



LOCAL PROJECT MONITORING COMMITTEE (LMPC)

POST-ACTIVITY REPORT

**ORIENTATION/TRAINING ON CITIZEN PARTICIPATION AND
TRANSPARENCY TOOLS**

September 15, 2026

I. ACTIVITY DETAILS

Title of Activity	Orientation/Training on Citizen Participation and Transparency Tools
Date	September 15, 2026
Lead Office/Unit	Local Project Monitoring Committee (LMPC)
Venue	Legislative Building, San Sebastian, Samar
Total No. of Participants	13
No. of Male Participants	5
No. of Female Participants	8

II. RATIONALE AND OBJECTIVES

Participatory governance and community-based project monitoring are essential pillars in ensuring that local government projects are implemented according to approved plans, timelines, and quality standards. To promote transparency and accountability, it is crucial for concerned stakeholders to understand their specific roles in the monitoring framework and to utilize available online tools for systematic reporting and documentation.

In line with this, the LMPC conducted this orientation with the following objectives:

- To highlight the importance of community-based project monitoring;
- To strengthen participation and oversight in local development projects;
- To improve the quality of monitoring, reporting, and documentation;
- To guide participants on the proper use of online tools for uploading monitoring documents.

III. ACTIVITY PROPER

The orientation was opened with an overview of Project Monitoring and Participatory Governance. It was emphasized that project monitoring tracks the implementation of local government projects to ensure they reflect the needs of the community, while participatory governance involves the active involvement of citizens, civil society, and stakeholders in planning, implementing, and monitoring government programs.

The core of the activity was a discussion on the roles and responsibilities of the LMPC and its stakeholders. The composition of the LMPC was outlined, consisting of the DILG Representative, an NGO/PO Representative, an NGO/PO Member in the LDC, and four members appointed by the Local Chief Executive from LDC nominees.

Key points discussed during the orientation included:

Roles of the LDC and LPMC: The LDC supervises and coordinates LPMC activities, provides policy direction, and reports project status to higher authorities. Meanwhile, the LPMC monitors projects, verifies issues, prepares periodic monitoring reports, conducts site inspections, and elevates unresolved issues to higher-level LPMCs.

Roles of Stakeholders: DILG (training and ensuring functionality), Project Implementers (submitting reports and implementing remedial actions), LGU (establishing the LPMC and providing resources), and NGOs/CSOs (assisting monitoring and ensuring transparency).

Monitoring Framework: The importance of Oversight and Accountability, Structured Reporting, Citizen Participation, Facilitation of Remedial Action, and Support for Participatory Governance.

Document Submission and Transparency: Participants were oriented on the mandatory use of the designated Google Drive for uploading all LPMC forms, reports, and attachments. The proper folder structure (Organization, Planning, 1st Quarter, 2nd Quarter, 3rd Quarter, 4th Quarter) was demonstrated, and the importance of adhering to submission deadlines (e.g., March 27, 2026, for the 1st Quarter) was emphasized.

IV. HIGHLIGHTS/KEY TAKEAWAYS

Clarified Roles: Participants gained a clear understanding of their specific roles and responsibilities within the LPMC and the broader monitoring framework.

Enhanced Monitoring Capacity: Stakeholders recognized the importance of active citizen participation in creating checks and balances within local governance.

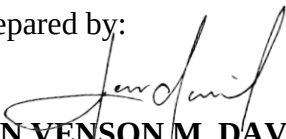
Technical Proficiency: LGU encoders were equipped with the knowledge to properly navigate and upload documents to the designated Google Drive, ensuring systematic reporting.

Emphasis on Compliance: The activity underscored the need for strict adherence to reporting deadlines and the use of online transparency tools to promote accountability.

V. OUTCOME

The orientation successfully equipped participants with the necessary tools and knowledge to monitor local development projects effectively. Led by the LPMC San Sebastian, the activity reaffirmed the commitment of the committee to provide technical capacity to LGUs and stakeholders. By standardizing reporting procedures and utilizing online transparency tools, the LGU and its stakeholders are better positioned to ensure that government projects genuinely reflect the needs of the community and are implemented with integrity and accountability.

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LPMC Chairperson



Republic of the Philippines
Province of Samar
MUNICIPALITY OF SAN SEBASTIAN



ATTENDANCE SHEET

**LPMC Orientation/Training on Citizen Participation and
Transparency Tools**

September 15, 2026

LEGISLATIVE BUILDING, SAN SEBASTIAN, SAMAR

NO	NAME	DESIGNATION	SIGNATURE
1	HON. FERDINAND T. GAVIOLA	Mun. Mayor / LCE	
2	JOHN CLIFFORD B. RADO	MLGOO	
3	ATTY. ANNE SHERLY ODEVILAS-GAVIOLA, CPA	Mun. Accountant/ LPMC Chairman	
4	ENGR. ALBIN C. CABUEÑAS	MPDC / LPMC-Head Secretariat	
5	ENGR. OFELIA C. CABUEÑAS	Mun. Engineer / LPMC- Member	
6	LIZA C. DE GUZMAN	OIC-Mun. Treasurer / LPMC- Member	
7	HON. TEOFILO M. MABANSAG	LnB President / LPMC- Member	
8	ROLANDO M. GAVIOLA	SC Federation President / CSO Representative	
9	OSCAR M. LATORRE	SB-Committee on Appro./ LPMC-Member	
10	MARK ANTHONY MABAET	PPC Representative / CSO Representative	
11	IAN VENSON M. DAVID	MPDC-Staff / LPMC Secretariat	
12	JOHNRICK MABAG	ME-Staff	
13	ELLA MAE C. LABRO	MPDC-Staff	
14	JELYN A. GAVIOLA	BAC - Staff	
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