



**REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF TANAUAN**

LOCAL PROJECT MONITORING COMMITTEE (LPMC)

MINUTES OF MEETING

Date: September 17, 2026

Time: 2:00 PM

Venue: Mayor's Office

ATTENDEES:

Hon. Marites B. Salvaña	Punong Barangay of Sacme, LPMC Chairperson
Hon. Rodgie A. Buendia	Punong Barangay of Talolora, LPMC Member
Hon. Rossarie Anne Flores	Punong Barangay of Camire, LPMC Member
Hon. RJ Frank Soliva	Punong Barangay of Mohon, LPMC Member
Hon. Glen Carlo Tiolo	Punong Barangay of Atipolo, LPMC Member
Ms. Merlita L. Gaspay	President, Limbuan Daku Women's Association
Mr. Paul Kenneth F. Villegas	President, Tanauan People's Council
Ms. Emerenciana D. Lerios	President, Cabuynan Integrated Fisherfolks Association
Ms. Jennifer I. Bilbao	President, Brgy. San Miguel Women's Association
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. Ernesto G. Basas Jr.	Punong Barangay of Binongto-an, LPMC Member
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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, conveyed her sincere appreciation to all LPMC members for their presence. She further acknowledged the vital importance of their insights, cooperation, and active involvement in the matters to be taken up 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 May 28, 2026;
2. Orientation on Batas Pambansa Blg. 344 (Accessibility Law);
3. Feedback on general observations of the project site inspection; and
4. Other Matters

MEETING PROPER:

During the discussion on the Major Repair and Improvement of the Public Market, the following concerns and observations were raised by the members:

- PMC Member Rossarie Anne Flores inquired whether there is still a possibility of repairing the damaged portion of the ceiling, considering that the project has already been completed.
- PMC Secretariat Arturo Perez discussed the possibility of identifying an appropriate remedy or intervention for the ceiling concern.
- Additionally, she raised regarding the faucet at the fish section, where no water is currently available. Considering the limited budget, she suggested exploring a temporary arrangement or alternative plan for the faucet and water supply while a more permanent solution is being considered.
- CSO Representative/PMC Member Mr. Paul Kenneth F. Villegas recalled that during the previous meeting, the concern regarding the water supply had already been raised.
- PMC Chairperson Marites B. Salvana shared that she previously had a discussion with the former Councilor Atty. Espada, who noted that there may still be remaining available budget that could be considered for addressing the water supply concern. She suggested that an appropriate budget allocation should be considered specifically for the provision of water at the public market. Also, she discussed the difficulty in receiving sufficient water from NAWASA. As an alternative, it was proposed that the Municipality consider the installation of a water pump to provide a more reliable source of water for the market.
- PMC Secretariat Mr. Perez informed the Committee that the concern had already been brought up during the Local Finance Meeting. He further explained that the proposed water-related program had been included for consideration and that the matter would be coordinated through the appropriate local finance processes.
- PMC Chairperson Salvana cited that the community has benefited financially, through the ₱5.00 per pail collection scheme at the public market., whereas the use of a water pump could

potentially reduce the corresponding cost to approximately ₱2.00 per pail. She emphasized that the proposed arrangement could help minimize the expenses associated with the market's water consumption.

