



# 2011 ANNUAL REPORT

## 2011 Annual Report

Government's Regulatory Body for Housing and Land Development  
**HOUSING AND LAND USE REGULATORY BOARD**  
HOUSING DAN PENYAJIAN TANAH DAN PERREGEDEVILOKA BOYKD

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## MESSAGE

It is my sincere pleasure to report on major activities, initiatives and accomplishments of the Housing and Land Use Regulatory Board (HLURB) for the 2010-2011 fiscal year.

This was an eventful year for HLURB as we began to set in motion the plans and programs that we announced in the previous year coming off a transition period.

During the year under review, the HLURB achieved or surpassed most of the targets it had set for itself. Great strides were made in collaborating with attached Key Shelter Agencies (KSAs) and in harnessing partnerships with stakeholders in the housing sector.

The efficiency and relevance of the work of the HLURB was greatly enhanced by the confidence and invaluable support of Vice President and concurrent Housing and Urban Development Coordinating Council (HUDCC) Chairman and HLURB Chairman Jejomar C. Binay, who generously gave his time and wise counsel. This has also boosted the morale of our staff and continues to engender a positive climate within the government's housing bureaucracy.

We embarked on several initiatives with focus on our three major mandates namely: planning, regulation and adjudication. In addition, the HLURB continued to collaborate and partake of constructive engagement with HUDCC as evidenced by the Pabahay Caravan where the Board was tasked to play a major role owing to its close working relationship with the Local Government Units (LGUs) through the preparation and formulation of Comprehensive Land Use Plans (CLUPs).

We look steps to improve our regulatory environment.

We formulated and promulgated, in consultation with concerned sectors, rules and regulations necessary to implement the provisions of Republic Act No. 9904 on the Magna Carta for Homeowners and Homeowners Association.

The HLURB has increasingly and productively become involved in key government policy initiatives with a view to making a meaningful and tangible contribution to social upliftment and community well-being. The revisions we made in the implementing rules and regulation (IRR) to govern Section 18 of Republic Act No. 7279 or the Urban Development Housing Act of 1992 (UDHA) to allow more participants in the government's housing program is illustrative of the kind of contribution the Board makes under this rubric.

We initiated an organizational structure review which was necessary not only to improve access to and the delivery of services but more importantly as a precondition to the sustainability of the agency.

Much more of what HLURB has achieved would not have been possible without the unwavering support of our employees who are truly indispensable to the organization. Indeed, this year has been one of the most active for the Board and I am grateful to be surrounded by such diligent and dedicated people. We are blessed to have such a capable and committed team.

**ANTONIO M. BERNARDO**

Chief Executive Officer and Commissioner  
Housing and Land Use Regulatory Board

## **Agency Profile**

### **Mandate**

As one of the key housing agencies, the Housing and Land Use Regulatory Board (HLURB) shall enhance rational land use and housing and real estate delivery through policy development, planning and regulations.

### **Vision**

Well planned and decent communities via regulation on land use, housing and homeowners association.

### **Mission**

To promulgate and enforce policies on land use, real estate development and homeowners associations in order to promote the interests of stakeholders.

## **The Year In Review**

Construction activities related to housing started to pick up during the year under review based on HLURB's record on license to sell issued to residential dwelling units.

For its part, the HLURB got off to a quick start as the new set of Board of Commissioners began to implement the plans and roll out projects aimed at improving the delivery of services to the public it serves.

