



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF TANAUAN

LOCAL PROJECT MONITORING COMMITTEE (LPMC)

MINUTES OF MEETING

Date: May 28, 2026
Time: 2:00 PM
Venue: Mayor's Office

ATTENDEES:

Hon. Marites B. Salvaña	Punong Barangay of Sacme, LPMC Chairperson
Hon. Ernesto G. Basas Jr.	Punong Barangay of Binongto-an, LPMC Member
Ms. Merlita L. Gaspay	President, Limbuan Daku Women's Association
Mr. Paul Kenneth F. Villegas	President, Tanauan People's Council
Ms. Cleo V. Palencia	MLGOO/ LPMC Member
EnP Arturo B. Perez Jr.	MPDC/ Head Secretariat
Engr. Derwin D. Badion	Member, PMC Secretariat
Ms. Hayaceen V. Mendoza	Member, PMC Secretariat

ABSENT:

Hon. Rodgie A. Buendia	Punong Barangay of Talolora, LPMC Member
Hon. Glen Carlo M. Tiolo	Punong Barangay of Atipolo, LPMC Member
Ms. Emerencia D. Leros	President, Cabuynan Integrated Fisherfolk Asso.
Ms. Jennifer I. Bilbao	President, San Miguel Women's Association
Hon. Rossarie Ann E. Flores	Punong Barangay of Camire, LPMC Member
Hon. RJ Frank Soliva	Punong Barangay of Mohon, LPMC Member

PRELIMINARY MATTERS

1. Opening prayer
 - The meeting started with an opening prayer led by the PMC Chairperson, Hon. Marites B. Salvaña.
2. Acknowledgment of the attendees
 - Hon. Marites Salvaña, PMC Chairperson expressed warm appreciation to the committee members in attendance.
3. Opening statement of the LPMC Chairperson
 - PMC Chairperson, Hon. Salvaña, extended her thanks to the LPMC members, acknowledging their presence and recognizing the importance of their insights, cooperation, and involvement in the matters to be discuss during the meeting.

PRESENTATION of the AGENDA:

PMC Head Secretariat, Arturo B. Perez Jr., outlined the agenda for discussion as follows:

1. Reading and approval of the previous Minutes of LPMC Meeting dated February 12, 2026;
2. Resolutions passed during the 1st Quarter LPMC Meeting;
3. Status of PPAs funded under 20% MDF CY 2026;
4. Feedbacking of the Site Inspection Conducted;
5. Orientation on Vertical Structure Projects: Key Factors and Considerations to Observe and Evaluate during site inspection; and
6. Other Matters

MEETING PROPER

- The PMC Secretary, Arturo B. Perez Jr, proceeded to read the minutes of the previous LPMC meeting for the committee's information and confirmation. After reading, the Chairperson called for a motion to approve the document. Consequently, President of Tanauan's People Council, Mr. Paul Kenneth F. Villegas moved for its adoption and approval, and the motion was duly seconded by Engr. Derwin D. Badion;
- He then moved on to the second agenda item, covering the LPMC Resolutions adopted during the 1st Quarter Meeting. He presented the seven (7) resolutions passed to the committee and expressed appreciation to the MLGOO for her valuable guidance in the process. He emphasized that these resolutions serve as essential reference documents and are of great importance for the committee's monitoring functions and operational activities. These resolutions had already been uploaded to the Google Drive as part of the documents submitted during the 1st Quarter reporting period;
- He further stated that, as discussed during the orientation conducted earlier by the DILG Regional Office, the LPMC now has an official portal. He explained that this platform is designated for the uploading and storage of all LPMC Means of Verification (MOVs) and other necessary submission requirements.
- Following this, the PMC Secretariat presented the next agenda item: the status of Programs, Projects, and Activities (PPAs) funded under the 20% Municipal Development Fund for Calendar Year 2026. He proceeded to highlight key details regarding each PPA, as outlined below:
 - **Major Repair and Improvement of Various Sections of Tanauan Public Market, Brgy. San Roque** - This project is currently in progress and was included in the earlier inspection conducted. Observations showed that all sections follow uniform dimensions and are already equipped with locks to safeguard the stall area.
 - **Installation of 50 Units Solar Streetlights (Phase 6), Brgy. Pago-Guingauan** - These items refer to additional solar streetlights intended for Brgy. Guingauan, serving as the continuation of the installation works carried out under Phase 5. Furthermore, the possible installation of solar lights on the opposite side of the locations covered in all previously implemented phases remains subject to the decision and proposal of the Municipal Mayor.