- Engr. Luz M. Maderazo, Market Supervisor mentioned that residents living in the vicinity of the market are taking advantage as they use it as their primary water source.
- Engr. Luz M. Maderazo provided updates. Previously, there was no dedicated water pump installed; the sole water source was the existing Comfort Room (CR), with handwashing possible at its exterior area.
- The CR is still non-functional, as its original design did not comply with accessibility standards, the design was subsequently revised.
- Implementation was hampered by insufficient funding and cost variations. Consequently, the CR remains non-operational, and no functional water tap is available.
- A proposal was submitted to procure and install a water pump and establish a proper water supply system; however, it is currently unconfirmed whether funding has been allocated for this initiative.
- Engr. Luz further reported that two water tanks had previously been deployed but eventually stored or kept in the office. These were withdrawn from use due to uncontrolled and excessive utilization, which resulted in damage and a fire incident risk. A water pump shall likewise be installed at the fish section as an additional water source. Or another option is to connect to the LMWD supply system; however, proper regulation shall be established to prevent misuse and unauthorized consumption by the public.
- Chairperson Marites proposed the collection of a usage fee in the amount of Two Pesos (₱2.00) per pail of water drawn from the installed pump.
- Engr. Luz responded that appropriate actions on the proposal shall be assessed and determined in due course. She further proposed the implementation of a cash ticketing system for CR users, similar to practices adopted by other municipalities. This scheme will be enforced once the CR becomes fully operational, alongside proper guidelines on its correct usage.
- Chairperson Marites B. Salvana inquired about the designated facility or alternative arrangements for the public to use, given that the Comfort Room (CR) remains non-functional at present.
- Engr. Luz advised that a functional Comfort Room (CR) with an active water supply is available at the Peripheral Section, which the public may utilize for the meantime.
- Committee Member Rossarie Anne Flores moved for the adoption of a resolution proposing the installation of a water supply system at the Public Market.
- Mr. Perez stated that he will ensure the water pipes within the market premises are welded.
- Ms. Rose inquired whether the observed pipe configuration matches the original design, noting that the pipes were found unwelded during the inspection.

- Engr. Badion confirmed that the pipe configuration is in accordance with the approved design and plan.
- Mr. Perez proposed that the Local Finance Committee, together with the Municipal Mayor, the Contractor, Engr. Luz, and the Engineering Department, conduct an on-site visit to the Public Market to personally assess and verify the actual completion status of the project.
- Mr. RJ raised a concern regarding the installed partitioning walls in the Vegetable Section stalls, noting that these are constructed of ordinary plywood and are structurally unsafe. He emphasized that the security guard cannot adequately monitor all stalls, and that the current construction is easily breached, even by a child. He further inquired why roll-up walls were not installed instead, given that vendors are paying monthly rental fees for their use.
- Punong Barangay of Camire/PMC Member, Rossarie Anne Flores emphasized that prior to proceeding to the implementation stage, the project's anticipated benefits to the community must be thoroughly assessed and prioritized. She stated that proposals should not be advanced without due consideration of safety, noting that as vendors pay monthly rental fees, they reasonably expect safe, secure, and adequate facilities in return, rather than actions taken solely for the convenience or benefit of the municipality. Additionally, she stated that a smaller number of stalls built to be durable, secure, and safe is preferable to a greater number that lack these qualities. She proposed that the Engineering Department be included in consultative meetings prior to finalizing any project plan and implementation, to address concerns upfront and prevent issues from arising after project completion. She further cited observations from the Public Market, noting that portions of the installed ceiling were not durable and have required repeated repairs — a situation that has caused concern among affected vendors.
- Engr. Luz informed the Committee that stall rental fees vary per section within the Public Market. For the Vegetable Section, the monthly rental fee is Five Hundred Pesos (₱500.00), with a 20% discount granted to those who settle their dues before the due date.
- A resolution was moved by Committee Member RJ, duly seconded by CSO Representative Paul, recommending that the improvement of the partitioning walls in the Vegetable Section be included in the budget allocation and that the replacement walls shall be of the roll-up type, to ensure the safety and security of the stalls.
- A further resolution was moved by Committee Member Rossarie, duly seconded by Committee Member Rodgie, recommending the enhancement of project plans and designs to incorporate long-term benefits, durability, sustainability, and cost-benefit assessment in all future infrastructure projects to ensure meaningful and lasting community benefit.

Committee members individually assigned ratings for the project **"Major Repair and Improvement of Various Sections in the Public Market,"** using a scale of 1 to 10, with the following results:

COMMITTEE MEMBER	RATING (1-10 SCALE)
Marites B. Salvana (PMC Chairperson)	9
Rodgie A. Buendia	9
Rossarie Anne E. Flores	8
Glen Carlo Tiolo	7
RJ Frank Soliva	8
Paul Kenneth F. Villegas	9
Emerenciana E. Leros	8
Merlita Gaspay	8
Jennifer I. Bilbao	8

Periphery Improvement and Security Enhancement in the Sanitary Landfill (Phase 1), Brgy. Cabuyan, Tanauan, Leyte Observations and Comments:

- The project "Periphery Improvement and Security Enhancement in the Sanitary Landfill (Phase 1)" received an overall rating of 10 out of 10 under the 1-to-10 scale, with all Committee members assigning the maximum score, reflecting a generally positive assessment.