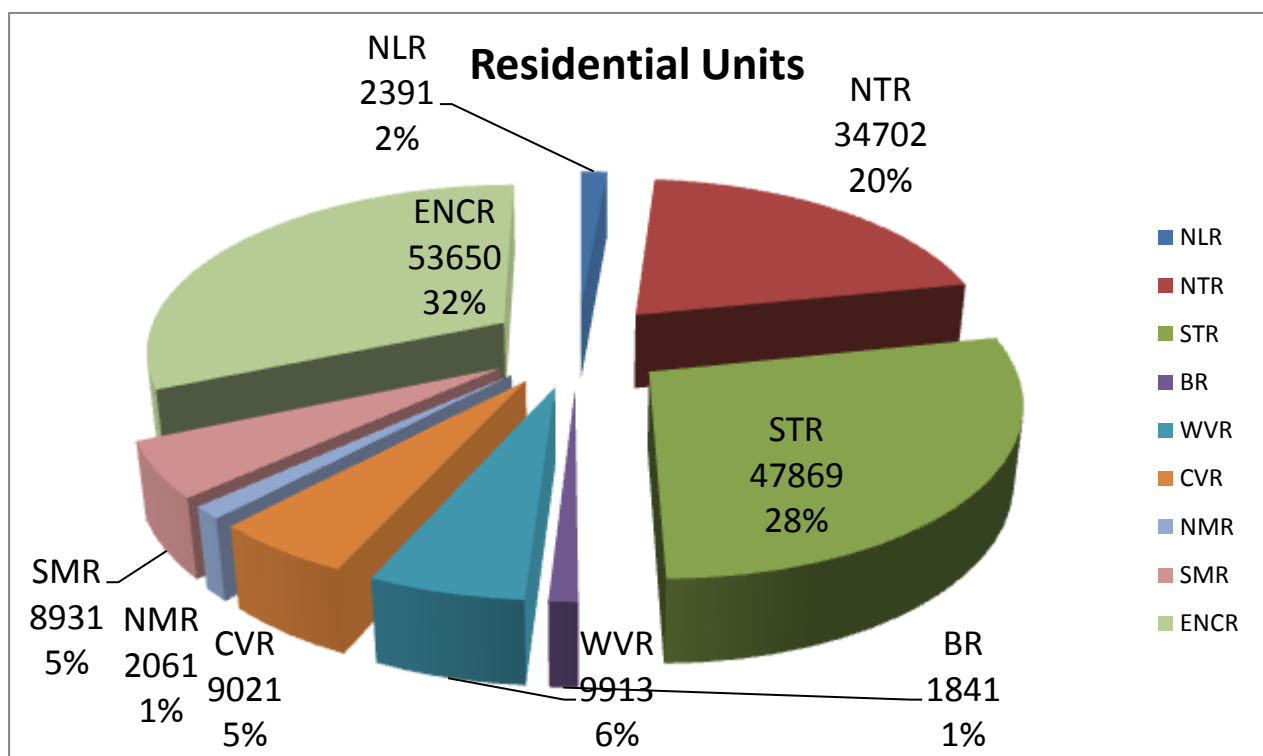
## Agency Accomplishments

### License to sell

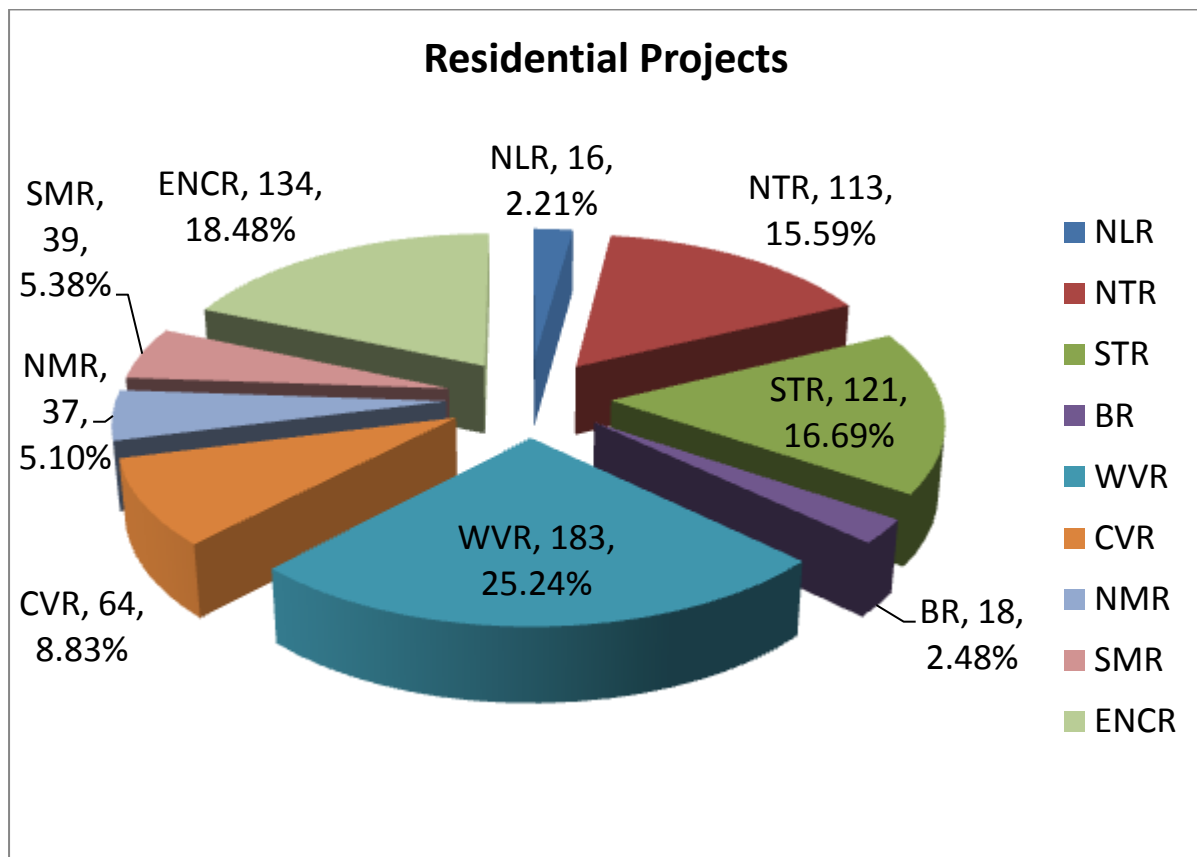
One of the mandates of the HLURB is to regulate the development and sale of subdivision lots and condominium units. The regulation is done primarily through a permitting system which requires developers to secure a license to sell (LS) for their condominium, subdivision projects and other non-residential real estate projects, prior to engaging in any sale.

In 2011, a total of **784** licenses to sell were issued. **725** of the licenses to sell issued were for **residential projects** while **59** of the licenses to sell for **non residential projects**. These figures translate to **170,739 housing units** and **137,929 non residential units**.

Majority of the **housing units** are located in the Expanded National Capital Region (**ENCR**) with **53,650 units**, followed by Southern Tagalog Region (**STR**) with **47,869 units** and then by Northern Tagalog Region (**NTR**) with **34,702 units**.

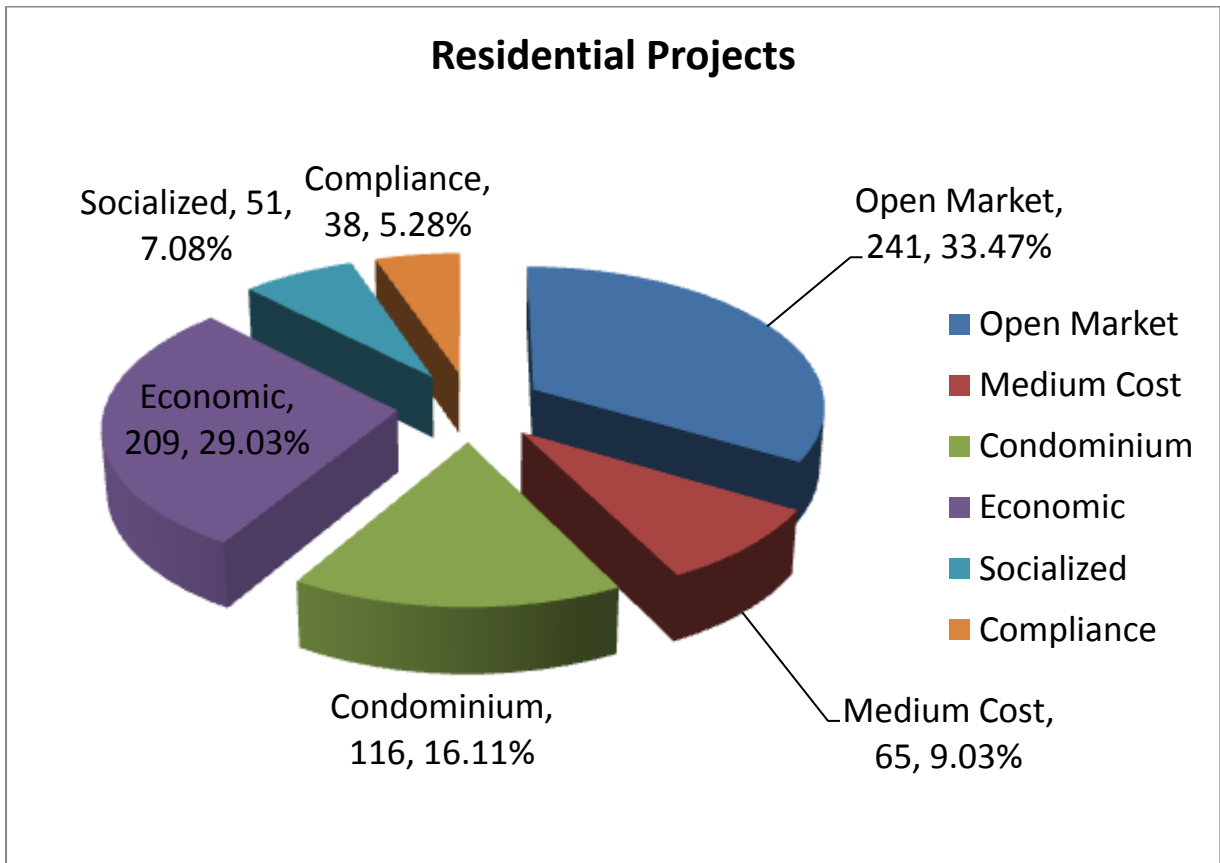


Majority of the licenses issued for **residential projects** were in Western Visayas Region (WVR) accounting for **25.24%** (183/725), followed by National Capital Region (**ENCR**) with **18.48%** (134/725), and then by Southern Tagalog Region (**STR**) with **16.69%** (121/725).

