



MINUTES OF THE FIRST QUARTER MEETING
June 18, 2026 | 9:30 AM-11:30 AM

ITEMS	DISCUSSION	ACTION/RESOLUTION
Preliminaries	Atty. Annaliza Quillope, Acting City Administrator and City Project Monitoring Committee chairperson, presided the meeting which commenced at 9:10 AM. The secretariat, led by the City Planning and Development Office (CPDO), conducted the preliminaries and confirmed the presence of a quorum, after which the presiding officer duly acknowledged the attendees.	<i>Please refer to the attached attendance sheet for the attendees.</i>
Agenda 1: Presentation of the Draft Executive Order Reconstituting the Tacloban City Project Monitoring Committee and Its Functions	Ms. Ma. Anita Manatad, Economic and Social Development Specialist of the CPDO and Secretariat to the Committee, presented the draft Executive Order (EO) reconstituting the Tacloban City Project Monitoring Committee (CPMC) and defining its composition and functions. She recalled that during the First Quarter Meeting, the Committee agreed to update the existing Executive Order to reflect organizational and membership changes, including the accreditation of the three Civil Society Organization (CSO) representatives and the abolition of the City Architect's Office, whose functions have since been integrated into the Office of the Building Official. The presentation of the draft EO was previously deferred pending the Local People's Council's selection of the CSO representatives, with the understanding that the Secretariat would present the revised draft during the Second Quarter Meeting.	Resolution No. 2025-003, the committee unanimously approved the draft Executive Order Reconstituting the Tacloban City Project Monitoring Committee and its Functions, for endorsement to the Local Chief Executive for approval and signature. Chairperson: Atty. Annaliza A. Quillope, Acting City Administrator Co-Chairperson: EnP. Janis Claire S. Cantal, City Planning and Development Coordinator Members: Jean Redi T. Briones, OIC DILG City Director Atty. Elizalde A. Teo, CPA, City Accountant



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	already been recognized through CPMC Resolution No. 2024-001. Accordingly, the proposed composition of the Committee under the new Executive Order is as follows: Chairperson: Atty. Annaliza A. Quilope, Acting City Administrator Co-Chairperson: EnP. Janis Claire S. Cantá, City Planning and Development Coordinator Members: Jean Redi T. Briones, OIC DILG City Director Atty. Elizalde A. Teo, CPA, City Accountant Vicente L. Dy III, OIC City Budget Officer Jennifer S. Guy, Acting City Treasurer Engr. Dionisio O. De Paz, City Engineer Engr. Jemacris P. Abaigar, OIC Building Official Engr. Leoncio A. Parado II, City General Services Officer Francisco P. Barredo, Tacloban Bankers' Association, Inc. Jeferson J. Pabunan, Pintakasi for Landscape, Inc. Edwin N. Pornias, Tacloban Airport Transport Cooperative Terencio M. Eder Jr., Uswag Sinirangan Bisayas, Inc. Ms. Manatad also informed the Committee that CPMC Resolution No. 2024-001 had previously recommended the inclusion of the Internal Audit Services (IAS) Office as a member of the Committee.	Vicente L. Dy III, <i>OIC City Budget Officer</i> Jennifer S. Guy, <i>Acting City Treasurer</i> Engr. Dionisio O. De Paz, <i>City Engineer</i> Engr. Jemacris P. Abaigar, <i>OIC Building Official</i> Engr. Leoncio A. Parado II, <i>City General Services Officer</i> Francisco P. Barredo, <i>Tacloban Banker's Association Inc.</i> Jeferson J. Pabunan, <i>Pintakasi for Landscape Inc.</i> Edwin N. Pornias, <i>Tacloban Airport Transport Cooperative</i> Terencio M. Eder Jr., <i>Uswag Sinirangan Bisayas Inc.</i>



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	Atty. Annaliza A. Quilope, however, emphasized that the IAS performs internal audit functions for the City Government prior to the audit conducted by the Commission on Audit (COA). Considering the need to preserve its independence, she recommended that the IAS not be included as a regular member of the Committee. Instead, the office may be invited to inspections or meetings whenever its technical expertise and recommendations are necessary. The Committee concurred with Atty. Quilope's recommendation, resulting in the removal of the Internal Audit Services Office from the proposed composition of the CPMC. Atty. Quilope likewise proposed designating the City Planning and Development Office as the Committee's Co-Chairperson, citing the need for a designated official to preside over or assist in Committee functions in the absence of the Chairperson. Ms. Lutgarda Raagas observed that the CPDO already serves as the Secretariat to the Committee and expressed concern that assuming the role of Co-Chairperson might duplicate its functions. In response, Atty. Quilope explained that the responsibilities of the Secretariat and the proposed Co-Chairperson are complementary, noting that the CPDO has consistently taken an active role in coordinating and ensuring the effective functioning of the Committee. After discussion, the members agreed to designate the CPDO, through the City Planning and Development Coordinator, as Co-Chairperson while retaining its role as the Committee's Secretariat.	



