



28 February, 2022

Dear Sir/Ma'am,

Warm greetings!

The Visayas State University (VSU) is currently working on a project entitled *"Developing a Smart and Sustainable Disaster Risk Management Model for Visayas"* under the Internalization Program. It is spearheaded by Dr. Anabella B. Tulin, the project leader and at the same time, the dean of the Office of the Graduate School.

One of the major activities that this project has is to conduct a household survey. From that we have identified barangays that are exposed to the three different hazards – river flooding, landslides and coastal flooding. The selection of the respondents for the household survey is random. We kindly request to let us see the list of households in your brgy so we can randomly select from the list. The selection of the household respondents will be based on the total number of households in your barangay and on the number of the target respondents. For example, if your barangay has a total number household of 100 and we need 10 respondents, we will be going to divide the 100 households into 10 and that would be equal to 10. In that, in every 10th, 20th, 30th element in the list that will be our respondents. That is also the reason why we need the list of the total number of households in your brgy.

In October 2021, we have sent a letter request address to the IATF and the Mayor's office to allow us to conduct household survey in the selected barangays here in Baybay City. And we truly appreciate the support given to us by the city mayor's office, the office of the city disaster risk management and the IATF personnel.

At this point, we are at the phase of doing the household survey. We have already hired 5 enumerators to carry out this activity in your barangay. We are hoping for your approval. And we assure that the information that we will be collecting will not only be useful to us but also on the planning and monitoring on the disaster preparedness of your barangay.

Thank you very much!

Very truly yours,

GINA DELIMA
Study Leader

Noted by:

ANABELLA B. TULIN
Project Leader