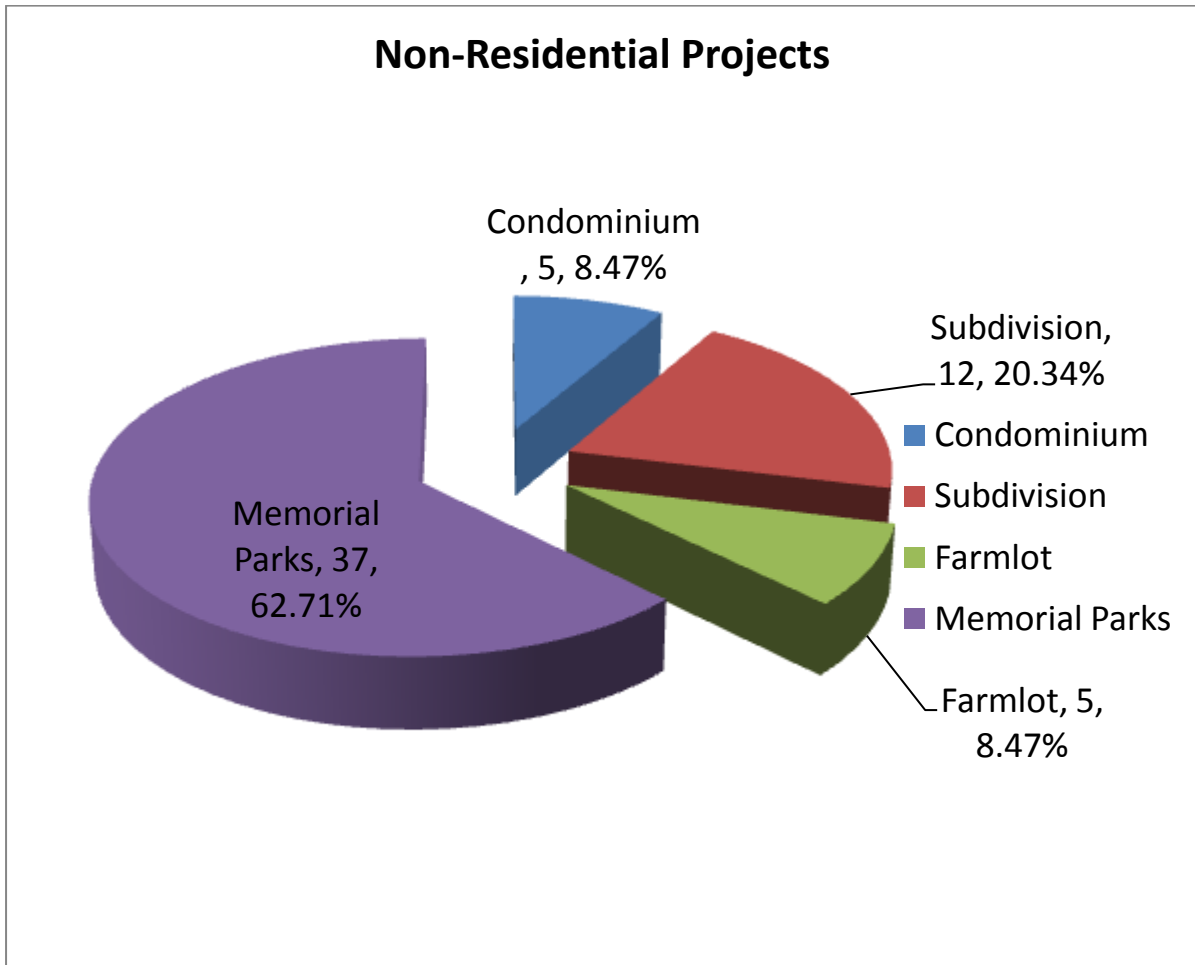




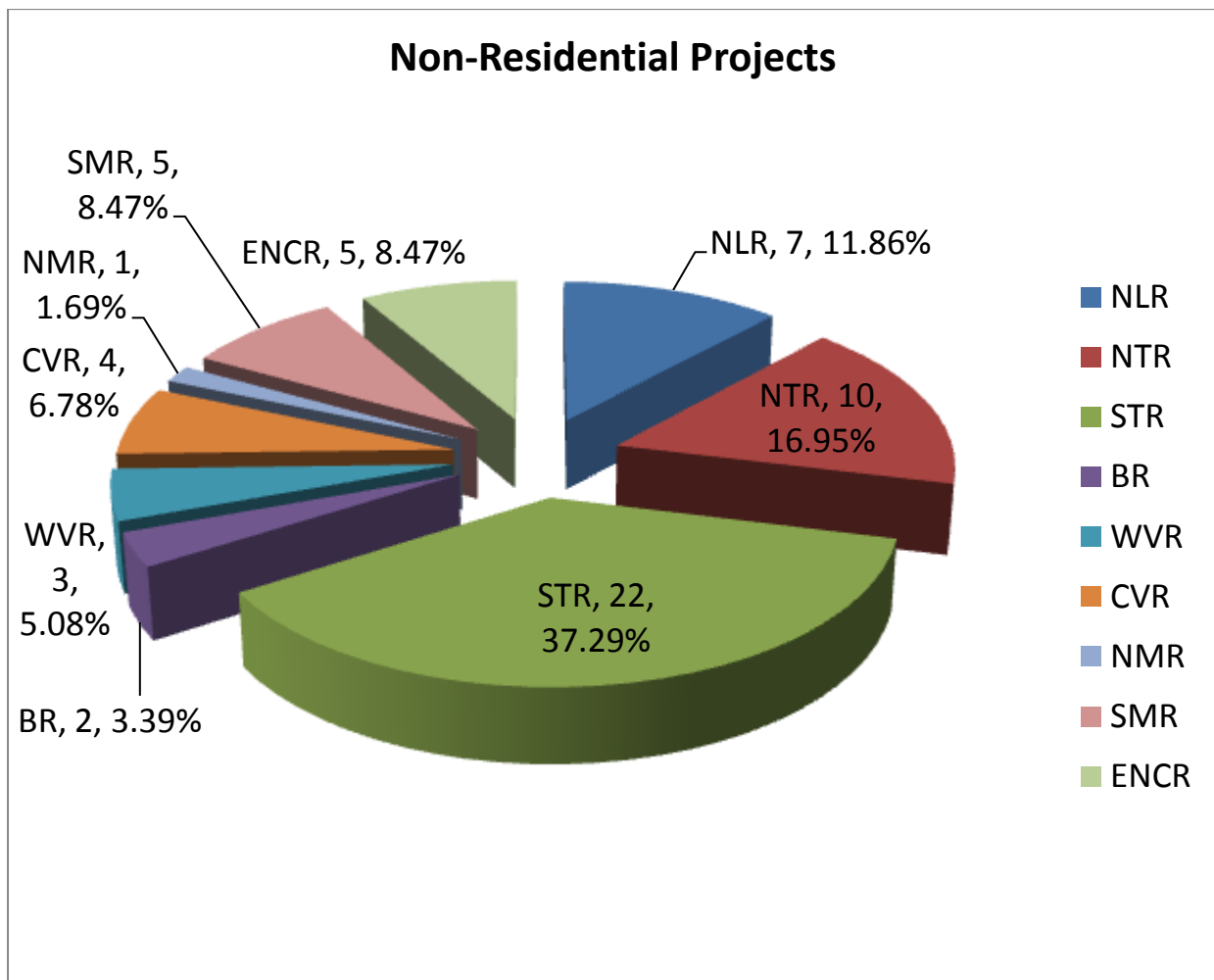
Majority of the **residential** projects were under the category of **open market** accounting for **33.47%** (241/725), followed by **economic housing** accounting for **29.03%** (209/725), and then followed by **condominium** with **16.11%** (116/725) .



