



LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF MEETING

Type of Meeting	:	2 nd Quarterly LPMC Meeting
Date	:	June 16, 2026
Time	:	10:00 AM
Venue	:	SB Session Hall San Jose de Buan, Samar
Meeting Facilitator	:	Concepcion M. Gordo MCR/LPMC Chairperson
Invitees	:	All LPMC Members
Call to Order	:	The meeting was formally called to order at exactly 10:00 AM by Ms. Concepcion M. Gordo, LPMC Chairperson, at Executive Building, San Jose de Buan, Samar. A quorum was declared present.
Prayer	:	The opening prayer was led by Mr. Pablito O. Hombre, CSO Representative.
Roll Call	:	
Attendees Present	:	Concepcion M. Gordo – LPMC Chairperson/MCR Nimfa C. Reyes – LPMC Member/MAO Pablito O. Hombre – LPMC Member/CSO-Farmers Association Checllet M. Rebato – LPMC Member/CSO – Youth Representative Jennifer N. Bayabay – LPMC Member/Tourism Arnel G. Otida – LPMC Secretary Nadem Ray E. Uy – LPMC Member/MLGOO Anwar P. Bisnar – LPMC Member/Forester II Engr. Ma. Beverly L. Arpon – LPMC Member/Mun. Engineer Hon. Bertino Orale Sr. – LPMC Member/SB Member

Absent : **Yolanda G. Rebato** – LPMC Member/CSO – Senior Citizen
Lina R. Cidro - LPMC Member/OSCA Chairperson
Brylle O. Elizalde – LPMC Member/LnB President
Alejandro B. Jabon – LPMC Member/Punong Barangay-Poblacion 3
Jovito P. Rebato – LPMC Member/Brgy. Captain, Poblacion 1

Meeting Agenda :

1. Discussion on the Results of the 2nd Quarter Project Monitoring, Assessment, and Evaluation.
2. Scheduling of Capacity Development Activities for LPMC Members for the 3rd and 4th Quarters of CY 2026.
3. Other matters

Proceedings

I. Approval of Minutes from Last Meeting:

The Secretariat presented the Minutes of the LPMC Meeting held on February 19, 2026 for review and confirmation.

During the review, members noted that the inclusion of the Sangguniang Bayan Representative, Hon. Bertino Orale, Sr., as a regular LPMC member was not reflected in the previous minutes. Necessary corrections and adjustments were accordingly made.

Upon motion of Mr. Anwar P. Bisnar, duly seconded by Ms. Checlat M. Rebato, the minutes were unanimously approved, subject to the aforementioned correction.

II. Discussion Proper

1. Results of the 2nd Quarter Project Monitoring, Assessment and Evaluation.

The Committee identified six (6) projects for monitoring during the 2nd Quarter of CY 2026;

- a. Provision of Renewable Energy-Based Electrification at Brgy. 1, San Jose de Buan, Samar
- b. Provision of Renewable Energy-Based Electrification at Brgy. 1, San Jose de Buan, Samar
- c. Repair/Improvement of 105.30 In.m Road at Sto. Nino Street, Poblacion 1
- d. Repair/Improvement of 80.00 In.m Road at San Pablo Street, Poblacion 1
- e. Construction of 2-Barrel Box Culvert at So. Manangday, Poblacion 1
- f. Opening with Concreting of Road at Brgy. Hibacaan (Phase 2)

However, only three (3) projects were monitored since the remaining projects were still under the procurement stage.

The projects monitored were:

- a. Construction of 2-Barrel Box Culvert at So. Manangday, Poblacion 1
- b. Provision of Renewable Energy-Based Electrification at Brgy. 1, San Jose de Buan, Samar

- c. Provision of Renewable Energy-Based Electrification at Brgy. 1, San Jose de Buan, Samar

A. Construction of 2-Barrel Box Culvert at So. Manangday, Poblacion 1

The following observations were noted during the site inspection:

- The project registered an overall physical accomplishment of approximately 35%.
- Soil scouring along the culvert abutment was observed and raised by Ms. Jennifer N. Bayabay.
- Ms. Nimfa C. Reyes recommended verification of the culvert design to determine whether it accommodates a two-lane roadway, which would enhance accessibility and traffic flow.
- No construction workers were present at the site during the monitoring visit, as observed by Engr. Ma. Beverly L. Arpon.
- No project billboard was installed at the project site, contrary to project implementation requirements.
- Soil scouring near portions of the foundation was likewise observed by the Committee.
- Right-of-Way (RROW) concerns were also identified as a potential implementation issue requiring immediate attention.

