



PROVINCIAL BUDGET OFFICE

January 7, 2026

Hon. LEONARDO M. JAVIER, JR
Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte
Palo, Leyte

RELEASED
DATE: 01-08-26
NO. 126
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Sangguniang Panlalawigan
Province of Leyte
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Date: JAN 08 2026
By: [Signature]

Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 3 CY 2025** of the **Municipality of Tanauan, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2025-26** with a total appropriation in the amount of **P12,019,313.56** reveals compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the reversion of Current Appropriations and Continuing Appropriations is duly certified as savings, not restricted by law or other obligations and is made available to support the expenditures under Supplemental No. 3;
2. That the grant of the following benefits/Incentives shall be made pursuant to the corresponding guidelines relative thereto:
 - a. CNA Incentives- Budget Circular 2025-2
 - b. Year-end Bonus and Cash Gift – Budget Circular No. 2016-4
 - c. Loyalty Pay- CSC guidelines
3. That the appropriation and utilization of 20% Development Fund (DF) shall strictly adhere to DBM-DOF-DILG Joint Memorandum Circular No. 1 dated November 4, 2020;
4. That the procurement of Goods, Supplies, Equipment, Civil Works and related services shall be made pursuant to RA 9184 and its Implementing Rules and Regulations; and
5. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with CSC rules, DBM issuances and COA rules and regulations and all other existing laws shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:

[Signature]
MARIA GINA P. HIPE
Provincial Budget Officer

[Signature]
RUTH Y. SURPIA
Provincial Treasurer

ON L E A V E
AGNES C. RAFON
Provincial Planning and Development
Coordinator- Designate

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-000-



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
15 December 2025

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2025-26** of the **Municipality of Tanauan, Leyte**, entitled: **An Appropriation Ordinance Enacting Supplemental Budget No. 03 General Fund for Fiscal Year 2025 of the Municipality of Tanauan, Leyte**, with an appropriation of **Twelve Million Nineteen Thousand Three Hundred Thirteen Pesos and Fifty Six Centavos (P12,019,313.56)**, together with the Supplemental Investment Program CY 2025 in the amount of P12,019,313.56.

A handwritten signature in blue ink, appearing to read "F. Uyvico".

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN
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Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: DEC 12 2025
By: _____

OFFICE OF THE SANGGUNIANG BAYAN

1st INDORSEMENT
December 12, 2025

Respected Members of the Sangguniang Panlalawigan, I respectfully forward Supplemental Budget No. 03, General Fund for Fiscal Year 2025 of the Municipality of Tanauan, Leyte, with an appropriation **TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND 56/100 (P12,019,313.56)** for your review. This submission adheres to all applicable laws and regulations.

Your prompt consideration of this budget is highly appreciated and will significantly contribute to the betterment of the Municipality of Tanauan, Leyte.

Thank you, and may you continue to wield your influence for positive change. More power to you.


ELEUTERIO T. LERIOS
SB Secretary

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Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: DEC 12 2025
By: _____

Republic of the Philippines
Province of Leyte
TANAUAN

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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE TWENTY - SECOND (22nd) REGULAR SESSION OF THE 17TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON DECEMBER 09, 2025, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. CHERRY ANNE T. FIEL	-do-
HON. JOSIE M. CREER	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. MARK EFREN E. MERILO	-do-
HON. LAURO A. VILLERO	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/SK Fed. Pres.

ABSENT :

HON. MARK CHRISTIAN FERDINAND L. GIMENEZ (official travel)	Sangguniang Bayan Member
HON. MAE JANE ANGELIE M. MORABE-BORAIS (on leave)	-do-

ORDINANCE NO. 2025 - 26

Sponsored by : Hon. Quintin T. Octa, Jr., D.M.D.

AN APPROPRIATION ORDINANCE, ENACTING SUPPLEMENTAL BUDGET NO. 03, GENERAL FUND, FOR FISCAL YEAR 2025 OF THE MUNICIPALITY OF TANAUAN, LEYTE, WITH AN APPROPRIATION OF, TWELVE MILLION NINETEEN THOUSAND, THREE HUNDRED THIRTEEN PESOS AND FIFTY SIX CENTAVOS (PHP12,019,313.56).

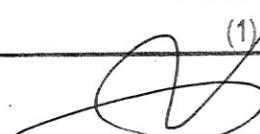
BE IT ENACTED BY THE SANGGUNIANG BAYAN OF TANAUAN, LEYTE IN A REGULAR SESSION ASSEMBLED THAT:

SECTION 1. SUPPLEMENTAL BUDGET NO. 03, GENERAL FUND, FOR FISCAL YEAR 2025 OF THE MUNICIPALITY OF TANAUAN, LEYTE, WITH AN APPROPRIATION OF, TWELVE MILLION NINETEEN THOUSAND, THREE HUNDRED THIRTEEN PESOS AND FIFTY SIX CENTAVOS (PHP12,019,313.56).

STATEMENT OF FUNDING SOURCES
Supplemental Budget No. 03
Calendar Year 2025

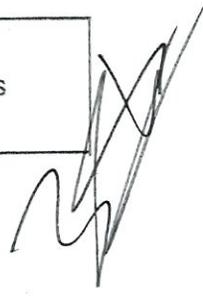
Local Government Unit: TANAUAN, LEYTE

Fund/Special Account: General Fund

Particulars (1)	Account CLASSIFICATION (2)	AMOUNTs (3)
		







<p>1.0 New Revenue Sources Tax Revenue Loan Proceeds (Borrowings)</p>		
<p>2.0 Actual Collection in Excess of the Estimated Income</p>		
<p>3.0 Savings</p>		
<p>- Declared Savings of Personal Services (Current Year) Appropriations July - December</p>		<p>3,418,628.45</p>
<p>- Declared Savings from the available balances of allowable MOOE for Collective Negotiation Agreement Incentive (C.N.A.I.)</p>		<p>6,087,985.60</p>
<p>- Declared Savings from Special Program, Projects and Activities (Current Year) Appropriations of the allowable MOOE Balances for C.N.A.I.</p>		<p>122,014.40</p>
<p>- Declared Savings from Capital Outlay - Continuing Appropriations (Prior Years)</p>		<p>505,302.99</p>
<p>- Abandoned funds for the Purchase of 1 unit Motor Vehicle of Mun. Agriculture Office and Surveying Instruments and Furniture and Fixtures of the Mun. Engineering Office, chargeable under Capital Outlay - Continuing Appropriations of Prior Years and Declared Savings.</p>		<p>274,000.00</p>
<p>- Abandoned funds for the Purchase of Assistive Devices for the Senior Citizens and Differently Abled Persons Welfare Programs chargeable under GAD of CY 2025 and Declared Savings</p>		<p>811,382.12</p>
<p>- Abandoned funds for the Improvement of Tanauan Public Cemetery chargeable under the 20% Mun. Development Fund of CY 2025 and Declared Savings</p>		<p>800,000.00</p>
<p>Total Available Resources</p>	<p>P</p>	<p>12,019,313.56</p>

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STATEMENT OF SUPPLEMENTAL APPROPRIATION
Tanauan, Leyte
SUPPLEMENTAL BUDGET NO. 03
CY 2025

Implementing Office	Particulars/Purpose	AIP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
(1)	(2)	(3)	(4)	(5)	(6)
All Offices	Collective Negotiation Agreement Incentive (CNAI) to all Qualified Mun. Officials and Employees (Subject to the issuance of EO/DBM Circular)	1000-000-3-1-01-009	Collective Negotiation Agreement Incentive (C.N.A.I.)	5-01-02-990	6,210,000.00
Mayor's Office	Loyalty Pay of Roger Glory for 10 yrs. In Gov't. Service	1000-000-3-1-01-001-008	Loyalty Pay	5-01-04-990	10,000.00
SB	Year-end Bonus & Cash Gift of Two (2) Newly Elected SB Members and Two (2) Casual Employees	1000-000-3-1-03-009	Year-end Bonus	5-01-02-140	218,793.84
			Cash Gift	5-01-02-150	20,000.00
(Pls. see attached Schedule I)					
TOTAL Personal Services					6,458,793.84
MAINTENANCE AND OTHER OPERATING EXPENSES					
MO/BPLS	Semi-expendable Machinery & Equipment				
	Purchase of 1 unit Desktop Computer for Licensing Section	1000-000-3-1-01-007-001	ICT Equipment	5-02-03-210-03	45,000.00
	Purchase of 1 unit All-in-One Printer	1000-000-3-1-01-007-002	ICT Equipment	5-02-03-210-03	18,000.00
	Purchase of 1 unit Uninterruptible Power Supply 65w	1000-000-3-1-01-007-003	ICT Equipment	5-02-03-210-03	7,500.00
Mayor's Office	Semi-Expendable Furniture and Fixture Office Table (Mayor)	1000-000-3-1-01-027-005	Furniture & Fixtures	5-02-03-220-01	9,000.00
Mayor's Office	Travelling Expenses	1000-000-3-1-01	Travelling Expenses	5-02-01-020	327,592.13
Mayor's Office	Donation for Earthquake victims in Bogo City, Cebu	1000-000-3-1-01-026-01	Donations	5-02-99-080	250,000.00
Mayor's Office	Donation for Earthquake victims in Manay, Davao Oriental	1000-000-3-1-01-026-02	Donations	5-02-99-080	250,000.00
Mayor's Office	Donations	1000-000-3-1-01-026	Donations	5-02-99-080	100,000.00
Mayor's Office	Membership Dues and Contribution to Organizations	1000-000-3-1-01-025	Membership Dues	5-02-99-060	33,200.00
Mayor's Office	Food Expense	1000-000-3-1-01	Food Expenses	5-02-03-050	350,000.00
Mayor's Office	Training Expense	1000-000-3-1-01	Training Expense	5-02-02-010	50,000.00
Mayor's Office	Other Supplies Expense	1000-000-3-1-01	Other Supplies Expense	5-02-03-990	75,382.19
SB	Training Expense	1000-000-3-1-03-002-003	Training Expense	5-02-02-010	410,000.00

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Implementing Office	Particulars/Purpose	AIP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
Accounting	Semi-Expendable Machinery & Eqpt. 1 unit Laptop	1000-000-3-1-07-002	ICT Equipment	5-02-03-210-03	45,000.00
MPDO	Semi-Expendable Furniture and Fixtures 5 units Filing Steel Cabinet	1000-000-3-1-09-005-003	Furniture and Fixtures	5-02-03-220-01	80,000.00
Mayor's Office	Fire Code Fee for Fire Safety Evaluation Clearance of a 2 Storey Public Market Central (Agora Public Market)	1000-000-3-1-01-032	Other MOOE	5-22-99-990	50,700.00
TOTAL M.O.O.E.					2,101,374.32
CAPITAL OUTLAY					
Mayor's Office	Transformer and other Electrical connection of DTI Bamboo Engineered Project, Brgy. Sacme, Tanauan, Leyte (Through DORELCO)	1000-000-3-1-01-033	Other Structure	1-07-04-991	582,695.99
	Enhancement of Agriculture Bamboo Machinery Building with Electrical System	1000-000-3-1-01-034	Other Structure	1-07-04-991	600,067.29
SB	Procurement of 1 unit Floor Mounted Aircon	1000-000-3-1-03-008	Furniture and Fixtures	1-07-07-010	100,000.00
TOTAL Capital Outlay					1,282,763.28
Special Programs, Projects and Activities					
MO	Year-end Festival	3000-000-3-1-01-015	Subsidies	5-02-14-990	100,000.00
			Prizes	5-02-06-020	22,000.00
			Honoraria	5-01-02-100	9,000.00
			Other MOOE	5-02-99-990	4,000.00
MO	Sports Development Program Tanauan Basketball Tournament	3000-000-3-1-01-015-001	Prizes	5-02-06-020	100,000.00
MO	Conservation and Preservation of Cultural Heritage Property	8000-000-3-2-10-007	Other Supplies Expense	5-02-03-990	5,000.00
MPO	Electrical Metering at Super Health Center, Brgy. Malaguicay	3000-000-3-1-11-042-006	Other Supplies Expense	5-02-03-990	285,000.00
TOTAL SPA's					525,000.00
	20% Mun. Development Fund Construction of 68 units Perimeter Layer Niches, Tanauan Public Cemetery	8000-000-3-1-10-008-003	Other Structures	1-07-04-991	800,000.00
Total 20% Mun. Development Fund					800,000.00
MSWD Office GAD/SC	Gender and Development Senior Citizen Welfare Program	3000-000-3-1-13-007			
	Awards and Rewards for Nonagenarians/Centenarians (90s/100 yrs.)	3000-000-3-1-13-007-006	Awards and Rewards Expense	5-02-06-010	40,000.00

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Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN
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Office of the Mayor

1st INDORSEMENT
November 27, 2025



Respectfully forwarded to the Honorable Members of the Sangguniang Bayan through the Presiding Officer Hon. Vice-Mayor Archie Lawrence R. Kapunan, the herein Supplemental Budget No. 03, General Fund for Fiscal Year 2025 of the Municipality of Tanauan, Leyte with an appropriation of **TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND 56/100 (P12,019,313.56)** for review by that August Body in pursuance to existing laws, rules and regulations.

An early action on Supplemental Budget No. 03 General Fund will greatly be appreciated.

Thank you very much.


JAN ELMER V. MAGDALAGA
HON. MA. GINA E. MERILO
11/28/25 Municipal Mayor 

STATEMENT OF FUNDING SOURCES
Supplemental Budget No. 03
 Calendar Year 2025

Local Government Unit: **TANAUAN, LEYTE**

Fund/Special Account: General Fund

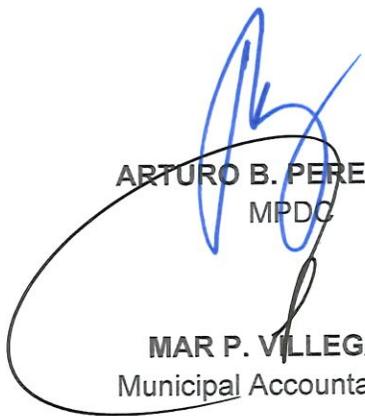
Particulars (1)	Account CLASSIFICATION (2)	AMOUNTs (3)
1.0 New Revenue Sources		
Tax Revenue		
Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
- Declared Savings of Personal Services (Current Year) Appropriations July - December		3,418,628.45
- Declared Savings from the available balances of allowable MOOE for Collective Negotiation Agreement Incentive (C.N.A.I.)		6,087,985.60
- Declared Savings from Special Program, Projects and Activities (Current Year) Appropriations of the allowable MOOE Balances for C.N.A.I.		122,014.40
- Declared Savings from Capital Outlay - Continuing Appropriations (Prior Years)		505,302.99
- Abandoned funds for the Purchase of 1 unit Motor Vehicle of Mun. Agriculture Office and Surveying Instruments and Furniture and Fixtures of the Mun. Engineering Office, chargeable under Capital Outlay - Continuing Appropriations of Prior Years and Declared Savings.		274,000.00
- Abandoned funds for the Purchase of Assistive Devices for the Senior Citizens and Differently Abled Persons Welfare Programs chargeable under GAD of CY 2025 and Declared Savings		811,382.12
- Abandoned funds for the Improvement of Tanauan Public Cemetery chargeable under the 20% Mun. Development Fund of CY 2025 and Declared Savings		800,000.00
Total Available Resources		P 12,019,313.56

Certified Correct by:

LOCAL FINANCE COMMITTEE:


ERMEL MILO A. PILOLA
 Municipal Budget Officer


RESTITUTA C. CAVITE
 Municipal Treasurer


ARTURO B. PEREZ, JR.
 MPDC

MAR P. VILLEGAS
 Municipal Accountant

STATEMENT OF SUPPLEMENTAL APPROPRIATION
Tanauan, Leyte
SUPPLEMENTAL BUDGET NO. 03
CY 2025

Implementing Office	Particulars/Purpose	AIP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
(1)	(2)	(3)	(4)	(5)	(6)
All Offices	Collective Negotiation Agreement Incentive (CNAI) to all Qualified Mun. Officials and Employees (Subject to the issuance of EO/DBM Circular)	1000-000-3-1-01-009	Collective Negotiation Agreement Incentive (C.N.A.I.)	5-01-02-990	6,210,000.00
Mayor's Office	Loyalty Pay of Roger Glory for 10 yrs. In Gov't. Service	1000-000-3-1-01-001-008	Loyalty Pay	5-01-04-990	10,000.00
SB	Year-end Bonus & Cash Gift of Two (2) Newly Elected SB Members and Two (2) Casual Employees	1000-000-3-1-03-009	Year-end Bonus	5-01-02-140	218,793.84
			Cash Gift	5-01-02-150	20,000.00
(Pls. see attached Schedule I)					
TOTAL Personal Services					6,458,793.84
MAINTENANCE AND OTHER OPERATING EXPENSES					
MO/BPLS	Semi-expendable Machinery & Equipment				
	Purchase of 1 unit Desktop Computer for Licensing Section	1000-000-3-1-01-007-001	ICT Equipment	5-02-03-210-03	45,000.00
	Purchase of 1 unit All-in-One Printer	1000-000-3-1-01-007-002	ICT Equipment	5-02-03-210-03	18,000.00
	Purchase of 1 unit Uninterruptible Power Supply 65w	1000-000-3-1-01-007-003	ICT Equipment	5-02-03-210-03	7,500.00
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Mayor's Office	Other Supplies Expense	1000-000-3-1-01	Other Supplies Expense	5-02-03-990	75,382.19
SB	Training Expense	1000-000-3-1-03-002-003	Training Expense	5-02-02-010	410,000.00

Implementing Office	Particulars/Purpose	AIP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
Accounting	Semi-Expendable Machinery & Eqpt. 1 unit Laptop	1000-000-3-1-07-002	ICT Equipment	5-02-03-210-03	45,000.00
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Mayor's Office	Fire Code Fee for Fire Safety Evaluation Clearance of a 2 Storey Public Market Central (Agora Public Market)	1000-000-3-1-01-032	Other MOOE	5-22-99-990	50,700.00
TOTAL M.O.O.E.			2,101,374.32		
CAPITAL OUTLAY					
Mayor's Office	Transformer and other Electrical connection of DTI Bamboo Engineered Project, Brgy. Sacme, Tanauan, Leyte (Through DORELCO)	1000-000-3-1-01-033	Other Structure	1-07-04-991	582,695.99
	Enhancement of Agriculture Bamboo Machinery Building with Electrical System	1000-000-3-1-01-034	Other Structure	1-07-04-991	600,067.29
SB	Procurement of 1 unit Floor Mounted Aircon	1000-000-3-1-03-008	Furniture and Fixtures	1-07-07-010	100,000.00
TOTAL Capital Outlay			1,282,763.28		
Special Programs, Projects and Activities					
MO	Year-end Festival	3000-000-3-1-01-015	Subsidies	5-02-14-990	100,000.00
			Prizes	5-02-06-020	22,000.00
			Honoraria	5-01-02-100	9,000.00
			Other MOOE	5-02-99-990	4,000.00
MO	Sports Development Program Tanauan Basketball Tournament	3000-000-3-1-01-015-001	Prizes	5-02-06-020	100,000.00
MO	Conservation and Preservation of Cultural Heritage Property	8000-000-3-2-10-007	Other Supplies Expense	5-02-03-990	5,000.00
MHO	Electrical Metering at Super Health Center, Brgy. Malaguicay	3000-000-3-1-11-042-006	Other Supplies Expense	5-02-03-990	285,000.00
TOTAL SPA's			525,000.00		
20% Mun. Development Fund					
	Construction of 68 units Perimeter Layer Niches, Tanauan Public Cemetery	8000-000-3-1-10-008-003	Other Structures	1-07-04-991	800,000.00
Total 20% Mun. Development Fund			800,000.00		
MSWD Office GAD/SC	Gender and Development Senior Citizen Welfare Program	3000-000-3-1-13-007			
	Awards and Rewards for Nonagenarians/Centenarians (90s/100 yrs.)	3000-000-3-1-13-007-006	Awards and Rewards Expense	5-02-06-010	40,000.00

Implementing Office	Particulars/Purpose	AIP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
	Assistive Device to SCs	3000-000-3-1-13-001-001	Welfare Goods Expenses	5-02-03-060	95,000.00
	Establishment of SC's Affairs Office				
	Semi-Expendable Machinery & Equipment	3000-000-3-1-007-002			
	Purchase of 1 unit Uninterruptible Power Supply (UPS)		ICT Equipment	5-02-03-210-03	5,000.00
	Differently Able Persons Welfare Program	3000-000-3-1-13-007			
	Assistive Device to PWD	3000-000-3-1-13-007-001	Welfare Goods Expenses	5-02-03-060	711,382.12
Total Gender and Development Fund					851,382.12
TOTAL OBLIGATION					12,019,313.56

Prepared by:


ERMEL MILO A. PIOLA
Municipal Budget Officer

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

COLLECTIVE NEGOTIATION AGREEMENT INCENTIVE CY 2025

Office	Particulars			AIP Reference No.		TOTAL
30,000.00	Collective Negotiation Agreement Incentive				5-01-02-990	
	Regular	Casual	TOTAL			
MO	34	26	60	1000-000-3-1-01-001-009	1,800,000.00	
SB	22	14	36	1000-000-3-1-01-03-010	1,080,000.00	
MPDC	6	1	7	1000-000-3-1-09-007	210,000.00	
MCR	5		5	1000-000-3-1-12-013	150,000.00	
MBO	3		3	1000-000-3-1-08-005	90,000.00	
MACCO	8	1	9	1000-000-3-1-07-003	270,000.00	
MTO	13	4	17	1000-000-3-1-05-014	510,000.00	
MASSO	8	1	9	1000-000-3-1-06-006	270,000.00	
MEO	7		7	8000-000-3-1-10-011	210,000.00	
MSWD	8	1	9	3000-000-3-1-13-007	270,000.00	
MAO	6	4	10	8000-000-3-2-03-012	300,000.00	
MHO	15	1	16	3000-000-3-1-11-059	480,000.00	
MENRO	1	2	3	8000-000-3-2-04-004	90,000.00	
MARKET	7	2	9	8000-000-3-1-05-003	270,000.00	
SLAUGHTERHOUSE	1		1	8000-333-3-1-01-002-004	30,000.00	
CEMETERY	4		4	8000-000-3-1-10-008-034	120,000.00	
MDRRMO	1	1	2	9000-000-3-1-14-012	60,000.00	
TOTAL	149	58	207			
TOTAL PERSONAL SERVICES						6,210,000.00

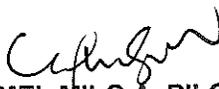
Loyalty Pay of Roger Glory for 10 yrs. In Gov't. Service	1000-000-3-1-01-001-008	10,000.00
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SB Office

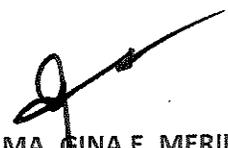
Year-end Bonus & Cash Gift of Two (2) Newly Elected SB Members and Two (2) Casual Employees		
	1000-000-3-1-03-009	
Year-end Bonus		218,793.84
Cash Gift		20,000.00

TOTAL PERSONAL SERVICES	6,458,793.84
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Prepared by:


ERMEL MILO A. PIOLA
 Municipal Budget Officer

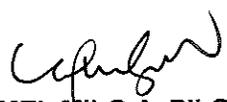
Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

MAINTENANCE AND OTHER OPERATING EXPENSES				
	Semi-expendable Machinery & Equipment			
MO/BPLS	Purchase of 1 unit Desktop Computer for Licensing Section	ICT Equipment	5-02-03-210-03	45,000.00
	Purchase of 1 unit All-in-One Printer	ICT Equipment	5-02-03-210-03	18,000.00
	Purchase of 1 unit Uninterruptible Power Supply 65w	ICT Equipment	5-02-03-210-03	7,500.00
Mayor's Office	Semi-Expendable Furniture and Fixture Office Table (Mayor)	Furniture & Fixtures	5-02-03-220-01	9,000.00
Mayor's Office	Travelling Expenses	Travelling Expenses	5-02-01-020	327,592.13
Mayor's Office	Donation for Earthquake victims in Bogo City, Cebu	Donations	5-02-99-080	250,000.00
Mayor's Office	Donation for Earthquake victims in Manay, Davao Oriental	Donations	5-02-99-080	250,000.00
Mayor's Office	Donations	Donations	5-02-99-080	100,000.00
Mayor's Office	Membership Dues and Contribution to Organizations	Membership Dues	5-02-99-060	33,200.00
Mayor's Office	Food Expense	Food Expenses	5-02-03-050	350,000.00
Mayor's Office	Training Expense	Training Expense	5-02-02-010	50,000.00
Mayor's Office	Other Supplies Expense	Other Supplies Expense	5-02-03-990	75,382.19
Mayor's Office	Fire Code Fee for Fire Safety Evaluation Clearance of a 2 Storey Public Market Central (Agora Public Market)	Other MOOE	5-22-99-990	50,700.00
SB	Training Expense	Training Expense	5-02-02-010	410,000.00
Accounting	Semi-Expendable Machinery & Eqpt. 1 unit Laptop	ICT Equipment	5-02-03-210-03	45,000.00
MPDO	Semi-Expendable Furniture and Fixtures 5 units Filing Steel Cabinet	Furniture and Fixtures	5-02-03-220-01	80,000.00
TOTAL M.O.O.E.				2,101,374.32
CAPITAL OUTLAY				
Mayor's Office	Transformer and other Electrical connection of DTI Bamboo Engineered Project, Brgy. Sacme, Tanauan, Leyte (Through DORELCO)	Other Structure	1-07-04-991	582,695.99
	Enhancement of Agriculture Bamboo Machinery Building with Electrical System	Other Structure	1-07-04-991	600,067.29
SB	Procurement of 1 unit Floor Mounted Aircon	Furniture and Fixtures	1-07-07-010	100,000.00
TOTAL Capital Outlay				1,282,763.28

Special Programs, Projects and Activities				
MO	Year-end Festival	Subsidies	5-02-14-990	100,000.00
		Prizes	5-02-06-020	22,000.00
		Honoraria	5-01-02-100	9,000.00
		Other MOOE	5-02-99-990	4,000.00
MO	Sports Development Program Tanauan Basketball Tournament	Prizes	5-02-06-020	100,000.00
MO	Conservation and Preservation of Cultural Heritage Property	Other Supplies Expense	5-02-03-990	5,000.00
MHO	Electrical Metering at Super Health Center, Brgy. Malaguicay	Other Supplies Expense	5-02-03-990	285,000.00
TOTAL SPA's				525,000.00
	20% Mun. Development Fund Construction of 68 units Perimeter Layer Niches, Tanauan Public Cemetery	Other Structures	1-07-04-991	800,000.00
Total 20% Mun. Development Fund				800,000.00
MSWD Office GAD/SC	Gender and Development Senior Citizen Welfare Program			
	Awards and Rewards for Nonagenarians/Centenarians (90s/100 yrs.)	Awards and Rewards Expense	5-02-06-010	40,000.00
	Assistive Device to SCs	Welfare Goods Expenses	5-02-03-060	95,000.00
	Establishment of SC's Affairs Office Semi-Expendable Machinery & Equipment Purchase of 1 unit Uninterruptible Power Supply (UPS)	ICT Equipment	5-02-03-210-03	5,000.00
	Differently Able Persons Welfare Program			
	Assistive Device to PWD	Welfare Goods Expenses	5-02-03-060	711,382.12
Total Gender and Development Fund				851,382.12

Prepared by:


ERMEL MILO A. PIOLA
Municipal Budget Officer

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

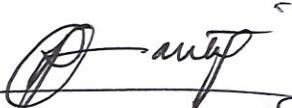
CERTIFICATION OF FUNDS AVAILABILITY

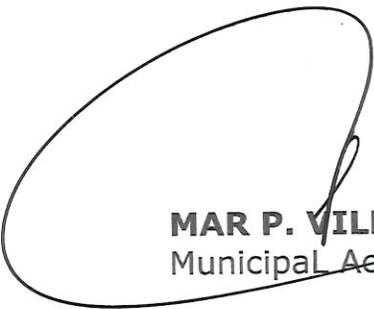
This is to certify that funds in the total amount of **TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS and 56/100 (₱12,019,313.56)** are available to cover **Supplemental Budget No. 3** for **Calendar Year 2025**.

The said amount is sourced from **declared savings** under **Personal Services, Maintenance and Other Operating Expenses (MOOE), Special Programs, Projects and Activities, Gender and Development** and the **20% Municipal Development Fund (MDF)**, all under the current year's budget, as well as from **savings under Capital Outlay Continuing Appropriations from prior years**.

This certification is issued for all legal and administrative purposes it may serve.

Certified correct:


RESTITUTA C. CAVITE
Municipal Treasurer


MAR P. VILLEGAS
Municipal Accountant



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

-o0o-

OFFICE OF THE MPDC

CERTIFICATION

THIS IS TO CERTIFY that as of September 30, 2025, at least an average of seventy-five percent (75%) of all the targets of the programs, projects, and activities approved in the municipality's LGU Budget for FY 2025 have been implemented and accomplished based on the assessment and reports from the different implementers and offices of the local government unit.