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Agenda 2: Presentation of CPMC-monitored projects	With no further comments or issues raised, the Committee approved the draft Executive Order as presented and endorsed its submission to the Local Chief Executive for approval. Ms. Ma. Anita Manatad, Secretariat to the Committee, presented the status of the projects monitored by the City Project Monitoring Committee (CPMC) during its site inspection conducted on June 10, 2026. She explained that although eight (8) projects were identified in the Committee's 2026 Monitoring and Evaluation Plan, only four (4) projects were inspected because the four steel railing projects had not yet undergone the bidding process. A. Construction of City Dog Pound/Rabies Observation Facility Location: Brgy. 91 Abucay, Tacloban City Fund Source: 20% Development Fund Project Cost: PHP 4,998,761.59 Contractor: Go Solid Builders Physical Accomplishment: 100% Financial Accomplishment: 15% Mobilization; 100% for Billing Inspection Remark: Construction debris remains at the project site and needs to be cleared. Ms. Manatad informed the Committee that this observation had already been relayed to the implementing office, formerly the City Architect's Office and now the Office of the Building Official (OBO). Ar. Claudine Mae Barreto reported that the contractor had already been notified and agreed to remove the remaining construction debris.	Tacloban CPMC will continue to monitor the PAGCOR and LGSF-funded projects. In the coming meetings, all 20% DF projects will be presented.

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	B. Improvement of the CEO Gym (City Sports Multipurpose Gym), Phase I Location: Brgy. 25 Kanhuraw Hill, Tacloban City Fund Source: 20% Development Fund Project Cost: PHP 10,097,379.18 Contractor: Pedak Builders Physical Accomplishment: 100% Financial Accomplishment: First Billing – PHP 3,745,925.72 Second Billing – PHP 5,884,348.68 Final Billing – PHP 467,104.76 Total: 100% for Billing Inspection Remark: Phase II is currently at 95% completion. Ar. Barreto explained that the remaining five percent (5%) of Phase II involves the installation and commissioning of the electrical system, particularly the panel board. Ms. Marivic Adornado raised the concern that the installation of additional air-conditioning units would significantly increase the electrical demand of the facility, necessitating the upgrading of the existing electrical transformer.	



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	Atty. Annaliza A. Quilope sought the opinion of Engr. Leoncio Parado, who confirmed that the facility's electrical load would indeed require upgrading in coordination with LEYECO II. He further explained that the transformer must also be upgraded to ensure that the electrical supply can safely accommodate the increased demand. Engr. Parado then asked Ar. Barreto whether the new transformer was already ready for commissioning, noting that a separate budget is typically allocated for the commissioning of electrical facilities to facilitate their connection. In response, Atty. Quilope instructed Engr. Parado to prepare a separate budget proposal for the electrical upgrading and commissioning to ensure that the facility's equipment and appliances are adequately protected. C. Construction of Multi-Purpose Evacuation Center Location: Brgy. 101 New Kawayan, Tacloban City Fund Source: PAGCOR Project Cost: PHP 47,770,685.22 Contractor: Aquiline Construction Physical Accomplishment: 85% Financial Accomplishment: 75% Inspection Remark: The contractor targets project completion by 30 June 2026.	



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	Atty. Quilope informed the Committee that the delay in the project's completion was caused by the expiration of the Memorandum of Agreement (MOA) with PAGCOR, which temporarily halted implementation. She added that the issue had already been resolved, allowing the project to resume. Engr. Julius Brazil reported that the remaining fifteen percent (15%) of the work consists of the installation of the electrical connection, generator set, windows, and window panels. He reaffirmed that the contractor is targeting completion by the end of June 2026. Ms. Marivic Adornado added that the project's delay had previously been raised during an audit by the Commission on Audit (COA), but was sufficiently justified by the City Administrator based on the expiration of the PAGCOR MOA. D. Construction of Multi-Purpose Gym Location: Brgy. 91 Abucay, Tacloban City Fund Source: 2024 Local Government Support Fund (LGSF) Project Cost: PHP 49,950,033.99 Contractor: JUC 168 Builders Corporation Physical Accomplishment: 40% Financial Accomplishment: 15% Mobilization – PHP 7,492,506.60 First Billing – PHP 18,002,478.16	

