



Republic of the Philippines
Province of Samar
MUNICIPALITY OF MATUGUINAO

3rd QUARTER MUNICIPAL PROJECT MONITORING COMMITTEE MEETING

MINUTES OF THE MEETING

July 20, 2026

DILG Matuguinao Operations Office, Matuguinao, Samar

Attendance:

Present:

Rammel B. Elizalde, MCAO
Engr. Agustin R. Verano III, MASSO Designate
Art Robin M. Nagpacan, MLGOO
Amabel O. Diaz, CSO Representative
Jasmin B. Diaz, MDRRMO Representative
Kenno Angelo T. Ogacho, Municipal Accountant
Engr. Jobert Alegre, MPDC
Romualdo Elizalde, CSO Representative
Albert A. Aban, Mun. Budget Officer
Edna Baldonado, MCAO Staff

The Local Project Monitoring Committee (LPMC) convened its regular meeting on July 20, 2026, at 11:00 in the morning at the DILG Matuguinao Operations Office, Matuguinao, Samar.

MLGOO Art Robin M. Nagpacan presented the DILG Samar Provincial Office PDMU Program Updates (dated August 19, 2026) and emphasized the specific compliance directives applicable to LGU Matuguinao:

1. FY 2026 LGSF-GEF Implementation Status (Rice Distribution Component)

- **National Subsidy:** LGU Matuguinao is allocated a total national subsidy of **₱30,000,000.00** under the FY 2026 Local Government Support Fund - Growth Equity Fund (LGSF-GEF).
- **Documentary Status:**
 - **Completed Requirements:** LGU Matuguinao has successfully submitted/completed the Confirmation of Fund, Proof of Fund Transfer, AIP, Project Proposal, and Masterlist of Beneficiaries.
 - **Pending Requirement:** The LDIP requirement remains flagged (pending/unsubmitted) and must be complied with immediately.
- **Implementation Status:** The 1st and 2nd tranches of rice distribution have been completed. LGU Matuguinao is currently waiting for the official schedule for the 3rd tranche distribution.

2. . DILG Policy Directives and Compliance Deadlines

MLGOO Nagpacan highlighted critical regional and provincial advisories requiring immediate action from LGU Matuguinao offices:

- Reversion of Unutilized Funds:** All unutilized funds from completed or cancelled LGSF and other locally funded projects must be remitted directly to the Bureau of the Treasury (BTr). LGU Matuguinao must upload copies of proof of reversion onto the SubayBAYAN Portal and submit physical/printed copies of the Fund Utilization Report (FUR) with proof of reversion to the DILG Field Office.
- Clustered LGSF-SBDP Reporting Protocols:** Per DILG Regional Advisory, LGU Matuguinao is directed to prepare and submit **separate physical and financial accomplishment reports** as well as **individual Certificates of Completion (COCs)** for each component project under any clustered LGSF-SBDP setup to resolve data discrepancies.
- DILG MC No. 2025-071 (Infrastructure Audit Program):** LGU Matuguinao must ensure full execution of MC 2025-071 directives:
 - Create/maintain the **Local Infrastructure Audit Team (LIAT)** through an Executive Order (EO) issued by the Local Chief Executive.
 - The LCE-signed **Action Plan** must be submitted on or before **August 28, 2026**.
 - The LIAT must conduct the Infrastructure Audit of all LGU-owned buildings and vertical infrastructure using the Harmonized Infrastructure Audit Tool (HIAT) and submit monthly HIAT Datasheets.
- DILG Review Policy Limits:** Re-emphasized that full implementation responsibility and accountability for LGSF projects rest solely on LGU Matuguinao. DILG’s role is strictly limited to checking documentary completeness (as per DBM LBCs/SAFPB guidelines) and monitoring project progress without evaluating technical design or procurement details.

3. Immediate Submission Deadlines

MLGOO Nagpacan instructed all concerned LGU Matuguinao department heads and technical officers to prepare for the upcoming **September 21, 2026 (Monday)** compliance deadline for:

- 3rd Quarter Reports:**
 - MC 2018-019
 - MC 2018-030
 - Annex I Fund Utilization Report (FUR)
 - RMSR (2021–2024 Road Projects)
- 3rd Quarter LPMC Submission.**

III. ACTION ITEMS & AGREEMENTS FOR LGU MATUGUINAO

Responsible Office / Personnel	Action Required	Target Date / Status
MPDO / Engineering / LPMC	Complete and submit the pending LDIP for the LGSF-GEF program.	Immediate Submission

Responsible Office / Personnel	Action Required	Target Date / Status
Municipal Treasurer / Accountant	Remit unutilized LGSF funds to BTr and upload proof of reversion to SubayBAYAN; submit printed FUR to DILG.	Prior to Q3 Deadline
Local Chief Executive / LIAT	Issue/Update EO creating the LIAT and submit LCE-signed Action Plan under MC 2025-071.	August 28, 2026
LPMC / MPDO	Prepare and finalize all 3rd Quarter Reports (MC 2018-019, MC 2018-030, Annex I FUR, RMSR 2021–2024, and LPMC Report).	September 21, 2026

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32
- 33
- 34
- 35
- 36
3. Engr. Agustin Verano advised the body to inspect the LGU facilities that will be assessed by the RSGLG team during the Regional Local Governance Champion validation. These facilities are critical to the performance of the LGU in good governance. He also suggested that the Maduroto Bridge and the water supply system be inspected to determine their status of implementation.
 4. Rammel Elizalde suggested inspecting the ongoing construction of the Matuguinao Public Market located in Barangay Mabuligon, Matuguinao, Samar. He expressed concerns over the remaining timeline allotted for project completion.
 5. On the other hand, Ms. Amabel O. Diaz recommended a LPMC Resolution issuing a request to the Municipal Engineering Office (MEO) and project implementers for strict compliance with project billboard posting and transparency guidelines on all ongoing municipal projects. She believes that posting clear target completion dates allows community members, MPMC, and civil society organizations to track progress and identify delays.
 6. Upon motion of Ms. Amabel Diaz, CSO Representative, duly seconded by MLG00 Art Robin M. Nagpacan, the Local Project Monitoring Committee (LPMC) unanimously approved a resolution requesting the Municipal Engineering Office (MEO) and concerned project implementers to enforce strict compliance with project billboard posting and standard transparency guidelines for all ongoing municipal projects.

LPMC RESOLUTION NO. 6, SERIES OF 2026

A RESOLUTION REQUESTING THE MUNICIPAL ENGINEERING OFFICE (MEO) AND PROJECT IMPLEMENTERS TO COMPLY STRICTLY WITH PROJECT BILLBOARD POSTING AND TRANSPARENCY GUIDELINES IN ALL ONGOING MUNICIPAL PROJECT

Adjournment

There being no other matters raised, the meeting was adjourned at 4:30 o'clock in the afternoon.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57

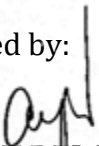
Prepared by:


Engr. Jobert D. Alegria
LPMC Secretariat

Approved by:


GERRYMAR D. BORDEN
LPMC Chairman

Noted by:


ARAN D. LA CRUZ BOLLER
Municipal Mayor

DOCUMENTATION:



