

POST-ACTIVITY REPORT

ACTIVITY:	<i>LOCAL INFRASTRUCTURE AUDIT</i>
DATE:	<i>September 1, 2026</i>
VENUE:	<i>2nd Floor, SB Session Hall</i>
NO. OF PARTICIPANTS:	<i>30 (14 Male, 16 Female)</i>

REPORT SUMMARY

I. OBJECTIVES OF THE ACTIVITY:

This activity aims to:

- 1. Define what a Local Infrastructure Audit is and explain its purpose.*
- 2. Understanding Establishment of Local Infrastructure Audit Team.*
- 3. Understand the process of conducting an infrastructure audit from data gathering and inspection to assessment and reporting.*
- 4. Orientation of forms to be used during and after Infra Audit.*

II. HIGHLIGHTS OF THE ACTIVITY:

The activity was conducted through Powerpoint presentation by the PDMU Engineers.

The discussion focused on building a clear understanding of the Local Infrastructure Audit (LIAT), its implementation, and the proper use of audit forms. The key highlights were:

-  *Understanding Local Infrastructure Audit*
 - Defined the Local Infrastructure Audit and discussed its purpose.*
 - Emphasized the importance of conducting an audit to determine the condition, functionality, and needs of local infrastructure.*
 - Highlighted how audit findings can support planning, maintenance, budgeting, and infrastructure improvement.*
-  *Establishment of the Local Infrastructure Audit Team*
 - Discussed the composition, roles, and responsibilities of the Local Infrastructure Audit Team (LIAT).*
 - Emphasized teamwork, coordination, and accountability among members.*
 - Explained the importance of assigning clear responsibilities during the audit process.*
-  *Infrastructure Audit Process*
 - Presented the step-by-step process, from data gathering and preparation to field inspection, assessment, validation, consolidation, and reporting.*
 - Emphasized the need for accurate and objective documentation of infrastructure conditions.*
 - Discussed the importance of supporting observations with photographs, records, measurements, and other available evidence.*
-  *Orientation on Audit Forms*
 - Introduced the forms to be accomplished during and after the infrastructure audit.*
 - Explained the purpose of each form and the information required.*
 - Provided guidance on proper and consistent data entry, including the use of appropriate ratings, remarks, and supporting information.*
 - Emphasized the importance of checking forms for completeness, accuracy, consistency, and proper documentation before submission.*

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The discussion emphasized that a successful Local Infrastructure Audit depends on a properly organized audit team, systematic field inspection, accurate data collection, and correct completion of the required forms.

III. OUTPUT/S OF THE ACTIVITY:

The results of the audit will serve as a basis for identifying infrastructure needs and supporting informed local planning and decision-making. A trained and organized Local Infrastructure Audit Team equipped with the knowledge, tools, and properly accomplished forms needed to conduct, document, and report a systematic Local Infrastructure Audit.

IV. RECOMMENDATIONS/RELEVANT APPLICATION IN LGU (if any):

This could lead to be more Institutionalized Local Infrastructure Audit and Monitoring System that provides reliable information on the condition, compliance, functionality, and maintenance requirements of LGU infrastructure and serves as a basis for infrastructure planning, budgeting, project monitoring, and maintenance decisions.

V. REQUESTED ACTIONS (if any):

Institutionalize and operationalize the Local Infrastructure Audit Team; conduct regular systematic infrastructure audits; maintain an updated infrastructure inventory and documentation; and utilize audit findings as basis for infrastructure planning, budgeting, maintenance, rehabilitation, and project monitoring.

VI. Attachments (check as applicable):

- | | |
|---|--|
| ☒ Photos | ☐ Program of activities |
| ☐ Powerpoint/lecture materials | ☐ Certificate of attendance/participation/completion |
| ☐ Brochures | ☒ Others (specify) <u>Attendance Sheet</u> |
| ☐ Workshop/activity materials | _____ |

Prepared by:


ARNEL G. OTIDA
LPMC – Secretariat

Noted:


CONCEPCION M. GORDO
LPMC Chairperson

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Attendance



Republic of the Philippines
PROVINCE OF SAMAR
Municipality of San Jose De Buan

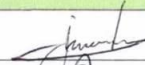
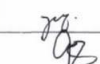
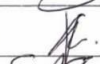
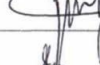
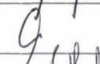
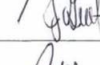
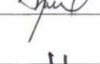
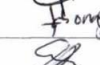
LOCAL PROJECT MONITORING COMMITTEE

ATTENDANCE

Name of Activity : LOCAL INFRASTRUCTURE AUDIT
Date : SEPTEMBER 01, 2026
Location : QB HALL, SAN JOSE DE BUAN, SAMAR

No.	NAME	AGE	GENDER	AGENCY/BARANGAY	POSITION/ DESIGNATION	SIGNATURE
1	Jovito P. Rebato	55	M	Pob 01	Punong Brgy	[Signature]
2	Alejandro B. Jabon	45	M	Pob 03	punong Brgy	[Signature]
3	CONCEPCION M. GORDO	64	F	LGU - MCRO	MCR	[Signature]
4	ARTHUR G. OTARA	41	M	MPDO	MPDC	[Signature]
5	JERIN/PAUL N. BAYANAY	55	F	Pob. 02 / LGU	TO	[Signature]
6	JERVINO PAOLO N. ALMERIA	26	M	DILG-SAMAR	ENGR II	[Signature]
7	RIA ANGELA O. MONTEJO	24	F	DILG-SAMAR	ENCR II	[Signature]
8	GLENN MAN A. DOÑOS	27	M	POBL. I	AT	[Signature]
9	FRANCIS T. ALMADEN	30	M	MPDO	PLD-1	[Signature]
10	CAROLYN M. NORDAN	27	F	LGU- MD	PSI / MEMBER	[Signature]
11	LINA R. CIPRO	71	F	Brgy Habacru	CSO	[Signature]
12	NOLY B. GARN	28	M	LGU- MPDO	Staff	[Signature]

POST-ACTIVITY REPORT**Attendance**

No.	NAME	AGE	GENDER	AGENCY/BARANGAY	POSITION/ DESIGNATION	SIGNATURE
	JIMMER B. MEHDEZ	28	M	TAPDO	STAFF	
	VINCENT D. MEMOFT	29	M	IMPDO	STAFF	
	Marilyn O. Adao	36	F	DILGO	STAFF	
	JENNY ROSE R. DELINO	28	F	DILGO	STAFF	
	ROY MARK MENDOZA	34	M	IMPDO	STAFF	
	Venus Obinger	33	F	MBDO	A.A.III	
	DONNA MAE G. INOCEDA	29	F	SBO	VBO STAFF	
	JACKIELYN R. ORNADA	32	F	SB	II	
	Lemna L. Obinger	55	F	SBO	LHSO-1	
	JOHN PAUL G. GUETA	24	M	DTI-SSDO	NC	
	Venus Gueta	42	F	Comlec Office	Staff	
	Sunald Gueta	43	M	ASS.	A.A-I	
	Pearly Jay R. Hambre	27	F	MTD-	RCC-1	
	Nenita L. Batocul	42	F	SB Sec. Office	SB CRE	
	GLADYS E. REBATA	28	F	ADMIN OFFICE	STAFF	
	Reymont D. Labong	27	M	NBO	STAFF	
	Abigail O. Labong	32	F	MTD	RCC-I	
	Dupe A. Gubincan	30	M	Functionary	Staff	