COMMITTEE MEMBER	RATING (1-10 SCALE)
Marites B. Salvana (PMC Chairperson)	10
Rodgie A. Buendia	10
Rossarie Anne E. Flores	10
Glen Carlo Tiolo	10
RJ Frank Soliva	10
Paul Kenneth F. Villegas	10
Emerenciana E. Leros	10
Merlita Gaspay	10
Jennifer I. Bilbao	10

Safe Closure and Rehabilitation of Open Dumpsite, Brgy. Lapay, Tanauan, Leyte Observation and Comments:

- Committee members assigned ratings for the project "Safe Closure and Rehabilitation of Open Dumpsite, Brgy. Lapay, Tanauan, Leyte," using a scale of 1 to 10, as presented below:

COMMITTEE MEMBER	RATING (1-10 SCALE)
Marites B. Salvana (PMC Chairperson)	10
Rodgie A. Buendia	9
Rossarie Anne E. Flores	9
Glen Carlo Tiolo	8
RJ Frank Soliva	8
Paul Kenneth F. Villegas	10
Emerenciana E. Leros	10
Merlita Gaspay	10
Jennifer I. Bilbao	9

- PMC Secretary Mr. Arturo Perez stated that to give full recognition to the safe closure and rehabilitation plan for the open dumpsite, the area must undergo site grading. He noted that the site was previously forced to close following a fire incident at the facility.
- Mr. Mark Leo T. Cinco, MENRO designate, raised a clarification on the proper basis of the Committee's rating, inquiring whether the assessment should focus on whether the project has achieved its intended purpose for Phase 1. He expressed disagreement with the view that the open dumpsite was forcibly closed solely due to the fire incident, explaining that the project had already secured funding earlier through the initiative of the municipality. He further noted that the program of work was already in the preparation stage when the fire incident occurred.
- He further added that the site grading proposed by Mr. Perez is intended for Phase 2, which shall likewise include the establishment of a perimeter fence, drainage system, leachate management, and IEC materials.
- CSO Representative Mr. Villegas concurred with the statement of Mr. Perez in relation to the fire incident occurred at the open dumpsite. It was observed that the community appeared to be compelled to comply with the waste segregation policy, as several residents continued to dispose of their garbage at the open dumpsite. Nonetheless, he clarified that the rehabilitation and eventual closure of the facility based on the plan that was already in progress prior to the incident.
- Mr. Mark further clarified that these measures are no longer just plans—they are already in action, and they constitute active implementation. Compliance with the waste segregation policy is not driven solely by the fire incident; concrete actions have long been undertaken, including the allocation of funding and the formal submission of the Dumpsite Safe Closure and Rehabilitation Plan.
- Mr. Perez informed the Committee that, among all municipalities across the Philippines, the Municipality of Tanauan, Leyte is the sole municipality that implements waste collection covering all its barangays.
- PMC Member Glen Carlo Tiolo expressed concern regarding the uncollected garbage in their barangay, noting that collection has not yet been carried out.
- Mr. Cinco responded that the uncollected waste may stem from failure to segregate, noting that this policy has been repeatedly oriented to all barangays. He cited Section 17 of Republic Act No. 7160, which vests primary responsibility in barangay officials; the Municipality serves only as a support and advisory body. He emphasized that collecting unsegregated waste without barangay compliance would adversely affect the sanitary landfill. Collection services will be provided to barangays that comply with segregation standards; those that do not comply will regrettably not be attended to. He confirmed that as long as a barangay complies, the Office has no objection to conducting regular collection.
- PMC Chairperson Marites Salvana shared with the Committee that implementation is challenging at the outset. In their barangay, the waste segregation policy has been fully adopted and

enforced. She noted that officials and volunteers rise early each day to conduct monitoring and ensure compliance. Volunteers have been assigned to every collection point within the barangay. Waste that is not properly segregated is returned to the respective residents, who are then required to sort it correctly on their own. Additionally, the barangay actively provides guidance and education to residents on proper segregation practices.

- Mr. Perez advised that for all matters concerning garbage and waste disposal, stakeholders are requested to coordinate directly with the MENRO.