This certification is issued in support of the Collective Negotiation Agreement (CNA) Incentive for CY 2025 of the Local Government Unit of Tanauan, Leyte.

DONE this 17th day of November 2025 at Tanauan, Leyte.

ARTURO B. PEREZ, JR., EnP
Mun. Planning and Development Coordinator

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

WE HEREBY CERTIFY that the following savings from Personal Services of Vacant Funded Positions (Current Appropriation) listed below are available for reversion, to wit:

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated	Amount to be Reverted
Mayor's Office					
Information Officer I	Personal Services	492,849.04	240,424.52	252,424.52	252,424.52
Slaughterhouse					
Utility Worker I	Personal Services	254,183.42	121,091.71	133,091.71	133,091.71
Sangguniang Bayan					
Local Legislative Staff Employee II		296,410.91	142,062.33	154,348.58	154,348.58
Budget Office					
Budgeting Assistant	Personal Services	362,805.16	175,402.58	187,402.58	187,402.58
ACCOUNTING					
Bookkeeper I	Personal Services	365,732.80	176,866.40	188,866.40	188,866.40
Accounting Clerk I	Personal Services	294,729.66	141,364.83	153,364.83	153,364.83
MTO					
Disbursing Officer II	Personal Services	362,805.16	175,402.58	187,402.58	187,402.58
Revenue Collection Clerk III	Personal Services	395,182.34	191,591.17	203,591.17	203,591.17
Assessor					
Assessment Clerk II	Personal Services	326,933.70	157,466.85	169,466.85	169,466.85
MSWDO					
Person with Disability Officer	Personal Services	423,356.94	205,678.47	217,678.47	217,678.47
Occupational Therapist II	Personal Services	644,220.62	316,110.31	328,110.31	328,110.31
Speech Therapist II	Personal Services	597,331.16	292,665.58	304,665.58	304,665.58
AGRICULTURE					
Cooperative Dev't Specialist I	Personal Services	492,523.86	240,099.34	252,424.52	252,424.52
Engineer I (Biosystem)	Personal Services	522,896.70	255,448.35	267,448.35	267,448.35
Agricultural Technologist	Personal Services	423,356.94	205,678.47	217,678.47	217,678.47
MDRRMO					
Administrative Assistant III	Personal Services	389,327.06	188,663.53	200,663.53	200,663.53
TOTAL Personal Services Savings					3,418,628.45

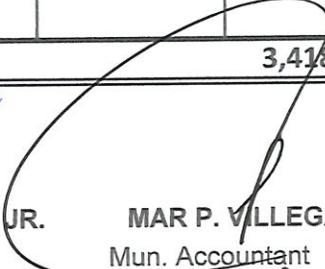
Certified Correct :

RESTITUTA C. CAVITE
Municipal Treasurer


ERMEL MILO A. PILOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC

Approved by:


MAR P. VILLEGAS
Mun. Accountant


HON. MA. GINA E. MERILO
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVEKSION

PERSONAL SERVICES OF VACANT FUNDED POSITIONS - FOR DECLARATION OF SAVINGS - July to December 2025

OFFICE ITEM	INCUMBENT	SG	EO No. 64 Monthly Salary	NO. OF MO.	LBC #160 (A1) CY 2025	PERA	UNIFORM	CASH GIFT	Year-End	LRIC	HDMF	PHILHEALTH	ECC	Reverted GRAND TOTAL
ANNUAL BUDGET 2025														
Mayor's Office														
Information Officer I	Vacant (Zulueta)	11-2	28,796.00	6	172,776.00	12,000.00	7,000.00	5,000.00	28,796.00	20,733.12	1,200.00	4,319.40	600.00	252,424.52
Slaughterhouse														
Utility Worker I	Vacant (Salaug)	1-2	13,633.00	6	81,798.00	12,000.00	7,000.00	5,000.00	13,633.00	9,815.76	1,200.00	2,044.95	600.00	133,091.71
Sangguniang Bayan														
Local Legislative Staff Employee II	Vacant (Ocla)	4-1 4-2	16,209.00 16,334.00	6	98,004.00	12,000.00	7,000.00	5,000.00	16,334.00	11,760.48	1,200.00	2,450.10	600.00	154,348.58
Budget Office														
Budgeting Assistant	Vacant (Royerias)	8-1	20,534.00	6	123,204.00	12,000.00	7,000.00	5,000.00	20,534.00	14,784.48	1,200.00	3,080.10	600.00	187,402.58
ACCOUNTING														
Bookkeeper 1	Vacant (Palcon)	8-2	20,720.00	6	124,320.00	12,000.00	7,000.00	5,000.00	20,720.00	14,918.40	1,200.00	3,108.00	600.00	188,866.40
Accounting Clerk I	Vacant (Borrell)	4-1	16,209.00	6	97,254.00	12,000.00	7,000.00	5,000.00	16,209.00	11,670.48	1,200.00	2,431.35	600.00	153,364.83
MITO														
Disbursing Officer II	Vacant (Naraja)	8-1	20,534.00	6	123,204.00	12,000.00	7,000.00	5,000.00	20,534.00	14,784.48	1,200.00	3,080.10	600.00	187,402.58
Revenue Collection Clerk III	Vacant (Boco)	9-3	22,591.00	6	135,546.00	12,000.00	7,000.00	5,000.00	22,591.00	16,265.52	1,200.00	3,388.65	600.00	203,591.17
Assessor														
Assessment Clerk II	Vacant (de Veyra)	6-1	18,255.00	6	109,530.00	12,000.00	7,000.00	5,000.00	18,255.00	13,143.60	1,200.00	2,738.25	600.00	169,466.85
MSWDO														
Person with Disability Officer	Vacant - NEW	10-1	24,381.00	6	146,286.00	12,000.00	7,000.00	5,000.00	24,381.00	17,554.32	1,200.00	3,657.15	600.00	217,678.47
Occupational Therapist II	Vacant - NEW	15-1	38,413.00	6	230,478.00	12,000.00	7,000.00	5,000.00	38,413.00	27,657.36	1,200.00	5,761.95	600.00	328,110.31
Speech Therapist II	Vacant - NEW	14-1	35,434.00	6	212,604.00	12,000.00	7,000.00	5,000.00	35,434.00	25,512.48	1,200.00	5,315.10	600.00	304,665.58
AGRICULTURE														
Cooperative Dev't Specialist I	Vacant (Gil)	11-1 11-2	28,512.00 28,796.00	6	172,776.00	12,000.00	7,000.00	5,000.00	28,796.00	20,733.12	1,200.00	4,319.40	600.00	252,424.52
Engineering														
Engineer I (Biosystem)	Vacant	12-1	30,705.00	6	184,230.00	12,000.00	7,000.00	5,000.00	30,705.00	22,107.60	1,200.00	4,605.75	600.00	267,448.35
Agricultural Technologist	Vacant	10-1	24,381.00	6	146,286.00	12,000.00	7,000.00	5,000.00	24,381.00	17,554.32	1,200.00	3,657.15	600.00	217,678.47
MDRRMO														
Administrative Assistant III	Vacant (Gabencong)	9-1	22,219.00	6	133,314.00	12,000.00	7,000.00	5,000.00	22,219.00	15,997.68	1,200.00	3,332.85	600.00	200,663.53
TOTAL Personal Services Savings July to December 2025					2,291,610.00	192,000.00	112,000.00	80,000.00	381,935.00	274,993.20	19,200.00	57,290.25	9,600.00	3,418,628.45

Prepared by: 
ATTY. FEDERICO TIZON
 HRMO II


ERMEL MIJAO A. PILOLA
 Municipal Budget Officer

Approved by: 
HON. MA. GINA E. MERILO
 Municipal Mayor

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

WE HEREBY CERTIFY that the following savings from Maintenance and Other Operating expenses (Current Appropriation) listed below are available for reversion, to wit:

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated to Date	Amount to be Reverted
Mayor's Office	Office Supplies	2,352,953.97	1,632,953.97	720,000.00	576,000.00
	Water Expenses	850,000.00	274,500.00	575,500.00	460,400.00
	Electricity Expense	6,500,000.00	4,568,538.59	1,931,461.41	1,545,169.13
	Telephone Expense	714,000.00	545,250.00	168,750.00	135,000.00
	Subscription Expense			-	-
	Repair and Maintenance			-	-
	- Machinery & Eqpt.	315,000.00	49,000.00	266,000.00	212,800.00
	- Bldg. & Other Structure	350,000.00	-	350,000.00	280,000.00
- Other PPE	15,000.00	-	15,000.00	12,000.00	
Sub-total					3,221,369.13
MO / General Services	Repair and Maintenance				
	- Furnitures & Fixtures	200,000.00	95,100.00	104,900.00	83,920.00
	- Machinery & Eqpt.	370,000.00	213,850.00	156,150.00	124,920.00
	- Other PPE	100,000.00	-	100,000.00	80,000.00
	- Transportation Eqpt.	1,956,400.00	232,010.00	1,724,390.00	1,379,512.00
Sub-total					1,668,352.00
Sangguniang Bayan	Telephone Expense	557,000.00	279,500.00	277,500.00	222,000.00
	Office Supplies	200,000.00	5,267.75	194,732.25	155,785.80
	Repair and Maintenance			-	-
	- Machinery & Eqpt.	100,000.00	42,819.00	57,181.00	45,744.80
	- Other PPE	50,000.00	-	50,000.00	40,000.00
	Water Expense	12,200.00	7,445.00	4,755.00	3,804.00
Sub-total					467,334.60
Mun. Planning & Development Office	Repair and Maintenance				
	-Furnitures	2,000.00	-	2,000.00	1,600.00
	- Machinery & Eqpt.	10,000.00		10,000.00	8,000.00
	Travelling Expenses			-	-
					9,600.00
Mun. Civil Registrar	Repair & Maintenance				
	- Bldg. & Other Structure	10,650.00	-	10,650.00	8,520.00
	- Machinery & Eqpt.	3,000.00	-	3,000.00	2,400.00
					10,920.00
Mun. Budget Office	Repair and Maintenance				
	- Machinery & Eqpt.	10,000.00	-	10,000.00	8,000.00
	Travelling Expense			-	-
	Office Supplies	20,000.00	2,523.00	17,477.00	13,981.60
	Water Services	5,000.00	1,000.00	4,000.00	3,200.00
					25,181.60

Mun. Accountant's Office	Repair and Maintenance - Machinery & Equipment	10,000.00	-	10,000.00	8,000.00
	Travelling Expenses			-	-
	Water Expense	10,000.00	6,405.00	3,595.00	2,876.00
					10,876.00

Mun. Treasurer's Office	Printing and Publication Exp.	10,000.00	-	10,000.00	8,000.00
	Travelling Expense			-	-
	Repair and Maintenance - Other PPE	6,000.00	-	6,000.00	4,800.00
	- Machinery & Eqpt.	6,000.00	-	6,000.00	4,800.00
					17,600.00

Mun. Assessor's Office	Repair and Maintenance - Machinery & Eqpt.	10,000.00		10,000.00	8,000.00
	Travelling Expense				-
					8,000.00

Mun. Engineering Office	Repair and Maintenance - Machinery & Eqpt.	5,000.00	-	5,000.00	4,000.00
	Travelling Expenses				-
	Water Expense	5,000.00	-	5,000.00	4,000.00
					8,000.00

Mun. Social Welfare & Development Office	Repair and Maintenance - Machinery & Eqpt.	5,000.00	-	5,000.00	4,000.00
	Water Expense	10,000.00	2,550.00	7,450.00	5,960.00

Mun. Agriculture Office	Repair and Maintenance - Machinery & Eqpt.	40,000.00	3,100.00	36,900.00	29,520.00
	- Other PPE	20,000.00	-	20,000.00	16,000.00
	Travelling Expenses			-	-
	Water			-	-
					45,520.00

Mun. Health Office	Repair and Maintenance - Transportation Eqpt.	108,000.00	55,980.00	52,020.00	41,616.00
	- Other PPE	11,500.00	-	11,500.00	9,200.00
	- Machinery & Eqpt.	15,000.00	12,000.00	3,000.00	2,400.00
	Travelling Expense			-	-
	Internet Subscription Exp.			-	-
	Water Expense	5,000.00	-	5,000.00	4,000.00
Sub-total					57,216.00

Mun. Environment & Natural Resources Office	Repair and Maintenance - Machinery & Eqpt.	250,000.00	99,920.22	150,079.78	120,063.82
	- Transportation Eqpt.	617,900.00	405,017.85	212,882.15	170,305.72
	Office Supplies	25,000.00	1,323.00	23,677.00	18,941.60
	Water Expense	5,000.00	1,875.00	3,125.00	2,500.00
					311,811.14

MO/MARKET	Travelling Expense				-
	Water Expense	630,000.00	424,193.59	205,806.41	164,645.13
	Repair and Maintenance			-	
	- Other PPE	18,900.00	-	18,900.00	15,120.00
					179,765.13
MO/Cemetery	Repair and Maintenance				
	- Building & Other Structures	25,000.00	-	25,000.00	20,000.00
DILG	Repair and Maintenance				
	- Other PPE	3,600.00	-	3,600.00	2,880.00
	- travelling expense				-
					2,880.00
Mun. Trial Court	Office Supplies	12,000.00	-	12,000.00	9,600.00
	Repair and Maintenance			-	
	- Machinery & Eqpt.	5,000.00	-	5,000.00	4,000.00
					13,600.00

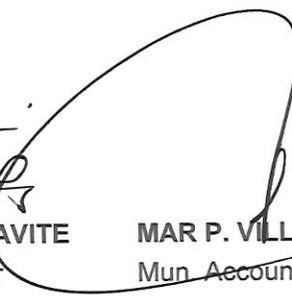
TOTAL MOOE SAVINGS

6,087,985.60

CERTIFIED CORRECT:


ERMEL MILO A. PIOLA
Mun. Budget Officer


RESTITUTA C. CAVITE
Mun. Treasurer


MAR P. VILLEGAS
Mun. Accountant


ARTURO B. PEREZ, JR.
MPDC

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated to Date	Amount to be Reverted
Mayor's Office	Office Supplies	2,352,953.97	1,632,953.97	720,000.00	576,000.00
	Water Expenses	850,000.00	274,500.00	575,500.00	460,400.00
	Electricity Expense	6,500,000.00	4,568,538.59	1,931,461.41	1,545,169.13
	Telephone Expense	714,000.00	545,250.00	168,750.00	135,000.00
	Repair and Maintenance			-	
	- Machinery & Eqpt.	315,000.00	49,000.00	266,000.00	212,800.00
	- Bldg. & Other Structure	350,000.00	-	350,000.00	280,000.00
- Other PPE	15,000.00	-	15,000.00	12,000.00	
Sub-total					3,221,369.13
MO / General Services	Repair and Maintenance				
	- Furnitures & Fixtures	200,000.00	95,100.00	104,900.00	83,920.00
	- Machinery & Eqpt.	370,000.00	213,850.00	156,150.00	124,920.00
	- Other PPE	100,000.00	-	100,000.00	80,000.00
	- Transportation Eqpt.	1,956,400.00	232,010.00	1,724,390.00	1,379,512.00
Sub-total					1,668,352.00
Sangguniang Bayan	Telephone Expense	557,000.00	279,500.00	277,500.00	222,000.00
	Office Supplies	200,000.00	5,267.75	194,732.25	155,785.80
	Repair and Maintenance			-	-
	- Machinery & Eqpt.	100,000.00	42,819.00	57,181.00	45,744.80
	- Other PPE	50,000.00	-	50,000.00	40,000.00
	Water Expense	12,200.00	7,445.00	4,755.00	3,804.00
Sub-total					467,334.60
Mun. Planning & Development Office	Repair and Maintenance				
	-Furnitures	2,000.00	-	2,000.00	1,600.00
	- Machinery & Eqpt.	10,000.00		10,000.00	8,000.00
Travelling Expenses			-	-	
					9,600.00
Mun. Civil Registrar	Repair & Maintenance				-
	- Bldg. & Other Structure	10,650.00	-	10,650.00	8,520.00
	- Machinery & Eqpt.	3,000.00	-	3,000.00	2,400.00
					10,920.00
Mun. Budget Office	Repair and Maintenance				
	- Machinery & Eqpt.	10,000.00	-	10,000.00	8,000.00
	Office Supplies	20,000.00	2,523.00	17,477.00	13,981.60
	Water Services	5,000.00	1,000.00	4,000.00	3,200.00
					25,181.60
Mun. Accountant's Office	Repair and Maintenance				
	- Machinery & Equipment	10,000.00	-	10,000.00	8,000.00
	Travelling Expenses			-	-
Water Expense	10,000.00	6,405.00	3,595.00	2,876.00	
					10,876.00

Mun. Treasurer's Office	Printing and Publication Exp.	10,000.00	-	10,000.00	8,000.00
	Travelling Expense			-	-
	Repair and Maintenance			-	-
	- Other PPE	6,000.00	-	6,000.00	4,800.00
	- Machinery & Eqpt.	6,000.00	-	6,000.00	4,800.00
					17,600.00

Mun. Assessor's Office	Repair and Maintenance - Machinery & Eqpt.	10,000.00		10,000.00	8,000.00
	Travelling Expense				-
					8,000.00

Mun. Engineering Office	Repair and Maintenance - Machinery & Eqpt.	5,000.00	-	5,000.00	4,000.00
	Travelling Expenses				-
	Water Expense	5,000.00	-	5,000.00	4,000.00
					8,000.00

Mun. Social Welfare & Development	Repair and Maintenance - Machinery & Eqpt.	5,000.00	-	5,000.00	4,000.00
	Water Expense	10,000.00	2,550.00	7,450.00	5,960.00

Mun. Agriculture Office	Repair and Maintenance - Machinery & Eqpt.	40,000.00	3,100.00	36,900.00	29,520.00
	- Other PPE	20,000.00	-	20,000.00	16,000.00

Mun. Health Office	Repair and Maintenance - Transportation Eqpt.	108,000.00	55,980.00	52,020.00	41,616.00
	- Other PPE	11,500.00	-	11,500.00	9,200.00
	- Machinery & Eqpt.	15,000.00	12,000.00	3,000.00	2,400.00
	Water Expense	5,000.00	-	5,000.00	4,000.00
Sub-total					57,216.00

Mun. Environment & Natural Resources Office	Repair and Maintenance - Machinery & Eqpt.	250,000.00	99,920.22	150,079.78	120,063.82
	- Transportation Eqpt.	617,900.00	405,017.85	212,882.15	170,305.72
	Office Supplies	25,000.00	1,323.00	23,677.00	18,941.60
	Water Expense	5,000.00	1,875.00	3,125.00	2,500.00
					311,811.14

MO/MARKET	Travelling Expense				-
	Water Expense	630,000.00	424,193.59	205,806.41	164,645.13
	Repair and Maintenance - Other PPE	18,900.00	-	18,900.00	15,120.00
					179,765.13

MO/Cemetery	Repair and Maintenance - Building & Other Structures	25,000.00	-	25,000.00	20,000.00

DILG	Repair and Maintenance				
	- Other PPE	3,600.00	-	3,600.00	2,880.00
	- Travelling expense				-
					2,880.00

Mun. Trial Court	Office Supplies	12,000.00	-	12,000.00	9,600.00
	Repair and Maintenance			-	
	- Machinery & Eqpt.	5,000.00	-	5,000.00	4,000.00
					17,000.00
					13,600.00

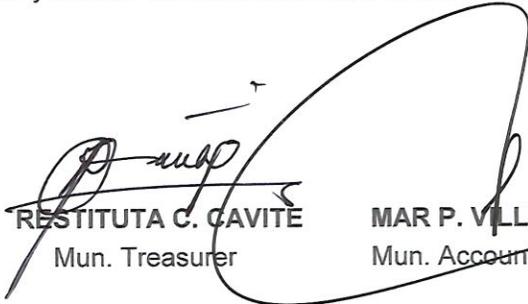
TOTAL MOOE SAVINGS

6,087,985.60

WE HEREBY CERTIFY jointly that the above statement of funds for reversion are true and correct.

CERTIFIED CORRECT:


ERMEL MILO A. PILOLA
Mun. Budget Officer


RESTITUTA C. CAVITE
Mun. Treasurer


MAR P. VILLEGAS
Mun. Accountant


ARTURO B. PEREZ, JR.
MPDC

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

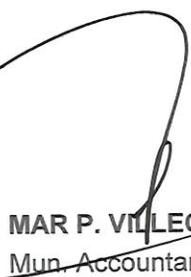
WE HEREBY CERTIFY that the MOOE savings from Special Program, Projects and Activities (SPPA's) Current Appropriation, listed below are available for reversion, to wit:

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated to Date	Amount to be Reverted
Public Bldgs. And Facilities Maintenance	Repair & Maintenance Buildings and Other Structures	249,500.00	146,982.00	102,518.00	82,014.40
KALAHI CIDDS-NCDP Program	Office Supplies Expense	50,000.00	-	50,000.00	40,000.00
Sub-total					122,014.40

CERTIFIED CORRECT:


ERMEL MILO A. PIOLA
Mun. Budget Officer


RESTITUTA C. CAVITE
Mun. Treasurer


MAR P. VILLEGAS
Mun. Accountant


ARTURO B. PEREZ, JR.
MPDC

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

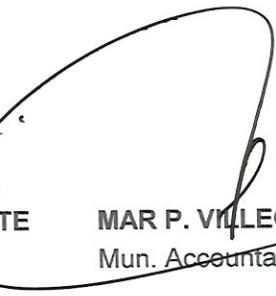
Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated to Date	Amount to be Reverted
Public Bldgs. And Facilities Maintenance Program	Repair & Maintenance Buildings and Other Structures	249,500.00	146,982.00	102,518.00	82,014.40
KALAHI CIDDS-NCDP Program	Office Supplies Expense	50,000.00	-	50,000.00	40,000.00
Sub-total					122,014.40

WE HEREBY CERTIFY jointly that the above statement of funds for reversion are true and correct.

CERTIFIED CORRECT:


ERMEL MILO A. PIOLA
Mun. Budget Officer


RESILITUTA C. CAVITE
Mun. Treasurer


MAR P. VILLEGAS
Mun. Accountant


ARTURO B. PEREZ, JR.
MPDC

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

WE HEREBY CERTIFY that the following Savings from Capital Outlay - Continuing Appropriations of prior years listed below are available for reversion, to wit:

PROGRAM/PROJECT/ACTIVITY	APPROPRIATION	Amount of Obligation	Unobligated Balance	AMOUNT TO BE REVERTED
Installation of Solar Lights along National Highway	5,550,000.00	5,518,000.01	31,999.99	31,999.99
Furnitures and Fixtures	457,083.00	-	457,083.00	457,083.00
Procurement of Photocopier Machine	60,000.00	43,780.00	16,220.00	16,220.00
TOTAL Declared as Savings				505,302.99

Procurement Surveying Instrument	150,000.00	-	150,000.00	150,000.00
Procurement of Tri-pod for Surveying	8,500.00	-	8,500.00	8,500.00
Procurement of Steel Cabinets	22,500.00	-	22,500.00	22,500.00
Procurement of Office Tables	18,000.00	-	18,000.00	18,000.00
Purchase of Motor Vehicle	75,000.00	-	75,000.00	75,000.00
TOTAL Abandoned PPAs				274,000.00

TOTAL Savings of Capital Outlay- Continuing Appropriations (Prior Years)				779,302.99
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CERTIFIED CORRECT:

LOCAL FINANCE COMMITTEE


RESTITUTA C. CAVITE
Municipal Treasurer


ERMEL MILO A. PILOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC


MAR P. VILLEGAS
Mun. Accountant

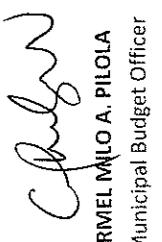
Approved:

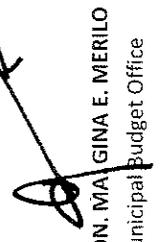

HON. MA. GINA E. MERILO
Municipal Mayor

80% SAVINGS ON MAINTENANCE AND OTHER OPERATING EXPENSES
as of November 17, 2025

OFFICE	REPAIR AND MAINTENANCE										TOTAL	
	OFFICE SUPPLIES EXPENSES 5-02-03-010	Printing and Publication	ELECTRICITY EXPENSE 5-02-04-020	WATER EXPENSE 5-02-04-010	TELEPHONE EXPENSES 5-02-05-020	OTHER PROPERTY, PLANT & EQPT, 5-02-13-990	TRANSPORTATION EQUIPMENT 5-02-13-060	FURNITURES & FIXTURES 5-02-13-070	TRANSPORTATION EQUIPMENT 5-02-13-080	MACHINERY AND EQUIPMENT 5-02-13-050		BUILDING & OTHER STRUCTURES 5-02-13-040
Mayor's Office	576,000.00		1,545,169.13	460,400.00	135,000.00	12,000.00				212,800.00	280,000.00	3,221,369.13
General Services						80,000.00	1,379,512.00	83,920.00		124,920.00		1,668,352.00
Sangguniang Bayan	155,785.80			3,804.00	222,000.00	40,000.00		1,600.00		45,744.80		467,334.60
MPDO										8,000.00		9,600.00
MCR Office										2,400.00	8,520.00	10,920.00
Mun. Budget Office	13,981.60			3,200.00						8,000.00		25,181.60
Accounting Office				2,876.00						8,000.00		10,876.00
Treasurer's Office		8,000.00				4,800.00				4,800.00		17,600.00
Assessor's Office										8,000.00		8,000.00
Engineering Office				4,000.00						4,000.00		9,960.00
MSWD				5,960.00						4,000.00		45,520.00
Mun. Agriculture's Office						16,000.00				29,520.00		57,216.00
Mun. Health Office				4,000.00		9,200.00			41,616.00	2,400.00		311,811.14
MENRO	18,941.60			2,500.00					170,305.72	120,063.82		179,765.13
Market				164,645.13		15,120.00						20,000.00
Cemetery											20,000.00	2,880.00
DILG						2,880.00						13,600.00
MTC	9,600.00									4,000.00		6,087,985.60
TOTAL MOOE	774,309.00	8,000.00	1,545,169.13	651,385.13	357,000.00	180,000.00	1,379,512.00	85,520.00	211,921.72	586,648.62	390,534.40	6,210,000.00
SPECIAL PROGRAM												
Public Bldgs & Facilities											82,014.40	82,014.40
KALAHI Program	40,000.00											40,000.00
GRAND TOTAL	814,309.00	8,000.00	1,545,169.13	651,385.13	357,000.00	180,000.00	1,379,512.00	85,520.00	211,921.72	586,648.62	390,534.40	6,210,000.00

Prepared by: 
GERARDO A. BACOLOD
MBO Staff

Certified Correct: 
ERMEL MILO A. PIOLA
Municipal Budget Officer

Approved by: 
HON. MA. GINA E. MERILO
Municipal Budget Office

Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-
SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE FOURTH (4TH) SPECIAL SESSION OF THE 17TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON NOVEMBER 26, 2025, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

HON. MAE JANE ANGELIE M. MORABE-BORAIS	OIC-Vice Mayor/Presiding
HON. MARK CHRISTIAN FERDINAND L. GIMENEZ	Sangguniang Bayan Member
HON. CHERRY ANNE T. FIEL	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. MARK EFREN E. MERILO	-do-
HON. LAURO A. VILLERO	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT :

HON. ARCHIE LAWRENCE R. KAPUNAN (Official travel)	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA (OIC - Mayor)	Sangguniang Bayan Member
HON. JOSIE M. CREER (On leave)	-do-

RESOLUTION NO. 2025 - 316

Sponsored by : Hon. Quintin T. Octa, Jr., D.M.D.

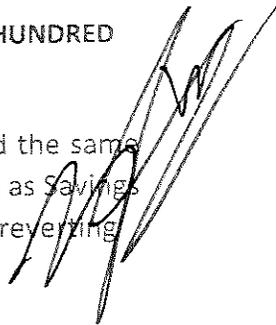
A RESOLUTION APPROVING THE DECLARATION AS SAVINGS OF THE BALANCES OF THE IMPLEMENTED SPECIFIC PROGRAMS, PROJECTS AND ACTIVITIES (PPA) AND REVERTING THEREFORE ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO.3, CALENDAR YEAR 2025, UNDER THE FOLLOWING SOURCES:

- a. Personal Services (PS) General Fund Current Appropriations with a total amount of THREE MILLION FOUR HUNDRED EIGHTEEN THOUSAND SIX HUNDRED TWENTY-EIGHT PESOS AND 45/100 (P3,418,628.45;
- b. Capital Outlay (CO) General Fund Continuing Appropriations with total amount of FIVE HUNDRED FIVE THOUSAND THREE HUNDRED TWO PESOS AND 99/100 (P505,302.99).

