



Republic of the Philippines
Province of Samar
MUNICIPALITY OF MARABUT



LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE LPMC Second Quarter Meeting
17 June 2026, 0830H || Sabang Seaside Center, Barangay Tinabanan Marabut, Samar

Present:

Hon. Percival S. Ortillo, III
Hon. Billy Boy Cabero
Laarni Poblete Bolo-Tuazon
Ar. EnP. Syrene G. Sabulao
Aida G. Grefiel
Cherry M. Odinada
Juvelita G. Tiozon
Engr. Aladin C. Advincula
Wilfredo G. Lastimado
Janessa V. Amazona-Geronda
Engr. Jean Marielle D. Sabit
Anabel Bulcase
Wenceslao Barcial

SB Member/Chairperson
LnB President/Member
MLGOO/Member
MPDC/Head Secretariat
MBO/Member
Municipal Accountant/Member
Municipal Treasurer/Co-Chairperson
Municipal Engineer/Member
AccreditedCSO-MASAPOFA
ClerkII/Secretariat member
Engineer I/Secretariat member/MBO
CSO/Member
CSO/Member

Absent:

Zaltia Macatimpag

CSO Desk Officer/Member

HIGHLIGHTS

I. Call to Order

The meeting was called to order at 3:35 PM by the SB Member Hon. Percival S. Ortillo, III/Presiding Officer, who emphasized the importance of timely and accurate submission of reports in SUBAYBAYAN 2026 to ensure transparency and proper monitoring of LGU projects.

II. Review of Previous Meeting

Ar. EnP. Syrene G. Sabulao, the MPDC/Head secretariat opened the floor for questions and clarifications regarding matters discussed during the 1st quarter of meeting of 2026.

III. Agenda Proper: Update on SUBAYBAYAN 2026

3.1 Status of Project Encoding

The SUBAYBAYAN Focal Person Engr. Jean Marielle D. Sabit Engineer 1 of Municipal Engineering Office/ member of the LPMC reported that most infrastructure projects of LGU Marabut have already been encoded into the SUBAYBAYAN system. Several projects are still tagged as "ongoing encoding" due to incomplete supporting documents. Some entries require updating and validation to ensure consistency with actual project status.

3.2 Issues and Concerns Identified

According to the Focal Person of SUBAYBAYAN delay in submission of required documents such photos, financial data, progress reports from implementing offices. Intermittent internet connectivity affecting system access and encoding efficiency. Need for proper coordination among offices to avoid discrepancies in submitted data.

3.3 Actions Taken / Interventions

To address the issues, the following actions were undertaken:

Continuous follow-up and coordination with concerned offices for compliance. Rechecking and validation of encoded data by the SUBAYBAYAN focal team. Designation of specific personnel responsible for data encoding and monitoring. Scheduling of encoding activities during stable internet availability.

3.4 Target Completion

All pending projects for encoding and validation are targeted to be completed once there is an update from the province level.

IV. Agreements

All concerned offices shall submit complete documentary requirements. The SUBAYBAYAN Focal Person shall ensure 100% encoding and validation of all projects. The Municipal Engineering Office shall assist in verifying project status and technical details. Regular progress monitoring meetings shall be conducted until completion.

It was also agreed the motion of Wilfredo G. Lastimado and duly seconded by Engr. Aladin C. Advincula of the second quarter resolution, entitled **"RESOLUTION NO. 2026-04-A RESOLUTION REQUESTING THE BENEFECIARY BARANGAY DURING THE CONDUCT OF PROJECT INSPECTION OF THE LOCAL PROJECT MONITORING COMMITTEE OF MARABUT"** and **"RESOLUTION NO. 2026-05- A RESOLUTION REITERATING THE REQUEST FOR THE RELEASE OF HONORARIA FOR THE LOCAL PROJECT MONITORING COMMITTEE MEMBERS OF THE MUNICIPALITY OF MARABUT"**

V. Other Matters

Emphasis was given on maintaining accuracy, timeliness, and completeness of data submitted to SUBAYBAYAN. Offices were reminded of their accountability in project reporting and compliance. It was also presented by the SUBAYBAYAN Focal Person that the Municipality of Marabut in the name of Local Project Monitoring is having a back to back nomination; 1. In SUBAYBAYA and 2. The Local Project Monitoring Committee (LPMC), wihth these the committee together with the continued support and participation of each member was already uploaded the needed Mode of Verifications (MOVs) and Nomination Forms and to have an additional MOVs, the committee went down to the barangay level to interview, instigate the benefits and most significant change that the project helped the community and stakeholders.

The member of the committee presented the result of the interview to the council and acknowledge the participation of the said barangay and its constituents.

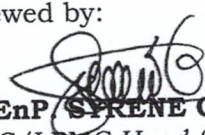
6. Adjournment

There being no other matters to discuss, the meeting was adjourned 4:10 PM.

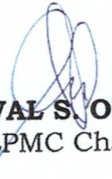
Prepared by: -


JANESSA V. AMAZONA-GERONDA
LPMC Secretariat

Reviewed by:


AR. EnP/ SYRENE G. SABULAO
MPDC/LPMC Head Secretariat

Noted by:


HON. PERCIVAL S. ORTILLO, III
SB Member/LPMC Chairperson