B. Provision of Renewable Energy-Based Electrification at Brgy. 1 and Brgy. 2, San Jose de Buan, Samar

Since both projects are adjacent and implemented under similar specifications, the Committee consolidated its observations as follows:

- The projects were substantially completed, with an estimated physical accomplishment of approximately 95%, while minor finishing works remained ongoing.
- Mr. Pablito O. Hombre requested verification as to whether the installed 6-meter solar streetlights would provide sufficient illumination coverage.
- Mr. Nadem Ray E. Uy shared his observations based on actual nighttime travel through the area and affirmed that the installed solar streetlights provide adequate illumination. He further explained that the installed units conform with the approved specifications and applicable standards for roadway lighting.
- Engr. Ma. Beverly L. Arpon reported that installation works for both projects had already been completed, with only painting and minor finishing activities remaining.
- Overall, the Committee found both projects compliant with the approved Plans and Program of Work (POW).

2. Scheduling of Capacity Development Activities for LPMC Members

The Committee recognized the need to strengthen the capabilities of its members, particularly the newly designated members of the LPMC.

After deliberation, the following capacity development activities were scheduled:

Training Activity	Schedule
Engineering for Non-Engineers	August 19, 2026

Technical Skills Training on Basic Engineering Concepts for Project Monitoring	October 21, 2026
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Mr. Nadem Ray E. Uy advised the Committee to send invitations to resource persons well in advance to ensure their availability and facilitate effective coordination.

III. Other Matters:

- **Benchmarking Activity**

- The Committee discussed the conduct of a benchmarking activity in Ormoc City, tentatively scheduled for December 2026. The activity will coincide with the LPMC Program Review and Evaluation.
- To support the activity, the Committee agreed to request funding assistance from the Local Government Unit.

- **Preparation of Documents for LPMC Nomination**

- The Committee was informed that the Municipality of San Jose de Buan's LPMC is among the nominees for the Provincial Search for Top Performing Local Project Monitoring Committee in Samar.
- The members agreed to immediately prepare and submit the documentary requirements necessary for the evaluation and validation process.

- **Schedule of the Project Monitoring and Evaluation for 3rd Quarter**

The Committee agreed on the following monitoring schedules:

July 29, 2026

- Construction of Water Impounding Facility at So. Makatutukod
- Repair/Improvement of 105.30 In.m Road at Sto. Nino Street, Poblacion 1
- Repair/Improvement of 80.00 In.m Road at San Pablo Street, Poblacion 1
- Construction of Slope Protection Structure at Lala-an Water Impounding Facility

August 18, 2026

- Construction of Multi-Purpose Center at Barangay San Nicolas (Phase 2)
- Repair/Improvement of 105.30 In.m Road at Sto. Nino Street, Poblacion 1
- Repair/Improvement of 80.00 In.m Road at San Pablo Street, Poblacion 1
- Opening/Concreting of Farm to Market Road from Babaclayon - LC Fernandez – Hagbay
- Opening with Concreting of Road at Brgy. Hibacaan (Phase 2)

- **CSO recommendation**

Mr. Pablito O. Hombre recommended that road opening projects connecting far-flung barangays be prioritized under the Municipality's infrastructure program for the succeeding year.

After discussion, the Committee agreed to endorse the recommendation through a formal resolution advocating the prioritization of road opening projects in the municipality.

- **Closing Message from the SB Representative Hon. Bertino Orale Sr.**

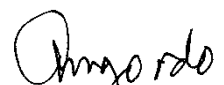
- Hon. Bertino Orale, Sr. expressed his appreciation for the continued commitment and unity of the LPMC members in carrying out their monitoring functions.
- He emphasized that the role of the LPMC is vital in ensuring project quality, transparency, accountability, and timely resolution of implementation issues through early detection and reporting.

IV. **Adjournment:** There being no further matters to discuss, the meeting was adjourned at **12:03 PM**.

Prepared by:


ENGR. ARNEL G. OTIDA, EnP.
LPMC Secretariat/MPDC

Attested by:


CONCEPCION M. GORDO
LPMC Chairperson