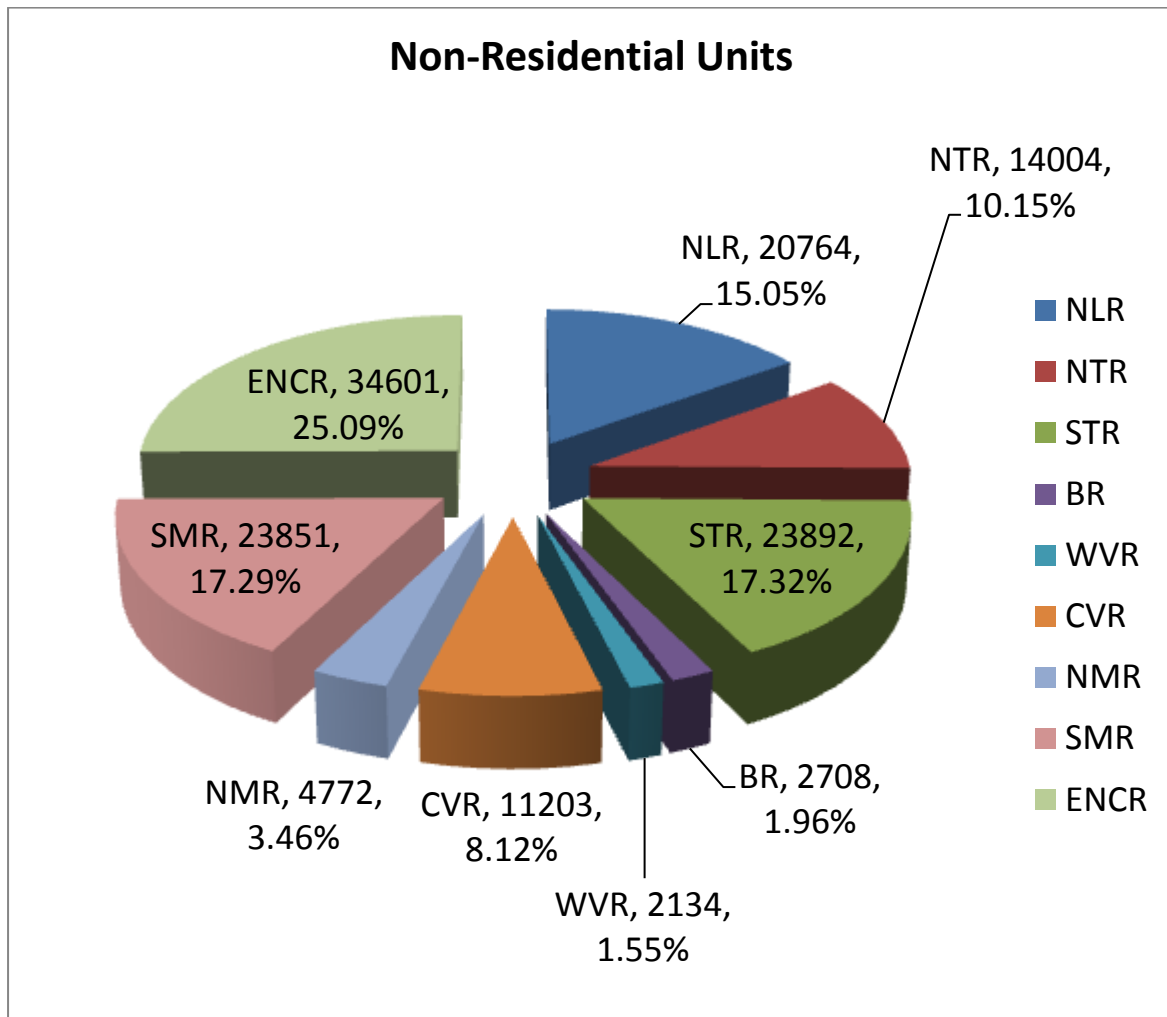
For **non residential** projects, **memorial parks** accounted for **62.71%** (37/59), and **commercial subdivision** accounting for **20.34%**(12/59).



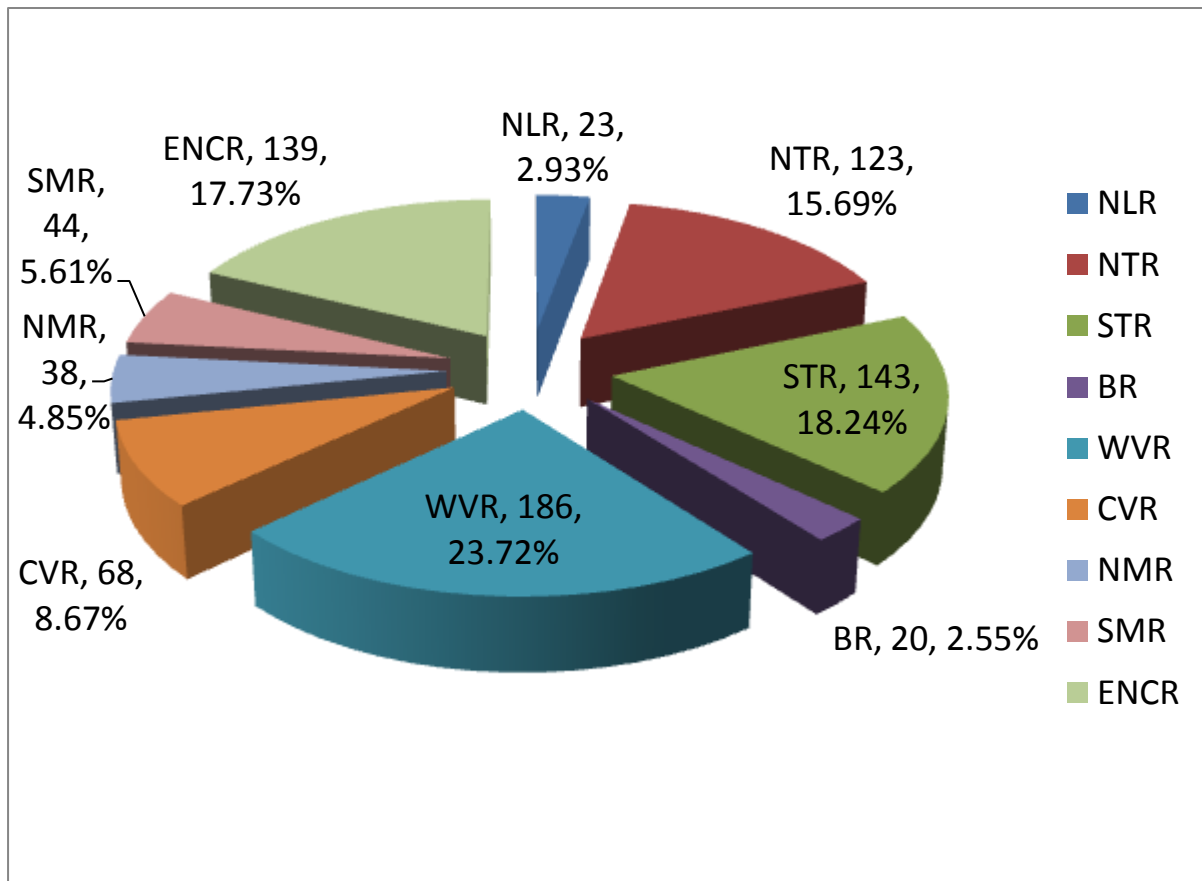
Majority of the **non residential projects** are located in Southern Tagalog Region (**STR**) accounting for 37.29% (22), followed by Northern Tagalog Region (**NTR**) accounting for 16.95% (10/59), and (**NLR**) with 11.86% (7/59).



Most of **non-residential units** are located at Expanded Capital Region (**ENCR**) which accounted for 25% (**34,601/137,929**), Southern Tagalog Region (**STR**) 25% (**23,892/137,929**) and Southern Mindanao Region (**SMR**) 17% (**23,851/137,929**).



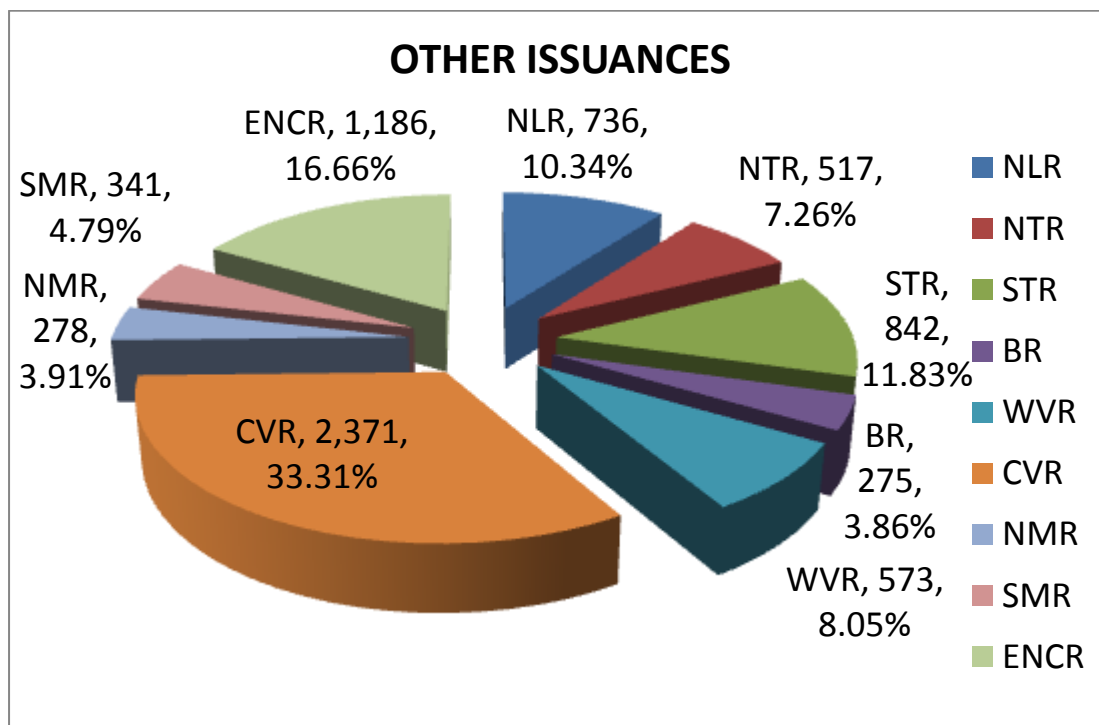
Overall, majority of the projects issued license to sell were located in Western Visayas Region (**WVR**) which accounted for **23.72%** (186/784), followed by Southern Tagalog Region (**STR**) which generated for **18.24%** (143/784), and then by Expanded National Capital Region (**ENCR**) which accounted for **17.73%** (139/784).