WHEREAS, presented for consideration at the August Body for review and approval of the declaration as Savings of the Balances of the Implemented specific Programs, Projects and Activities (PPA) and reverting therefore all amount to Unappropriated Balance to be made available for re-Appropriation for Supplemental Budget No.3, Calendar Year 2025, under the following sources:

- a. Personal Services (PS) General Fund Current Appropriations with a total amount of THREE MILLION FOUR HUNDRED EIGHTEEN THOUSAND SIX HUNDRED TWENTY-EIGHT PESOS AND 45/100 (P3,418,628.45;
- b. Capital Outlay (CO) General Fund Continuing Appropriations with total amount of FIVE HUNDRED FIVE THOUSAND THREE HUNDRED TWO PESOS AND 99/100 (P505,302.99).

WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body, to approve the declaration as Savings of the Balances of the Implemented specific Programs, Projects and Activities (PPA) and reverting



therefore all amount to Unappropriated Balance to be made available for re-Appropriation for Supplemental Budget No.3, Calendar Year 2025, under the following sources:

- a. Personal Services (PS) General Fund Current Appropriations with a total amount of THREE MILLION FOUR HUNDRED EIGHTEEN THOUSAND SIX HUNDRED TWENTY-EIGHT PESOS AND 45/100 (P3,418,628.45);
- b. Capital Outlay (CO) General Fund Continuing Appropriations with total amount of FIVE HUNDRED FIVE THOUSAND THREE HUNDRED TWO PESOS AND 99/100 (P505,302.99).

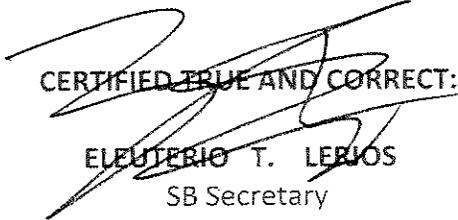
WHEREFORE, premises considered the Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of the Committee chair on Finance - **Hon. Quintin T. Octa, Jr.**, with the unanimous accord of all the members present, be it :

RESOLVED, AS IT IS HEREBY RESOLVED, TO APPROVE AS IT IS HEREBY APPROVED, THE DECLARATION AS SAVINGS OF THE BALANCES OF THE IMPLEMENTED SPECIFIC PROGRAMS, PROJECTS AND ACTIVITIES (PPA) AND REVERTING THEREFORE ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO.3, CALENDAR YEAR 2025, UNDER THE FOLLOWING SOURCES:

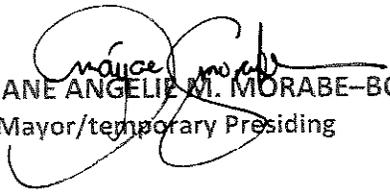
- a. Personal Services (PS) General Fund Current Appropriations with a total amount of THREE MILLION FOUR HUNDRED EIGHTEEN THOUSAND SIX HUNDRED TWENTY-EIGHT PESOS AND 45/100 (P3,418,628.45);
- b. Capital Outlay (CO) General Fund Continuing Appropriations with total amount of FIVE HUNDRED FIVE THOUSAND THREE HUNDRED TWO PESOS AND 99/100 (P505,302.99).

UNANIMOUSLY APPROVED : OCTOBER 26, 2025.

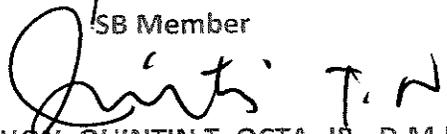
CERTIFIED TRUE AND CORRECT:

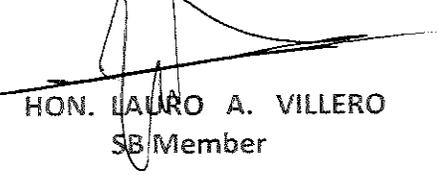

ELEUTERIO T. LERIOS
SB Secretary

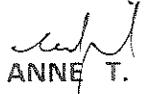
ATTESTED:


HON. MAE JANE ANGELIE M. MORABE-BORAIS
OIC-Vice Mayor/temporary Presiding

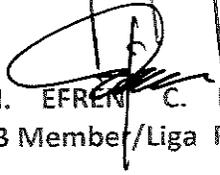

HON. MARK CHRISTIAN FERDINAND L. GIMENEZ
SB Member


HON. QUINTIN T. OCTA, JR., D.M.D.
SB Member


HON. LAURO A. VILLERO
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. EFREN C. MERILO
SB Member/Liga Pres.


HON. KYLE O. MESIAS
SB Member/SK Fed. Pres.

BUDGET

Republic of the Philippines
Province of Leyte
TANAUAN

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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE FOURTH (4TH) SPECIAL SESSION OF THE 17TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON NOVEMBER 26, 2025, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

HON. MAE JANE ANGELIE M. MORABE-BORAIS	OIC-Vice Mayor/Presiding
HON. MARK CHRISTIAN FERDINAND L. GIMENEZ	Sangguniang Bayan Member
HON. CHERRY ANNE T. FIEL	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. MARK EFREN E. MERILO	-do-
HON. LAURO A. VILLERO	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT :

HON. ARCHIE LAWRENCE R. KAPUNAN (Official travel)	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA (OIC - Mayor)	Sangguniang Bayan Member
HON. JOSIE M. CREER (On leave)	-do-

RESOLUTION NO. 2025 - 317

Sponsored by : Hon. Quintin T. Octa, Jr., D.M.D.

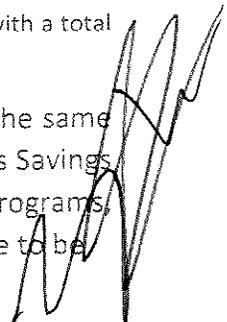
A RESOLUTION APPROVING THE DECLARATION AS SAVINGS OF THE ALLOWABLE MOOE BALANCE FOR C.N.A.I. OF THE IMPLEMENTED SPECIFIC PROGRAMS, PROJECT AND ACTIVITIES (PPAS) AND REVERTING THEREFORE ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO.3, CALENDAR YEAR 2025, UNDER THE FOLLOWING SOURCES:

- a. Maintenance and Other Operating Expenses (MOOE) of the General Fund Current Appropriations with a total amount of SIX MILLION EIGHT-SEVEN THOUSAND NINE HUNDRED EIGHTY-FIVE PESOS AND 60/100 (P6,087,985.60).
- b. MOOE under Special Program, Project and Activities of the General Fund Current Appropriations with a total amount of ONE HUNDRED TWENTY-TWO THOUSAND FOURTEEN PESOS AND 40/100 (P122.014.40).

WHEREAS, presented for consideration at the August Body for review and approval of the declaration as Savings of the allowable MOOE Balance for C.N.A.I. of the Implemented specific Programs, Project and Activities (PPAs) and reverting therefore all amount to Unappropriated Balance to be made available for re-Appropriation for Supplemental Budget No.3, Calendar Year 2025, under the following sources:

- a. Maintenance and Other Operating Expenses (MOOE) of the General Fund Current Appropriations with a total amount of SIX MILLION EIGHT-SEVEN THOUSAND NINE HUNDRED EIGHTY-FIVE PESOS AND 60/100 (P6,087,985.60).
- b. MOOE under Special Program, Project and Activities of the General Fund Current Appropriations with a total amount of ONE HUNDRED TWENTY-TWO THOUSAND FOURTEEN PESOS AND 40/100 (P122.014.40);

WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body, to approve the declaration as Savings of the Balances of the allowable MOOE Balance for C.N.A.I. of the Implemented specific Programs, Project and Activities (PPAs) and reverting therefore all amount to Unappropriated Balance to be



made available for re-Appropriation for Supplemental Budget No.3, Calendar Year 2025, under the following sources:

- a. Maintenance and Other Operating Expenses (MOOE) of the General Fund Current Appropriations with a total amount of SIX MILLION EIGHT-SEVEN THOUSAND NINE HUNDRED EIGHTY-FIVE PESOS AND 60/100 (P6,087,985.60).
- b. MOOE under Special Program, Project and Activities of the General Fund Current Appropriations with a total amount of ONE HUNDRED TWENTY-TWO THOUSAND FOURTEEN PESOS AND 40/100 (P122.014.40);

WHEREFORE, premises considered the Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of the Committee chair on Finance - **Hon. Quintin T. Octa, Jr.**, with the unanimous accord of all the members present, be it :

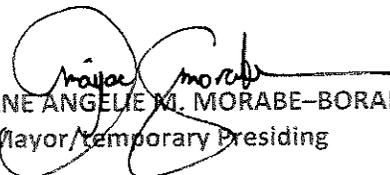
RESOLVED, AS IT IS HEREBY RESOLVED, TO APPROVE AS IT IS HEREBY APPROVED, THE DECLARATION AS SAVINGS OF THE ALLOWABLE MOOE BALANCE FOR C.N.A.I. OF THE IMPLEMENTED SPECIFIC PROGRAMS, PROJECT AND ACTIVITIES (PPAS) AND REVERTING THEREFORE ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO.3, CALENDAR YEAR 2025, UNDER THE FOLLOWING SOURCES:

- a. Maintenance and Other Operating Expenses (MOOE) of the General Fund Current Appropriations with a total amount of SIX MILLION EIGHT-SEVEN THOUSAND NINE HUNDRED EIGHTY-FIVE PESOS AND 60/100 (P6,087,985.60).
- b. MOOE under Special Program, Project and Activities of the General Fund Current Appropriations with a total amount of ONE HUNDRED TWENTY-TWO THOUSAND FOURTEEN PESOS AND 40/100 (P122.014.40).

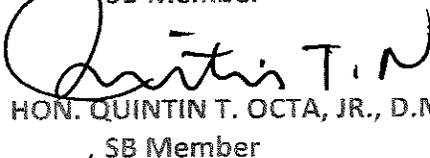
UNANIMOUSLY APPROVED : OCTOBER 26, 2025.


CERTIFIED TRUE AND CORRECT:
ELEUTERIO T. LERIOS
SB Secretary

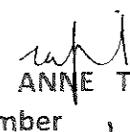
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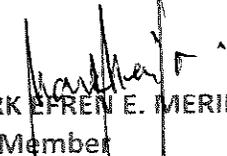

HON. MAE JANE ANGELLE M. MORABE-BORAIS
OIC Vice Mayor/Temporary Presiding

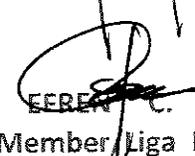

HON. MARK CHRISTIAN FERDINAND L. GIMENEZ
SB Member


HON. QUINTIN T. OCTA, JR., D.M.D.
SB Member


HON. LAURO A. VILLERO
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


HON. MARK EREN E. MERILO
SB Member


HON. EBER C. MERILO
SB Member/Liga Pres.


HON. KYLE C. MESIAS
SB Member/SK Fed. Pres.

Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-
SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE FIFTH (5TH) SPECIAL SESSION OF THE 17TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON DECEMBER 04, 2025, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MARK CHRISTIAN FERDINAND L. GIMENEZ	-do-
HON. MAE JANE ANGELIE M. MORABE-BORAIS	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. JOSIE M. CREER	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. MARK EFREN E. MERILO	-do-
HON. LAURO A. VILLERO	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.

ABSENT:

HON. KYLE C. MESIAS (on leave)	-do-/SK Fed. Pres.
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RESOLUTION NO. 2025 - 331

Sponsored by : Hon. Quintin T. Octa, Jr., D.M.D.

A RESOLUTION APPROVING AND ADOPTING MDC RESOLUTION NO. 17, SERIES OF 2025, "Abandonment of Specific Projects funded by various sources";

WHEREAS, presented for consideration at the August Body, for review and approval of MDC Resolution No. 17, series of 2025, " Abandonment of Specific Projects funded by various sources";

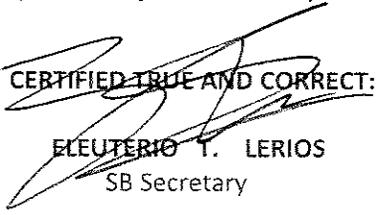
WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body, to adopt and approve, MDC RESOLUTION NO. 17, SERIES OF 2025;

WHEREFORE, premises considered the Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of the Committee chair on Finance - Hon. Quintin T. Octa, Jr., with the unanimous accord of all the members present, be it:

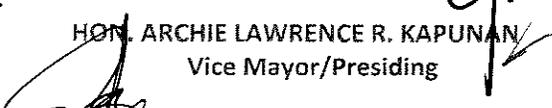
RESOLVED, AS IT IS HEREBY RESOLVED, TO APPROVE AND ADOPT, AS IT IS HEREBY APPROVED AND ADOPTED, MDC RESOLUTION NO. 17, SERIES OF 2025, "Abandonment of Specific Projects funded by various sources";

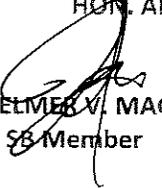
UNANIMOUSLY APPROVED : DECEMBER 04, 2025.

CERTIFIED TRUE AND CORRECT:

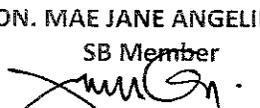

ELEUTERIO T. LERIOS
SB Secretary

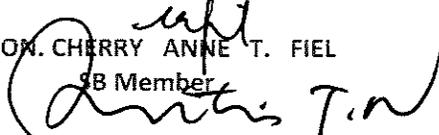
ATTESTED:

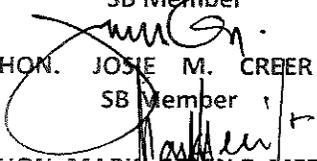

HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding

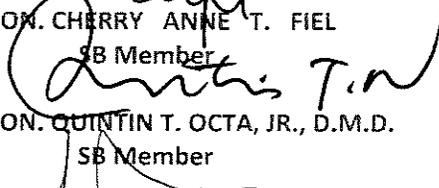

HON. JAN ELMER V. MAGDALAGA
SB Member

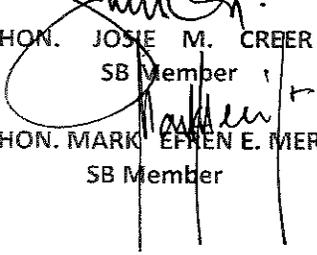

HON. MARK CHRISTIAN FERDINAND L. GIMENEZ
SB Member

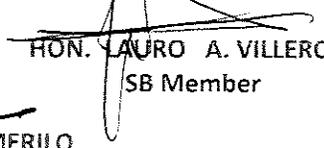

HON. MAE JANE ANGELIE M. MORABE-BORAIS
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


HON. JOSIE M. CREER
SB Member


HON. QUINTIN T. OCTA, JR., D.M.D.
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. LAURO A. VILLERO
SB Member


HON. EFREN C. MERILO
SB Member, Liga Pres.

BUKHO

Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-
SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE FIFTH (5TH) SPECIAL SESSION OF THE 17TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON DECEMBER 04, 2025, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MARK CHRISTIAN FERDINAND L. GIMENEZ	-do-
HON. MAE JANE ANGELIE M. MORABE-BORAIS	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. JOSIE M. CREER	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. MARK EFREN E. MERILO	-do-
HON. LAURO A. VILLERO	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.

ABSENT:

HON. KYLE C. MESIAS (on leave)	-do-/SK Fed. Pres.
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RESOLUTION NO. 2025 - 332
Sponsored by : Hon. Quintin T. Octa, Jr., D.M.D.

A RESOLUTION APPROVING AND ADOPTING, MDC RESOLUTION NO. 18, series of 2025, " Proposed Supplemental Investment Program (No. 03)".

WHEREAS, presented for consideration at the August Body, for review and approval of MDC Resolution No. 18, series of 2025, " Proposed Supplemental Investment Program (No. 03)";

WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body, to adopt and approve MDC RESOLUTION NO. 18, SERIES OF 2025, 18, series of 2025, " Proposed Supplemental Investment Program (No. 03)";

WHEREFORE, premises considered the Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of the Committee chair on Finance - Hon. Quintin T. Octa, Jr., with the unanimous accord of all the members present, be it :

RESOLVED, AS IT IS HEREBY RESOLVED, TO APPROVE AND ADOPT, AS IT IS HEREBY APPROVED AND ADOPTED, MDC RESOLUTION NO. 18, series of 2025, " Proposed Supplemental Investment Program (No. 03)".

UNANIMOUSLY APPROVED : DECEMBER 04, 2025.

ATTESTED:

HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding

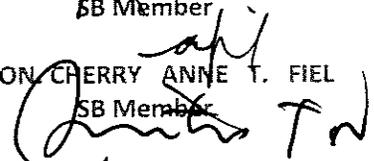
CERTIFIED TRUE AND CORRECT:

ELEUTERIO T. LARIOS
SB Secretary

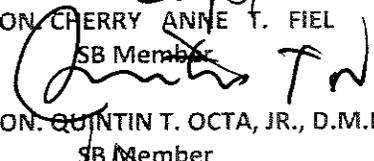
HON. JAN ELMER V. MAGDALAGA
SB Member


HON. MARK CHRISTIAN FERDINAND L. GIMENEZ
SB Member

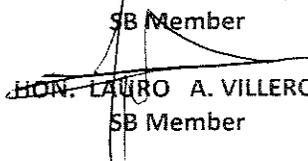
HON. MAE JANE ANGELIE M. MORABE-BORAIS
SB Member


HON. CHERRY ANNE T. FIEL
SB Member

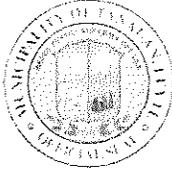
HON. JOSIE M. CREER
SB Member


HON. QUINTIN T. OCTA, JR., D.M.D.
SB Member

HON. MARK EFREN E. MERILO
SB Member


HON. LAURO A. VILLERO
SB Member


HON. EFREN C. MERILO
SB Member/Liga Pres.



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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MUNICIPAL DEVELOPMENT COUNCIL

**MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD
ON NOVEMBER 21, 2025; AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING,
TANAUAN, LEYTE**

IN ATTENDANCE:

- 1 Hon. Ma. Gina E. Merilo - MDC Chairperson, Presiding
Municipal Mayor
- 2 Hon. Cong. Ferdinand Martin G. Romualdez - Member
Congressman of the 1st District of Leyte
Represented by Mr. Jonathan Calvara, Deputy Secretary General of TINGOG
- 3 Hon. Quintin T. Octa, Jr. - Member
SB Chairman, Committee on Finance, Budget, and Appropriations
- 4 Hon. Francisco D. Villamor - Member
Punong Barangay of Ada
- 5 Hon. Carlito O. Olimberio - Member
Punong Barangay of Arado
- 6 Hon. Seriolio C. Tolibas - Member
Punong Barangay of Bangon
- 7 Hon. Nilda C. Redoña - Member
Punong Barangay of Baras
- 8 Hon. Wilma B. Perez - Member
Punong Barangay of Binolo
- 9 Hon. Ernesto G. Basas, Jr. - Member
Punong Barangay of Binongto-an
- 10 Hon. Efren C. Merilo - Member
Punong Barangay of Bislig
- 11 Hon. Ludivina V. Ladan - Member
Punong Barangay of Cabuynan
- 12 Hon. Rossarie Ann E. Flores - Member
Punong Barangay of Camire
- 13 Honorable Fred C. Nirza - Member
Punong Barangay of Canramos
- 14 Hon. Floro B. Juanitez, Jr. - Member
Punong Barangay of Guindag-an
- 15 Hon. Leonel C. Badana - Member
Punong Barangay of Guingauan
- 16 Hon. Arturo D. Tolibas, Jr. - Member
Punong Barangay of Hilagpad
- 17 Hon. Anthony T. Tuano - Member
Punong Barangay of Kiling
- 18 Hon. Argie S. Cinco - Member
Punong Barangay of Lapay
- 19 Hon. Joel P. Logronio - Member
Punong Barangay of Limbuhan Dacu
- 20 Hon. Constancia C. Salarda - Member
Punong Barangay of Limbuhan Guti
- 21 Hon. Zosimo M. Payuyao - Member
Punong Barangay of Magay
- 22 Hon. RJ Frank M. Soliva - Member
Punong Barangay of Mohon
- 23 Hon. Jeffrey B. Dandan - Member
Punong Barangay of Pago
- 24 Hon. Rommel T. Costiniano - Member
Punong Barangay of Picas
- 25 Hon. Marites B. Salvaña - Member
Punong Barangay of Sacme

- 26 Hon. Ma. Martina L. Gimenez - Member
Punong Barangay of San Miguel
Represented by Kagawad Jaime Oringo
- 27 Hon. Sheryl C. Espina - Member
Punong Barangay of Sta. Cruz
- 28 Hon. Alex L. Miralles - Member
Punong Barangay of Sto. Niño
- 29 Hon. Rodgie A. Buendia - Member
Punong Barangay of Talolora
- 30 Hon. Ernie L. Lazarte - Member
Punong Barangay of Tugop
- 31 Mr. Perceneple A. Demegillo, Jr. - Member
President, ANDAM-PERMI Inc
- 32 Ms. Angelina B. Logrosa - Member
President, Barangay Cabalagnan Women's Association
- 33 Ms. Meriam Suyom - Member
President, Barangay Talolora Farmers Association
- 34 Ms. Jennifer I. Bilbao - Member
President, Brgy. San Miguel Women's Association
- 35 Ms. Teresita Cajepe - Member
President, Brgy. San Victor Women's Association
- 36 Ms. Merlita L. Gaspay - Member
President, Brgy. Limbuan Daku Women's Association
- 37 Ms. Emerenciana D. Lerios - Member
President, Cabuynan Integrated Fisherfolk Association
Represented by Member Mr. Diosdao Lobres
- 38 Ms. Cristina de Guia - Member
President, Catmon Integrated Farmers Association
- 39 Mr. Victor L. Lipio - Member
Vice-President, Daxen Guardians Mentoring Incorporated
- 40 Mr. Jovencio Boco - Member
President, Hilagpad Farmers Association
- 41 Ms. Geraldine A. de Veyra - Member
President, Mohon Integrated Women's Association
- 42 Ms. Virginia R. Estrella - Member
President, Sacme Primetown Farmers Association
- 43 Mr. Antonio C. Flores - Member
President, Saint Francis Ground of Cabuynan Solar Pump Irrigators Association. Inc.
- 44 Ms. Frumencia P. Maca - Member
President, Sta. Cruz Women's Fisherfolk Association (SCWFA)
- 45 Ms. Delia V. Vertudes - Member
President, Sta. Elena Women's Association
- 46 Mr. Cipriano Luna, Jr. - Member
President, Sto. Niño Aquatic Integrated Fisherfolk Association
- 47 Mr. Roberto T. Copino - Member
President, Tanauan Tabontabon Tricycle Drivers Operators Association
- 48 Mr. Francisco C. Asis - Member
President, Talolora Integrated Farmers Association
- 49 Ms. Lolita Magdalaga - Member
President, Women's Club of Tanauan, Leyte
Represented by Assistant Treasurer Ms. Susan M. Rubis

OTHERS PRESENT:

- | | |
|-------------------------------|--------------------------------|
| 1. Mr. Ermel Milo Pilola | Municipal Budget Officer |
| 2. Engr. Rochel M. Orit | Municipal Assessor |
| 3. SF02 Hilda Pacure | Deputy Fire Marshall |
| 4. Ms. Charo Ann Casil | Area Coordinator of TINGOG |
| 5. Ms. Jes Royo | Photographer of TINGOG |
| 6. F01 Roel Joseph Baclay | FTC, Bureau of Fire Protection |
| 7. EnP Arturo B. Perez, Jr. | MPDO/Head, MDC Secretariat |
| 8. Engr. Raul S. Soliva | Municipal Engineer |
| 9. Mr. Climaco E. Primer | Zoning Officer-Designate |
| 10. Ms. Regilda M. de la Cruz | Member, MDC Secretariat |
| 11. Ms. Rizza A. Buendia | Member, MDC Secretariat |
| 12. Ms. Alice R. Señora | Member, MDC Secretariat |
| 13. Ms. Hayaceen V. Mendoza | Member, MDC Secretariat |

14. Mr. Jerome S. Fabre	Member, MDC Secretariat
15. Mr. John Rhebo Oliverio	MPDO Staff
16. Mr. Angelo C. Villamor	MPDO Staff
17. Ms. Clarissa Mae J. Berdan	MPDO Staff

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
2. Hon. Glen Carlo M. Tiolo, Punong Barangay of Atipolo
3. Hon. Jimmy M. Verona, Punong Barangay of Balud
4. Hon. Gervacio F. Boco, Punong Barangay Bantagan
5. Hon. Efren C. Merilo, Punong Barangay of Bislig
6. Hon. Reynaldo D. Musca, Punong Barangay of Buntay
7. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
8. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
9. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
10. Hon. Romeo S. de la Cruz, Punong Barangay of Cahumayhumayan
11. Hon. Julian D. Modesto III, Punong Barangay of Calogcog
12. Hon. Rosario A. Abanis, Punong Baragay of Calsadahay
13. Hon. Hon. Jessie C. Molon, Punong Barangay of Canbalisara
14. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
15. Hon. Gerry G. Cauntic, Punong Barangay of Cogon
16. Hon. Rolando P. Palo, Punong Barangay of Licod
17. Hon. Feliciána C. Cinco, Punong Barangay of Linao
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Ruel R. Tondo, Punong Barangay of Malaguicay
20. Hon. Irene P. Maceda, Punong Barangay of Maribi
21. Hon. Josephine B. Angelio, Punong Barangay of Pasil
22. Hon. Ariel A. Palabio, Punong Barangay of Salvador
23. Hon. Jay C. Arcena, Punong Barangay of San Isidro
24. Hon. Erwin T. Morabe, Punong Barangay of San Roque
25. Hon. Melchor C. Gamez, Punong Barangay of San Victor
26. Hon. Romulo C. Vertudes, Punong Barangay of Solano
27. Hon. Nicolas V. Arcena, Punong Barangay of Sta. Elena
28. Mr. Conrado B. Abenir III, Jr., President, Basketball Referees Commission Incorporated
29. Mr. Alfonso P. Bona, Jr., President, Baras Irrigators Farmers Association
30. Mr. Joel L. Maca, President, Independent Guardians Solidarity Action Force
31. Ms. Olga Basas, President, Kababayin-an Han Gi Sacmei Livestock Farmers Association
32. Mr. Paul Kenneth F. Villegas, President, Kabalikat Civicom 278 Molave Chapter
33. Ms. Nelia N. Borela, President, OFW Association Tanauan, Leyte

I. PRELIMINARY MATTERS

A. Opening Prayer, Singing of the Philippine National Anthem and Tanauan Hymn

- The activity started with an opening prayer followed by the Singing of the Philippine National Anthem and Tanauan Hymn through an audio-visual presentation.

B. Introduction

- EnP. Arturo B. Perez, Jr., MDC Secretary acknowledged the members of the Council present, the MDC Chairperson Hon. Hon. Ma. Gina E. Merilo, the Punong Barangays, the presidents and representatives of various Civil Society Organizations (CSOs), the SB Committee Chairperson on Finance, Budget, and Appropriations, Hon. Quintin Octa Jr., the representative of the House Speaker, Mr. Jonathan Calvara, the Municipal Budget Officer, Mr. Ermel Milo A. Pilola, and everyone present in the meeting.

C. Report on Attendance

- The Secretariat reported that in attendance, there were twenty-seven (27) Punong Barangays out of fifty-four (54) Punong Barangays and nineteen (19) out of twenty-five (25) Leaders of Civil Society Organizations (CSOs) as Members of the Council present. There was a sufficient number of Members of the Council present to constitute a quorum.

D. Declaration of Quorum

- Based on the attendance and roll call conducted, a quorum was then declared by the MDC Chairperson, Hon. Ma. Gina E. Merilo, presiding.

D. Call to Order

- Having a quorum, the meeting of the Municipal Development Council (MDC) was called to order at 1:53 in the afternoon by the Honorable Presiding Officer, Mayor Ma. Gina E. Merilo.

F. Welcome Message/Presentation of Agenda

- MDC Secretary, Mr. Perez, gave the floor to the MDC Chairperson, Hon. Ma. Gina E. Merilo, to deliver her opening message;
- MDC Chairperson Hon. Ma. Gina E. Merilo acknowledged the present members of the council, the SB Member, Hon. Quintin T. Octa, Jr., the Deputy Secretary of Tingog Partylist, Mr. Jonathan Calvara, the Punong Barangays, leaders and representatives of various Civil Society Organizations (CSOs), the Municipal Budget Officer, Mr. Ermel Milo A. Pilola, and all present individuals in the meeting.
- She expressed gratitude to all council members present, with special recognition to the Civil Society Organizations (CSOs), for their consistent and valuable contributions to each Municipal Development Council (MDC) meeting. Moreover, she provided a concise overview of the agenda items to be presented, with particular emphasis on the Annual Budget for Calendar Year 2026. A key highlight was the proposed allocation of ₱31 million for the acquisition of Advanced Waste Solution Equipment, intended to significantly enhance the municipality's Solid Waste Management Program. She emphasized the importance of this initiative, noting its potential to significantly improve the efficiency and effectiveness of waste management processes.
- Lastly, she expressed regret that the Local Government Unit (LGU) Tanauan had been identified by the Department of Environment and Natural Resources (DENR) as a violator of environmental regulations. This issue was a key topic during their recent official visit to Cebu City. She voiced her hope that, with the potential approval and subsequent implementation of that particular proposed project, the LGU would rectify its non-compliance status by the following year.
- MDC Secretary, Mr. Perez, thanked the MDC Chair, and with permission, he then proceeded and outlined the agenda of the meeting.