- **Installation of Colonial Lamp for Bridges along National Highway (Phase 1)** - The installation of these colonial lamps will initially cover Calogcog Bridge and Solano Bridge, out of the eight bridges in the municipality, marking the start of Phase 1. He explained that the project faced constraints earlier due to limited budget. As funds were available only up to the approved amount, both the Municipal Accountant and the Engineering Office advised that the scope should be limited and not extended to all bridges yet.
- **Periphery Improvement and Security Enhancement of the Sanitary Landfill (Phase 1), Brgy. Cabuynan** - This project covers the construction of perimeter fencing for the sanitary landfill area. Originally, the allocated budget amounted to 60 million pesos back in 2022, intended to match the scale and coverage of the LGU Palo Sanitary Landfill. However, due to the municipality's budgetary limitations, the scope was reduced to meet only the minimum compliance requirements. He disclosed that the Environmental Management Bureau (EMB) had issued a final warning, threatening to file a legal case against LGU Tanauan for non-compliance with regulations. Consequently, despite the limited land area available, the LGU proceeded with the construction of the sanitary landfill facility, as the proposed plan had already passed evaluation and approval by the EMB. Moreover, the bidding process for this project has already been completed.
- **Construction of Boundary Enclosure for the Entire Old and New Slaughterhouse to secure the area (Phase 1), Brgy. Maribi** - The construction of fencing around the slaughterhouse premises is deemed essential, as this facility serves as one of the municipality's income-generating units. It is classified and operated as part of the Local Economic Enterprise. Bidding for this project has already been concluded.
- **Construction of TB Dots Facility, Brgy. Malaguicay** - The implementation status of the TB DOTS Facility is currently undergoing site validation.
- **Construction of Perimeter Niches, Brgy. San Miguel** - This project has already undergone and completed the bidding phase. Engr. Badion specified that the total number of niches covered under this project is sixty-eight (68).
- **Establishment of Integrated Techno Demo Farm, Brgy. Sacme** - Procurement is currently in progress for this project, which involves seeds and garden tools for the demo farm.
- **Additional Fund for Safe Closure and Rehabilitation of Open Dumpsite, Brgy. Lapay** - He informed the committee that he had previously prepared a Safe Closure and Rehabilitation Plan. He emphasized that the dumpsite must not be left open and requires proper rehabilitation and restoration. At this point, Engr. Badion clarified that the scope of this project covers only the first phase of the plan.
- **Advance Waste Solution Equipment for Solid Waste Management Program** - The bidding process for this project is complete. The selected waste solution equipment has a burning capacity of 15 tons of garbage per day. Notably, our town is the only one in the municipality to achieve 100% garbage collection coverage.

