



Republic of the Philippines
Province of Samar
MUNICIPALITY OF CALBIGA

***Office of the Chairperson, Municipal Project
Monitoring Committee (MPMC)***

**Minutes of the 2nd Quarter Local Project Monitoring Committee (LPMC)
Meeting held on May 5, 2026 at the Mini-Conference Room, 2nd Floor, New
Municipal Building, Barangay Poblacion 1, Calbiga, Samar.**

Present : Please see attached attendance sheet

Preliminaries:

The meeting was called to order at about 10:00am with a Prayer through AVP. The singing of the Pambansang Awit was dispensed with as the LPMC Chairperson immediately proceeded with the agenda of the meeting to wit:

- 1) Schedule of Site Visit/monitoring of the projects
- 2) Finalization of LPMC Uniform
- 3) Other Matters

Agenda Proper:

1. The LPMC Chair discussed the first agenda which is the schedule of site visit/monitoring of the projects. It was mentioned that the project to be visited are the following:

- Construction/Expansion of Multi-Purpose Building at Barangay Canticum
 - Construction of two (2) units Concrete Reservoir at Barangay Borong
- There was a suggestion date/s that the schedule for the site visit will be on June 9, 10, or 11, 2026, depending on the availability of the LPMC members.
- The committee agreed that the site visit will be on June 10, 2026.

2. Second agenda was the finalization of LPMC Uniform

- Since last LPMC meeting decided and agreed that the suggestion of resolution to request Municipal Mayor for the purchase of uniform was unanimously approved of the LPMC members, so this time around, LPMC member, Anna Marie Orlanes, presented two (2) designs of the uniform, (1) T-shirt and (2) Coat/Jacket intended for the meeting and site

inspection. The body agreed the design of the uniform that was presented by the LPMC member.

3. Other Matters

- It was mentioned on the last meeting of LPMC that, the request of the budget allocation of uniform was already approved, this time, as a reiteration of MCR Officer Sir Mario Cabujat, he proposes a budget to include/allocate a dedicated portion of the Local Government Unit's Annual Budget specifically for the Monitoring, Evaluation and Operational Expenses of the Local Project, hence Resolution No. 02 of the LPMC was legislated.
- Other group members requests/concerns:
 - ✚ LPMC members to provide copies of the following for the site inspection
 - ✓ POW and PLAN (c/o Engineering Office)
 - ✓ Statement of Work Accomplished (SWA) – c/o MPDO
- Request Training/s:
 - ✓ Training for LPMC specifically on the rules and functions
 - ✓ Training involving associations/CSOs

There being no more matters discussed, the meeting was ended up through the chairperson's solicited motion for adjournment.

Adjournment:

The LPMC Meeting was adjourned at 12:17pm.

Certified Correct:


LEA P. RAFALES
LPMC-Secretariat Member

Noted:


Engr. JULITO L. ABARQUEZ
LPMC Chairperson

May 5, 2026
Date