II. Meeting Proper:

PRESENTATION

- EnP. Arturo B. Perez, Jr., MDC Secretary, stated the proposals and matters for discussion as follows:
 1. Abandonment of the following programs, projects, and activities
 - a. Purchase of 1 unit motor vehicle (Agriculture Office)
Surveying Instruments, Furniture, and Fixtures (Engineering Office)
Source of Fund: Capital Outlay-Continuing Appropriations of prior years
 - b. Purchase of Assistive Devices for Senior Citizens and Differently-Abled Persons
Source of Fund: GAD Fund of CY 2025
 - c. Improvement of Tanauan Public Cemetery
Source of Fund: 20% MDF, CY 2025
 2. Proposed Supplemental Investment Program (SIP No.03) for CY 2025
 3. Proposed Supplemental Budget No.03, CY 2025
 4. Other Matters

AGENDA DISCUSSION:

SPECIFIC PROGRAMS, PROJECTS, AND ACTIVITIES (PPAs) FOR ABANDONMENT

NAME of PPAs	BUDGET ALLOCATION	SOURCE OF FUND
-Agriculture Office: 1 unit single Motorcycle	₱ 75,000.00	Capital Outlay-Continuing Appropriations (prior years)
-Engineering Office 1 unit surveying instrument 1 unit Tri-pod (metal), for survey 4 units office table 3 units steel cabinet	150,000.00 8,500.00 18,000.00 22,500.00	Capital Outlay-Continuing Appropriations (prior years)
SUB-TOTAL	₱ 274,000.00	
-Purchase of Assistive Devices for the Senior Citizens	₱ 100,000.00	GAD Fund, CY 2025
-Purchase of Assistive Devices for Differently-Abled Persons	711,382.12	GAD Fund, CY 2025
SUB-TOTAL	₱ 811,382.12	
-Improvement of Tanauan Public Cemetery	₱ 800,000.00	MDF, CY 2025
TOTAL	₱ 1,885,382.12	

MPDC, Enp Arturo B. Perez Jr., gave a brief explanation on each of the PPAs identified for abandonment, as follows:

1. PPAs under the Agriculture Office and Engineering Office, which were initially funded in the year 2021, have unfortunately remained unutilized to date. Due to the passage of time, the allocated funds are now deemed insufficient to effectively implement the specific PPAs as originally intended. Consequently, a decision has been made to include these PPAs in the abandonment.
2. Certain PPAs categorized under Gender and Development (GAD) were also considered for abandonment due to an identified issue with the PPA titles. However, it was clarified that should these title discrepancies be rectified, the funding for these PPAs would be reinstated.
3. The infrastructure project- Improvement of Tanauan Public Cemetery was also subject to abandonment due to a discrepancy between the project title as stated in the Program of Works (POW) prepared by the Engineering Office and the corresponding project title as reflected in the budget. Consequently, the project has been abandoned to allow for the necessary corrections to be made. The funding for this project will be reinstated once the project title is aligned.
 - Since no additional inputs or concerns were raised, the MDC Chairperson, Hon. Ma. Gina E. Merilo, asked a motion from the council for an MDC resolution;
 - Thus, on motion of Ms. Merlita L. Gaspay, President of Brgy. Limbuan Daku Women's Association and duly seconded by the Punong Barangay of Mohon, Hon. RJ Frank M. Soliva;
 - **A resolution endorsing and recommending approval by the 17th Sangguniang Bayan of the Abandonment of Specific Projects funded by various sources, totaling One Million Eight Hundred Eighty-Five Thousand Three Hundred Eighty-Two Pesos and Twelve Centavos (P1,885,382.12), and requesting the declaration of such amount as savings, its reversion to the unappropriated**

balance, and its availability for reappropriation under Supplemental Budget No. 03 for Calendar Year 2025.

- Therefore, the resolution was carried and approved with no objections.

Afterwards, with the permission of the Hon. Chairperson, the MPDC EnP Arturo B. Perez Jr., proceeded to present to the council the next agenda of the meeting- Proposed Supplemental Investment Program No.03 for CY 2025 with the hereunder details, to wit;

PROPOSED SUPPLEMENTAL INVESTMENT PROGRAM NO. 03
FOR CY 2025

GENERAL PUBLIC SERVICES SECTOR

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 OF CALENDAR YEAR 2025
By Program/Project/Activity
LGU-TANAUAN, LEYTE
As of November 21, 2025

Item No.	Description of Investment	Type of Activity	Detailed Description	Budget Code	Amount (P)						
					Original Budget (2024)	Supplemental Budget (2025)	Revised Budget (2025)	Balance (2025)	Total (2025)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
1000	GENERAL PUBLIC SERVICES SECTOR										
1000-003-3-1-01-001	OFFICE OF THE MUNICIPAL MAYOR- General Management and Supervision Program	MO	Executive governance services delivered efficiently and effectively	GF-S/B No. 03				802,974.32			802,974.32
1000-003-3-1-01-001-008	Loyalty Pay for 10 years in government service	MO	Salary Benefit for employees provided	GF-S/B No. 03				10,000.00			10,000.00
1000-003-3-1-01-001-009	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03				1,800,000.00			1,800,000.00
1000-003-3-1-01-027	Furniture, Fixture and Equipment										
1000-003-3-1-01-027-035	Procurement of Office Table	MO	1 unit office table procured	GF-S/B No. 03				9,000.00			9,000.00
1000-003-3-1-01-028	Membership Dues and Contributions to Organizations	MO	Membership dues at LMP ceased	GF-S/B No. 03				33,200.00			33,200.00
1000-003-3-1-01-028	Donations	MO	Financial aids extended to deserving sector/individual	GF-S/B No. 03				100,000.00			100,000.00
1000-003-3-1-01-028-001	Donation for Earthquake Victims in Bogo, Cebu City	MO	Financial Assistance extended to earthquake victims, for quick relief and stabilization	GF-S/B No. 03				250,000.00			250,000.00
1000-003-3-1-01-028-002	Donation for Earthquake Victims in Manay, Davao Oriental	MO		GF-S/B No. 03				250,000.00			250,000.00
1000-003-3-1-01-032	Fire Code Fee for Fire Safety Evaluation Clearance of a 2-storey Public Market Central (Agora Public Market)	MO	Compliant to Fire Code Fee for Fire Safety Evaluation Clearance	GF-S/B No. 03				50,700.00			50,700.00
1000-003-3-1-01-033	Transformer and other Electrical connection of DTI Bamboo Engineered Project, Brgy. Sacme, Tanauan, Leyte (Through DORELCO)	MO	Transformer and other electrical connection provided and supported to DTI Bamboo Engineered Project located at Brgy. Sacme	GF-S/B No. 03						582,695.99	582,695.99
1000-003-3-1-01-034	Enhancement of Agriculture Bamboo Machinery Building with Electrical System	MO	Enhanced Agriculture Bamboo Machinery Building with electrical system established properly	GF-S/B No. 03						600,067.29	600,067.29
1000-003-3-1-01-037-001	Purchase of 1 unit Desktop Computer for Licensing Section	MO-BPLO	Desktop Computer provided	GF-S/B No. 03				45,000.00			45,000.00
1000-003-3-1-01-037-002	Purchase of 1 unit All-in-one Printer	MO-BPLO	1 unit all-in-one Printer procured	GF-S/B No. 03				18,000.00			18,000.00
1000-003-3-1-01-037-003	Purchase of 1 unit Uninterruptible Power Supply 65w	MO-BPLO	1 unit Uninterruptible Power Supply 65w purchased	GF-S/B No. 03				7,500.00			7,500.00
1000-003-3-1-03	Local Sanggunian	VICE-MAYOR and SB Office									
1000-003-3-1-03-032-003	Training Expense-Attendance to seminars and trainings	VICE-MAYOR and SB Office	Seminars and trainings related to legislative matters and other concerns attended	GF-S/B No. 03				410,000.00			410,000.00
1000-003-3-1-03-038	Procurement of 1 unit Floor Mounted Aircon	VICE-MAYOR/ SB OFFICE	1 unit Floor Mounted Aircon procured	GF-S/B No. 03						100,000.00	100,000.00

1000-000-3-1-03-009	Year-end Bonus & Cash Gift for Two (2) Newly Elected SB Members and Two (2) Casual Employees	VICE-MAYOR/ SB OFFICE	Sutory benefits provided	GF-S/B No. 03	P	238,793.84				P	238,793.84
1000-000-3-1-03-010	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	VICE-MAYOR/ SB OFFICE	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	1,080,000.00				P	1,080,000.00
1000-000-3-1-05	OFFICE OF THE MUNICIPAL TREASURER	MTC									
1000-000-3-1-05-014	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MTC	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	510,000.00				P	510,000.00
1000-000-3-1-06	OFFICE OF THE MUNICIPAL ASSESSOR	MASO	Appraisal and assessment services accessible								
1000-000-3-1-06-006	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MASO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	270,000.00				P	270,000.00
1000-000-3-1-07	OFFICE OF THE MUNICIPAL ACCOUNTANT	MACCO									
1000-000-3-1-07-002	Procurement of ICT Equipment										
1000-000-3-1-07-002	1 unit Laptop	MACCO	1 unit Laptop procured	GF-S/B No. 03	P	45,000.00				P	45,000.00
1000-000-3-1-07-003	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MACCO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	270,000.00				P	270,000.00
1000-000-3-1-08	OFFICE OF THE MUNICIPAL BUDGET										
1000-000-3-1-08-005	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MBO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	90,000.00				P	90,000.00
1000-000-3-1-09	OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR										
1000-000-3-1-09-005-003	5 units Filing Steel Cabinet	MPDC	5 units filing steel cabinet procured	GF-S/B No. 03	P	80,000.00				P	80,000.00
1000-000-3-1-09-007	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MPDC	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	210,000.00				P	210,000.00
1000-000-3-1-12	OFFICE OF THE MUNICIPAL REGISTRAR										
1000-000-3-1-12-013	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MCR	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	150,000.00				P	150,000.00
	TOTAL					P 4,626,793.84	P 2,401,374.32	1,282,763.28		P 8,012,931.44	

SOCIAL SERVICES SECTOR

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 OF CALENDAR YEAR 2025										
By Program/Project/Activity LGU-TANAUAN, LEYTE As of November 21, 2025										
FUND SOURCE	PROJECTS/PROGRAMS/ACTIVITIES	IMPLEMENTING AGENCIES	EXPECTED OUTPUTS	FUNDING SOURCE	EXPENDITURE					
					Planned Capital Expenditure (PCE)	MOOE	Transferable Expenses (TE)	General Order (GO)	TOTAL EXPEND	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	
3000	SOCIAL SERVICES SECTOR									
3000-000-3-1-11	Municipal Health Office									
3000-000-3-1-11-009	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MHO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P	480,000.00			P	480,000.00
3000-000-3-1-11-012-006	Electrical Metering at Super Health Center	MHO, MEO	Electrical metering services rendered	GF-S/B No. 03 (SPPAs)			P	295,000.00	P	295,000.00
3000-000-3-1-13	Municipal Social Welfare and Development Office									
3000-000-3-1-13-007	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MSWDO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03		270,000.00			P	270,000.00
3000-000-3-1-13-007-002	Establishment of Senior Citizen's Affairs Office									
3000-000-3-1-13-007-001	Procurement of assistive devices for SCs	MSWDO	Whechairs, crutches, cane, walkers, and other assistive devices provided to needy SCs.	S/B No. 03 (GADF)			P	95,000.00	P	95,000.00

3000-000-3-1-13-007-002	Establishment of Senior Citizen's Affairs Office -Purchase of 1 unit Uninterruptible Power Supply (UPS)	OSCA HEAD	Acquisition of semi-expendable machinery and equipment supported	S/B No. 03 (GADF)		P 5,000.00			P 5,000.00
3000-000-3-1-13-007-005	Awards and Rewards for Nonagenarians/ Centenarians (90s/100s)	MSWDO-OSCA	100% eligible beneficiaries rewarded/awarded w/ cash	S/B No. 03 (GADF)		P 40,000.00			P 40,000.00
3000-000-3-1-13-007	Gender and Development- Differently-Abled Persons Welfare Program								
3000-000-3-1-13-007-001	Procurement of assistive devices for Differently-Abled Persons	MSWDO-PDPO	Wheelchairs, crutches, cane, walkers, and other assistive devices provided to needy PWDs	S/B No. 03 (GADF)		P 711,382.12			P 711,382.12
3000-000-3-1-01-016	Year-End Festival and other related activities	MO	Line-up activities conducted, documented and supported	GF-S/B No. 03 (SPPAs)		P 135,000.00			P 135,000.00
3000-000-3-1-01-015-001	Sports Development Program-Tanauan Basketball Tournament	MO	Various sectors and towns participated in the event	GF-S/B No. 03 (SPPAs)		P 100,000.00			P 100,000.00
	TOTAL					P750,000.00	P 1,371,382.12	P -	P 2,121,382.12

ECONOMIC SERVICES SECTOR

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 OF CALENDAR YEAR 2025

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of November 21, 2025

FUNDING SOURCE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	FUNDING SOURCE	EXPECTED OUTCOME	FUNDING SOURCE	AMOUNT						
					APPROVED BUDGET	EXPENDITURE	REVENUE	CURRENT YEAR (2025)	TOTAL		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
8000	ECONOMIC SERVICES SECTOR										
8000-000-3-1-10	Municipal Engineering Office										
8000-000-3-1-10-011	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MEC	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 210,000.00						P 210,000.00
8000-000-3-1-10-028	Cemetery Services	MEC									
8000-000-3-1-10-038-003	Construction of 68 units Perimeter Layer Niches, Tanauan Public Cemetery	MO-MEC	68 units perimeter layer niches constructed	GF-S/B No. 03 (20% MDF)						P 800,000.00	P 800,000.00
8000-000-3-1-10-028-0034	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)		Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 120,000.00						P 120,000.00
8000-000-3-1-05-001	Public Market Office	MARKET OFFICE									
8000-000-3-1-05-023	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)		Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 270,000.00						P 270,000.00
8000-000-3-1-01-032-001	Slaughterhouse										
8000-000-3-1-01-032-004	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MO-SLAUGHTERHOUSE In-Charge	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 30,000.00						P 30,000.00
8000-000-3-2-03	Municipal Agriculture Office										
8000-000-3-2-03-012	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MAC	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 300,000.00						P 300,000.00
8000-000-3-2-01-001	Tourism and Beautification-Information Management Initiatives	MO-MT									
8000-000-3-2-10-007	Conservation and Preservation of Cultural Heritage Property	MO-MT	Identified and recognized cultural heritage property conserved and preserved	GF-SPPAs, S/B No. 03		P 5,000.00					P 5,000.00
8000-000-3-2-04	Municipal Environment and Natural Resources Office										
8000-000-3-2-04-004	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MENRO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 90,000.00						P 90,000.00
	TOTAL				P 1,020,000.00	P 5,000.00			P 800,000.00		P 1,825,000.00

OTHER SERVICES

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 OF CALENDAR YEAR 2025
 By Program/Project/Activity
 LGU-TANAUAN, LEYTE
 As of November 21, 2025

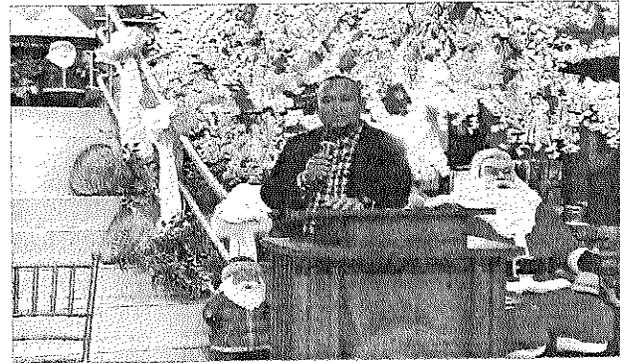
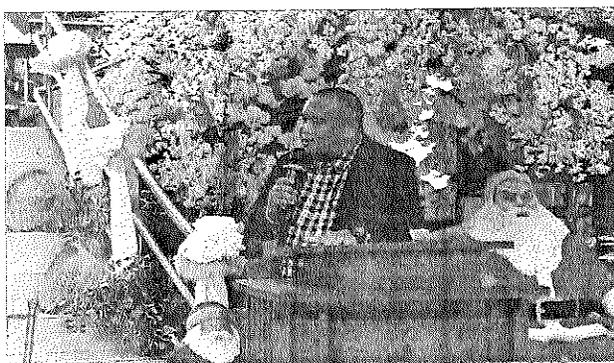
AP RESPONSE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/Agency	EXPENDED OUTPUTS	FUNDING SOURCE	AMOUNT			
					Personal Services (PS)	MOOE	Capital Outlay (CO)	TOTAL (PS+CO)
(1)	(2)	(3)	(6)	(7)	(8)	(9)	(10)	(11)
9000	OTHER SERVICES							
9000-030-3-1-14	Disaster Risk Reduction and Management Office							
9000-030-3-1-14-012	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MDRPMO	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	P 60,000.00			P 60,000.00
	TOTAL				P 60,000.00	P -	P -	P 60,000.00

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03
 Calendar Year 2025
 LGU-TANAUAN, LEYTE
FUNDING REQUIREMENT SUMMARY

Funding Requirement per Regular Operational Budget Items	GENERAL PUBLIC SERVICES	SOCIAL SERVICES SECTOR	ECONOMIC SERVICES SECTOR	OTHERS SERVICES	TOTAL	% to TOTAL
Personal Services	P 4,628,793.84	P 750,000.00	P 1,020,000.00	P 60,000.00	P 6,458,793.84	53.74
Maintenance & Other Operating Expenses - Special Programs, Projects, Activities (SPPAs)	P 2,101,374.32	P 851,382.12	P -	P -	P 2,952,756.44	24.57
Capital Outlay	P -	P 520,000.00	P 5,000.00		P 525,000.00	4.37
	P 1,282,763.28	P -	P 800,000.00		P 2,082,763.28	17.33
TOTAL	P 8,012,931.44	P 2,121,382.12	P 1,825,000.00	P 60,000.00	P 12,019,313.56	100

Summary By Sector, By Item

Services Sector	PS	MOOE	CO	TOTAL	% to TOTAL
General Public	P 4,628,793.84	P 2,101,374.32	P 1,282,763.28	P 8,012,931.44	66.67
Social	P 750,000.00	P 1,371,382.12	P -	P 2,121,382.12	17.65
Economic	P 1,020,000.00	P 5,000.00	P 800,000.00	P 1,825,000.00	15.18
Others Services	P 60,000.00	P -	P -	P 60,000.00	0.50
TOTAL	P 6,458,793.84	P 3,477,756.44	P 2,082,763.28	P 12,019,313.56	100



- There were no questions or additional inputs from the council. The MDC Chair Hon. Merilo asked for a motion from the council and for the approval of the resolution.
- Thus, on motion of Hon. Marites B. Salvaña, Punong Barangay of Sacme, and duly seconded by the Punong Barangay of Canramos, Hon. Fred C. Nirza;

- A resolution endorsing and recommending approval by the 17th Sangguniang Bayan of the Proposed Supplemental Investment Program No.03 for Calendar Year 2025, with a budgetary requirement of Twelve Million Nineteen Thousand Three Hundred Thirteen Pesos and Fifty-Six Centavos (12,019,313.56);
- After a proper endorsement and motion for approval, the resolution was carried and approved with no objection.

Next, the agenda on Proposed Supplemental Budget No.03 for CY 2025 was presented in detail to the council by the Municipal Budget Officer, Mr. Ermel Milo A. Pilola.

SUPPLEMENTAL BUDGET NO.03 FOR CY 2025

STATEMENT OF FUNDING SOURCES

Particulars (1)	Account CLASSIFICATION (2)	AMOUNTs (3)
1.0 New Revenue Sources		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
- Declared Savings of Personal Services (Current Year) Appropriations July - December		3,418,628.45
- Declared Savings from the available balances of allowable MOOE for Collective Negotiation Agreement Incentive (C.N.A.I.)		5,881,585.60
- Declared Savings from Special Program, Projects and Activities (Current Year) Appropriations of the allowable MOOE Balances for C.N.A.I.		328,414.40
- Declared Savings from Capital Outlay - Continuing Appropriations (Prior Years)		505,302.99
- Abandoned funds for the Purchase of 1 unit Motor Vehicle of Mun. Agriculture Office and Surveying Instruments and Furniture and Fixtures of the Mun. Engineering Office, chargeable under Capital Outlay - Continuing Appropriations of Prior Years and Declared Savings.		274,000.00
- Abandoned funds for the Purchase of Assistive Devices for the Senior Citizens and Differently Abled Persons Welfare Programs chargeable under GAD of CY 2025 and Declared Savings		811,382.12
- Abandoned funds for the Improvement of Tanauan Public Cemetery chargeable under the 20% Mun. Development Fund of CY 2025 and Declared Savings		800,000.00
Total Available Resources		12,019,313.56

OFFICE	Particulars/Purpose	OBJECT OF EXPENDITURES	TOTAL
All Offices	Collective Negotiation Agreement Incentive (CNAI) to all Qualified Mun. Officials and Employees (Subject to the issuance of EO/DBM Circular)	Collective Negotiation Agreement Incentive (C.N.A.I.)	6,210,000.00
Mayor's Office	Loyalty Pay for 10 yrs. In Gov't. Service	Loyalty Pay	10,000.00
SB	Year-end Bonus & Cash Gift of Two (2) Newly Elected SB Members and Two (2) Casual Employees	Year-end Bonus	218,793.84
		Cash Gift	20,000.00
TOTAL Personal Services			6,458,793.84

MAINTENANCE AND OTHER OPERATING EXPENSES			
MO/BPLS	ICT Equipment	ICT Equipment	70,500.00
Mayor's Office	Semi-Expendable Furniture and Fixture Office Table	Furniture & Fixtures	9,000.00
Mayor's Office	Travelling Expenses	Travelling Expenses	327,592.13
Mayor's Office	Donation for Earthquake victims in Bogu City, Cebu and Manay, Davao Oriental	Donations	500,000.00
Mayor's Office	Donations	Donations	100,000.00
Mayor's Office	Membership Dues and Contribution to Organizations	Membership Dues	33,200.00
Mayor's Office	Food Expense	Food Expenses	400,000.00
Mayor's Office	Other Supplies Expense	Other Supplies Expense	75,382.19
SB	Training Expense	Training Expense	410,000.00
Accounting	1 unit Laptop	ICT Equipment	45,000.00
MPDO	5 units Filing Steel Cabinet	Furniture and Fixtures	80,000.00
Mayor's Office	Fire Code Fee for Fire Safety Evaluation Clearance of a 2 Storey Public Market Central (Agora Public Market)	Other MOOE	50,700.00
TOTAL M.O.O.E.			2,101,374.32

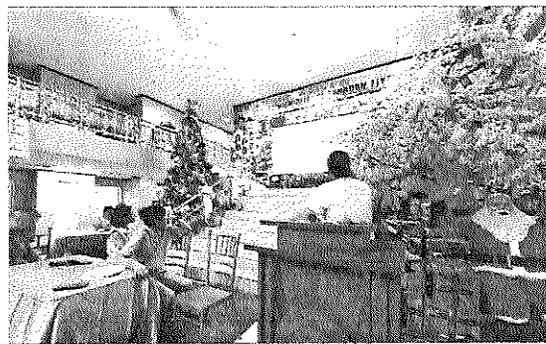
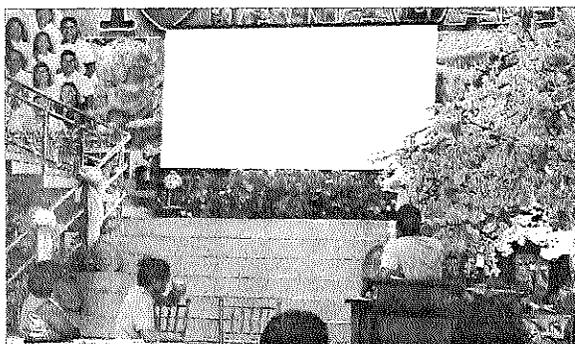
CAPITAL OUTLAY

Mayor's Office	Transformer and other Electrical connection of DTI Bamboo Engineered Project, Brgy. Sacme, Tanauan, Leyte (Through DORELCO)	Other Structure	582,695.99
	Enhancement of Agriculture Bamboo Machinery Building with Electrical System	Other Structure	600,067.29
SB	Procurement of 1 unit Floor Mounted Aircon	Furniture and Fixtures	100,000.00
TOTAL Capital Outlay			1,282,763.28

Special Programs, Projects and Activities

MO	Year-end Festival	MOOE	135,000.00
MO	Sports Development Program Tanauan Basketball Tournament	Prizes	100,000.00
MO	Conservation and Preservation of Cultural Heritage Property	Other Supplies Expense	5,000.00
MHO	Electrical Metering at Super Health Center, Brgy. Malaguicay	Other Supplies Expense	285,000.00
TOTAL SPPA's			525,000.00

	20% Mun. Development Fund Construction of 68 units Perimeter Layer Niches, Tanauan Public Cemetery	Other Structures	800,000.00
Total 20% Mun. Development Fund			800,000.00
MSWD Office GAD SC	Senior Citizen Welfare Program		
	Nonagenarians/Centenarians (90s/100 yrs.)	Awards and Rewards Expense	40,000.00
	Assistive Device to SCs	Welfare Goods Expenses	95,000.00
	Purchase of 1 unit Uninterruptible Power Supply (UPS)	ICT Equipment	5,000.00
	Assistive Device to PWD	Welfare Goods Expenses	711,382.12
Total Gender and Development Fund			851,382.12
TOTAL OBLIGATION			12,019,313.56
TOTAL AVAILABLE RESOURCES			12,019,313.56
UNAPPROPRIATED BALANCE			-



- Since no further inputs from the council after the presentation, the MDC Chairperson, Hon. Ma. Gina E. Merilo, asked a motion from the council for the approval of the MDC resolution on the Proposed Supplemental Budget No.03 for CY 2025;
- On motion of the President of Brgy. San Miguel Women's Association, Ms. Jennifer I. Bilbao, and duly seconded by Hon. Anthony T. Tuano, Punong Barangay of Kiling;
- **A resolution endorsing and recommending approval by the 17th Sangguniang Bayan of the municipality of the Proposed Supplemental Budget No.03, CY 2025, with a total obligation of Twelve Million Nineteen Thousand Three Hundred Thirteen Pesos and Fifty-Six Centavos (P12,019,313.56).**



OTHER MATTERS:

- MPDC EnP Arturo B. Perez Jr. announced an update regarding the Barangay Support Fund, urging the qualified barangays to promptly process the required documents to receive the ₱150,000.00 fund. He further said that eligible barangays can seek assistance directly from the Municipal Planning and Development Office (MPDO).
- Also, he highlighted the importance of the 5% Calamity Fund allocated to each barangay. He strongly suggested that all barangays adopt a standardized title for their calamity-related programs and activities. He specifically emphasized for the preposition in cases of calamity, recommending that this initiative be clearly identified

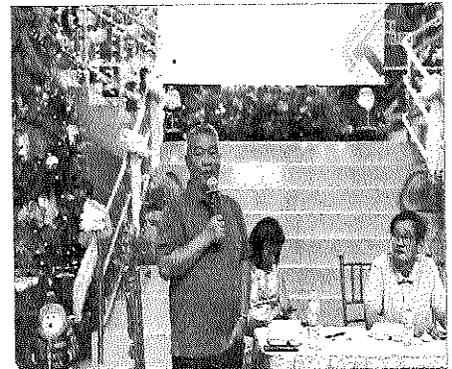
under the same title across all barangays to streamline disaster response efforts for next year. To ensure uniformity and ease of implementation, the Local Government Unit (LGU) will collaborate closely with all barangays to establish a standardized title or term for this specific purpose.

- SB Chairman on Committee on Finance, Budget and Appropriations, Hon. Quintin T. Octa Jr, took the opportunity to advise the Punong Barangays that if their budgets include year-end bonuses, they should submit their Supplemental Budgets promptly. This is particularly important because the SB Office is considering a recess in the third week of December, which could affect the processing timeline. He emphasized the critical importance of submitting the respective budget proposals of all Barangays for the upcoming year 2026, promptly. He highlighted that as of the current year, one remaining barangay has not yet submitted its budget to the Sangguniang Bayan Office. He strongly urged all Punong Barangays to prioritize the preparation and submission of their budget proposals for next year well in advance of the deadline.



