



SAN JORGE PROJECT MONITORING COMMITTEE

MINUTES OF THE LGU SAN JORGE LOCAL PROJECT MONITORING COMMITTEE (LPMC) QUARTERLY MEETING

2nd Quarter CY 2026

Date: June 17, 2026

Venue: SB Session Hall, Municipality of San Jorge, Samar

Presiding Officer: Hon. Leoncio U. De Guia, Municipal Mayor

I. CALL TO ORDER

The quarterly meeting of the Local Project Monitoring Committee (LPMC) of the Municipality of San Jorge for the 2nd Quarter of CY 2026 was called to order at exactly 9:30 AM by the Presiding Officer, Hon. Leoncio U. De Guia, he also acknowledged the presence of concerned LGU officials, technical personnel, implementing agency representatives, contractors' representatives, and other members of the monitoring committee as reflected in the attendance sheet.

II. CONFIRMATION OF QUORUM

The Secretariat certified that a quorum was present, thereby allowing the committee to proceed with the scheduled agenda and deliberations.

III. AGENDA OF THE MEETING

The meeting primarily focused on the following:

1. Presentation and validation of project status and inspection findings based on RPMES Form 7 (Project Inspection Report).
2. Discussion of issues and accomplishments per project site inspection.
3. Problem-solving session and facilitation meeting outputs as needed for RPMES Form 8.
4. Agreement on actions to be undertaken for ongoing and completed infrastructure projects.
5. Other matters relevant to project monitoring, implementation efficiency, and sustainability.

IV. PRESENTATION OF PROJECT MONITORING REPORT (RPMES FORM 7)

The PMC Focal Person, Engr. Concepcion M. Garlitos, presented the consolidated results of the quarterly project inspection conducted on June 15, 2026. The following infrastructure projects were reviewed:

1. Motorpool Embankment Phase II

The project, located at Brgy. Mancol, was reported to be 100% physically and financially completed, with a total project cost of PHP 4,996,488.00. The project was found to be ahead of schedule, with completion recorded on April 7, 2026, while its target completion was earlier set for April 24, 2026.

No major issues were identified. The project was successfully completed and properly turned over. The Implementing Agency (IA) conducted an information dissemination activity to ensure transparency and stakeholder awareness.



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2. *Construction of Concrete Pathway (Brgy. Rosalim)*

Located at Brgy. Rosalim, this project with a total cost of PHP 994,886.81 was also reported as 100% completed.

The inspection findings indicated a minimal delay of a few days, but this was deemed insignificant and did not affect overall completion and delivery. The project was properly completed and turned over.

The IA likewise conducted information dissemination activities after completion.

3. *Construction of Concrete Pathway (Brgys. Cagtoto-og to Matalud)*

This inter-barangay pathway project, with a total cost of PHP 1,494,560.81, was likewise reported as 100% completed.

Similar to the previous project, a slight delay of a few days was noted; however, this was assessed as non-critical and did not materially affect the project output or delivery schedule. The project was properly completed and turned over.

4. *Construction of Concrete Pathwalk with Concrete Drainage Canals and Street Lights*

This project, with a total cost of PHP 4,993,177.88, was assessed as substantially completed (87.02% actual physical status; 83.75% actual financial status at time of inspection).

The project was noted to be slightly ahead of schedule, although it is situated in a highly congested commercial and pedestrian-heavy area, which presents operational constraints.

Key concern identified was heavy pedestrian traffic throughout the day, requiring strict construction safety and traffic management protocols.

5. *Improvement of Motorpool (Flooring and Electrical Installation)*

Located at Brgy. Mancol, this project amounting to PHP 1,498,045.28 was reported as 100% completed, both physically and financially.

The project was determined to be ahead of schedule and properly turned over. No issues were identified during inspection.

V. DISCUSSION OF ISSUES AND FINDINGS

The Committee noted that most of the projects inspected for the quarter were either:

- Completed ahead of schedule, or
- Completed with minimal and non-critical delays.

For completed projects, no major implementation issues were recorded, and all were properly turned over to the end-users or respective barangays.

For the ongoing infrastructure project in Poblacion I and Poblacion II, the following key concerns were highlighted:

- High pedestrian traffic density in the construction zone
- Need for improved safety management measures
- Requirement for scheduling adjustments to minimize disruption of daily commercial and pedestrian activities



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VI. PROBLEM SOLVING SESSION AND FACILITATION MEETING (RPMES FORM 8)

During the problem-solving session conducted on June 17, 2026, attended by the PMC San Jorge, Municipal Engineering Office, barangay representatives, and concerned contractors, the following were discussed:

A. General Project Assessment

- Majority of projects were found compliant with approved plans and schedules.
- No critical or major delays requiring escalation were identified.
- All completed projects were properly turned over and accepted.

B. Specific Concern: Poblacion I & II Pathwalk Project

The only major operational concern discussed was the construction activity within a busy pedestrian and commercial area.

The Committee recognized that continuous construction activity poses risks to pedestrian safety and potential disruptions to local economic activity.

VII. AGREEMENTS REACHED

After thorough discussion, the following agreements were reached:

1. The LGU, through the PMC, shall continue strict monitoring of all ongoing and recently completed infrastructure projects to ensure sustained quality, safety compliance, and durability.
2. For the Poblacion I & Poblacion II Pathwalk Project:
 - Installation of proper safety signage and barricades shall be strictly enforced.
 - Safe pedestrian access pathways shall be maintained at all times during construction.
 - Contractors are directed to adjust work schedules, particularly by limiting disruptive activities during peak business and pedestrian hours.
 - Continuous coordination between the contractor, barangay officials, and municipal engineering office shall be maintained.
3. Regular coordination meetings shall be conducted to ensure uninterrupted project implementation while minimizing community inconvenience.
4. All implementing agencies shall continue conducting information dissemination activities to promote transparency and stakeholder awareness.

VIII. ACTIONS TAKEN / TO BE TAKEN

- Safety measures for ongoing works, particularly in Poblacion areas, will be strengthened immediately.
- Continuous monitoring and inspection schedules will be maintained by the PMC.

No additional corrective actions were required for completed projects due to their satisfactory implementation status.



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IX. OTHER MATTERS

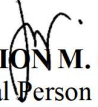
No additional matters were raised during the meeting.

X. ADJOURNMENT

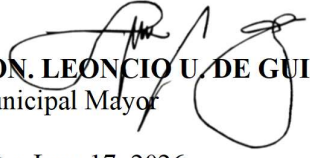
There being no further matters to discuss, the meeting was adjourned upon motion duly seconded and approved by the body.

XI. CERTIFICATION

Prepared by:


ENGR. CONCEPCION M. GARLITOS
San Jorge PMC Focal Person

Approved by:


HON. LEONCIO U. DE GUIA
Municipal Mayor

Date: June 17, 2026