Construction of 68 Units Perimeter Layer Niches, Brgy. San Miguel, Tanauan, Leyte (Observation and Comments):

The Committee members evaluated and assigned ratings to the project based on a 1–10 rating scale, as presented hereunder.

COMMITTEE MEMBER	RATING (1-10 SCALE)
Marites B. Salvana (PMC Chairperson)	10
Rodgie A. Buendia	10
Rossarie Anne E. Flores	10
Glen Carlo Tiolo	10
RJ Frank Soliva	10
Paul Kenneth F. Villegas	10
Emerenciana E. Leros	10
Merlita Gaspay	10
Jennifer I. Bilbao	10

- The project received a unanimous rating of 10 out of 10, with members affirming that it was satisfactorily implemented.
- Mr. Perez shared that a proposal to allocate funds for the provision of additional niches should be considered. Furthermore, he proposed the establishment of a columbarium with an estimated project cost of ₱45,000,000. He clarified that the project will not require a large land area, as a suitable site has already been identified, reserved, and included in the Comprehensive Land Use Plan of the municipality, intended for this purpose.

Orientation on Batas Pambansa Blg.344 (Accessibility Law)

- Mr. Perez acknowledged Architect Ofelia Mostajo to present the orientation on Batas Pambansa Blg. 344 (Accessibility Law).
- Ms. Cleo emphasized the importance of the orientation for the Committee, explaining that it builds awareness and will serve as a practical reference during site inspections. With the knowledge gained, members will be able to directly assess compliance with the Accessibility Law during monitoring activities. She likewise advised the Punong Barangays to ensure that all building projects within their respective jurisdictions adhere to the standards set under the Accessibility Law.

- Architect Ofelia Mostajo then proceeded to present and discuss Batas Pambansa Blg. 344, otherwise known as the Accessibility Law, providing the Committee with an overview, its legal basis, salient provisions, key technical standards for ramps and walkways, entrances, doors and corridors, accessible restrooms, parking and drop-offs, and signage, and significance in public infrastructure and building development. She explained that BP 344 mandates barrier-free design in all new construction, major repair, renovation, or alteration of public buildings, public facilities, and utilities — ensuring that persons with disabilities (PWDs) have equal access and mobility.
- She concluded that adherence to BP 344 is not merely a legal obligation — it is a matter of inclusivity, equity, and good public governance, ensuring that all residents, regardless of physical ability, can fully access and benefit from community facilities and services.
- Ms. Anne inquired as to the appropriate project title for a comfort room that will be constructed as a separate structure from the main building. She specifically asked if it should still be referred to as a multi-purpose building.
- Engr. Badion clarified that the facility should not be classified as a Multi-Purpose Building, while noting that he had not yet provide an exact proposed project title.
- Architect Ofelia asked whether the barangays would likewise comply with these requirements as issued by the DILG Office.
- Ms. Cleo clarified that this is actually a misinterpretation. She explained that these requirements originate from the National Building Code, not from the DILG — the DILG Office's role is merely to guide barangays toward compliance. Additionally, she stated that barangays should be knowledgeable of the proper, exact project titles for their respective proposals.

Other Matters:

- The Committee members recommended the provision of safety helmets and measuring tapes “metros” for the Committee's use during site monitoring activities.
- The foregoing suggestions were duly noted.
- Mr. Villegas raised a concern regarding solar lamps that were removed due to ongoing construction works in Brgy. San Roque and have not yet been returned.
- Mr. Perez stated that he will coordinate with the Municipal Mayor and Engr. Soliva to resolve the matter.
- Ms. Anne asked if their barangay is eligible to receive support funding by virtue of being a member of the Local Project Monitoring Committee (LPMC).
- Mr. Perez cited the existence of the Barangay Support Fund and informed the Committee that another tranche of this fund will be made available.
- PMC Chairperson Marites Salvana thanked the Punong Barangays, DILG representatives, and CSOs for their active presence and engagement throughout the meeting.

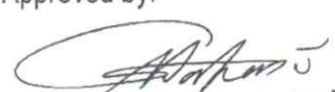
ADJOURNMENT

With no other concerns and inputs from the committee, the meeting was adjourned at 4:40 in the afternoon.

Prepared by:


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

Approved by:


HON. MARITES B. SALVAÑA
LPMC Chairperson