

Monitoring and Evaluation Plan (M&E Plan) for Local Project Monitoring Committee (LPMC)
Municipality of San Jorge
Project Monitoring and Evaluation Plan
Period: *January – December 2026*

Quarter 2026	Activity	Frequency	Target Output	Responsible Person/Office
1st Quarter (Jan–Mar)	LPMC Regular Meeting	1 Meeting	Conducted meeting with approved minutes and resolutions	LPMC Focal Person / Secretariat
	Project Site Inspection	1 Inspection	Inspection reports with findings and recommendations	LPMC Members
	Progress Monitoring	Monthly	Monitoring reports submitted	LPMC Focal Person / Secretariat
	Documentation and Reporting	1 Report	Quarterly accomplishment report prepared	LPMC Focal Person / Secretariat
2nd Quarter (Apr–Jun)	LPMC Regular Meeting	1 Meeting	Conducted meeting with approved minutes and resolutions	LPMC Focal Person / Secretariat
	Project Site Inspection	1 Inspection	Inspection reports with findings and recommendations	LPMC Members
	Progress Monitoring	Monthly	Monitoring reports submitted	LPMC Focal Person / Secretariat
	Documentation and Reporting	1 Report	Quarterly accomplishment report prepared	LPMC Focal Person / Secretariat
3rd Quarter (Jul–Sep)	LPMC Regular Meeting	1 Meeting	Conducted meeting with approved minutes and resolutions	LPMC Focal Person / Secretariat
	Project Site Inspection	1 Inspection	Inspection reports with findings and recommendations	LPMC Members
	Progress Monitoring	Monthly	Monitoring reports submitted	LPMC Focal Person / Secretariat
	Documentation and Reporting	1 Report	Quarterly accomplishment report prepared	LPMC Focal Person / Secretariat

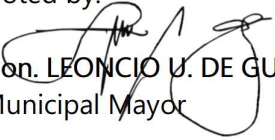
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4th Quarter (Oct–Dec)	LPMC Regular Meeting	1 Meeting	Conducted meeting with approved minutes and resolutions	LPMC Focal Person / Secretariat
	Project Site Inspection	1 Inspection	Inspection reports with findings and recommendations	LPMC Members
	Year-End Evaluation Meeting	1 Meeting	Annual evaluation conducted and recommendations prepared	LPMC Members
	Annual Accomplishment Report	1 Report	Annual M&E Report submitted	LPMC Focal Person / Secretariat

Prepared by:


CONCEPCION M. GARLITOS
LPMC Focal Person

Noted by:


Hon. LEONCIO U. DE GUIA
Municipal Mayor