

**BLGS DIV.**

3/9/15

PR

**DATE RECEIVED**

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