Compared to 2010, there was a 13% decrease in licensed residential units in 2011 (170,379 vs. 195,807) and a 15% increase in licensed non residential units (137,929 vs. 119,901).

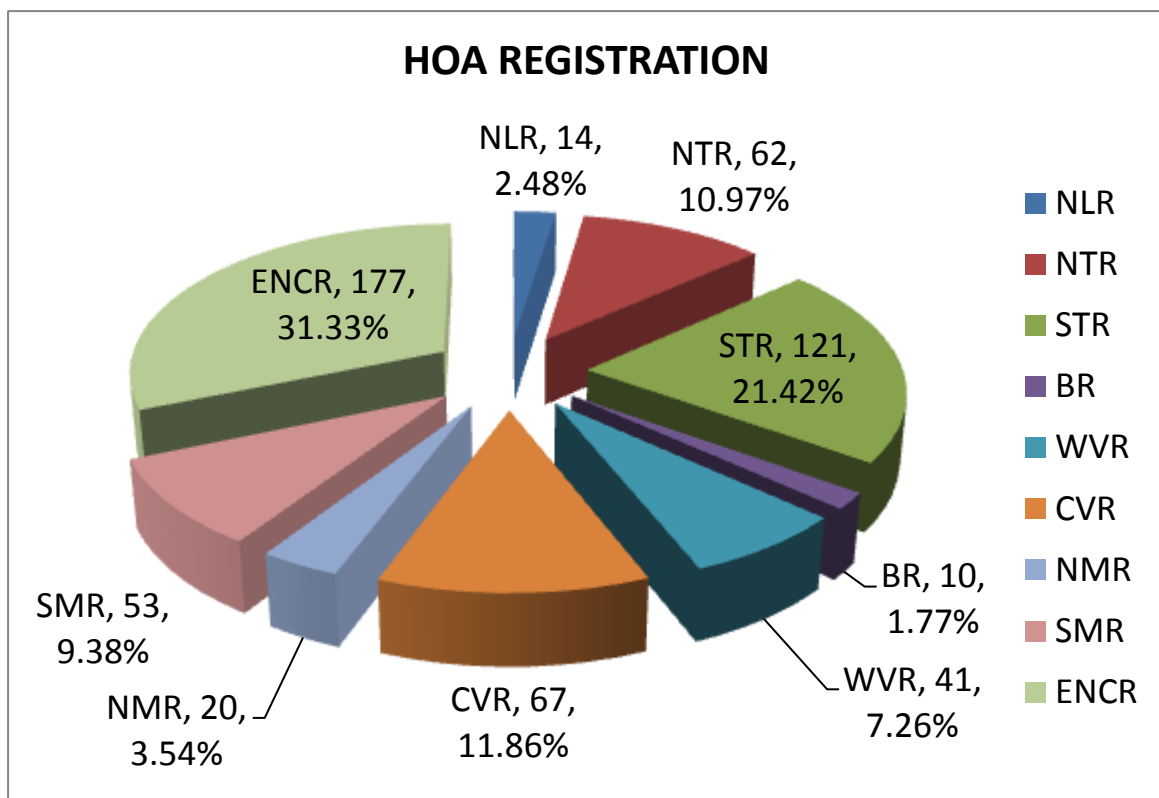
## Other permits/ clearances

Aside from the license to sell, the HLURB also issues other housing and zoning related permits and clearances, such as locational clearance, zoning certifications, preliminary approval, subdivision and condominium plan approval, certificate of completion, certificate of registration, certificate of non-coverage, clearance to mortgage and certificate of creditable withholding tax. In 2011, a total of **7,118 other permits and clearances** were issued. Majority of these permits were issued in **CVR** which accounted for **33.31%** (2,371/7,118), **ENCR** at **16.66%** (1,186/7,118), and by **STR** at **11.83%** (842/7,118).



## HOA registration

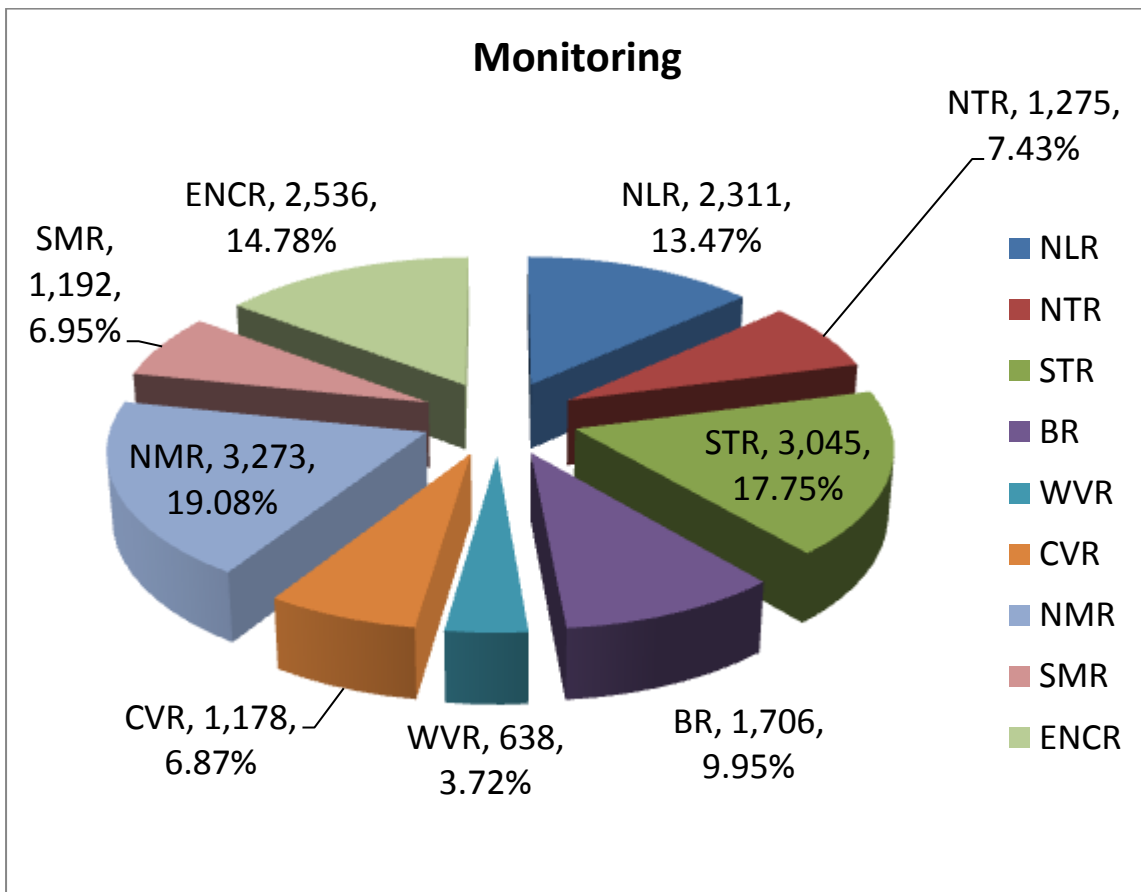
Under Republic Act no. 8763 (March 7, 2000), the HLURB exercises supervision over homeowners associations (HOAs). In 2011, the HLURB approved applications for registration of **565 HOAs**. The bulk of these HOA certificates of registration was issued by **NCR** which accounted for **31.33%** (177/565), **STR** got **21.42%** (121/565), and **CVR** got **11.86%** (67/565).