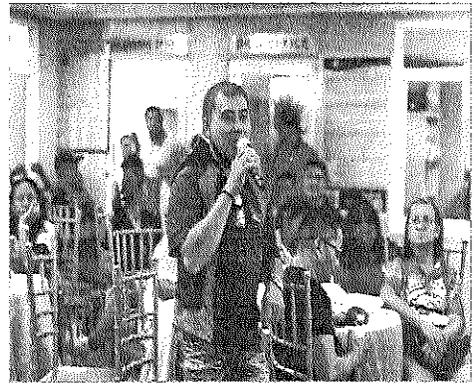
- MPDC Mr. Perez expressed his gratitude to SB Chairman on the Committee on Finance, Budget and Appropriations, Hon. Quintin T. Octa Jr., for raising this important issue, acknowledging that it would prompt them to formulate a policy regarding budget submissions. He also noted that existing guidelines already address the timely submission of barangay annual budgets. Mr. Perez emphasized the critical point that unutilized funds ultimately translate to undelivered services to the community.

- Mr. Jonathan Calvara, Deputy Secretary and representative of the Congressman of the 1st District of Leyte, on behalf of the Congressman, expressed his gratitude to the Municipal Mayor and officials for the invitation to attend the MDC meeting. He assured them that their office remains open to address any requests, emphasizing that despite the current issues facing the Congressman, his primary goal remains serving the people. He also noted that the Congressman's personal decision to resign from his House Speaker Representative position and his readiness to address all accusations. He conveyed the Congressman's wishes for the continued progress of LGU Tanauan and its commitment to providing excellent services to the community.

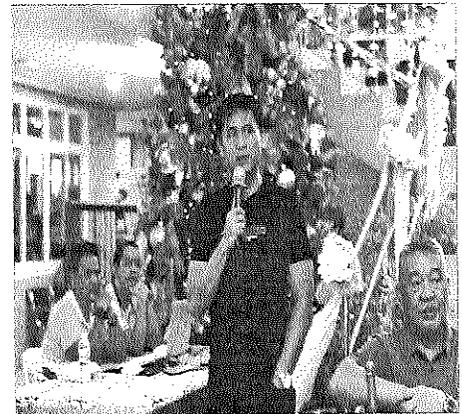


- Moreover, he highlighted that the MDC Meeting is a valuable opportunity for collaboration and coordination between LGU and their office, facilitating the alignment of national and local programs. In closing, he reiterated his appreciation for the invitation and expressed his hope that the LGU will continue to deliver outstanding services to the entire community.
- MDC Secretary, Mr. Perez, expressed gratitude to Mr. Jonathan Calvara for delivering an inspiring message to the LGU Tanauan.

- President of Sto. Niño Aquatic Integrated Fisherfolk Association, Mr. Cipriano Luna voiced a significant concern regarding the persistent issue of uncollected waste in specific zones within their barangay after Typhoon Tino. He said that residents had already bagged the garbage, preparing it for prompt disposal. However, the prolonged delay in collection has resulted in an unsightly environment and has impacted the overall appearance and cleanliness of the barangay.



- Acknowledging the urgency of the matter, Mr. Perez assured immediate action to resolve the waste collection issues and address the concerns raised.
- MDC Chairperson Hon. Ma. Gina E. Merilo added that she promptly called the MENRO Designate, Mr. Mark Leo Cinco, to collaborate on resolving the waste collection issue. She also suggested a possible reason for the delay, explaining that the bagged garbage might not have been easily visible, leading to its oversight during regular collection routes.
- MENRO Designate, Mr. Mark Leo Cinco, clarified that their office collects only residual waste from their Barangay, particularly Sto. Niño. However, due to a specific request from Zones 7 and 8 for the collection of all types of waste, he took the initiative to propose a Zone Assembly to the barangay. He emphasized that this assembly would be highly beneficial in educating and informing residents about the Republic Act 9003. Furthermore, he advised residents to ensure that their wastes are placed in clearly visible locations and properly disaggregated to facilitate efficient and timely collection.
- Finally, he will coordinate directly with the Punong Barangay to establish an exact schedule for the aforementioned zone assembly within the barangay.



V. Adjournment

- The MDC Chairperson, Hon. Ma. Gina E. Merilo, thanked everyone for their presence and participation.
- There being no other matters to be discussed, the meeting was adjourned at 4:15 in the afternoon.

CERTIFIED TRUE AND CORRECT:

ARTURO B. PEREZ, JR., EnP
MPDC/MDC Secretary

APPROVED:

HON. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson

MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING
NOVEMBER 21, 2025 (FRIDAY)
MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE

A T T E N D A N C E

NO.	BARANGAY	NAME	POSITION	SIGNATURE
1	ADA	FRANCISCO D. VILLAMOR JR.	Punong Barangay	1.
2	AMANLURAN	RODRIGO L. ALMADEN	Punong Barangay	2.
3	ARADO	CARLITO O. OLIMBERIO	Punong Barangay	3.
4	ATIPOLO	GLEN CARLO M. TIOLO	Punong Barangay	4.
5	BALUD	JIMMY M. VERONA	Punong Barangay	5.
6	BANGON	SERIOLO C. TOLIBAS	Punong Barangay	6.
7	BANTAGAN	GERVACIO F. BOCO	Punong Barangay	7.
8	BARAS	NILDA C. REDOÑA	Punong Barangay	8.
9	BINOLO	WILMA B. PEREZ	Punong Barangay	9.
10	BINONGTO-AN	ERNESTO G. BASAS JR.	Punong Barangay	10.
11	BISLIG	EFREN C. MERILO	Punong Barangay	11.
12	BUNTAY	REYNALDO D. MUSCA	Punong Barangay	12.
13	CABALAGNAN	HERLINDO P. CORNEJO	Punong Barangay	13.
14	CABARASAN GUTI	RAQUEL G. GADIL	Punong Barangay	14.
15	CABUNGA-AN	REYNAN O. LEONA	Punong Barangay	15.
16	CABUYNAN	LUDIVINA V. LADAN	Punong Barangay	16.
17	CAHUMAYHUMAYAN	ROMEO S. DE LA CRUZ	Punong Barangay	17.
18	CALOGCOG	JULIAN S. MODESTO III	Punong Barangay	18.
19	CALSADAHAY	ROSARIO A. ABANIS	Punong Barangay	19.
20	CAMIRE	ROSSARIE ANN E. FLORES	Punong Barangay	20.
21	CANBALISARA	JESSIE C. MOLON	Punong Barangay	21.
22	CANRAMOS	FRED C. NIRZA	Punong Barangay	22.
23	CATIGBI-AN	EMMA M. TOLIBAS	Punong Barangay	23.
24	CATMON	FLORENTINO M. PANZO	Punong Barangay	24.
25	COGON	GERRY G. CAUNTIC	Punong Barangay	25.
26	GUINDAG-AN	FLORO B. JUANITEZ JR.	Punong Barangay	26.
27	GUINGAUAN	LEONEL C. BADANA	Punong Barangay	27.
28	HILAGPAD	ARTURO D. TOLIBAS JR.	Punong Barangay	28.
29	KILING	ANTHONY T. TUANO	Punong Barangay	29.
30	LAPAY	ARGIE S. CINCO	Punong Barangay	30.
31	LICOD	ROLANDO P. PALO	Punong Barangay	31.
32	LIMBUHAN DACU	JOEL P. LOGRONIO	Punong Barangay	32.
33	LIMBUHAN GUTI	CONSTANCIA C. SALARDA	Punong Barangay	33.
34	LINAO	FELICIANA C. CINCO	Punong Barangay	34.
35	MAGAY	ZOSIMO M. PAYUYAO	Punong Barangay	35.
36	MAGHULOD	HONEYLYN C. BASIBAS	Punong Barangay	36.
37	MALAGUICAY	RUEL R. TONDO	Punong Barangay	37.
38	MARIBI	IRENE P. MACEDA	Punong Barangay	38.
39	MOHON	RJ FRANK M. SOLIVA	Punong Barangay	39.
40	PAGO	JEFFREY B. DANDAN	Punong Barangay	40.
41	PASIL	JOSEPHINE B. ANGELIO	Punong Barangay	41.
42	PICAS	ROMMEL T. COSTINIANO	Punong Barangay	42.
43	SACME	MARITES B. SALVAÑA	Punong Barangay	43.
44	SALVADOR	ARIEL A. PALABIO	Punong Barangay	44.
45	SAN ISIDRO	JAY C. ARCENA	Punong Barangay	45.
46	SAN MIGUEL	MA. MARTINA L. GIMENEZ	Punong Barangay	46.
47	SAN ROQUE	ERWIN T. MORABE	Punong Barangay	47.
48	SAN VICTOR	MELCHOR C. GAMEZ	Punong Barangay	48.
49	SOLANO	ROMULO C. VERTUDES	Punong Barangay	49.
50	STA. CRUZ	SHERYL C. ESPINA	Punong Barangay	50.
51	STA. ELENA	NICOLAS V. ARCENA	Punong Barangay	51.
52	STO. NIÑO	ALEX L. MIRALLES	Punong Barangay	52.
53	TALOLORA	RODGIÉ A. BUENDIA	Punong Barangay	53.
54	TUGOP	ERNIE L. LAZARTE	Punong Barangay	54.

MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING
NOVEMBER 21, 2025 (FRIDAY)
MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE

A T T E N D A N C E

NO.	NGOs/POs/Cos	NAME	POSITION/ DESIGNATION	SIGNATURE
1	ANDAM-PERMI INC.	MR. PERCENEPLA A. DEMEGILLO, JR. BRGY. BISLIG	PRESIDENT	1.
2	BASKETBALL REFEREES COMMISSION INCORPORATED (BARECOM)	MR. CONRADO B. ABENIR III, JR. BRGY. BUNTAY	PRESIDENT	2.
3	BARANGAY CABALAGNAN WOMEN'S ASSOCIATION	MS. ANGELINA B. LOGROSA BRGY. CABALAGNAN	PRESIDENT	3.
4	BARANGAY TALOLORA FARMERS ASSOCIATIONB	MS. MERIAM SUYOM BRGY. TALOLORA	PRESIDENT	4.
5	BRGY. SAN MIGUEL WOMEN'S ASSOCIATION	MS. JENNIFER I. BILBAO BRGY. SAN MIGUEL	PRESIDENT	5.
6	BRGY. SAN VICTOR WOMEN'S ASSOCIATION	MS. TERESITA CAJEPE BRGY. SAN VICTOR	PRESIDENT	6.
7	BRGY. LIMBUHAN DAKU WOMEN'S ASSOCIATION	MS. MERLITA L. GASPAY BRGY. LIMBUHAN DAKU	PRESIDENT	7.
8	BARAS IRRIGATORS FARMERS ASSOCIATION	MR. ALFONSO P. BONA, JR. BRGY. BARAS	PRESIDENT	8.
9	CABUYNAN INTEGRATED FISHERFOLK ASSOCIATION (CIFA)	MS. EMERENCIANA D. LERIOS BRGY. CABUYNAN	PRESIDENT	9.
10	CATMON INTEGRATED FARMERS ASSOCIATION	MS. CRISTINA DE GUIA BRGY. CATMON	PRESIDENT	10.
11	DAXEN GUARDIANS MENTORING INCORPORATED	MR. VICTOR L. LIPIO BRGY. STO. NIÑO	VICE PRESIDENT	11.
12	HILAGPAD FARMERS ASSOCIATION	MR. JOVENCIO BOCO BRGY. HILAGPAD	PRESIDENT	12.
13	INDEPENDENT GUARDIANS SOLIDARITY ACTION FORCE	MR. JOEL L. MACA BRGY. STA. CRUZ	PRESIDENT	13.
14	KABABAYIN-AN HAN GI SACMEI LIVESTOCK FARMERS ASSOCIATION	MS. OLGA BASAS BRGY. SACME	PRESIDENT	14.
15	KABALIKAT CIVICOM 278 MOLAVE CHAPTER	MR. PAUL KENNETH F. VILLEGAS BRGY. CANRAMOS	PRESIDENT	15.
16	MOHON INTEGRATED WOMEN'S ASSOCIATION	MS. GERALDINE A. DE VEYRA BRGY. MOHON	PRESIDENT	16.
17	OFW ASSOCIATION TANAUAN, LEYTE	MS. NELIA N. BORELA	PRESIDENT	17.
18	SACME PRIMETOWN FARMERS ASSOCIATION	MS. VIRGINIA R. ESTRELLA BRGY. SACME	PRESIDENT	18.
19	SAINT FRANCIS GROUND OF CABUYNAN SOLAR PUMP IRRIGATORS ASSOCIATION, INC.	MR. ANTONIO C. FLORES BRGY. CABUYNAN	PRESIDENT	19.
20	STA. CRUZ WOMEN'S FISHERFOLK ASSOCIATION (SCWFA)	MS. FRUMENCIA P. MACA BRGY. STA. CRUZ	PRESIDENT	20.
21	STA. ELENA WOMEN'S ASSOCIATION	MS. DELIA V. VERTUDES BRGY. STA. ELENA	PRESIDENT	21.
22	STO. NIÑO AQUATIC INTEGRATED FISHERFOLK ASSOCIATION (SNAIFA)	MR. CIPRIANO LUNA, JR. BRGY. STO. NIÑO	PRESIDENT	22.
23	TANAUAN TABONTABON TRICYCLE DRIVERS OPERATORS ASSOCIATION (TANTATRIDO A)	MR. ROBERTO T. COPINO BRGY. KILING	PRESIDENT	23.
24	TALOLORA INTEGRATED FARMERS ASSOCIATION	MR. FRANCISCO C. ASIS BRGY. TALOLORA	PRESIDENT	24.
25	WOMEN'S CLUB OF TANAUAN, LEYTE	MS. LOLITA MAGDALAGA BRGY. LICOD	PRESIDENT ARST - TRUCAS	25. SUSAN M. RUBES



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD ON NOVEMBER 21, 2025, AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE.

IN ATTENDANCE:

- 1 Hon. Ma. Gina E. Merilo - MDC Chairperson, Presiding
Municipal Mayor
- 2 Hon. Cong. Ferdinand Martin G. Romualdez - Member
Congressman of the 1st District of Leyte
Represented by Mr. Jonathan Calvara, Deputy Secretary General of TINGOG
- 3 Hon. Quintin T. Octa, Jr. - Member
SB Chairman, Committee on Finance, Budget, and Appropriations
- 4 Hon. Francisco D. Villamor - Member
Punong Barangay of Ada
- 5 Hon. Carlito O. Olimberio - Member
Punong Barangay of Arado
- 6 Hon. Seriolio C. Tolibas - Member
Punong Barangay of Bangon
- 7 Hon. Nilda C. Redoña - Member
Punong Barangay of Baras
- 8 Hon. Wilma B. Perez - Member
Punong Barangay of Binolo
- 9 Hon. Ernesto G. Basas, Jr. - Member
Punong Barangay of Binongto-an
- 10 Hon. Efren C. Merilo - Member
Punong Barangay of Bislig
- 11 Hon. Ludivina V. Ladan - Member
Punong Barangay of Cabuynan
- 12 Hon. Rossarie Ann E. Flores - Member
Punong Barangay of Camire
- 13 Honorable Fred C. Nirza - Member
Punong Barangay of Canramos
- 14 Hon. Floro B. Juanitez, Jr. - Member
Punong Barangay of Guindag-an
- 15 Hon. Leonel C. Badana - Member
Punong Barangay of Guingauan
- 16 Hon. Arturo D. Tolibas, Jr. - Member
Punong Barangay of Hilagpad
- 17 Hon. Anthony T. Tuano - Member
Punong Barangay of Kiling
- 18 Hon. Argie S. Cinco - Member
Punong Barangay of Lapay
- 19 Hon. Joel P. Logronio - Member
Punong Barangay of Limbuhon Dacu
- 20 Hon. Constanca C. Salarda - Member
Punong Barangay of Limbuhon Guti
- 21 Hon. Zosimo M. Payuyao - Member
Punong Barangay of Magay
- 22 Hon. RJ Frank M. Soliva - Member
Punong Barangay of Mohon
- 23 Hon. Jeffrey B. Dandan - Member
Punong Barangay of Pago
- 24 Hon. Rommel T. Costiniano - Member
Punong Barangay of Picas
- 25 Hon. Marites B. Salvaña - Member
Punong Barangay of Sacme
- 26 Hon. Ma. Martina L. Gimenez - Member
Punong Barangay of San Miguel
Represented by Kagawad Jaime Oringo

- | | | |
|----|---|----------|
| 27 | Hon. Sheryl C. Espina
Punong Barangay of Sta. Cruz | - Member |
| 28 | Hon. Alex L. Miralles
Punong Barangay of Sto. Niño | - Member |
| 29 | Hon. Rodgie A. Buendia
Punong Barangay of Talolora | - Member |
| 30 | Hon. Ernie L. Lazarte
Punong Barangay of Tugop | - Member |
| 31 | Mr. Percenepile A. Demegillo, Jr.
President, ANDAM-PERMI Inc | - Member |
| 32 | Ms. Angelina B. Logrosa
President, Barangay Cabalagnan Women's Association | - Member |
| 33 | Ms. Meriam Suyom
President, Barangay Talolora Farmers Association | - Member |
| 34 | Ms. Jennifer I. Bilbao
President, Brgy. San Miguel Women's Association | - Member |
| 35 | Ms. Teresita Cajepe
President, Brgy. San Victor Women's Association | - Member |
| 36 | Ms. Merlita L. Gaspay
President, Brgy. Limbuan Daku Women's Association | - Member |
| 37 | Ms. Emerenciana D. Lerios
President, Cabuynan Integrated Fisherfolks Association
Represented by Member Mr. Diosdao Lobres | - Member |
| 38 | Ms. Cristina de Guia
President, Catmon Integrated Farmers Association | - Member |
| 39 | Mr. Victor L. Lipio
Vice-President, Daxen Guardians Mentoring Incorporated | - Member |
| 40 | Mr. Jovencio Boco
President, Hilagpad Farmers Association | - Member |
| 41 | Ms. Geraldine A. de Veyra
President, Mohon Integrated Women's Association | - Member |
| 42 | Ms. Virginia R. Estrella
President, Sacme Primetown Farmers Association | - Member |
| 43 | Mr. Antonio C. Flores
President, Saint Francis Ground of Cabuynan Solar Pump Irrigators Association. Inc. | - Member |
| 44 | Ms. Frumencia P. Maca
President, Sta. Cruz Women's Fisherfolk Association (SCWFA) | - Member |
| 45 | Ms. Delia V. Vertudes
President, Sta. Elena Women's Association | - Member |
| 46 | Mr. Cipriano Luna, Jr.
President, Sto. Niño Aquatic Integrated Fisherfolk Association | - Member |
| 47 | Mr. Roberto T. Copino
President, Tanauan Tabontabon Tricycle Drivers Operators Association | - Member |
| 48 | Mr. Francisco C. Asis
President, Talolora Integrated Farmers Association | - Member |
| 49 | Ms. Lolita Magdalaga
President, Women's Club of Tanauan, Leyte
Represented by Assistant Treasurer Ms. Susan M. Rubis | - Member |

OTHERS PRESENT:

- | | | |
|-----|----------------------------|--------------------------------|
| 1. | Mr. Ermel Milo Pilola | Municipal Budget Officer |
| 2. | Engr. Rochel M. Orit | Municipal Assessor |
| 3. | SFO2 Hilda Pacure | Deputy Fire Marshall |
| 4. | Ms. Charo Ann Casil | Area Coordinator of TINGOG |
| 5. | Ms. Jes Royo | Photographer of TINGOG |
| 6. | F01 Roel Joseph Baclay | FTC, Bureau of Fire Protection |
| 7. | EnP Arturo B. Perez, Jr. | MPDO/Head, MDC Secretariat |
| 8. | Engr. Raul S. Soliva | Municipal Engineer |
| 9. | Mr. Climaco E. Primer | Zoning Officer-Designate |
| 10. | Ms. Regilda M. de la Cruz | Member, MDC Secretariat |
| 11. | Ms. Rizza A. Buendia | Member, MDC Secretariat |
| 12. | Ms. Alice R. Señora | Member, MDC Secretariat |
| 13. | Ms. Hayaceen V. Mendiola | Member, MDC Secretariat |
| 14. | Mr. Jerome S. Fabre | Member, MDC Secretariat |
| 15. | Mr. John Rhebo Oliverio | MPDO Staff |
| 16. | Mr. Angelo C. Villamor | MPDO Staff |
| 17. | Ms. Clarissa Mae J. Berdan | MPDO Staff |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
2. Hon. Glen Carlo M. Tiolo, Punong Barangay of Atipolo
3. Hon. Jimmy M. Verona, Punong Barangay of Balud
4. Hon. Gervacio F. Boco, Punong Barangay Bantagan
5. Hon. Efren C. Merilo, Punong Barangay of Bislig
6. Hon. Reynaldo D. Musca, Punong Barangay of Buntay
7. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
8. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
9. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
10. Hon. Romeo S. de la Cruz, Punong Barangay of Cahumayhumayan
11. Hon. Julian D. Modesto III, Punong Barangay of Calogcog
12. Hon. Rosario A. Abanis, Punong Baragay of Calsadahay
13. Hon. Hon. Jessie C. Molon, Punong Barangay of Canbalisara
14. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
15. Hon. Gerry G. Cauntic, Punong Barangay of Cogon
16. Hon. Rolando P. Palo, Punong Barangay of Licod
17. Hon. Feliciano C. Cinco, Punong Barangay of Linao
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Ruel R. Tondo, Punong Barangay of Malaguicay
20. Hon. Irene P. Maceda, Punong Barangay of Maribi
21. Hon. Josephine B. Angelio, Punong Barangay of Pasil
22. Hon. Ariel A. Palabio, Punong Barangay of Salvador
23. Hon. Jay C. Arcena, Punong Barangay of San Isidro
24. Hon. Erwin T. Morabe, Punong Barangay of San Roque
25. Hon. Melchor C. Gamez, Punong Barangay of San Victor
26. Hon. Romulo C. Vertudes, Punong Barangay of Solano
27. Hon. Nicolas V. Arcena, Punong Braangay of Sta. Elena
28. Mr. Conrado B. Abenir III, Jr., President, Basketball Referees Commission Incorporated
29. Mr. Alfonso P. Bona, Jr., President, Baras Irrigators Farmers Association
30. Mr. Joel L. Maca, President, Independent Guardians Solidarity Action Force
31. Ms. Olga Basas, President, Kababayin-an Han Gi Sacmei Livestock Farmers Association
32. Mr. Paul Kenneth F. Villegas, President, Kabalikat Civicom 278 Molave Chapter
33. Ms. Netia N. Borela, President, OFW Association Tanauan, Leyte

RESOLUTION NO. 17
Series of 2025

A RESOLUTION ENDORSING AND RECOMMENDING APPROVAL BY THE 17TH SANGGUNIANG BAYAN OF THE ABANDONMENT OF SPECIFIC PROJECTS FUNDED BY VARIOUS SOURCES, TOTALING ONE MILLION EIGHT HUNDRED EIGHTY-FIVE THOUSAND THREE HUNDRED EIGHTY-TWO PESOS AND TWELVE CENTAVOS (₱1,885,382.12), AND REQUESTING THE DECLARATION OF SUCH AMOUNT AS SAVINGS, ITS REVERSION TO THE UNAPPROPRIATED BALANCE, AND ITS AVAILABILITY FOR REAPPROPRIATION UNDER SUPPLEMENTAL BUDGET NO. 03 FOR CALENDAR YEAR 2025.

WHEREAS, the programs, projects, and activities listed below were previously approved and funded from various sources, including local funds, with a total budgetary allocation of ONE MILLION EIGHT HUNDRED EIGHTY-FIVE THOUSAND THREE HUNDRED EIGHTY-TWO PESOS AND TWELVE CENTAVOS (₱1,885,382.12);

NAME of PPAs	BUDGET ALLOCATION	SOURCE OF FUND
-Agriculture Office: 1 unit single Motorcycle	₱ 75,000.00	Capital Outlay-Continuing Appropriation (prior years)
-Engineering Office 1 unit surveying instrument 1 unit Tri-pod (metal), for survey 4 units office table 3 units steel cabinet	150,000.00 8,500.00 18,000.00 22,500.00	Capital Outlay-Continuing Appropriation (prior years)
SUB-TOTAL	₱ 274,000.00	

-Purchase of Assistive Devices for the Senior Citizens	P	100,000.00	GAD Fund, CY 2025
-Purchase of Assistive Devices for Differently-Abled Persons		711,382.12	GAD Fund, CY 2025
SUB-TOTAL	P	811,382.12	
-Improvement of Tanauan Public Cemetery	P	800,000.00	20% MDF, CY 2025
TOTAL	P	1,885,382.12	

WHEREAS, upon thorough evaluation and assessment by the Local Finance Committee, it has been determined that the implementation of the PPAs above is no longer feasible due to changes in priorities and a lack of resources, rendering their continuation unnecessary and inefficient;

WHEREAS, the abandonment of these PPAs will result in unutilized funds that qualify as savings under Section 306 of the Local Government Code of 1991 (Republic Act No. 7160), which may be declared as such and reverted to the unappropriated balance for reappropriation;

WHEREAS, there is an urgent need to reallocate these savings to support Supplemental Budget No. 03 for Calendar Year 2025, which addresses other priority programs, projects, and activities to ensure the effective delivery of essential services to the community;

NOW, THEREFORE, premises considered, on motion of Ms. Merlita L. Gaspay, President of Barangay Limbuan Daku Women's Association, duly seconded by Hon. RJ Frank M. Soliva, Punong Barangay of Mohon, be it;

RESOLVED, as it is hereby resolved, to endorse and recommend the abandonment of the specific projects funded by various sources, totaling **ONE MILLION EIGHT HUNDRED EIGHTY-FIVE THOUSAND THREE HUNDRED EIGHTY-TWO PESOS AND TWELVE CENTAVOS (P1,885,382.12)**, and requesting the declaration of such amount as savings, its reversion to the unappropriated balance, and its availability for reappropriation under Supplemental Budget No. 03 for Calendar Year 2025.

APPROVED: NOVEMBER 21, 2025

CERTIFIED TRUE AND CORRECT:

ARTURO B. PEREZ, JR., EnP
MPDO/MDC Secretary

ATTESTED:


Hon. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD ON NOVEMBER 21, 2025, AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE.

