



Republic of the Philippines
Province of Samar
Municipality of Zumarraga
-oOo-

OFFICE OF THE MUNICIPAL MAYOR

Executive Order No. 012
Series of 2026

**REORGANIZING THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) AND
DESIGNATING THE MUNICIPAL PROJECT INSPECTORATE TEAM, DEFINING THEIR
POWERS, FUNCTIONS, AND FOR OTHER PURPOSES**

WHEREAS, the Local Government Code of 1991 (RA 7160) mandates the creation of the Local Development Council (LDC) and its sectoral or functional committees to ensure the effective implementation of development projects;

WHEREAS, DILG Memorandum Circulars and DEPDev guidelines require the establishment of a Local Project Monitoring Committee (LPMC) to monitor and evaluate the implementation of programs, projects, and activities (PPAs) at the local level;

WHEREAS, there is a need to designate a dedicated Inspectorate Team to conduct physical verification and technical assessment of infrastructure projects to ensure quality and compliance with approved plans;

NOW, THEREFORE, I, ROSALITO R. CASTILLO, Municipal Mayor of the Municipality of Zumarraga, by virtue of the powers vested in me by the law, do hereby order:

SECTION 1. COMPOSITION OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC)

The LPMC is hereby reorganized with the following core membership:

Chairperson:

HON. ROSALITO R. CASTILLO	Municipal Mayor
----------------------------------	-----------------

Vice-Chairperson:

ENGR. EDGAR C. VERSOZA	Municipal Engineer
-------------------------------	--------------------

Members:

JOEL B. ADEL	Municipal Treasurer
PILAR T. ALCALA	Municipal Budget Officer
GAVINA P. DOBLON	CSO Representative
ROSANDRA C. DONAIRE	CSO Representative
CIELITO ADELAINE B. PEÑAFLOR	MLGOO

Secretariat: MANUEL I. VERSOZA II	MPDC - Designate
--	------------------

SECTION 2. COMPOSITION OF THE PROJECT INSPECTORATE TEAM

To assist the LPMC in technical verification, the Project Inspectorate Team is hereby designated:



Republic of the Philippines
Province of Samar
Municipality of Zumarraga
-oOo-

OFFICE OF THE MUNICIPAL MAYOR

Team Leader:

ENGR. MARLON D. AVESTRUZ

Municipal Assessor

Members:

ENGR. ROSALIE E. DONAIRE

Engineer II

CENDY STEPHANIE L. BORREL

Private Secretary II/Tourism
Officer – Designate/ICO -
Cooperative Development
Office

MADEL C. DIAZ

ICO – Municipal Agriculturist
Office

MARY ROSE ANN IQUIRAN

Administrative Assistant III
(Senior Bookkeeper)

DEO ANGELO D. DANTE

GSO – Designate

REMEDIOS O. CARCELLAR
(Member – for DepEd/school projects,
when applicable)

PSDS, DepEd Zumarraga
District

HON. EDWIN B. DEPAZ
(Member – for Barangay projects,
when applicable)

Punong Barangay, Brgy.
Mombon

SECTION 3. FUNCTIONS OF THE LPMC

The LPMC shall perform the following duties:

1. Provide the MDC with information on the status of project implementation.
2. Conduct periodic field visits to monitor the progress of projects funded by the LGU or national government.
3. Identify problems and issues that impede the project implementation and recommend remedial actions.
4. Consolidate and submit quarterly monitoring reports to the Regional/Provincial Project Monitoring Committee.

SECTION 4. FUNCTIONS OF THE INSPECTORATE TEAM

The Inspectorate Team shall be responsible for:

1. Conducting actual on-site physical inspections of infrastructure projects.
2. Verifying if materials used and work performed conform to the approved Program of Works (POW) and specifications.
3. Issuing Inspection Reports as a prerequisite for the processing of progress billings and final payments to contractors.
4. Certifying the "Final Acceptance" of projects upon completion.



**Republic of the Philippines
Province of Samar
Municipality of Zumarraga
-oOo-**

OFFICE OF THE MUNICIPAL MAYOR

SECTION 5. EFFECTIVITY.

This Order shall take effect immediately and shall remain in force unless otherwise revoked or amended.

DONE this 6th day of March, 2026, at Zumarraga, Samar, Philippines.


HON. ROSALITO R. CASTILLO
Municipal Mayor