- MLGOO, Cleo V. Palencia asked regarding the location or placement of the equipment.
 - President of Tanauan People's Council, Mr. Paul Kenneth F. Villegas confirmed that it does, stating that it will be placed in the material recovery facility. He also specified that the equipment is capable of shredding plastics and pulverizing bottles.
 - MLGOO Palencia shared to the committee that during her previous visit to Brgy. Licod, she observed that only residual waste was being collected, as the necessary equipment was not yet available at that time. She expressed her hope that collection would follow a scheduled system in the future—for example, collecting only biodegradable waste on Mondays, and different types of waste on other days like Tuesdays. Anyway, considering the large amount involved in acquiring this equipment, the project documentation must be properly done.
 - Mr. Paul Kenneth F. Villegas, President of Tanauan People's Council shared with the committee that during his conversation with MENRO Designate Mr. Mark Leo Cinco, he was informed about a Facebook post from a councilor of Barangay Lapay. The councilor voiced his concerns and complaints over biodegradable waste being dumped into a hole created by MENRO, noting that this has become a source of foul odor. This happened because the waste came from the Public Market and had been stored or kept for a very long time, which caused the strong, foul odor. This factor also contributed to the fire incident at the waste facility.
 - PMC Secretary, Mr. Perez expressed his hope that this waste problem will eventually be resolved.
- Construction of Weighing Bridge for Sanitary Landfil, Brgy. Cabuynan - The project is currently still in the planning and design phase.
- PMC Secretary, Mr. Perez indicated that all projects presented shall be subject to the committee's regular monitoring and inspection. He will coordinate with the respective implementing offices to oversee the status of project implementation and to ensure proper utilization of the funds.
 - Mr. Perez moved on to the next agenda item: sharing feedback regarding the site inspections carried out for the listed projects.
 - **Major Repair and Improvement of Various Sections in Tanauan Public Market, Brgy. San Roque** - Observed findings included minor defects in the tile grouting works. The drainage facility and its dimensions were found to be generally satisfactory. Additionally, it was noted that there was no water supply on-site, and the information displayed on the project billboard was incomplete. Engr. Derwin Badion stated that the project is targeted to be completed by August 30, 2026.
 - **Rehabilitation of Multi-purpose Building, Brgy. Canramos** - Key findings from the inspection included the following: the facility was already being utilized by some individuals despite not having been formally turned over to the Local Government Unit; there was no water supply available on-site; no access ramp was provided for the second floor; and the external ramp was found steep.

- **Establishment of Artificial Habitat within Municipal Waters, Brgy. Sto. Niño** - No issues or observations were noted. For additional information: representatives from BFAR visited and inspected the project site, conducting an underwater assessment by diving into the water.
- Next on the agenda was the Orientation on Vertical Structure Projects, presented by Engr. Derwin Badion.
- In his presentation, he emphasized the importance and objectives of site inspections in vertical infrastructure projects, detailed the core components of such works, and explained how to evaluate actual site conditions against the approved plans and specifications.
- Furthermore, he outlined typical construction issues and deficiencies, and presented measures to enhance monitoring practices, documentation, and quality assurance during site inspections and assessments.
- Mr. Perez, PMC Secretary pointed out that electrical components form a major part of most vertical infrastructure projects. Accordingly, he emphasized the need to secure technical assistance and expertise from the Municipal Engineer.
- PMC Chairperson, Marites B. Salvaña expressed her concurrence with the points raised by Mr. Perez. She subsequently requested a motion from the body to formalize this undertaking through a resolution. A motion was duly presented by Mr. Paul Kenneth Villegas, President of Tanauan People's Council, seconded by the rest of the committee members, and thereafter approved and adopted without objection.
- Mr. Paul Villegas observed that details concerning the drainage system were not presented during the discussion, despite the item being explicitly indicated as a required component in our inspection checklist.
- Engr. Derwin Badion explained that when inspecting drainage systems on-site, they typically roll a marble or pour water over the drainage area to verify whether the flow is functioning correctly.
- MLGOO Ms. Cleo V. Palencia, requested Engr. Badion to provide his assessment and observations concerning the implementation of municipal projects, drawing from his experience in the field.
- Engr. Badion replied that while municipal projects are not overly complex, they still require close monitoring. He noted there have been complaints that completed works sometimes fail to meet standard requirements. As an example, he cited the Teen Center project: the original plan specified masonry stairs, but these should have been built using solid poured concrete. Upon discovering this, the inspection team immediately directed the contractor to reconstruct the stairs properly.

OTHER MATTERS:

- Mr. Perez, LPMC Secretary, presented to the committee the proposed layout and design for the LPMC ID, official uniform, and umbrella.
- Mr. Villegas, President of Tanauan People's Council, suggested moving the committee name "LPMC Tanauan" to the back portion of the uniform.

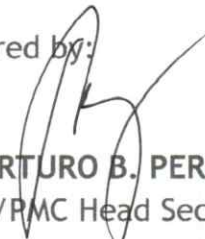
- Ms. Cleo further recommended putting a zipper at the central front portion of the uniform design. She also suggested that, should prioritization be needed, the umbrella should come first. She noted that this is only her recommendation, as its procurement would require only a small budget.
- Mr. Perez then explained that the Local Finance Committee approved an allocation of Twenty Thousand Pesos as financial support for the LPMC during the budget preparation. This means there are sufficient funds available to procure both proposed items. Another amount of One Hundred Thousand Pesos was allocated to cover incentives intended for Civil Society Organizations (CSOs) but will verify and review first the relevant guidelines governing this allocation. Tentatively, the release of these incentives is scheduled sometime in November or December.
- MLGOO Cleo V. Palencia reported to the committee that she had observed the operations of LPMCs in other municipalities that they have already started establishing Barangay Local Project Monitoring Committees. She added that our committee also aims to expand project monitoring activities to the barangay level. She further pointed out that at present, barangay chairpersons perform all functions and responsibilities individually, which often leads to the absence of adequate checks and balances in barangay-level operations.
- She added that the proposed body shall consist of the Committee Chair on Infrastructure and representatives from Civil Society Organizations (CSOs). It was noted that related activities are currently implemented through the KALAHI program. As KALAHI already undertakes monitoring functions, its existing structure may serve as the designated project monitoring unit at the barangay level, noting that the establishment of such a monitoring team is already a mandatory requirement. Considering the volume of projects across the municipality, it would be challenging for the municipal office to directly oversee all barangay-level projects; hence, it is deemed appropriate to devolve this function to the barangay. A formal mechanism must be established for this purpose, particularly because reviewing and monitoring projects funded from the barangay's 20% BDF falls within the official duties of the Municipal Planning and Development Coordinator (MPDC).
- Mr. Villegas recommended that the extent of monitoring at the barangay level shall be determined based on the project's budget value. He proposed that projects involving substantial funds should additionally be monitored and overseen by the municipal level.
- Mr. Perez stated he will review the legal provisions governing the establishment of the Local Project Monitoring Committee. Should the law refer broadly to local government units, it may be interpreted to include the establishment of Barangay-level LPMCs. Conversely, if the provision is restricted solely to the municipal level, it becomes the municipality's obligation to carry out project monitoring activities at the barangay level. He further noted that a key concern is determining who will provide the necessary training and capacity-building support for this work.
- MLGOO Cleo V. Palencia replied that the Local Project Monitoring Committee shall take charge of providing capacity-building assistance, though this will be done on a selective or random basis. She noted that covering every barangay is not practical given the committee's limited time and resources. Furthermore, she emphasized that this measure is intended to raise awareness and ensure proper oversight of all projects being implemented at the barangay level, including those involving relatively small amounts. However, this will really depend on the total number of barangays. In Tanauan, there are 54 barangays in total – which is quite a large number to cover.

- Ms. Cleo V. Palencia, MLGOO also shared her feedback and highlighted that the matters discussed by Engr. Derwin Badion are highly relevant and important even at the barangay level. She proposed that the committee organize an orientation session specifically for the Committee Chair on Infrastructure. She noted that we only need to prepare an activity design for this initiative. This orientation will be very valuable—it will raise their awareness and expand their knowledge on the subject.
- PMC Chairperson, Marites B. Salvaña approved the proposal from the MLGOO and requested the committee to move for the adoption of a resolution supporting the said initiative. The motion was formally raised by Ms. Merlita Gaspay, President of Limbuan Daku Women's Association and duly seconded by Mr. Paul Kenneth F. Villegas, President of Tanauan People's Council. The resolution was carried and approved, with no objections raised.

ADJOURNMENT

With no other concerns and inputs from the committee, the meeting was adjourned at 4:16 in the afternoon.

Prepared by:


EnP ARTURO B. PEREZ JR.
MPDC/RMC Head Secretariat

Approved by:


HON. MARITES B. SALVAÑA
LPMC Chairperson