Compared to the previous year, there was a 3.5% increase in HOA registration in 2011 (565 vs. 563)

## Monitoring

Incidental to its mandate to regulate the condominium and subdivision trade and business, the HLURB conducts monitoring activities to determine whether projects issued license to sell are completed as per approved plan and schedule, as well as to check violations reported to it. Furthermore, it also conducts monitoring activities inherent to its mandate to supervise homeowners associations. Given the resource constraints, the HLURB was able to conduct a total of **17,154 field and non field monitoring activities in 2011**. A total of 14,654 projects and a total of 3,188 HOAs were monitored. Majority of the monitoring activities were conducted in **NMR** which accounted for **19.08%** (3,273/17,154), **STR** came in next with **17.75%** (3,045/17,154), and **ENCR** which recorded **14.78%** (2,536/17,154).





From 21,672 in 2010, there were 17,154 or 20.8% decrease in monitoring activities in 2011.

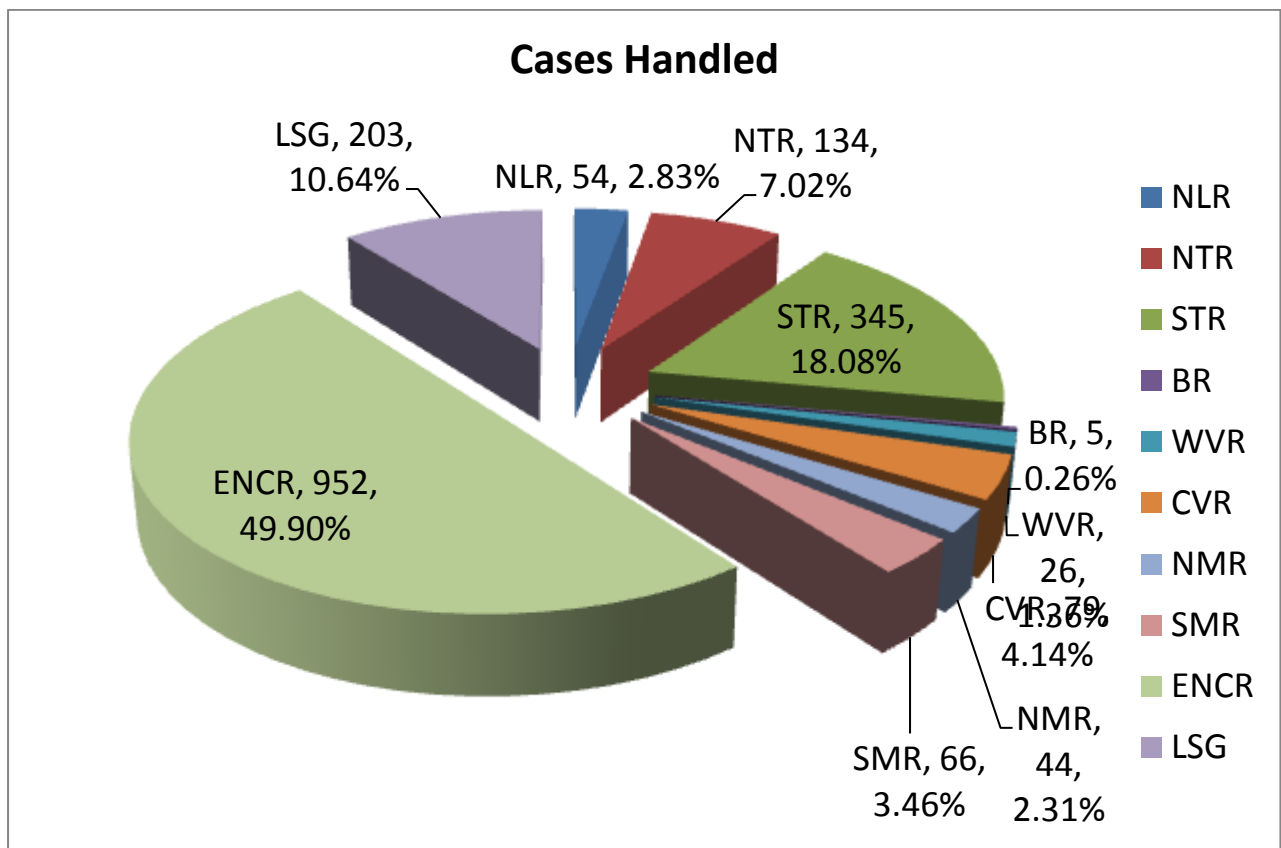
In **field monitoring**, a total of **6,164** activities were undertaken in 2011, a drop of 16.8% from 2010 (6,164 vs. 7,408).

As for **non-field monitoring**, a total of **10,990** activities were conducted in 2011, a 23% decrease from 2010 (10,990 vs. 14,264).

## Adjudication

### Regional and LSG Cases

The HLURB is vested with power by law to hear and decide cases filed by subdivision lot or condominium unit buyers against the developer; homeowners disputes; as well as appeals from decisions of local zoning bodies. In 2011, a total of **1908 cases** at different stages of proceedings were being **handled** by the Regional field offices and Legal Services Group (LSG) of the HLURB. Majority of the cases were filed in **NCR** which accounted for **49.90%** (952/1,908) followed by **STR** with 18.08% (345/1,908), and then by **LSG** with **10.64%** (203/1,908). By the end of the year, 46.6% or a total of **890 regional and LSG cases** have already been resolved.



Compared to the previous year, there was a 26% increase in disposed cases from 706 in 2010 to 890 in 2011.

## Appeals

Decisions of the Regional Field Offices may be appealed to the Board of Commissioners of the HLURB. In 2011, **669 appeals** were handled by the Board of Commissioners. As the year came to a close, 84.3% or **564 appealed cases** have been **resolved** with the assistance of the Appeals Review Group (ARG).



Compared to 2010, there was a 22.4% decrease in the appealed cases resolved in 2011 (564 vs. 727).

### ***Comprehensive Land Use Planning and Zoning Assistance (CLUP/ZO)***

Another major function of the HLURB is to render assistance to local government units (LGUs) in the formulation of their comprehensive land use plans (CLUPs). For 2011, 195 LGUs were given technical assistance in the formulation of CLUPs; 77 CLUPs were reviewed as member of Provincial Land Use Committee/Regional Land Use Committee (PLUC/RLUC). 360 CLUPs for approval were monitored. A total of 3,671 participants from 2,359 LGUs and Homeowners Association (HOAs) have benefited from various trainings conducted by the regions on subdivision plan processing, evaluation, monitoring, reviews and approval of CLUPs and zoning administration.

Compared to 2010, there was a 25.8% increase in assisted LGUs in 2011 from 155 to 195 LGUs.

Out of the total number of 1,635 LGUs, 1,431 LGUs already have CLUPs. Only 204 have no CLUP. While 87.3% of the total LGUs have CLUPs, only 503 of these CLUPs are updated and 928 are for updating.