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	Inspection Remark: None. Ms. Manatad reported that the project has a contract duration of 504 calendar days. Following the presentation, Ms. Manatad informed the Committee that, with the completion of the City Dog Pound and CEO Gym projects, only the PAGCOR-funded Evacuation Center and the LGSF-funded Multi-Purpose Gym would remain under the Committee's priority monitoring for the succeeding quarter. Atty. Quilope sought clarification on whether the Committee monitors all infrastructure projects implemented by the City Government. In response, the Secretariat explained that the CPMC currently prioritizes major infrastructure projects funded under the 20% Development Fund and externally funded projects, such as those financed by PAGCOR and the Local Government Support Fund (LGSF). Atty. Quilope observed that it would be beneficial for the Committee to also receive updates on all 20% Development Fund projects. Ms. Lutgarda Raagas expressed concern that physically inspecting all 20% Development Fund projects would not be feasible within a single monitoring activity. Ms. Jasmine Montallana of the City DILG clarified that the CPMC's mandate is to monitor priority or "big-ticket" projects, particularly	



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	those funded through external sources and other major infrastructure investments. In response, Atty. Quilope clarified that while the Committee need not physically inspect all 20% Development Fund projects, the CPDO, CEO, and CADMO as members of the Committee, already conduct regular monitoring of these projects. She proposed that these offices submit their respective monitoring reports to the Secretariat for consolidation and presentation during the Committee's quarterly meetings, while the CPMC continues to conduct site inspections of priority projects. The Committee unanimously agreed to adopt the proposed reporting arrangement.	
Agenda 3: Other matters 1. RSSA & Subaybayay Submission	Ms. Ma. Jasmine Montallana of the City DILG presented the status of the City's compliance with the Report on the Results of the Sustainability Assessment (RSSA) and the SubayBAYAN portal. She reported that the City Engineer's Office (CEO) had already encoded the required entries in the system; however, these remain in draft status and have yet to be formally submitted, with no significant progress since 2024. Mr. Daryl Silvio of DILG Regional Office VIII explained that the RSSA is an assessment tool used to evaluate completed projects one year after their completion to determine whether they remain functional and operational.	City Engineer's Office to work closely and resolve these issues internally with the new assigned Acting City Engineer.



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	These resulted in an overall encoding compliance rate of 80.95%. Mr. Silvio clarified that the recent uploading of additional geotagged photographs increased Tacloban City's overall encoding compliance from 80.95% to 94.11% as of May 2026. Despite the improvement, he emphasized that several required documents remain outstanding. He further noted that the LGSF project in Abucay has already been uploaded to the SubwayBAYAN portal but still lacks entries on physical accomplishment, Statement of Work Accomplishment (SWA), obligations, geotagged photographs, and other required supporting documents. Ms. Montallana likewise discussed the City's compliance with LIME 20, which monitors all projects funded under the 20% Development Fund included in the Annual Investment Program (AIP). She reported the following accomplishment rates: 2022 – 100% 2023 – 90.91% 2024 – 9% 2025 – 0% 2026 – 0% Ms. Ma. Meta Regis of DILG Regional Office VIII clarified that Tacloban City had already enrolled its 2024 20% Development Fund projects in the system but had not yet formally submitted them, resulting in the current 9% accomplishment. She further informed the Committee that DILG had already issued a memorandum directing all local government units to encode their 2025 20% Development	



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	Fund projects into the LIME 20 portal. As of June 2026, Tacloban City had yet to encode the required project information. She emphasized that the inventory covers all 20% Development Fund projects included in the Annual Investment Program. In response, Atty. Annaliza A. Quilope apologized to the DILG Regional Office VIII representatives and assured the Committee that the newly designated Acting City Engineer would immediately coordinate with the DILG to address the outstanding compliance issues. She explained that the City Government had already initiated internal measures, including the recent change in leadership within the City Engineer's Office, to improve compliance with the monitoring systems. She added that Engr. Jemacris P. Abaigar, Acting City Engineer, is currently completing the turnover process but would prioritize coordination with the DILG to resolve the pending submissions. Atty. Quilope expressed her disappointment over the City's current compliance status and assured the Committee that the Office of the City Administrator and the City Engineer's Office would work closely with the DILG to improve the City's compliance ratings. She further explained that Engr. Emerenciano Gaduena III and Engr. Nestea Managuite, both project engineers, had previously been tasked with managing the monitoring portals despite their existing project responsibilities. To ensure timely compliance moving forward, the City Engineer's Office will designate dedicated personnel solely responsible for the encoding and management of the City's submissions.	

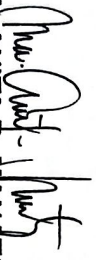


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	Engr. Virgilio Concepcio, Assistant City Engineer, informed the Committee that Ms. Juanita Falguera has already been designated to oversee the encoding and uploading of the required documents to the DILG monitoring portals.	
	Ms. Lutgarda Raagas suggested that the City Engineer's Office assign permanent alternate personnel to work alongside Ms. Falguera to ensure continuity of submissions in the event of her absence. The Committee acknowledged the recommendation for consideration by the City Engineer's Office.	
Adjournment	There being no other matters to discuss, the meeting was adjourned at 11:30 AM.	

Prepared by:


MA. ANITA R. MANATAD
Economic and Social Development Specialist

Noted by:


ENP. JANIS S. CANTA
City Planning and Development Coordinator

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