IN ATTENDANCE:

- 1 Hon. Ma. Gina E. Merilo - MDC Chairperson, Presiding
Municipal Mayor
- 2 Hon. Cong. Ferdinand Martin G. Romualdez - Member
Congressman of the 1st District of Leyte
Represented by Mr. Jonathan Calvara, Deputy Secretary General of TINGOG
- 3 Hon. Quintin T. Octa, Jr. - Member
SB Chairman, Committee on Finance, Budget, and Appropriations
- 4 Hon. Francisco D. Villamor - Member
Punong Barangay of Ada
- 5 Hon. Carlito O. Olimberio - Member
Punong Barangay of Arado
- 6 Hon. Seriolio C. Tolibas - Member
Punong Barangay of Bangon
- 7 Hon. Nilda C. Redoña - Member
Punong Barangay of Baras
- 8 Hon. Wilma B. Perez - Member
Punong Barangay of Binolo
- 9 Hon. Ernesto G. Basas, Jr. - Member
Punong Barangay of Binongto-an
- 10 Hon. Efren C. Merilo - Member
Punong Barangay of Bislíg
- 11 Hon. Ludivina V. Ladan - Member
Punong Barangay of Cabuynan
- 12 Hon. Rossarie Ann E. Flores - Member
Punong Barangay of Camire
- 13 Honorable Fred C. Nirza - Member
Punong Barangay of Canramos
- 14 Hon. Floro B. Juanitez, Jr. - Member
Punong Barangay of Guindag-an
- 15 Hon. Leonel C. Badana - Member
Punong Barangay of Guingauan
- 16 Hon. Arturo D. Tolibas, Jr. - Member
Punong Barangay of Hilagpad
- 17 Hon. Anthony T. Tuano - Member
Punong Barangay of Kiling
- 18 Hon. Argie S. Cinco - Member
Punong Barangay of Lapay
- 19 Hon. Joel P. Logronio - Member
Punong Barangay of Limbuhán Dacu
- 20 Hon. Constançia C. Salarda - Member
Punong Barangay of Limbuhán Guti
- 21 Hon. Zosimo M. Payuyao - Member
Punong Barangay of Magay
- 22 Hon. RJ Frank M. Soliva - Member
Punong Barangay of Mohon
- 23 Hon. Jeffrey B. Dandan - Member
Punong Barangay of Pago
- 24 Hon. Rommel T. Costiniano - Member
Punong Barangay of Picas
- 25 Hon. Marites B. Salvaña - Member
Punong Barangay of Sacme
- 26 Hon. Ma. Martina L. Gimenez - Member
Punong Barangay of San Miguel
Represented by Kagawad Jaime Oringo

- 27 Hon. Sheryl C. Espina - Member
Punong Barangay of Sta. Cruz
- 28 Hon. Alex L. Miralles - Member
Punong Barangay of Sto. Niño
- 29 Hon. Rodgie A. Buendia - Member
Punong Barangay of Talolora
- 30 Hon. Ernie L. Lazarte - Member
Punong Barangay of Tugop
- 31 Mr. Perceneple A. Demegillo, Jr. - Member
President, ANDAM-PERMI Inc
- 32 Ms. Angelina B. Logrosa - Member
President, Barangay Cabalagnan Women's Association
- 33 Ms. Meriam Suyom - Member
President, Barangay Talolora Farmers Association
- 34 Ms. Jennifer I. Bilbao - Member
President, Brgy. San Miguel Women's Association
- 35 Ms. Teresita Cajepé - Member
President, Brgy. San Victor Women's Association
- 36 Ms. Merlita L. Gaspay - Member
President, Brgy. Limbuhan Daku Women's Association
- 37 Ms. Emerenciana D. Leros - Member
President, Cabuynan Integrated Fisherfolks Association
Represented by Member Mr. Diosdao Lobres
- 38 Ms. Cristina de Guía - Member
President, Catmon Integrated Farmers Association
- 39 Mr. Victor L. Lipio - Member
Vice-President, Daxen Guardians Mentoring Incorporated
- 40 Mr. Jovencio Boco - Member
President, Hilagpad Farmers Association
- 41 Ms. Geraldine A. de Veyra - Member
President, Mohon Integrated Women's Association
- 42 Ms. Virginia R. Estrella - Member
President, Sacme Primetown Farmers Association
- 43 Mr. Antonio C. Flores - Member
President, Saint Francis Ground of Cabuynan Solar Pump Irrigators Association. Inc.
- 44 Ms. Frumencia P. Maca - Member
President, Sta. Cruz Women's Fisherfolk Association (SCWFA)
- 45 Ms. Delia V. Vertudes - Member
President, Sta. Elena Women's Association
- 46 Mr. Cipriano Luna, Jr. - Member
President, Sto. Niño Aquatic Integrated Fisherfolk Association
- 47 Mr. Roberto T. Copino - Member
President, Tanauan Tabontabon Tricycle Drivers Operators Association
- 48 Mr. Francisco C. Asis - Member
President, Talolora Integrated Farmers Association
- 49 Ms. Lolita Magdalaga - Member
President, Women's Club of Tanauan, Leyte
Represented by Assistant Treasurer Ms. Susan M. Rubis

OTHERS PRESENT:

- | | |
|--------------------------------|--------------------------------|
| 1. Mr. Ermel Milo Pilola | Municipal Budget Officer |
| 2. Engr. Rochel M. Orit | Municipal Assessor |
| 3. SF02 Hilda Pacure | Deputy Fire Marshall |
| 4. Ms. Charo Ann Casil | Area Coordinator of TINGOG |
| 5. Ms. Jes Royo | Photographer of TINGOG |
| 6. F01 Roel Joseph Baclay | FTC, Bureau of Fire Protection |
| 7. EnP Arturo B. Perez, Jr. | MPDO/Head, MDC Secretariat |
| 8. Engr. Raul S. Soliva | Municipal Engineer |
| 9. Mr. Climaco E. Primer | Zoning Officer-Designate |
| 10. Ms. Regilda M. de la Cruz | Member, MDC Secretariat |
| 11. Ms. Rizza A. Buendia | Member, MDC Secretariat |
| 12. Ms. Alice R. Señora | Member, MDC Secretariat |
| 13. Ms. Hayaceen V. Mendiola | Member, MDC Secretariat |
| 14. Mr. Jerome S. Fabre | Member, MDC Secretariat |
| 15. Mr. John Rhebo Oliverio | MPDO Staff |
| 16. Mr. Angelo C. Villamor | MPDO Staff |
| 17. Ms. Clarissa Mae J. Berdan | MPDO Staff |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
2. Hon. Glen Carlo M. Tiolo, Punong Barangay of Atipolo
3. Hon. Jimmy M. Verona, Punong Barangay of Balud
4. Hon. Gervacio F. Boco, Punong Barangay Bantagan
5. Hon. Efren C. Merilo, Punong Barangay of Bislig
6. Hon. Reynaldo D. Musca, Punong Barangay of Buntay
7. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
8. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
9. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
10. Hon. Romeo S. de la Cruz, Punong Barangay of Cahumayhumayan
11. Hon. Julian D. Modesto III, Punong Barangay of Calogcog
12. Hon. Rosario A. Abanis, Punong Baragay of Calsadahay
13. Hon. Hon. Jessie C. Molon, Punong Barangay of Canbalisara
14. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
15. Hon. Gerry G. Cauntic, Punong Barangay of Cogon
16. Hon. Rolando P. Palo, Punong Barangay of Licod
17. Hon. Feliciano C. Cinco, Punong Barangay of Linao
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Ruel R. Tondo, Punong Barangay of Malaguicay
20. Hon. Irene P. Maceda, Punong Barangay of Maribi
21. Hon. Josephine B. Angelio, Punong Barangay of Pasil
22. Hon. Ariel A. Palabio, Punong Barangay of Salvador
23. Hon. Jay C. Arcena, Punong Barangay of San Isidro
24. Hon. Erwin T. Morabe, Punong Barangay of San Roque
25. Hon. Melchor C. Gamez, Punong Barangay of San Victor
26. Hon. Romulo C. Vertudes, Punong Barangay of Solano
27. Hon. Nicolas V. Arcena, Punong Barangay of Sta. Elena
28. Mr. Conrado B. Abenir III, Jr., President, Basketball Referees Commission Incorporated
29. Mr. Alfonso P. Bona, Jr., President, Baras Irrigators Farmers Association
30. Mr. Joel L. Maca, President, Independent Guardians Solidarity Action Force
31. Ms. Olga Basas, President, Kababayin-an Han Gi Sacmei Livestock Farmers Association
32. Mr. Paul Kenneth F. Villegas, President, Kabalikatan Civicom 278 Molave Chapter
33. Ms. Nelía N. Borela, President, OFW Association Tanauan, Leyte

RESOLUTION NO. 18
Series of 2025

A RESOLUTION ENDORSING AND RECOMMENDING APPROVAL BY THE 17TH SANGGUNIANG BAYAN OF THE PROPOSED SUPPLEMENTAL INVESTMENT PROGRAM NO. 03 FOR CALENDAR YEAR 2025, WITH A BUDGETARY REQUIREMENT OF TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND FIFTY-SIX CENTAVOS (P12,019,313.56).

WHEREAS, the proposed programs, projects, and activities (PPAs) for supplemental funding to the approved Annual Investment Program (AIP) of CY 2025 were presented to the Council for its deliberation and approval;

WHEREAS, the proposed PPAs were either not included in the approved AIP of CY 2025 or differ in budget amounts or funding sources from those listed in the AIP;

WHEREAS, after careful perusal of the presentation item by item per sector, the Council determined that the PPAs presented align with its set priorities and must be supplemented and integrated into the approved AIP of 2025;

NOW, THEREFORE, premises considered, on motion of Hon. Marites B. Salvaña, Punong Barangay of Sacme, duly seconded by Hon. Fred C. Nirza, Punong Barangay of Canramos, be it;

RESOLVED, as it is hereby resolved, endorsing and recommending approval to the 17th Sangguniang Bayan of the proposed Supplemental Investment Program No. 03 for Calendar Year 2025,

with a budgetary requirement of TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND FIFTY-SIX CENTAVOS (₱12,019,313.56);

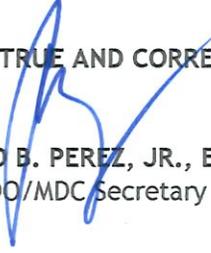
RESOLVED FURTHER, that this resolution be furnished to the 17th Sangguniang Bayan and other concerned offices for their information and appropriate action.

APPROVED: NOVEMBER 21, 2025

ATTESTED:


Hon. Ma. GINA E. MERILO
Municipal Mayor/MDC Chairperson

CERTIFIED TRUE AND CORRECT:


ARTURO B. PEREZ, JR., EnP
MPDO/MDC Secretary



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

-o0o-

MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD ON NOVEMBER 21, 2025, AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE.

IN ATTENDANCE:

- 1 Hon. Ma. Gina E. Merilo - MDC Chairperson, Presiding
Municipal Mayor
- 2 Hon. Cong. Ferdinand Martin G. Romualdez - Member
Congressman of the 1st District of Leyte
Represented by Mr. Jonathan Calvara, Deputy Secretary General of TINGOG
- 3 Hon. Quintin T. Octa, Jr. - Member
SB Chairman, Committee on Finance, Budget, and Appropriations
- 4 Hon. Francisco D. Villamor - Member
Punong Barangay of Ada
- 5 Hon. Carlito O. Olimberio - Member
Punong Barangay of Arado
- 6 Hon. Seriolio C. Tolibas - Member
Punong Barangay of Bangon
- 7 Hon. Nilda C. Redoña - Member
Punong Barangay of Baras
- 8 Hon. Wilma B. Perez - Member
Punong Barangay of Binolo
- 9 Hon. Ernesto G. Basas, Jr. - Member
Punong Barangay of Binongto-an
- 10 Hon. Efren C. Merilo - Member
Punong Barangay of Bislig
- 11 Hon. Ludivina V. Ladan - Member
Punong Barangay of Cabuynan
- 12 Hon. Rossarie Ann E. Flores - Member
Punong Barangay of Camire
- 13 Honorable Fred C. Nirza - Member
Punong Barangay of Canramos
- 14 Hon. Floro B. Juanitez, Jr. - Member
Punong Barangay of Guindag-an
- 15 Hon. Leonel C. Badana - Member
Punong Barangay of Guingauan
- 16 Hon. Arturo D. Tolibas, Jr. - Member
Punong Barangay of Hilagpad
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- 18 Hon. Argie S. Cinco - Member
Punong Barangay of Lapay
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Punong Barangay of Limbuhon Dacu
- 20 Hon. Constancia C. Salarida - Member
Punong Barangay of Limbuhon Guti
- 21 Hon. Zosimo M. Payuyao - Member
Punong Barangay of Magay
- 22 Hon. RJ Frank M. Soliva - Member
Punong Barangay of Mohon
- 23 Hon. Jeffrey B. Dandan - Member
Punong Barangay of Pago
- 24 Hon. Rommel T. Costiniano - Member
Punong Barangay of Picas
- 25 Hon. Marites B. Salvaña - Member
Punong Barangay of Sacme
- 26 Hon. Ma. Martina L. Gimenez - Member
Punong Barangay of San Miguel
Represented by Kagawad Jaime Oringo

- 27 Hon. Sheryl C. Espina - Member
Punong Barangay of Sta. Cruz
- 28 Hon. Alex L. Miralles - Member
Punong Barangay of Sto. Niño
- 29 Hon. Rodgie A. Buendia - Member
Punong Barangay of Talolora
- 30 Hon. Ernie L. Lazarte - Member
Punong Barangay of Tugop
- 31 Mr. Percenepile A. Demegillo, Jr. - Member
President, ANDAM-PERMI Inc
- 32 Ms. Angelina B. Logrosa - Member
President, Barangay Cabalagnan Women's Association
- 33 Ms. Meriam Suyom - Member
President, Barangay Talolora Farmers Association
- 34 Ms. Jennifer I. Bilbao - Member
President, Brgy. San Miguel Women's Association
- 35 Ms. Teresita Cajepe - Member
President, Brgy. San Victor Women's Association
- 36 Ms. Merlita L. Gaspay - Member
President, Brgy. Limbuan Daku Women's Association
- 37 Ms. Emerenciana D. Lerios - Member
President, Cabuynan Integrated Fisherfolks Association
Represented by Member Mr. Diosdao Lobres
- 38 Ms. Cristina de Guia - Member
President, Catmon Integrated Farmers Association
- 39 Mr. Victor L. Lipio - Member
Vice-President, Daxen Guardians Mentoring Incorporated
- 40 Mr. Jovencio Boco - Member
President, Hilagpad Farmers Association
- 41 Ms. Geraldine A. de Veyra - Member
President, Mohon Integrated Women's Association
- 42 Ms. Virginia R. Estrella - Member
President, Sacme Primetown Farmers Association
- 43 Mr. Antonio C. Flores - Member
President, Saint Francis Ground of Cabuynan Solar Pump Irrigators Association. Inc.
- 44 Ms. Frumencia P. Maca - Member
President, Sta. Cruz Women's Fisherfolk Association (SCWFA)
- 45 Ms. Delia V. Vertudes - Member
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- 46 Mr. Cipriano Luna, Jr. - Member
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- 47 Mr. Roberto T. Copino - Member
President, Tanauan Tabontabon Tricycle Drivers Operators Association
- 48 Mr. Francisco C. Asis - Member
President, Talolora Integrated Farmers Association
- 49 Ms. Lolita Magdalaga - Member
President, Women's Club of Tanauan, Leyte
Represented by Assistant Treasurer Ms. Susan M. Rubis

OTHERS PRESENT:

- | | |
|--------------------------------|--------------------------------|
| 1. Mr. Ermel Milo Pilola | Municipal Budget Officer |
| 2. Engr. Rochel M. Orit | Municipal Assessor |
| 3. SF02 Hilda Pacure | Deputy Fire Marshall |
| 4. Ms. Charo Ann Casil | Area Coordinator of TINGOG |
| 5. Ms. Jes Royo | Photographer of TINGOG |
| 6. F01 Roel Joseph Baclay | FTC, Bureau of Fire Protection |
| 7. EnP Arturo B. Perez, Jr. | MPDO/Head, MDC Secretariat |
| 8. Engr. Raul S. Soliva | Municipal Engineer |
| 9. Mr. Climaco E. Primer | Zoning Officer-Designate |
| 10. Ms. Regilda M. de la Cruz | Member, MDC Secretariat |
| 11. Ms. Rizza A. Buendia | Member, MDC Secretariat |
| 12. Ms. Alice R. Señora | Member, MDC Secretariat |
| 13. Ms. Hayaceen V. Mendiola | Member, MDC Secretariat |
| 14. Mr. Jerome S. Fabre | Member, MDC Secretariat |
| 15. Mr. John Rhebo Oliverio | MPDO Staff |
| 16. Mr. Angelo C. Villamor | MPDO Staff |
| 17. Ms. Clarissa Mae J. Berdan | MPDO Staff |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
2. Hon. Glen Carlo M. Tiolo, Punong Barangay of Atipolo
3. Hon. Jimmy M. Verona, Punong Barangay of Balud
4. Hon. Gervacio F. Boco, Punong Barangay Bantagan
5. Hon. Efren C. Merilo, Punong Barangay of Bislig
6. Hon. Reynaldo D. Musca, Punong Barangay of Buntay
7. Hon. Hertindo P. Cornejo, Punong Barangay of Cabalagnan
8. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
9. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
10. Hon. Romeo S. de la Cruz, Punong Barangay of Cahumayhumayan
11. Hon. Julian D. Modesto III, Punong Barangay of Calogcog
12. Hon. Rosario A. Abanis, Punong Baragay of Calsadahay
13. Hon. Hon. Jessie C. Molon, Punong Barangay of Canbalisara
14. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
15. Hon. Gerry G. Cauntic, Punong Barangay of Cogon
16. Hon. Rolando P. Palo, Punong Barangay of Licod
17. Hon. Feliciano C. Cinco, Punong Barangay of Linao
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Ruel R. Tondo, Punong Barangay of Malaguicay
20. Hon. Irene P. Maceda, Punong Barangay of Maribi
21. Hon. Josephine B. Angelio, Punong Barangay of Pasil
22. Hon. Ariel A. Palabio, Punong Barangay of Salvador
23. Hon. Jay C. Arcena, Punong Barangay of San Isidro
24. Hon. Erwin T. Morabe, Punong Barangay of San Roque
25. Hon. Melchor C. Gamez, Punong Barangay of San Victor
26. Hon. Romulo C. Vertudes, Punong Barangay of Solano
27. Hon. Nicolas V. Arcena, Punong Barangay of Sta. Elena
28. Mr. Conrado B. Abenir III, Jr., President, Basketball Referees Commission Incorporated
29. Mr. Alfonso P. Bona, Jr., President, Baras Irrigators Farmers Association
30. Mr. Joel L. Maca, President, Independent Guardians Solidarity Action Force
31. Ms. Olga Basas, President, Kababayin-an Han Gi Sacmei Livestock Farmers Association
32. Mr. Paul Kenneth F. Villegas, President, Kabalikat Civicom 278 Molave Chapter
33. Ms. Nelia N. Borela, President, OFW Association Tanauan, Leyte

RESOLUTION NO. 19
Series of 2025

A RESOLUTION ENDORSING AND RECOMMENDING APPROVAL BY THE 17TH SANGGUNIANG BAYAN OF THE MUNICIPALITY OF THE PROPOSED SUPPLEMENTAL BUDGET NO. 03, FOR CALENDAR YEAR 2025, WITH A TOTAL OBLIGATION OF TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND FIFTY-SIX CENTAVOS (₱12,019,313.56).

WHEREAS, the MDC was apprised of the available sources of funds for Supplemental Budget No. 03 for Calendar Year 2025, totaling **TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND FIFTY-SIX CENTAVOS (₱12,019,313.56)**, to be sourced from the General Fund of the municipality;

WHEREAS, the required budgetary allocation for the programs, projects, and activities under the Supplemental Investment Program (SIP) No. 03 aligns with this amount, and the proposed Supplemental Budget No. 03 was presented item by item for deliberation;

WHEREAS, after thorough deliberation, the members of the MDC considered the proposed Supplemental Budget No. 03 for Calendar Year 2025 necessary and in order;

NOW, WHEREFORE, premises considered, upon motion of Ms. Jennifer I. Bilbao, President of Barangay San Miguel Women's Association, and duly seconded by Hon. Anthony T. Tuano, be it;

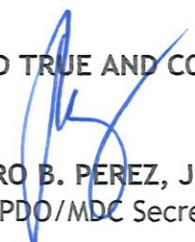
RESOLVED, as it is hereby resolved, endorsing and recommending approval by the 17th Sangguniang Bayan of the municipality of the proposed Supplemental Budget No. 03, for

Calendar Year 2025, with a total obligation of **TWELVE MILLION NINETEEN THOUSAND THREE HUNDRED THIRTEEN PESOS AND FIFTY-SIX CENTAVOS (₱12,019,313.56)**;

RESOLVED FURTHER, that this resolution be transmitted to the 17th Sangguniang Bayan and other concerned offices of Tanauan, Leyte, for their information and appropriate action.

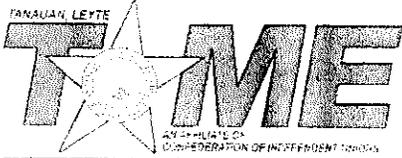
APPROVED: NOVEMBER 21, 2025

CERTIFIED TRUE AND CORRECT:


ARTURO B. PEREZ, JR., EnP
MPDO/MDC Secretary

ATTESTED:


Hon. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson



REPUBLIC OF THE PHILIPPINES
 PROVINCE OF LEYTE
 MUNICIPALITY OF TANAUAN
TANAUAN ASSOCIATION OF MUNICIPAL EMPLOYEES

EXCERPT FROM THE MINUTES OF THE SPECIAL MONTHLY MEETING CONDUCTED BY THE REPRESENTATIVE OF THE MANAGEMENT AND THE TANAUAN ASSOCIATION OF MUNICIPAL EMPLOYEES (TAME) HELD ON DECEMBER 01, 2025 AT THE TAME OFFICE, AT 2:00 IN THE AFTERNOON.

Resolution No. 2025-015

A RESOLUTION ADOPTING THE AGREED GUIDELINES AND CRITERIA BETWEEN MANAGEMENT AND THE UNION FOR THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE FOR CY 2025

WHEREAS the Management and the Union, pursuant to the provisions of the Collective Negotiation Agreement (CNA), recognize that the Local Government Unit (LGU) may grant the CNA Incentive for the year **only during the validity of appropriations** from which the available **Maintenance and Other Operating Expenses (MOOE)** allotments shall be sourced, and upon realization of the **savings**:

WHEREAS, the representatives of Management and the Union have jointly agreed that **80% of the total savings from MOOE, amounting to Six Million Two Hundred Ten Thousand Pesos (6,210,000.00)**, are attributable to the cost-efficiency and cost-cutting measures implemented by the LGU, with the following breakdown:

Office Supplies	-	814,309.00
Printing and Publication	-	8,000.00
Electricity Expense	-	1,545,169.13
Water Expense	-	651,385.13
Telephone Expenses	-	357,000.00
Transportation Equipment (Repair & Maint.)	-	1,379,512.00
Repairs and Maintenance		
- Other Property, Plant & Equipment	-	180,000.00
- Furniture and Fixtures	-	85,520.00
- Transportation Equipment	-	211,921.72
- Machinery and Equipment	-	586,648.62
- Building & Other Structures	-	390,534.40
TOTAL		Php 6,210,000.00

WHEREAS, it was likewise agreed that all personnel **connected with the LGU as of October 31, 2025**, and who have rendered at **least six (6) months of service** during the year, shall be entitled to the CNA Incentive;

NOW THEREFORE, premises considered, on motion of **Ms. Rhodetta A. Tondo**, duly seconded unanimously;

RESOLVED, as it is hereby **resolved**, to **favorably request the Municipal Mayor** to grant the CNA Incentive for **Calendar Year 2025** to all qualified municipal officials and employees, in accordance with the jointly adopted **guidelines and criteria** agreed upon by representatives of both Management and the Union;

RESOLVED FURTHER, that copies of this Resolution be furnished to the Office of the Municipal Mayor and other concerned offices for their information and appropriate action.

APPROVED: **December 1, 2025**

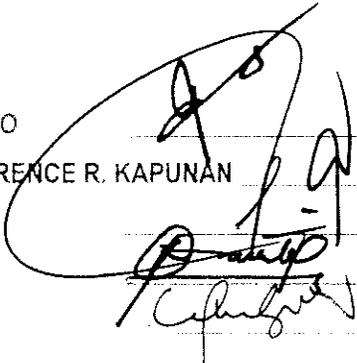
I HEREBY CERTIFY to the correctness of the foregoing resolution.


ZAIRA B. ANGELIO
 TAME Secretary

ATTESTED:

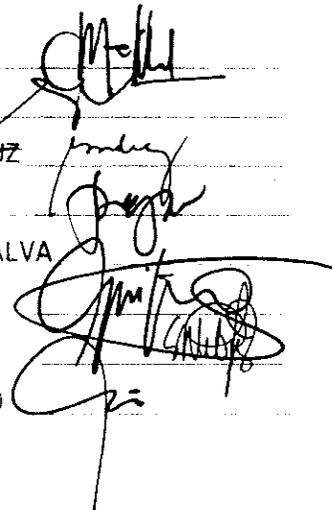
MANAGEMENT

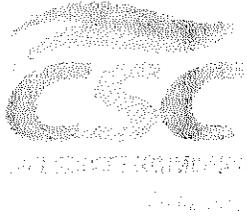
Hon. Mayor Ma. **GINA E. MERILO**
 Hon. Vice-Mayor **ARCHIE LAWRENCE R. KAPUNAN**
 Mr. **MAR P. VILLEGAS**
 Ms. **RESTITUTA C. CAVITE**
 Mr. **ERMEL MILO A. PILOLA**



UNION

Mr. **MARK L. VILLERO**
 Mr. **RODELE E. MACEDA**
 Ms. **REGILDA M. de la CRUZ**
 Ms. **TITA C. MARGALLO**
 Mr. **CHEN ANTHONY C. SALVA**
 Mr. **EMERITO P. LERIOS**
 Ms. **CLARIDYL T. ABAS**
 Ms. **GLENDRA R. MODESTO**





CERTIFICATE OF REGISTRATION

Collective Negotiation Agreement

No. 3489

Pursuant to Executive Order No. 180 (1987)
and its Implementing Rules and Regulations,
the Collective Negotiation Agreement between the

**TANAUAN ASSOCIATION OF
MUNICIPAL EMPLOYEES (TAME)**

and the

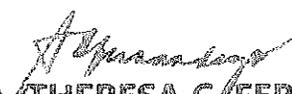
MUNICIPAL GOVERNMENT OF TANAUAN
Tanauan, Leyte

having complied with the prescribed requirements, is hereby
registered and is binding between the parties from

June 17, 2025 to June 16, 2028.


ATTY. MARILYN B. YAP
Chairperson

Attested by:


MA. THERESA C. FERNANDEZ
Director IV
Human Resource Relations Office

TAME

REPUBLIC OF THE PHILIPPINES
PROVINCE OF LAGUNA
MUNICIPALITY OF TANAYAN
TANAYAN ASSOCIATION OF MUNICIPAL EMPLOYEES

ATTY. ARTURO ALFONSO J. HERBOSA
Director
Department of Labor and Employment
Bureau of Labor Relations
Taguig, Manila

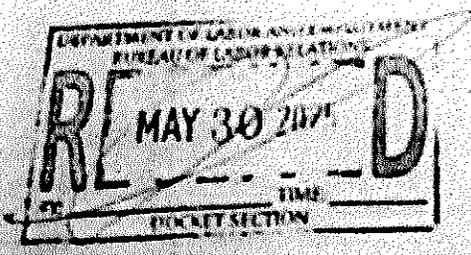
Submitting herewith the copy of the documentary requirement of
Tanayan Association of Municipal Employees (TAME) of Local Government Unit
of Tanayan, Laya, Taguig.

- a. Amended constitution and by-laws and the minutes of adoption/ratification together with the signatures of members, ratify the same
- b. Amended charter of incorporation
- c. List of newly-elected and re-elected members, their names and names of members, and
- d. Annual accomplishment report

please acknowledge receipt hereof.

Respectfully,

MARK L. VILLEJO
TAME President



Republic of the Philippines
Province of Leyte
Municipality of Tausog
-000-
16th SANGGUNIANG BAYAN

133rd Regular Session
March 28, 2025 – Monday – 9:00 AM
00 Session Hall, Tausog Town Hall, Tausog, Leyte

RESOLUTION NO. 0013 - 25

A RESOLUTION AUTHORIZING THE MUNICIPAL GOVERNOR - HON. WILFRIDO P. ROSARIO, TO ENTER INTO A COLLECTIVE NEGOTIATION AGREEMENT (CNA) WITH THE TAWOG ASSOCIATION OF MUNICIPAL EMPLOYEES (TAME), REPRESENTED BY THE PRESIDENT - MR. JAMES L. CALIBRO

WHEREAS, Section 1, Article III of the 1987 Constitution of the Republic of the Philippines, among others, provides that the State shall afford full protection to labor, local and overseas, organized and unorganized, and promote full employment and equality of employment opportunities for all;

WHEREAS, Executive Order No. 130 dated 10 June 1987 authorizes the management of the accredited union of the agents to enter into collective negotiations on terms and conditions of employment which are not bound by law;

AND SINCE, the Leyte Association of Municipal Employees (Tawog) is a duly constituted and recognized as the sole and exclusive bargaining unit of the employees of the municipal government of this municipality and to serve the best interest of the municipality and the said association to enter into such Collective Negotiation Agreement in order to promote a harmonious relationship between the Municipal Government and its employees;

AND WHEREAS, acting upon the favorable recommendation of the Committee on Municipal and Provincial Affairs, Hon. Juan Emmanuel P. Cruz, with the unanimous action of all members, I hereby do so:

RESOLVED, AS IT IS HEREBY RESOLVED, TO AUTHORIZE THE MUNICIPAL GOVERNOR - HON. WILFRIDO P. ROSARIO, TO ENTER INTO A COLLECTIVE NEGOTIATION AGREEMENT (CNA) WITH THE TAWOG ASSOCIATION OF MUNICIPAL EMPLOYEES (TAME), REPRESENTED BY THE PRESIDENT - MR. JAMES L. CALIBRO.

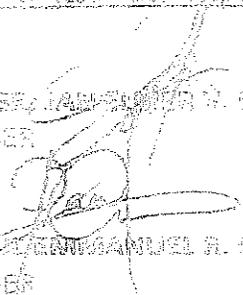
APPROVED: 16 MARCH 2025, TAWOG, LEYTE.

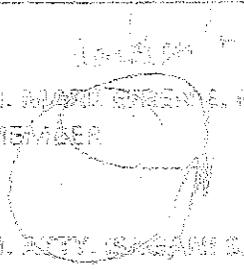
I HEREBY CERTIFY to the correctness of the foregoing Resolution of the 133rd Sangguniang Bayan of this municipality held on the date and at the place above-stated.

WILFRIDO P. ROSARIO
Local Legislative Officer I -
City Secretary to the Sanggunian

WITNESSED:

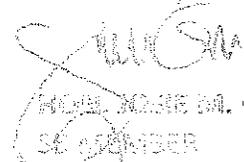
HON. ENRIE MARIE JAMES ANGELO B. MORALES-BONHAYE
City - Municipality Mayor
Temporary Presiding Officer


HON. JAMES N. MAGDALAGA
SB MEMBER


HON. MARIA ERENA A. MERILO
SB MEMBER


HON. MANUEL R. CINCO
SB MEMBER


HON. REMY SAGAMI S. ESPADA
SB MEMBER


HON. NORE M. CUSIN
SB MEMBER


HON. CHERRY ANN T. MEL
SB MEMBER


HON. MARTIN Y. OCTA, JR.
SB MEMBER


HON. ZHENIC MERILO
HDC VICE-PRES / SB MEMBER


HON. KYLE C. MESIAS
SB MEMBER / EXEC. PRES.