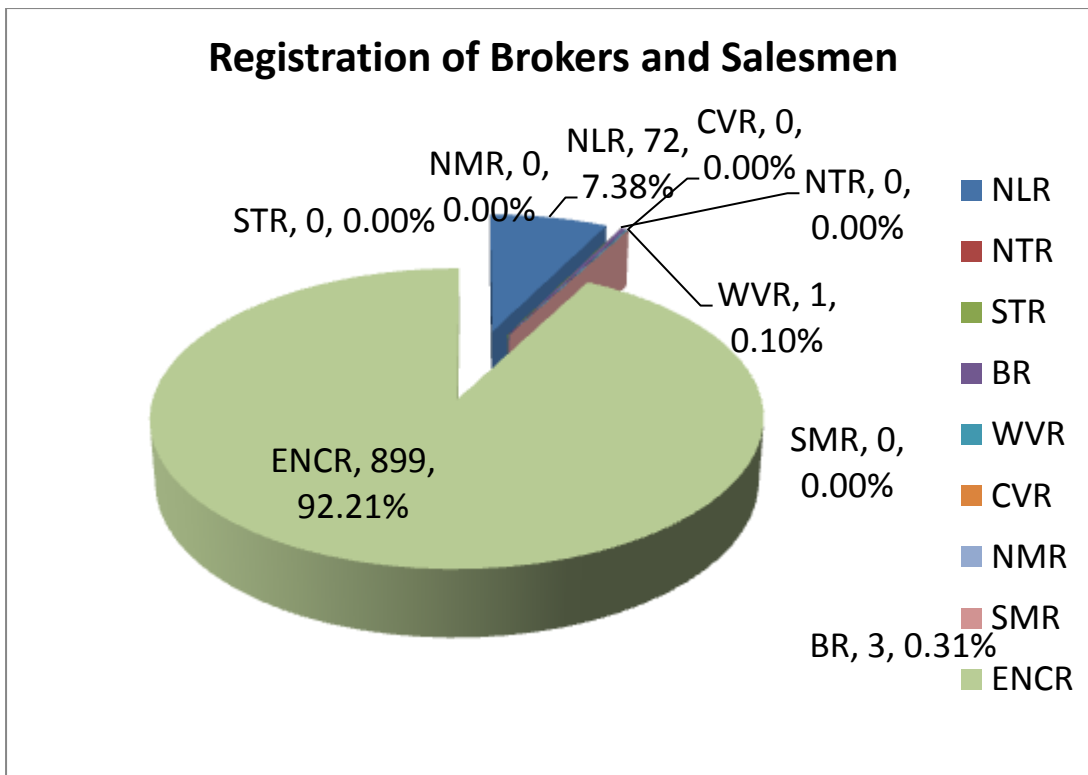
The HLURB also approves the CLUPs of Highly Urbanized Cities (HUC), Independent Component Cities (ICC) and cities and municipalities of Metro Manila.

Of the 11 CLUPs reviewed and submitted to the Board for ratification/approval, 3 were approved.

## Registration of Brokers and Salesmen

Even with the passage in 2010 of the of R.A. 9646 (Real Estate Service Act) which professionalized the work of real estate brokers and salesmen, the HLURB continues to exercise its mandate to register brokers and salesmen of subdivision lots and condominium units pursuant to the provisions of P.D. 957.

In 2011, a total of **975 brokers, salesmen and dealers** were registered. Majority of them were based in **NCR** which accounted for **92.2%** (899/975), followed by **NLR** which registered for **7.4 %** (72/975), and Bicol Region (**BR**) which accounted for less than **3%** (3/975).



Compared to the previous year, there was a 59% decrease in brokers from 2,380 in 2010 to 975 in 2011.

## **Formulation of policy guidelines**

The HLURB periodically revisits its policies and formulates new ones in order to adapt to the ever changing circumstances and in order to fill the gaps in policies for a more effective implementation of its mandates, mission and vision. The Board with the assistance of the Policy Development Group (PDG) and other concerned groups conducted several policy studies and formulated the following policies in 2011, to wit:

1. Board resolution No. 871 (19 April 2011) Promulgating the 2011 Revised Rules of Procedure of the HLURB
2. Board Resolution No. 876 (24 June 2011) Revised IRR to Govern Section 18 of RA 7279
3. Board Resolution No. 877 IRR of RA 9904 otherwise known as the Magna Carta for Homeowners Association
4. Board Resolution No. 878 (24 June 2011) Adherence to the Required Review and Approval Process for all Amendments Effected by LGU on their respective CLUPs and ZO.
5. Operations Manual on the Implementation of the Cluster Approach in the Preparation and Updating of CLUP and ZO.

## **Administration and Finance**

### **A. Manpower Resources**

At the end of CY 2011, the total work force of the Board stood at 396 or there was an increase by 1.28% from the previous year's total of 391. Of the 396 employees, 123 or 31% were stationed at the Central Office and the remaining 273 or 79% were detailed at the Regional Field Offices. At the Central Office, the Administrative Division had the most number of personnel with thirty-two (32), followed by the Finance Division with eighteen (18). The Office of Commissioner Linda M. Hornilla had the least number of personnel, with only two (2). Among the Regional Offices, the NCR had the most number of personnel with fifty four (54), followed by the STR with forty-eight (48) employees.

In terms of workforce status, 377 employees held permanent positions, 15 held temporary positions and 4 held fixed-term positions. 315 employees occupied technical positions while 81 were given administrative items.

Female employees were higher in number with 236 compared with male employees at 160.

### **Scholarship training**

Several employees took part in trainings, workshops and seminars to ensure their professional and personal advancement. For CY 2011, sixty-eight (68) employees attended local trainings, five (5) employees attended foreign trainings and one hundred (100) employees availed of in-house trainings. Below is the list of trainings/workshops/seminars attended and participated by the employees.

#### **Local Trainings**

1. Mandatory Continuing Legal Education (MCLE) Training, Feb 23-25, 2011, (*UP Law Center-Institute of Judicial Administration*), UP Diliman, Quezon City
2. Alay sa Bayan (ALAB) Induction Program, March 23-24, 2011, CSC Cagayan de Oro City

3. Grand Launching of the CES, March 24, 2011, Manila
4. Resident Ombudsman Consultation Meeting, March 25, 2011, Office of the Ombudsman
5. 36<sup>th</sup> Geodetic Engineers Regional Convention, April 11-12, 2011, Oasis Garden Resort, Davao City
6. MCLE, April 25-29, 2011, UP Law Center
7. COA Training Re: Seminar on Property and Supply Management System with Updates on RA 9184 -National/Corporate, June 21-24, 2011, Professional Development Center, COA
8. 2-Day Seminar on Red Flags of Fraud in Government Transactions and Service Excellence in Public Management, July 27-28, 2011, Batangas City, AROGA-Luzon
9. Philippine Government Electronic Procurement System (PhilGEPS) Hands-On Training, June 9-10, 2011, Cagayan de Oro City, DBM
10. Philippine Government Electronic Procurement System (PhilGEPS) Hands-On Training, June 23-24, 2011, Cagayan de Oro City, DBM
11. Values Orientation Workshop (VOW), May 31-June 1, 2011, CSC-RFO X
12. MCLE, June 20-24, 2011, UP Law Center
13. MCLE, July 26-29, 2011, UP Law Center
14. PICE 2011 National Midyear Convention, June 30-July 2, 2011, Legaspi City
15. Laws and Rules on Government Expenditures, July 19-22, 2011, Professional Development Sector-COA
16. PICE National Midyear Convention, June 30-July 2, 2011, Legaspi City
17. 104<sup>th</sup> Post Graduate course on basic Occupational Safety and Health for Nurses, July 11-16, 2011, Richville Hotel, Mandaluyong City, OHNAP INC.
18. IT Audit, Security and Governance, 1-5 August 2011, NCC Building, UP Diliman, Quezon City
19. Property and Supply Management System with Updates on RA 9184, 19-23 September 2011, COA
20. Cash Management and Control System, October 18-20, 2011, COA
21. International Conference on Green Urbanism: Planning Greener Cities, Heritage Hotel, Manila, Oct 18-20, 2011
22. PIEP National Convention: Laging Handa: Land Use Planning for Disaster Resiliency and Climate Change Adaptation, Nov 8, 2011



23. GAD Planning & Budgeting, November 8, 2011, COA
24. 36<sup>th</sup> IIEE Annual National Convention and 3 EXPO 2011
25. National Convention of Government Employees, PGEA

### **Foreign Trainings**

1. Training on Trainers on Integrating Climate Change Adaptation into Development Cooperation based on the OECD Policy Guidance on Mainstreaming Climate Change Adaptation in Development Cooperation
2. Housing Finance in a Changing Global Environment, University of Pennsylvania, USA, June 3-22, 2011
3. World water Week – Responding to Global Changes: Water in an Urbanising World, Stockholm, Sweden, August 21-27, 2011

### **In-House Trainings**

1. CY 2010 Year-End Reconciliation and Closing of the Books Account, Jan 18-21, 2011, Fontana Clark, Pampanga
2. Seminar on the Revised IRR of RA 9184, October 26, 2011
3. Pag-Ibig Fund Orientation ( Batch1), December 9pm, 2011, HLURB Board Room
4. Pag-Ibig Fund Orientation ( Batch2), December 7am, 2011, HLURB Board Room
5. Pag-Ibig Fund Orientation ( Batch3), December 9am, 2011, HLURB Board Room

### **B. Financial Resources**

The budget of the Board for CY 2011 was One hundred seventy eight million seventy six thousand pesos (Php 178,076,000). The actual release was Two

hundred twenty four million five hundred forty eight thousand nine hundred sixty eight pesos (Php 224,548,968). The following is the breakdown:

Php	167,398,000.00	-	GAA RA# 9401
	14,805,311.00	-	Automatic Appropriation
	1,396,676.00	-	Terminal Leave
	40,948,981.00	-	Salary Increase















# Key Officials

## CHAIRMAN



**HON. JEJOMAR C. BINAY**

**Vice President of the Philippines and Chairman**

Housing and Urban Development Coordinating Council (HUDCC)

15th Floor Banco De Oro Bldg.,

Paseo de Roxas, Makati City

Tel. No. 811-41-59

## BOARD OF COMMISSIONERS

The Board of Commissioners which sets and promulgates HLURB policies and steers its operation, is a nine-man crew with the Chairman, HUDCC at the helm, as ex-officio Chairman. Its members are four full-time Commissioners appointed by the President with one designated as the Chief Executive Officer, and four ex-officio Commissioners, namely the Undersecretaries of the Department of Justice, Interior and Local Governments and Public Works and Highways and the Deputy Director-General of the National Economic and Development Authority.

It serves as a collegium in the resolution of cases which are appeals from the decision of the HLURB arbiters, regional officers, local zoning administrators and local boards of appeal.

Each full time commissioner supervises a functional area at the central office and two to five regional field offices.

## **FULL TIME COMMISSIONERS**

### ***Atty. ANTONIO M. BERNARDO***

Chief Executive Officer and Commissioner  
Housing and Land Use Regulatory Board,  
HLURB Building, Kalayaan Ave., Diliman, Quezon City  
Tel. Nos. 924-33-78/84

*Supervising Commissioner for:*

- *Board Secretariat (BS)*
- *Appeals Review Group (ARG)*
- *Expanded National Capital Region - ENCR (Metro Manila & Rizal)*
- *Southern Tagalog Region - STR (Region IV-A & IV-B)*

### ***Atty. RIA CORAZON A. GOLEZ-CABRERA***

Commissioner  
Housing and Land Use Regulatory Board,  
HLURB Building, Kalayaan Ave., Diliman, Quezon City  
Tel. Nos. 924-33-60/ 435-71-49

*Supervising Commissioner for:*

- *Administrative Division (AD)*
- *Finance Division (FD)*
- *Western Visayas Region - WVR (Region VI)*
- *Central Visayas Region - STR (Regions VII & VIII)*

### ***Atty. LINDA L. MALENAB-HORNILLA, MNSA***

Commissioner  
Housing and Land Use Regulatory Board,  
HLURB Building, Kalayaan Ave., Diliman, Quezon City  
Tel. Nos. 924-33-64

*Supervising Commissioner for:*

- *Policy Development Group (PDG)*
- *Information and Communications Technology Division (ICTD)*
- *Northern Tagalog Region - NTR (Region III)*
- *Bicol Region - BR (Region V)*

**Atty. LUIS A. PAREDES**

*Commissioner*

*Housing and Land Use Regulatory Board,  
HLURB Building, Kalayaan Ave., Diliman, Quezon City  
Tel. Nos. 924-33-70*

*Supervising Commissioner for:*

- *Plans and Programs Group (PPG)*
- *Legal Affairs Group (LAG)*
- *Northern Luzon Region - NLR (Region I, II and CAR)*
- *Northern Mindanao Region - NMR (Region IX, X and XIII)*
- *Southern Mindanao Region - SMR (Region XI and XII)*

**EX-OFFICIO COMMISSIONERS**

**Hon. JOSE VICENTE B. SALAZAR**

*Undersecretary*

*Department of Justice (DOJ)  
DOJ Building, Padre Faura, Manila, 1104  
Tel. No. (632) 525-1680*

**Hon. AUGUSTO B. SANTOS**

*Deputy Director-General*

*National Economic and Development Authority (NEDA)  
NEDA Building, Amber Ave., Pasig City, 1600  
Tel No. (632) 631-21-96*

**Hon. JAIME A. PACANAN**

*Undersecretary*

*Department of Public Works and Highways (DPWH)  
DPWH Building, Port Area, Manila, 1002  
Tel. No. (632) 499-4114*

**Hon. AUSTERE A. PANADERO**

*Undersecretary*

*Department of Interior and Local Government (DILG)  
A. Francisco Gold Condominium,  
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## Central Operations

### *Board Secretariat*

E-mail: [bdsec@hlurb.gov.ph](mailto:bdsec@hlurb.gov.ph)

**Atty. CHARITO M. BUNAGAN-LANSANG**

*Board Secretariat*

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### *Plans and Programs Group*

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**Atty. ARTURO M. DUBLADO**

*Acting Head, PPG*

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### *Appeals Review Group*

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**Atty. Ma. LUISA G. PANGAN**

*Head, ARG*

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**Atty. CESAR A. MANUEL**

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*Officer-in-Charge, ICTD*

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***Administrative Division***

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**LUALHATI C. FRANCISCO**

*Chief Administrative Officer*

Tel. No. (632) 924-3365

**Regional Operations**

A network of field personnel led by a Regional Officer in each region brings HLURB services to its clientele and various public in their respective localities. Nine (9) Regional Field Offices have served as mini-HLURBs nationwide. Current address and telephone numbers of the 9 Regional Field Offices are as follows:

***NORTHERN LUZON - Regions CAR, I & II***

**Dir. TERESITA V. GALACGAC, CESO V**

Regional Director, HLURB-Northern Luzon

Leonard Wood Road, Botanical Garden, Baguio City

Telefax: (074) 442-5338

E-mail : [tgalacgac@hlurb.gov.ph](mailto:tgalacgac@hlurb.gov.ph)

E-mail : [nlr@hlurb.gov.ph](mailto:nlr@hlurb.gov.ph)

***NORTHERN TAGALOG - Region III***

**Engr. OCTAVIO DG. CANTA**

Acting Regional Officer, HLURB-Northern Tagalog

3rd Flr., Insular Life Bldg.

Dolores St., San Fernando, Pampanga

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E-mail : [ntr@hlurb.gov.ph](mailto:ntr@hlurb.gov.ph)

***EXPANDED NATIONAL CAPITAL REGION***

**Dir. ALFREDO GIL M. TAN II, CESO V, EnP**

Regional Director, ENCRFO

Housing and Land Use Regulatory Board,

2nd Flr., HLURB Bldg., Kalayaan Ave., cor. Mayaman St.,

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