ON-LEAVE:

HON. GREGORIO LAMEROSA S. MANAYAN (SAC, Quezon)

2025 - 2027
COLLECTIVE NEGOTIATION AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **COLLECTIVE NEGOTIATION AGREEMENT (CNA)** is executed by and between:

THE MUNICIPALITY OF TANAUAN, PROVINCE OF LEYTE, a local government unit duly organized by virtue of the laws of the Republic of the Philippines, represented herein by **MA. GINA E. MERILO**, Municipal Mayor, of legal age, Filipino, married, and with office address at Tanauan Town Hall, 888 Real Street, Barangay Buntay, Tanauan, Leyte, hereinafter referred to as "**THE MUNICIPALITY**";

-and-

THE TANAUAN ASSOCIATION OF THE MUNICIPAL EMPLOYEES (TAME), an association duly registered with the Department of Labor and Employment (DOLE) under Certificate of Registration No. 338 dated April 16, 1993, and accredited by the Civil Service Commission as the sole and exclusive negotiating unit of the employees of the Municipal Government of Tanauan, Province of Leyte, with Certification of Accreditation No. 065 dated November 15, 1993, with principal office at the Tanauan Town Hall, 888 Real Street Barangay Buntay, Tanauan, Leyte, represented herein by **MARK L. VILLERO**, *President*, of legal age, Filipino, single and with office address at Tanauan Town Hall, 888 Real Street, Barangay Buntay, Tanauan, Leyte hereinafter referred to as the "**UNION**".

WITNESSETH THAT:

WHEREAS, Section 3, Article XIII, of the 1987 Constitution of the Republic of the Philippines, among others, provides that:

"The State shall afford full protection to labor; local and overseas, organized and unorganized, and promote full employment and equality of employment opportunities for all.

It shall guarantee the rights of all workers to self-organization, collective bargaining and negotiations, and peaceful concerted activities, including the right to strike by law. They shall be entitled to security of tenure, humane conditions of work, and a living wage. They shall also participate in policy and decision-making processes affecting their rights and benefits as may be provided by law";

WHEREAS, Section 8, Article III, of the same Constitution further provides that "The right of the people, including those employed in the public and private sectors, to form unions, associations, or societies for purposes not contrary to law shall NOT be abridged";

WHEREAS, is also expressed in Section 2(5), Article IX of the afore-cited Constitution that "The right to self-organization shall not be denied to government employees";

WHEREAS, the beneficial and harmonious relationship between the **MUNICIPALITY** and the **UNION** must be expressed in practical terms in ensuring a mutually beneficial and protective existence

taking into consideration the terms and conditions of employment in the Civil Service;

WHEREAS, these terms have been duly expressed in the Collective Negotiation Agreement (CNA) entered into between the MUNICIPALITY and the UNION, which shall take effect from January 2025 until December 2027.

WHEREAS, Executive Order No. 180 issued on June 01, 1987, authorizes the management and the accredited union of the agency to enter into collective negotiations on terms and conditions of employment which are not fixed by law;

WHEREAS, it is in the best interest of the MUNICIPALITY and the UNION subscribing to the promotion of a harmonious relationship between them, the enhancement of the employee's welfare and productivity, and to contribute to the attainment of a responsible and genuine delivery of public service, in general, and the goals and objectives of the agency towards the constituents, in particular, the parties mutually agree to enter into a new Collective Negotiation Agreement known as the 2025 - 2027 Collective Negotiation Agreement;

WHEREAS, the parties commit to uphold the letter and spirit of this Agreement.

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree and bind themselves as follows:

ARTICLE I

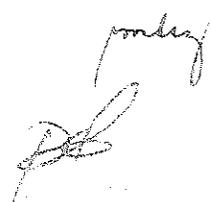
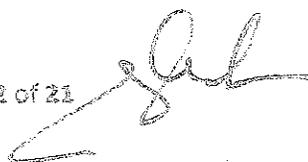
SCOPE OF COVERAGE

Section 1. The parties agree that the appropriate Collective Negotiating Unit (CNU) shall consist of rank-and-file men and women of the Municipality, except those occupying management or executive positions including confidential, co-terminus and without regard to their appointment status, but not including contractual, emergency workers, job orders and consultants.

ARTICLE II

UNION RECOGNITION AND SECURITY

SECTION 1. The MUNICIPALITY recognizes the UNION as the sole and exclusive negotiating agent of the rank-and-file employees of the Municipal Government of Tanauan, Leyte which is affiliated with the Confederation of Independent Union in the Public Sector (CIU) and the Local Government Unions of the Philippines (LGUP).



ARTICLE III

MUNICIPALITY AND UNION RELATIONS

Section 1. The MUNICIPALITY shall continue to adhere to the management policies of transparency, fairness, and whenever applicable, participatory management.

Section 2. The MUNICIPALITY shall institutionalize consultations with the UNION on management policy changes affecting the rights, benefits, and interests of the employees.

Section 3. The MUNICIPALITY shall deal through and directly with the UNION on all matters and issues affecting the rights, benefits, and interests of employees about the terms and conditions of their employment.

Section 4. The MUNICIPALITY shall furnish the UNION with the municipality's financial report, and other financial documents relative to the employees' welfare.

Section 5. The MUNICIPALITY shall provide appropriate office space and bulletin board for the UNION to be situated in the Municipal Building for the association's official activity.

Section 6. The MUNICIPALITY shall require rank-and-file members who will retire, transfer, or resign from the agency to secure clearance from the UNION for property and monetary accountabilities.

Section 7. The UNION recognizes that high wages/salaries and benefits can be achieved by maintaining and promoting the highest level of efficiency and productivity. The UNION, therefore, agrees to cooperate with the efforts of the MUNICIPALITY to secure full-day work on the part of the covered employees. The UNION further agrees to cooperate with and assist the MUNICIPALITY in affecting the economy and its effort to eliminate waste and inefficiency and promote safety, discipline, and goodwill between the MUNICIPALITY and its employees.

Section 8. The UNION members shall not be discriminated against in respect of their employment because of their membership in employees' organizations or participation. Their employment shall not be subject to the condition that they shall relinquish their membership in the employees' organization.

Section 9. The UNION shall at all times, endeavor to maintain harmonious relationships and solidarity among its members to become an active partner with the management in the pursuit of industrial peace and productivity.

Section 10. The MUNICIPALITY through the Accounting Department shall strictly enforce its obligation under the Memorandum of Agreement with the GFIs by automatically deducting from the payroll of the co-maker the monthly amortization due and remitting the same to the concerned GFIs if the borrower fails to pay on account of separation or suspension upon due demand.

Section 11. The MUNICIPALITY shall allow the Union President or his duly authorized representative to participate in the deliberation in the Executive-Legislative meeting, formulation of the capability development agenda, and

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Selection Board (HRMPSE) in the filling up of vacant positions, without prejudice to the approval by the Civil Service Commission.

Section 9. The **MUNICIPALITY** shall strictly refrain from assigning non-career employees such as consultants, casuals, contractual, and job orders to positions that exercise direct supervision over regular career employees. (CSC Memorandum Circular No. 40, series of 1998).

Section 10. The **UNION** shall participate in the formulation of policies, plans, and programs affecting the rights, career development, welfare, and benefits of employees and improvement of service to the public.

Section 11. Whenever in the belief of any affected employees, there are grounds to protest any issued appointment, he/she may file the pertinent protest by procedure laid down in the uniform Rules and Administrative cases in the Civil Service.

Section 12. Rank-and-File Employees who are about to retire in three years should be prioritized/considered for promotion based on merit, their history of promotion or non-promotion, and length of service in consideration of their future pension with the GSIS, computed on the average salary during the last three years in service. The Head of Office where the employee is assigned and the HRMO shall submit a joint recommendation to the concerned appointing authorities for the promotions of the employees who are about to retire but whose salary grades are deemed considerably low in so far as the GSIS pension is concerned.

Section 13. Regular employees who have been in continuous service for at least ten (10) years, with no recorded promotion from the date of original appointment should be considered for promotion based on merit and qualification.

Section 14. The **MUNICIPALITY** shall deliberately plan the organizational chart and creation of positions and promotions together with the Human Resource Management Office (HRMO) Municipal Planning and Development Coordinator (MPDC) and the Local Finance Committee.

ARTICLE V

CAPABILITY DEVELOPMENT PROGRAM, SPORTS, AND SOCIO-CULTURAL ACTIVITIES

Section 1. The **MUNICIPALITY** and the **UNION** shall jointly hold/conduct yearly Benchmarking/Learning Exchange Forums with other local government units and National in consonance with the Capacity Development Agenda of the municipality per DILG Circular 2007-71, and provide funds in support of the activities.

Section 2. The **UNION** shall actively participate in the conduct of yearly socio-cultural activities during the Tanauan Day Celebration as well as in the year-end Evaluation and Assessment, Recognition Day, and Awarding Ceremonies.

Municipal Development Council (MDC) meeting, provided the Union is duly recognized as a regular member of the Council.

ARTICLE IV

RECRUITMENT, PROMOTION AND PLACEMENT

Section 1. The **MUNICIPALITY** shall deliberately revise its Organizational Structure and Staffing Pattern. It must be participated by the Department Heads, members of the Committee on Personnel and Human Resource Development of the Sangguniang Bayan, to ensure no one has conflict of interest. The participants should have no room for promotions.

Further, in the revision of the Municipality's Organizational Structure and Staffing Pattern, the Management shall consider eliminating or otherwise minimize in every office/department the huge gap between positions of the head of office and the next-in-rank employee. (ex. MCR: head of office is SG-24 and the next-in-rank is SG-4)

Section 2. The **MUNICIPALITY** shall observe strict compliance with the **ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN** of the Municipal Government of Tanauan, Leyte in consonance with Sec. 76 of RA 7160 or the Local Government Code of 1991, and existing CSC rules and regulations, such that the municipality shall maintain the structural units of an office constituting a Department Head as the highest structural level/position, followed by the second highest level/position followed by the rank - and- file employees or the first level positions.

Section 3. The **MUNICIPALITY** shall ensure strict adherence to the recruitment, promotion, and placement policies under existing laws, rules, and regulations.

Section 4. The **MUNICIPALITY** shall adopt a fair promotion system based on the municipality's updated **MERIT** and **PROMOTION PLAN** approved by the Civil Service Commission.

Section 5. The **MUNICIPALITY** and the **UNION** shall jointly and regularly review the Agency's Merit and Promotion Plan approved by the Civil Service Commission.

Section 6. The **MUNICIPALITY** shall require the **Human Resource Merit Promotion and Selection Board (HRMPSB)** through its Secretary to furnish the union representative/s upon request on justifiable grounds, copies of the minutes of the proceedings, including evaluation reports in the promotion and selection process.

Section 7. The **MUNICIPALITY** recognizes two representatives of the rank-and-file career employees, one each from the first level and second level position/s to participate during the screening of candidates for vacancies in the first level and second level respectively (CSC MC No. 3, 2001)

Section 8. The **MUNICIPALITY**, through the appointing authority, shall act appropriately on appointments of employees based on the qualifications of candidates as evaluated by the **Human Resource Merit Promotion and**

Section 3. The MUNICIPALITY shall develop and allocate funds for physical and mental wellness designed to promote employees' well-being and uplift their morale.

Section 4. The UNION shall submit a proposal to conduct the annual sports fest program for employees and spearhead the activities.

Section 5. The MUNICIPALITY shall conduct counseling to all employees who have been victims of disaster/calamity, pandemic, workplace-related harassment, or violence, and other similar mishap through a collaborative effort of the Municipal Social Welfare and Development Office and the Municipal Health Office (MHO).

Section 6. The MUNICIPALITY and the UNION shall develop and constantly conduct a Disaster Preparedness Program.

ARTICLE VI

HUMAN RESOURCE DEVELOPMENT

Section 1. The MUNICIPALITY shall:

- A. Develop/implement a career development plan for employees;
- B. Implement management training program on value formation and skills development;
- C. Conduct New Employee Orientation (NEO) mandatory for new employees and refresher to existing employees, either Casual, Contractual, Job Order, or Regular that will be spearheaded by the Office of the Human Resource Management Office (HRMO), providing an employee with the basic organizational information he/she needs and learning the values, roles, mission, and policies. The mechanics and schedule of the orientation shall be properly disseminated to all concerned
- D. Employee Orientation shall not be mandatory for employees who are already connected to LGU and will be appointed to new positions by promotions and/or transition from JO to Casual/Permanent, and the like.
- E. Continuously conduct capacity development programs, including but not limited to local and/or foreign training, seminars, workshops, conventions, and conferences for all municipal employees duly qualified concerning the duties and functions, experiences, and educational attainment.

Section 2. In pursuance with and in furtherance of the immediately preceding section, the MUNICIPALITY through the HRMO and the UNION shall formulate and establish a Career Development Plan/Program responsive to the needs of employees and professionalize the bureaucracy.

(a) Authorize the attendance of the employee, on official time and official business in conventions, conferences, symposia, and forums sponsored by reputable NGOs or private institutions.

Section 3. The **MUNICIPALITY** shall provide opportunities for employees' Social Development periodic socials, group, and team building, and employee's right to have honorary awards and due recognition to retiring employees, provided such activities will not hamper the normal flow of business in the office.

Section 4. The **MUNICIPALITY** shall adopt a one-time Study Grant Program or Paid Educational Leave System/Program as provided for by Civil Service rules and regulations.

Section 5. The **MUNICIPALITY** shall provide funds for the activities mentioned in Sections 2, 3 & 4 of this Article, in the implementation of the activities therein mentioned.

ARTICLE VII

REASONABLE WORKING CONDITIONS, HEALTH AND SAFETY

Section 1. The **MUNICIPALITY** shall provide its employees humane and acceptable working environment that promotes, develops, sustains, and satisfies the physical, economic, psycho-social, and spiritual well-being, among others, through the provision of, but not limited to the following:

- (a) Properly maintained office building with proper lighting and ventilation, ample office space, and adequate supply of potable and safe water.
- (b) Well-maintained office equipment, furniture, and fixtures.
- (c) Adequate security and protection for employees and properties while inside office premises.

Section 2. The **MUNICIPALITY** shall endeavor to establish a **MANDATORY MEDICAL AND DENTAL CHECK-UP AND A COMPREHENSIVE HEALTH CARE PROGRAM** for the Municipal Officials and Employees, under Administrative Order No. 402- (Establishment of a Medical Check-Up Program for Government Personnel). The health care program shall include an annual mandatory medical and dental check-up, hospitalization, and other medical expenses.

Section 3. The **MUNICIPALITY** shall grant a medical allowance in an amount not exceeding Seven Thousand Pesos (₱7,000.00) per annum to each qualified official and employee as a subsidy for the availment of a health maintenance organization (E.O. 64).

Section 4. The medical allowance not exceeding Seven Thousand Pesos (₱7,000.00) per annum shall be utilized in engaging with Health Management Organization (HMO)-type benefits through the **UNION**. (optional) Due to PS Cap, the grant of the medical allowance to qualified officials and employees shall be implemented in CY 2026.

Section 3. In pursuance and furtherance of the immediately preceding sections, the MUNICIPALITY shall provide the funds for Supplemental Health Care Insurance per covered official and employee per Calendar Year to cover the cost of the medical and dental check-ups of officials and the rank-in-file employees.

Section 4. HAZARD PAY. The MUNICIPALITY shall provide hazard pay to its employees, subject to Sec 311 of the Government Auditing and Accounting Manual (Annex "B1" and Sec. 21 of the Magna Carta of Public Health Workers (Annex "B2"). The positions shall be identified by the parties in the implementation of this agreement. Funds for this purpose shall be subject to the issuance of certification from the Secretary of the Department of Health (DOH).

Section 5. The MUNICIPALITY shall provide lighter weight in terms of exertion of work assignment for pregnant women employees, and/or for employees who have undergone a major operation during the 1st month of commencing to work provided he/she has been declared physically fit for work by the attending physician of the employee concerned.

Section 6. The MUNICIPALITY shall extend to the UNION the use of the office equipment and facilities, transportation and communication facilities such as Telephone, Bulletin Board, Computer, fax Machine, and Reproduction Machine, for purposes related to the Union's official functions and duties.

Section 7. In addition to the foregoing section, the MUNICIPALITY shall provide its employees:

- a) An adequate supply of safe drinking water by authorizing the procurement of mineral water for the consumption of LGU personnel chargeable against their respective department's financial allocation.
- b) A separate, regularly cleaned, and hygienic comfort room for men and women
- c) Free annual Physical examination by the Municipal Health Office except those provided in the Ordinance; and
- d) Ensure proper waste disposal

Section 8. The MUNICIPALITY shall authorize the display of the UNION bulletin board in its designated area.

Section 9. So far as allowable, the MUNICIPALITY shall make available its vehicles with drivers for riding/transport employees in case of calamities and other emergencies.

Section 10. The MUNICIPALITY shall continue to provide safety devices and proper outfits like masks, gloves, raincoats, boots, hard hats, and other materials for the safety of those employees, whose nature of work requires exposure to adverse and detrimental environmental conditions.

ARTICLE VIII

WELFARE AND BENEFITS, LEAVE PRIVILEGES
AND INCENTIVE AWARDS

Section 1. (a.) the MUNICIPALITY, by prevailing Budget Circulars, Accounting, and Auditing rules, continue to grant employees benefits, be it in cash or kind, without need of position paper, of the following:

- | | | |
|------|------------------------------|----------|
| (1.) | Uniform Allowance | January |
| (2.) | Mid-year Bonus | May |
| (3.) | Productivity Incentive Bonus | March |
| (4.) | Year-end Bonus & Cash Gift | November |
| (5.) | CNA Incentive | December |
- (6) The release of Extra Cash Gift and other benefits shall be based on issuances and other guidelines provided by the Department of Budget and Management and other authorities.

Section 2. (a). The MUNICIPALITY shall provide sufficient funds for **EMPLOYEES' MONETIZATION OF ACCRUED LEAVE CREDITS**. The initial appropriations for the Monetization of Leave Credits shall be allocated for the rank-and-file employees who are reasonably in need thereof.

Section. 2 (b). Should there be an employee who will apply for the monetization of leave credits but who's corresponding monetary value would more or less deplete the funds, the said application shall be granted only after an augmentation of the fund is made by way of supplemental budgets.

Section 2 (c). Monetization of the accrued leave credits shall be limited to ₱10,000.00 maximum per annum per official and employee.

Section 2 (d) In case the official/employee requires an additional amount, he/she may request a waiver from other employees availing the monetization.

Section 2 (e) The Human Resource Management Officer (HRMO) shall be responsible for the implementation process and procedure related thereof.

Section 3. The MUNICIPALITY shall provide its employees the Special Leave Privileges (SPL), which are non-cumulative and shall not be charged/deducted from the employee's accumulated leave credits, as provided for in the CSC rules and regulations.

Section 4. The MUNICIPALITY shall allow flexible working hours, when the nature of the work and exigency of the service requires, in consonance with Civil Service Rules and Regulations.

Section 5. The MUNICIPALITY in coordination with the UNION shall establish its own Recognition and Incentives Award Program (as provided for in the CSC MC No. 06, s. 2002).

Section 6. In addition to the provisions of the immediately preceding section, the MUNICIPALITY shall provide a service plaque and/or ring, loyalty memorabilia/souvenir in recognition of its employees long and fruitful services as follows:

1. Loyalty Incentive/Anniversary Bonus

Number of Years of Service	Award/Incentive
Upon reaching Ten (10) years of service	Plaque
For every 5 th year thereafter	Plaque

2. Service Recognition for Municipal Officials who have served for at least three (3) consecutive terms (Ordinance No. 2012-12).

Number of Years of Service	Award/Incentive
Mayor	Plaque + 24k Gold Ring worth P35,000.00
Vice-Mayor	Plaque + 18k Gold Ring worth P25,000.00
SB Members	Plaque + 18k Gold Ring worth P25,000.00
Ex-Officio Members	Plaque + 18k Gold Ring worth P25,000.00

3. Loyalty memorabilia/souvenir under CSC MC No. 06 s. 2002 as follows:

Number of Years of Service	Memorabilia/Souvenir
10 and 15 years	Bronze service pin
20 and 25 years	Silver service ring
30, 35 and 40 years	Gold service ring

4. Php 10,000.00 Cash Gift

Retiring employees who have rendered at least Fifteen (15) years of satisfactory government service.

5. The municipality shall allocate funds for this purpose.

Section 6. The MUNICIPALITY may allow the grant of Rehabilitation Privilege for a maximum of six (6) months for wounds and/or injuries while in the performance of official duties under the guidelines promulgated in the CSC-DBM joint Circular # 1, series of 2006 and other subsequent issuances.

Should the qualified employee who has rendered the required number of years of service to be eligible for the Incentives and Awards provided under this section, die thereafter or before the said award or incentives is released/awarded, the same shall be released to the direct compulsory heir of the deceased in the following order of priority, to wit:

- a. Surviving legal spouse, upon proof of valid marriage.
- b. Surviving legitimate child; upon proof of the following:
 - i. Legitimacy of the child;
 - ii. Proof of no marriage of the deceased, or proof of death of the legal spouse of the deceased; AND
 - iii. Special Power of Attorney or Waiver from other legitimate children, should the deceased have more than one child.
- c. Surviving legitimate grandchild of the deceased; upon proof of the following:
 - i. Proof of legitimacy of the grandchild;

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- ii. Proof of no marriage of the deceased or proof of death of the legal spouse of the deceased;
 - iii. Proof that the deceased had no surviving legitimate child/children; and
 - iv. Special Power of attorney or Waiver from the other surviving legitimate grandchildren, if the deceased has more than one legitimate grandchildren.
- d. Surviving legitimate parent of the deceased; upon proof of the following:
- i. Proof of legitimacy of the parent;
 - ii. Proof of no marriage of the deceased or proof of death of the legal spouse of the deceased;
 - iii. Proof that the deceased had no surviving legitimate child/children; and
 - iv. If survived by both legitimate parents, Special Power of Attorney or waiver from the other surviving legitimate parents.
- e. Surviving legitimate grandparent who was living in the same household with the deceased; upon proof of the following:
- i. Proof of legitimacy of the grandparent;
 - ii. Proof that the said grandparent was living in the same household with the deceased;
 - iii. Proof that the deceased had no surviving legitimate child/children;
 - iv. Proof that the deceased had no surviving parents; AND
 - v. If survived by both legitimate grandparents, Special Power of attorney or Waiver from the other surviving legitimate grandparent.

Provided that no collateral heirs (Siblings, nieces/nephews, aunts/uncles, in-laws), shall be allowed to claim nor receive the said incentive/award, and the same shall remain and accrue to the funds of the municipality.

Section 7. All Municipal Employees who have transactions with other government offices such as but not limited to GSIS, PAG-IBIG, DFA, LTO, NSO, NBI, PHILHEALTH, LANDBANK, DBP, DA-BFAR, Court of Justice, Local Government Units, and Ombudsman shall be considered on official time and shall be subjected to the approval of pass slip.

Section 8. The MUNICIPALITY shall provide a risk/calamity fund for all the employees to be given to them whenever they become victims of calamity or disaster, by the guidelines provided under Ordinance No. 2020-02 or an Ordinance amending the guidelines in availing the AICS program of the municipality which provides for the calamity financial assistance.

Section 9. The MUNICIPALITY shall grant ten (10) days UNION TIME OFF every year to the unions' Advisory Council, Executive Officers, and members to attend general assemblies and meetings, activities, and conferences called by any government agency or other organization/insitution. Availment therefore is, however, subject to the usual notification requirements and the exigency of the service. This privilege is non-cumulative and non-commutative.

Section 10. The MUNICIPALITY shall endeavor to establish a Mortuary/Death Benefit Assistance Program which shall extend funeral and burial assistance to a deceased municipal official or employee in the amount of Fifty Thousand Pesos (Php50,000.00) subject to the passage by the Sangguniang Bayan of an enabling ordinance granting the benefit/assistance provided herein.

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Section 11. The MUNICIPALITY shall endeavor to IMPLEMENT THE PROVISIONS OF MUNICIPAL ORDINANCE NO. 2016-01 granting monthly rice allowance to the officials and employees of this municipality as approved by the Sangguniang Panlalawigan.

ARTICLE IX

UNION MATTERS, FEES AND DUTIES

Section 1. The UNION shall enjoy the privilege of using the municipal hall and other municipal facilities for union meetings with advance notice of three (3) days subject to its availability.

Section 2. The UNION shall endeavor to safeguard and observe due care in the use of the facilities that may be provided by the MUNICIPALITY.

Section 3. The MUNICIPALITY recognizes union-related activities arising from invitations at the provincial/regional/national level of duly recognized accredited public sector unions by the Civil Service Commission. In relation thereto, the MUNICIPALITY shall provide full support in the participation of union officers and/or members and shall allow official travel subject to existing rules and regulations on the matter.

Section 4. The MUNICIPALITY shall allow the UNION Officers to attend monthly regular meetings provided schedules of the said meeting are given in advance to the respective department heads and their absence will not hamper or prejudice the delivery of public services.

Section 5. The MUNICIPALITY shall allow the UNION to undertake certain projects or activities which the latter deems beneficial to its members.

Section 6. The UNION shall act as a vigilant agent of effective, efficient, honest, and courteous public service, and at all times be accountable to the people, serve them with utmost responsibility, integrity, and loyalty, act with patriotism and justice, and lead modest lives.

Section 7. The MUNICIPALITY through the Office of the Municipal Accountant shall cause an automatic deduction from the payroll of employees for dues and to non-union members 2.5 % of the total cost benefits derived from the CNA as agency fee under PSLMC Res. No. 1 s. 1993. In turn, the union shall provide reasonable incentive to the payroll and remittance officer in the amount of Php335.00 per month.

Provided that, Municipal Officials and Department Head employees shall not be compelled but they may voluntarily pay agency fees considering that said employees are the alter ego and representatives of the Municipality.

Finally, NO rank-and-file employee who is designated, occupying, or performing Department Head functions shall be allowed to run as a Union Officer on account of Conflict of Interest considering that said employees are alter egos of the management and thus, they represent the interest of the management. Department Head positions shall refer to those indicated as such under Ordinance No. 99-12 or the Organizational and Staffing Structure of the

municipality as amended by subsequent Ordinances creating Departments/Offices with corresponding department head positions.

Section 8. All collections made under Section 7 shall be remitted to the UNION Treasurer within ten (10) working days from the collection thereof.

Section 9. When a Union member is designated to a position that has been declared primarily confidential or policy-determining by the Civil Service Commission, the Union membership is suspended during the period of the employee's designation to said primarily confidential or policy-determining position.

Section 10. Grant one (1) day free from regular work to a member of the second party to participate in its General Assembly.

ARTICLE X

PERSONNEL RIGHTS AND REPRESENTATION

Section 1. Whenever the MUNICIPALITY against an employee file a complaint, the following shall be applicable:

- a) No employee will be forced to sign self-incriminating statements;
- b) In the conduct and resolution of complaints, the principles of due process and fair play shall always be observed;
- c) Anonymous complaints shall not be entertained, except when they contain data/information sufficient to warrant an investigation thereof.

Section 2. The MUNICIPALITY shall provide full legal assistance and/or counsel, including but not limited to representation and/or the preparations of Verified Answers, Judicial Affidavits and such other required pleadings, to an employee in any of the following situations:

1. If an employee is sued by a third party in an administrative and or criminal case in connection with the performance of his/her official duties and responsibilities;
2. If an employee is subpoenaed/summoned to testify as a witness for the MUNICIPALITY before any court, tribunal, or body exercising quasi-judicial functions;
3. Attendance in such proceedings shall be considered on official time;
4. subject to professional ethics, the lawyer of the MUNICIPALITY may be consulted by the employee for legal advice and counseling free of charge;
5. ~~Cash~~ assistance shall only be granted upon dismissal of the case resulting from a decision in favor of the employee.

Section 3. The MUNICIPALITY shall ensure that in all administrative investigations, due process shall be observed.

ARTICLE XI

GRIEVANCE MACHINERY AND DISPUTE SETTLEMENT

Section 1. In consonance with CSC MC No. 02 s. 2001, GRIEVANCE MACHINERY is hereby created as an effective mechanism to settle disputes arising out of employer-employee relations to create an atmosphere conducive to harmonious relationships and improved employee morale within the MUNICIPALITY.

Section 2. The MUNICIPALITY shall take steps toward the creation of an atmosphere conducive to good supervisor-employee relations and the improvement of employee morale.

Section 3. The employees shall have the right to present their complaints and grievances to management and shall be resolved as expeditiously as possible in the interest of the municipal government and the employees.

Section 4. The objectives of the Grievance Machinery are to help promote labor-management peace and better labor-management relations thereby fostering industrial harmony and productivity, and or specifically;

- (a) To establish an orderly method for handling disputes
- (b) To settle disputes at the lowest possible level of the organization
- (c) To prevent discontentment and disenchantment between the employees and officials
- (d) To settle disputes by any contract or agreement signed by the MUNICIPALITY and the UNION within the terms of the agreement
- (e) To enable the UNION to participate in resolving the complaints as well as grievances of the employees; and
- (f) To allow the parties to appeal from the results of the grievances negotiation step by step until a final binding and executory decision is reached.

Section 5. Definition of Terms

- (a) **Complaint** - means an employee expressed (written or spoken) feelings of dissatisfaction with some aspects of his working conditions, relationships, or status, which are outside his control.
- (b) **Grievance** - refers to a complaint in writing, which has in the first instance and the employee's opinion, been ignored, overridden, or dropped without due consideration.

Section 6. The Grievance procedure shall be applied when discontent or dissatisfaction arises from the day-to-day working relationships between and among officials and employees and in the case of a recognized negotiating unit (UNION) between the unit and management.

Section 7. Complaints and grievances may refer to any of the following:

- (a) Between and among individual employees and supervisors/management:

Charles
Opp

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see Mr. [unclear]

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- Economic issues policies, practices, and procedures on economic issues such as financial and other terms and conditions of employment fixed by Law.
- Non-economic issues – policies, practices, and procedures that affect employees from recruitment to promotion, detail, transfer, retirement, termination, lay-off, etc.
- Physical working conditions:
 - Interpersonal and inter-organizational relationships and linkages;
 - Arbitrary exercise of discretion and/or management prerogatives.

(b) Between the MUNICIPALITY and the UNION:

- Economic issues and other economic packages fixed by law;
- Political Issues: Recognition and coverage of UNION, Assessment, and check-off, violation of provisions and/or policies on self-organization;
- Violation of voluntary agreements reached between UNION and MUNICIPALITY.
- any matters giving rise to employee satisfaction.

Section 8. The procedures for seeking redress of complaints and grievances shall be as follows:

(a) For an individual employee or a union member who would like to present his complaints and grievances through his initiative;

1. Oral discussion – a complaint shall present orally his complaints to his immediate supervisor who shall, within three (3) working days from the date of presentation, inform the employees orally of his decision.
2. Grievance in writing

(i) If the employee is not satisfied with the oral decision, he may submit his grievances in writing within five (5) working days from receipt of the oral decision of his immediate supervisor to the next higher supervisor, who shall within five (5) working days from receipt thereof inform the employee in writing through the immediate supervisor of his decision. Provided, however, that where the object of the grievance is the immediate supervisor, the complainant may bring the grievance to the next higher supervisor who shall take proper action within five (5) working days from receipt of the complaint.

(ii) If The complainant is not satisfied with the decision of the higher supervisor, he may appeal his grievance to the Grievance Committee within five (5) working days from receipt of the decision, through the higher supervisor. The higher supervisor shall make necessary comments and forward the grievance within five (5) working days to the Grievance

Committee, who shall, within ten (10) working days from receipt of the grievance, conduct an investigation and hearing. The Grievance Committee shall furnish the complainant with a copy of its decision within five (5) working days after the investigation and hearing, through the higher supervisor and immediate supervisor. PROVIDED HOWEVER, that where the object of the complaint is the higher supervisor, the complainant may bring his grievance to the Grievance Committee, composed of the following:

- (a) The Local Chief Executive shall act as Chairperson or highest official responsible for Human Resource Management
 - (b) Representative of the Local Chief Executive
 - (c) Two Department Heads or their equivalent positions chosen from among themselves.
 - (d) Two rank-and-file representatives from accredited or recognized employee unions; first-level representatives shall participate in the resolution of the grievance of first-level employees while the second-level representative shall participate in the resolution of the grievance of second-level employees
- (iii) If the complainant is not satisfied with the decision of the Grievance Committee, he may elevate the grievance to the top management within five (5) working days from receipt of the decision, which shall decide within ten (10) working days after the receipt of the grievance. PROVIDED HOWEVER, that where the object of the complaint is the top management, the management may bring his grievance directly to the Civil Service Commission.
- (iv) If the complainant is not satisfied with the decision of the management, he or she may appeal or elevate his or her grievance to the Commission. The Commission within ten (10) working days from receipt of such a decision.
- (v) The aggrieved party may file a petition for reconsideration in the commission within five (5) working days from receipt of the decision.
- (vi) The Commission's decision is final, binding, and executory unless an appeal from said decision is brought to the proper courts.
- (vii) Appeal to the Courts by either party shall be by the Rule of Court.
- (viii) For an employee who would like to present his case through the Recognized Negotiating Unit (UNION)
- a. **Oral Discussion** - A complainant shall present orally his complaints in the instance to his immediate supervisor through the Union's representative who shall within three (3) working days from the date of presentation, inform the employee orally of his decision through the UNION representative.

Section 9. The complainant shall fill up the grievance from which shall provide the following information:

- (a) Name of complainant
- (b) Position
- (c) Designation (if needed)
- (d) Present section or office of assignment
- (e) Immediate Supervisor
- (f) Present Department or unit of Assignment
- (g) Higher Supervisor
- (h) Nature of grievance (in brief)
- (i) Adjustment desired
- (j) Signature of complainant
- (k) Signature of UNION official/representative (if applicable)
- (l) Date of filing from the lowest level in the agency

Section 10. Unless appealed, the decision of the concerned authorities shall take effect immediately upon receipt of the decision by all the parties involved.

Section 11. All records involving complaints and grievances shall be kept **CONFIDENTIAL** by the Human Resource Management Officer and by the Secretary of the UNION.

Section 12. All provisions herein shall conform to the CSC rules and regulations.

Section 13. The parties shall within ten (10) days from the effectivity of this Agreement constitute the Grievance Committee, and shall formulate its own rules governing investigation and decision of cases.

ARTICLE XII

IMPLEMENTING AND MONITORING SCHEME

Section 1. UNION-MANAGEMENT MONITORING COMMITTEE. For purposes of maintaining continuous lines of communication, consultation, and dialogue between the MUNICIPALITY and the TAME, a Union-Management Monitoring Committee (UMMC) shall be created at the system level to be composed of three (3) representatives from each party.

Section 2. The following shall be the functions and responsibilities of the monitoring committee.

- a. Convene regularly every six (6) months or as the need arises at such place and time that may be proposed and agreed upon by the parties.
- b. Monitor and resolve any controversy arising from the interpretation and enforcement of this Agreement.
- c. Prioritize the implementation of the provisions of this Agreement upon approval by the parties.
- d. Discuss and resolve any policy changes on matters about/affecting the terms and conditions of employment, and
- e. Recommend appropriate courses of action to a higher authority.

ARTICLE XIII

PROVISIONS ON COST-CUTTING MEASURES AND SYSTEMS IMPROVEMENT

Section 1. In consonance with Sec.4 Article III hereof both the MUNICIPALITY and the UNION shall jointly endeavor to effect economic measures and enhance the highest level of efficiency and productivity.

Section 2. Parties hereby adopt the following cost-cutting measures and system improvement.

COST-CUTTING MEASURES:

- 1.) Maximum utilization of Manpower – avoid filling- up unnecessary vacant funded positions.
- 2.) Travels of Municipal Officials and employees who are not beneficial to their office work should be discouraged.
- 3.) Unnecessary use of office equipment such as computers, air-con, and vehicles to reduce maintenance costs.

SYSTEM IMPROVEMENT

- 1.) Strict observance and enforcement of the office policy on punctuality and efficiency of personnel.
- 2.) Minimize overtime services and eliminate/reduce the cost of
 - i. Labor
 - ii. Power and Water
 - iii. Supplies and Materials
- 3.) Office Supplies should be properly managed and maximized to their fullest usage and recycled if possible.
- 4.) Improvement of the system and intensification of revenue collection progress report of concerned Personnel.

ARTICLE XIV

COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE

Section 1. Grant of CNA Incentive. As a gesture of goodwill and benevolence, under Administrative Order (AO) No. 135, s. 2005, and subject to the realization of savings, the MUNICIPALITY shall grant CNA Incentive to qualified employees, subject to the policies, rules, and regulations issued by the Department of Budget and Management (DBM).

Section 2. The CNA Incentive for each year, while this agreement is effective, shall be granted to each official and employee who has rendered for at least six (6) consecutive months and who is still in the LGU as of October 31 at the time such incentive is being given as allowed by law.

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Caplan *Open* *J.* *[Signature]* *Mr* *[Signature]* *[Signature]* *[Signature]*

[Signature] *[Signature]*

Section 3. The CNA Incentive may be given equally to all qualified employees or at the rate in consideration of the employee's or his/her office's contribution to the accomplishment of performance targets, efficiency, productivity, or profitability.

Section 3 (a). An employee who did not contribute to the attainment of the savings required for the grant of CNA Incentive and/or did not attain at least an average of 75% accomplishments of all targets under their programs/projects/activities approved in the LGU Budget as of September 30th shall only be entitled to 75% CNA Incentive.

ARTICLE XV

INTERPRETATION/CONSTRUCTION

Section 1. In case of doubt in the interpretation of the provisions of this Collective Negotiation Agreement, it is presumed that the parties intended right, equity, and social justice to prevail.

Section 2. The provisions of this Collective Negotiation Agreement shall be liberally construed to promote the object of the worker's protection, promote and guarantee their welfare to enable them to pursue and protect, within the democratic framework, their legitimate and collective interests and aspirations through lawful and peaceful means, and to assist the parties in obtaining harmonious relationship and solidarity among employees to become an active partner with the management in the pursuit of effective and efficient governance as well as industrial peace.

Section 3. In case of disputes arising from the interpretation and enforcement of this Agreement, the same shall be resolved by E.O.180 and other pertinent laws, rules, and regulations.

ARTICLE XVI

ENTIRETY AND AMENDMENT CLAUSE

Section 1. The parties hereby agree that the terms and conditions contained herein constitute the entire Agreement between the MUNICIPALITY and the UNION and supersede all previous communications, representations, or agreements, either verbal or written, in so far as they are contrary or repugnant to such terms and conditions.

Section 2. If during the effectivity of this Agreement, certain improvements are found to be appropriate and beneficial to officials and employees, amendments shall be introduced subject to the agreement of both parties. No amendments shall be valid unless reduced into writing and signed by both parties.

ARTICLE XVII

SEPARABILITY CLAUSE

Section 1. If any provision of this Agreement is declared invalid by a competent court or authority, the remaining provisions to which such declaration does not pertain shall continue to be valid and in full force and effect.

ARTICLE XVIII
EFFECTIVITY

Section 1. This COLLECTIVE NEGOTIATION AGREEMENT shall take effect upon signing hereof, and shall be enforced for three (3) years,

PROVIDED HOWEVER that if no COLLECTIVE NEGOTIATION AGREEMENT shall be concluded after the expiration of the three-year (3) period, this Agreement shall be in full force and effect. A grace period of two (2) months after the date of expiration stipulated herein shall be observed by both parties upon which to enter into a new agreement or re-issue this Agreement by giving a new period, all provisions hereof are deemed re-enacted. Provided, further that these provisions with monetary considerations are subject to the availability of funds.

Section 2. If any of the provisions of this Collective Negotiation Agreement (CNA) shall be declared invalid by any competent court or authority, or amended by national legislation, the remaining provisions shall continue to be valid and binding between the parties hereof.

IN WITNESS WHEREOF, the parties hereunto affixed their signatures this 6th day of December 2024 at the Mayor's office of LGU-Tanauan, Leyte Philippines.

MUNICIPAL GOVERNMENT
OF TANAUAN, LEYTE

TANAUAN ASSOCIATION OF
MUNICIPALEMPLOYEES

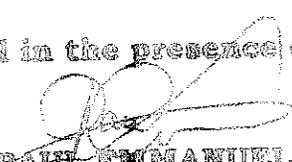
BY:

BY:


HON. MARGINA E. MERILO
Municipal Mayor


MARK L. VILLERO
TAME President

Signed in the presence of:

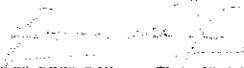

HON. PAUL EMMANUEL R. CINCO
Sangguniang Bayan Member


RODEL E. MACEDA
TAME Vice President


MAR E. VILLEGAS
Municipal Accountant


TITA C. MARGALLO
TAME Treasurer

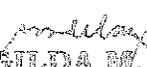

ERNEL MILO A. PILOLA
Municipal Budget Officer


RESTITUTA C. CAVITE
Municipal Treasurer


EMERITO P. LERTES
TAME Advisory Council


GLENDA R. MODESTO
TAME Advisory Council


CLARIDYL T. ABAS
TAME Advisory Council


REGILDA M. DE LA CRUZ
TAME Member


ZAIRA B. ANGELIO
TAME Secretary


CHEN ANTHONY C. SALVA
TAME Auditor

SUBSCRIBE AND SWORN to before me this 6th day of December 2024, Affiants HON. MA. GINA E. MERILO and MARK L. VILLERO, exhibiting before me their Passport No. and Residence Certificate No. PI2052260 issued at Tacloban, City, on Aug. 11, 2022, and Tax Identification No. 474-189-493 issued at Palo, Leyte on August 26, 2015.

Doc. No.
Page No.
Book No.
Series



PROPOSED SUPPLEMENTAL INVESTMENT PROGRAM

CY 2025

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03

Calendar Year 2025

LGU-TANAUAN, LEYTE

FUNDING REQUIREMENT SUMMARY

Funding Requirement per Regular Operational Budget Items	GENERAL PUBLIC SERVICES	SOCIAL SERVICES SECTOR	ECONOMIC SERVICES SECTOR	OTHERS SERVICES	TOTAL	% to TOTAL
Personal Services	₱ 4,628,793.84	₱ 750,000.00	₱ 1,020,000.00	₱ 60,000.00	₱ 6,458,793.84	53.74
Maintenance & Other Operating Expenses	₱ 2,101,374.32	₱ 851,382.12	₱ -	₱ -	₱ 2,952,756.44	24.57
- Special Programs, Projects, Activities (SPPAs)	₱ -	₱ 520,000.00	₱ 5,000.00	₱ -	₱ 525,000.00	4.37
Capital Outlay	₱ 1,282,763.28	₱ -	₱ 800,000.00	₱ -	₱ 2,082,763.28	17.33
TOTAL	₱ 8,012,931.44	₱ 2,121,382.12	₱ 1,825,000.00	₱ 60,000.00	₱ 12,019,313.56	100

Services Sector	PS	MOOE	CO	TOTAL	% to TOTAL
General Public	₱ 4,628,793.84	₱ 2,101,374.32	₱ 1,282,763.28	₱ 8,012,931.44	66.67
Social	₱ 750,000.00	₱ 1,371,382.12	₱ -	₱ 2,121,382.12	17.65
Economic	₱ 1,020,000.00	₱ 5,000.00	₱ 800,000.00	₱ 1,825,000.00	15.18
Others Services	₱ 60,000.00	₱ -	₱ -	₱ 60,000.00	0.50
TOTAL	₱ 6,458,793.84	₱ 3,477,756.44	₱ 2,082,763.28	₱ 12,019,313.56	100

Summary By Sector, By Item

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 OF CALENDAR YEAR 2025

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of November 21, 2025

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Official Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)					AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	Maintenance & Other Operating Expenses (MOOE)	Financial Expenses (FE)	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1000	GENERAL PUBLIC SERVICES SECTOR													
1000-000-3-1-01	OFFICE OF THE MUNICIPAL MAYOR- General Management and Supervision Program	MO	April 2025	Dec. 2025	Executive governance services delivered efficiently and effectively	GF-SIB No. 03		P 802,974.32			P 802,974.32			
1000-000-3-1-01-001-008	Loyalty Pay for 10 years in government service	MO	Nov 2025	Dec. 2025	Statutory Benefit for employee provided	GF-SIB No. 03	P 10,000.00				P 10,000.00			
1000-000-3-1-01-001-009	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MO	Dec. 2025	Dec. 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	P 1,800,000.00				P 1,800,000.00			
1000-000-3-1-01-027	Furniture, Fixture and Equipment													
1000-000-3-1-01-027-005	Procurement of Office Table	MO	Nov 2025	Dec. 2025	1 unit office table procured	GF-SIB No. 03		P 9,000.00			P 9,000.00			
1000-000-3-1-01-025	Membership Dues and Contributions to Organizations	MO	Nov 2025	Dec. 2025	Membership dues at LMP settled	GF-SIB No. 03		P 33,200.00			P 33,200.00			
1000-000-3-1-01-026	Donations	MO	Nov 2025	Dec. 2025	Financial aids extended to deserving sector/individual	GF-SIB No. 03		P 100,000.00			P 100,000.00			
1000-000-3-1-01-026-001	Donation for Earthquake Victims in Bogo, Cebu City	MO	Nov 2025	Dec. 2025	Financial assistance extended to earthquake victims, for quick relief and stabilization	GF-SIB No. 03		P 250,000.00			P 250,000.00			
1000-000-3-1-01-026-002	Donation for Earthquake Victims in Manay, Davao Oriental	MO	Nov 2025	Dec. 2025		GF-SIB No. 03		P 250,000.00			P 250,000.00			

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)					AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	Maintenance & Other Operating Expenses (MOOE)	Financial Expenses (FE)	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1000-000-3-1-01-032	Fire Code Fee for Fire Safety Evaluation Clearance of a 2-storey Public Market Central (Agora Public Market)	MO	Nov 2025	Dec. 2025	Compliant to Fire Code Fee for Fire Safety Evaluation Clearance	GF-S/B No. 03		P 50,700.00			P 50,700.00			
1000-000-3-1-01-033	Transformer and other Electrical connection of DTI Bamboo Engineered Project, Brgy. Sacme, Tanauan, Leyte (Through DORELCO)	MO	Nov 2025	Dec. 2025	Transformer and other electrical connection provided and supported to DTI Bamboo Engineered Project located at Brgy. Sacme	GF-S/B No. 03		P 582,695.99		P 582,695.99				
1000-000-3-1-01-034	Enhancement of Agriculture Bamboo Machinery Building with Electrical System	MO	Nov 2025	Dec. 2025	Enhanced Agriculture Bamboo Machinery Building with electrical system established properly	GF-S/B No. 03		P 600,067.29		P 600,067.29				
1000-000-3-1-01-007-001	Purchase of 1 unit Desktop Computer for Licensing Section	MO-BPLO	Nov 2025	Dec. 2025	Desktop Computer provided	GF-S/B No. 03		P 45,000.00		P 45,000.00				
1000-000-3-1-01-007-002	Purchase of 1 unit All-in-one Printer	MO-BPLO	Nov 2025	Dec. 2025	1 unit all-in-one Printer procured	GF-S/B No. 03		P 18,000.00		P 18,000.00				
1000-000-3-1-01-007-003	Purchase of 1 unit Uninterruptible Power Supply 65w	MO-BPLO	Nov 2025	Dec. 2025	1 unit Uninterruptible Power Supply 65w purchased	GF-S/B No. 03		P 7,500.00		P 7,500.00				
1000-000-3-1-03	Local Sanggunian	VICE-MAYOR and SB Office												
1000-000-3-1-03-002-003	Training Expense-Attendance to seminars and trainings	VICE-MAYOR and SB Office	Nov 2025	Dec. 2025	Seminars and trainings related to legislative matters and other concerns attended	GF-S/B No. 03		P 410,000.00		P 410,000.00				
1000-000-3-1-03-008	Procurement of 1 unit Floor Mounted Aircon	VICE-MAYOR/ SB OFFICE	Nov 2025	Dec. 2025	1 unit Floor Mounted Aircon procured	GF-S/B No. 03				P 100,000.00				
1000-000-3-1-03-009	Year-end Bonus & Cash Gift for Two (2) Newly Elected SB Members and Two (2) Casual Employees	VICE-MAYOR/ SB OFFICE		Dec. 2025	Statutory benefits provided	GF-S/B No. 03				P 238,793.84				

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Official Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)					AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	Maintenance & Other Operating Expenses (MOOE)	Financial Expenses (FE)	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1000-000-3-1-03-010	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	VICE-MAYOR/ SB OFFICE	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 1,080,000.00				P 1,080,000.00			
1000-000-3-1-05	OFFICE OF THE MUNICIPAL TREASURER	MTO												
1000-000-3-1-05-014	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MTO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 510,000.00				P 510,000.00			
1000-000-3-1-06	OFFICE OF THE MUNICIPAL ASSESSOR	MASSO			Appraisal and assessment services accessible									
1000-000-3-1-06-006	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MASSO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 270,000.00				P 270,000.00			
1000-000-3-1-07	OFFICE OF THE MUNICIPAL ACCOUNTANT	MACCO												
1000-000-3-1-07-002	Procurement of ICT Equipment													
1000-000-3-1-07-002-	1 unit Laptop	MACCO	Nov 2025	Dec 2025	1 unit Laptop procured	GF-S/B No. 03		P 45,000.00			P 45,000.00			
1000-000-3-1-07-003	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MACCO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 270,000.00				P 270,000.00			
1000-000-3-1-08	OFFICE OF THE MUNICIPAL BUDGET													
1000-000-3-1-08-005	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MBO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-S/B No. 03	P 90,000.00				P 90,000.00			

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Official/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)					AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	Maintenance & Other Operating Expenses (MOOE)	Financial Expenses (FE)	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1000-000-3-1-09	OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR													
1000-000-3-1-09-005-003	5 units Filing Steel Cabinet	MPDO	Nov 2025	Dec 2025	5 units filing steel cabinet procured	GF-SIB No. 03		P 80,000.00			P 80,000.00			
1000-000-3-1-09-007	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MPDO		Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	P 210,000.00				P 210,000.00			
1000-000-3-1-12	OFFICE OF THE MUNICIPAL REGISTRAR													
1000-000-3-1-12-013	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MCR		Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	P 150,000.00				P 150,000.00			
TOTAL								P 4,628,793.84	P 2,101,374.32		P 1,282,763.28	P 8,012,931.44		

Prepared by:

ARTURO B. PEREZ, JR., ENP
Municipal Planning and Development Coordinator/
MDC Secretary

Date: _____

Attested by:

HON. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson

Date: _____

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 OF CALENDAR YEAR 2025

By Program/Project/Activity

IGU-TANAUAN, LEYTE

As of November 21, 2025

(1) AIP REFERENCE CODE	(2) PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	(3) Implementing Office/ Agency	(4) Schedule of Implementation		(5) Completion Date	(6) EXPECTED OUTPUTS	(7) FUNDING SOURCE	AMOUNT				(12) AMOUNT OF C CHANGE Expe (in thousand P	
			Start Date	Completion Date				Personnel Services (PS)	MOOE	Financial Expenses (FE)	Capital Outlay (CO)		TOTAL 8+9+10
3000	SOCIAL SERVICES SECTOR												
3000-000-3-1-11	Municipal Health Office												
3000-000-3-1-11-059	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MHO		Dec 2025		Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	P 480,000.00				P 480,000.00	
3000-000-3-1-11-042-006	Electrical Metering at Super Health Center	MHO, MEO	Nov 2025	Dec 2025		Electrical metering services rendered	GF-SIB No. 03 (SPPAs)	P 285,000.00				P 285,000.00	
3000-000-3-1-13	Municipal Social Welfare and Development Office												
3000-000-3-1-13-007	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MSWDO		Dec 2025		Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	270,000.00				P 270,000.00	
	Gender and Development -Senior Citizens Welfare Program												
3000-000-3-1-13-007-002	Establishment of Senior Citizen's Affairs Office												
3000-000-3-1-13-001-001	Procurement of assistive devices for SCs	MSWDO	Nov 2025	Dec 2025		Wheelchairs, crutches, cane, walkers, and other assistive devices provided to needy PWDs	SIB No. 03 (GADF)	P 95,000.00				P 95,000.00	
3000-000-3-1-13-007-002	Establishment of Senior Citizen's Affairs Office -Purchase of 1 unit Uninterruptible Power Supply (UPS)	OSCA HEAD	Nov 2025	Dec 2025		Acquisition of semi-expendable machinery and equipment supported	SIB No. 03 (GADF)	P 5,000.00				P 5,000.00	

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT				AMOUNT OF CLIMATE CHANGE EXPENSE (in thousand P)
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Financial Expenses (FE)	Capital Outlay (CO)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
3000-000-3-1-13-007-006	Awards and Rewards for Nonagenarians/ Centenarians (90s/100s)	MSWDO-OSCA	July 2025	Dec 2025	100% eligible beneficiaries rewarded/awarded with cash	SIB No. 03 (GADF)		P 40,000.00		P 40,000.00	
3000-000-3-1-13-007	Gender and Development- Differently-Abled Persons Welfare Program										
3000-000-3-1-13-007-001	Procurement of assistive devices for Differently-Abled Persons	MSWDO-PDAO	Nov 2025	Dec 2025	Wheelchairs, crutches, cane, walkers, and other assistive devices provided to needy PWDs	SIB No. 03 (GADF)		P 711,382.12		P 711,382.12	
3000-300-3-1-01-015	Year-End Festival and other related activities	MO		Dec 2025	Lined-up activities conducted, documented and supported	GF-SIB No. 03 (SPPAs)		P 135,000.00		P 135,000.00	
3000-300-3-1-01-015-001	Sports Development Program-Tanauan Basketball Tournament	MO		Dec 2025	Various sectors and towns participated in the event	GF-SIB No. 03 (SPPAs)		P 100,000.00		P 100,000.00	
	TOTAL						P 750,000.00	P 1,371,382.12	P -	P 2,121,382.12	

Prepared by:

ARTURO B. PEREZ, JR., EnP

Municipal Planning and Development Coordinator
MDC Secretary

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Attested by:

HON. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson

Date: _____

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 OF CALENDAR YEAR 2025
By Program/Project/Activity
LGU-TANAUAN, LEYTE
As of November 21, 2025

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT				AMOUNT OF CLIMATE CHANGE EXPENDITURE in thousand peso	
			Start Date	Completion Date			Personnel Services	MOOE	Financial Expenses (FE)	Capital Outlay (CO)		TOTAL
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
8000	ECONOMIC SERVICES SECTOR											
8000-000-3-1-10	Municipal Engineering Office											
8000-000-3-1-10-011	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MEO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	₱ 210,000.00				₱ 210,000.00	
8000-000-3-1-10-008	Cemetery Services	MEO										
8000-000-3-1-10-008-003	Construction of 68 units Perimeter Layer Niches, Tanauan Public Cemetery	MO-MEO	Nov 2025	Dec 2025	68 units perimeter layer niches constructed	GF-SIB No. 03 (20% MDF)			₱ 800,000.00		₱ 800,000.00	
8000-000-3-1-10-008-0034	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)		Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	₱ 120,000.00				₱ 120,000.00	
8000-000-3-1-05-001	Public Market Office	MARKET OFFICE										
8000-000-3-1-05-003	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)		Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	₱ 270,000.00				₱ 270,000.00	
8000-000-3-1-01-002-001	Slaughterhouse											
8000-000-3-1-01-002-004	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MO-SLAUGHTERHOUSE In-Charge	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	₱ 30,000.00				₱ 30,000.00	

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT				AMOUNT OF CLIMATE CHANGE EXPENDITURE (thousand pesos)	
			Start Date	Completion Date			Personnel Services	MOOE	Financial Expenses (FE)	Capital Outlay (CO)		TOTAL
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
8000-000-3-2-03	Municipal Agriculture Office											
8000-000-3-2-03-012	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MAO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	₱ 300,000.00				₱ 300,000.00	
8000-000-3-2-01-001	Tourism and Beautification-Information Management Initiatives	MO-MT										
8000-000-3-2-10-007	Conservation and Preservation of Cultural Heritage Property	MO-MT	Nov 2025	Dec 2025	Identified and recognized cultural heritage property conserved and preserved	GF-SPPAs, SIB No. 03		₱ 5,000.00			₱ 5,000.00	
8000-000-3-2-04	Municipal Environment and Natural Resources Office											
8000-000-3-2-04-004	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement Incentive (CNAI)	MENRO	Dec 2025	Dec 2025	Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	₱ 90,000.00				₱ 90,000.00	
TOTAL							₱ 1,020,000.00	₱ 5,000.00	₱ 800,000.00	₱ 1,825,000.00		

Prepared by:

ENP ARTURO B. PEREZ, JR., EnP
Municipal Planning and Development Coordinator
MDC Secretary

Date: _____

Attested by:


Hon. Ma. GINA E. MERILO
Municipal Mayor/MDC Chairperson

Date: _____

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 OF CALENDAR YEAR 2025

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of November 21, 2025

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT				AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		
			Start Date	Completion Date			Personnel Services (PS)	MODE	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
9000	OTHER SERVICES												
9000-000-3-1-14	Disaster Risk Reduction and Management Office												
9000-000-3-1-14-012	Other Personnel Benefits for Officials and Employees- Collective Negotiation Agreement-Incentive (CNAI)	MDRRMO	Dec 2025		Collective Negotiation Agreement Incentive (CNAI) for Officials and Employees provided	GF-SIB No. 03	P 60,000.00			P 60,000.00			
	TOTAL						P 60,000.00		P -	P 60,000.00			

Prepared by:


ARTURO B. PEREZ, JR., EnP
 Municipal Planning and Development Coordinator
 MDC Secretary

Date: _____

Attested by:


ERMEL MILO A. PIOLA
 Municipal Budget Officer

Date: _____


Hon. Ma. GINA E. MERILO
 Municipal Mayor/MDC Chairperson

Date: _____