



Republic of the Philippines
Province of Samar
MUNICIPALITY OF ZUMARRAGA
Zumarraga, Samar

- LOCAL PROJECT MONITORING COMMITTEE -

DATE : June 8, 2026, Monday
TO : ALL Member of the Local Project Monitoring Committee
FROM : LPMC Chairperson
SUBJECT : 2nd Quarter Meeting

NOTICE OF MEETING

Please be informed that the council will be having a 1st Quarter Local Project Monitoring Committee Meeting on the **10th day of June, 2026, Wednesday, 2:00PM**, at the **Office of the Municipal Mayor, Municipal Building, Zumarraga, Samar**. The following are the agenda for the said meeting:

- Status update on LGU Projects;
- Schedules of inspections; and
- Other Matters

Please be guided accordingly. Thank you and have a nice day ahead. God Bless!

Yours truly,

ATTY. ROSALITO R. CASTILLO
Municipal Mayor, LPMC Chairperson

Received:

Engr. Edgar C. Versoza

Joel B. Adel

Pilar T. Alcala

Gavina P. Doblón

Rosandra C. Donaire

Cielito Adelaine B. Peñaflor

Manuel I. Versoza II



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- LOCAL PROJECT MONITORING COMMITTEE -

MINUTE OF MEETING

2nd Quarter Local Project Monitoring Committee (LPMC) Meeting

Date : June 10, 2026
Time : 2:00 PM
Venue : Office of the Municipal Mayor, Municipal Building, Zumarraga, Samar

I. CALL TO ORDER

The meeting was called to order at **2:10 PM** by **Hon. Rosalito R. Castillo**, who emphasized the importance of proper monitoring, inspection, and reporting in accordance with the Revised RPMES to ensure transparency and accountability in project implementation.

II. ATTENDANCE

Present LPMC Members during the meeting:

- Hon. Rosalito R. Castillo – Chairperson
- Joel B. Adel – Member
- Rosandra C. Donaire – Member
- Cielito Adelaine B. Peñaflor – Member
- Manuel I. Versoza II – Secretariat

Absent LPMC Members during the meeting:

- Engr. Edgar C. Versoza – Vice Chairperson
- Pilar T. Alcala – Member
- Gavina P. Doblón – Member

Upon determination of the presence of a quorum, the meeting proceeded with the agenda.

III. ADOPTION OF AGENDA

The agenda was adopted as follows:

1. Status Update on LGU Projects;
2. Schedule of Inspections; and
3. Other Matters

IV. MATTERS DISCUSSED

A. Status Update on LGU Projects

The Committee was apprised of the status of various LGU projects. It was reported that certain projects funded under the 20% Economic Development Fund had undergone amendments in their implementation and funding allocations pursuant to the approved Supplemental Annual Investment Program and corresponding appropriations.

The Committee was likewise informed that the Municipality has been granted additional projects funded under the Local Government Support Fund (LGSF). It was reported that the following projects have already undergone the procurement process and are now ready for monitoring and evaluation by the Local Project Monitoring Committee:

1. Construction of Multi-Purpose Building (Child Daycare Center / Child Development Center) in Barangay Sugod, Zumarraga, Samar (LGSF-FALGU);

2. Construction of Multi-Purpose Building (Child Daycare Center / Child Development Center) in Barangay Botaera, Zumarraga, Samar (LGSF-FALGU); and
3. Supply, Delivery and Installation of Photovoltaic (PV) Street Lightings for 20 Barangays in the Municipality of Zumarraga, Samar (LGSF-GEF).

Considering that the above-mentioned projects were not included in the originally approved CY 2026 Monitoring and Evaluation (M&E) Plan of the Committee, Mr. Manuel I. Versoza informed the body of the necessity to amend the M&E Plan to include the said projects in accordance with DILG Memorandum Circular No. 2023-063 and Joint Memorandum Circular No. 1, s. 2024.

After discussion, Mr. Joel B. Adel moved for the adoption of a Resolution amending the CY 2026 LPMC Monitoring and Evaluation Plan to include the aforementioned LGSF-funded projects. The motion was duly seconded by Mrs. Rosandra C. Donaire.

There being no objection, the Committee unanimously approved LPMC Resolution No. 01, Series of 2026, entitled: *"A Resolution Amending the CY 2026 Local Project Monitoring Committee (LPMC) Monitoring and Evaluation (M&E) Plan to Include Three (3) Projects Funded Under the Local Government Support Fund (LGSF)."*

B. Schedules of Inspections

The Committee discussed the schedule of project inspections for the second quarter. It was agreed that the inspection of the project located at the Rural Health Unit (RHU) at Brgy. Buntay shall be conducted immediately after the adjournment of the meeting.

Further, the Committee agreed to conduct the inspection and monitoring activities for the aforementioned LGSF-funded projects on the 3rd quarter monitoring activities. Concerned offices and implementing units shall be informed accordingly to facilitate the conduct of the inspection and monitoring activities.

C. Other Matters

Under other matters, the Chairperson reminded the members that the next regular meeting of the Local Project Monitoring Committee is scheduled on 09 September 2026, unless circumstances arise that would necessitate the postponement or rescheduling of the meeting.

The members were likewise reminded to accomplish and submit the required monitoring and evaluation forms immediately after the conduct of project inspections to facilitate the preparation and submission of monitoring reports.

There being no further matters to discuss, the meeting proceeded to adjournment.

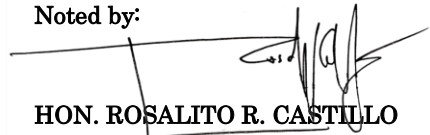
VI. ADJOURNMENT

There being no other matters to discuss, the meeting was adjourned at 3:23 PM.

Prepared by and Certified Correct:


MANUEL I. VERSOZA II
MPDC-Designate, LPMC Secretariat

Noted by:


HON. ROSALITO R. CASTILLO
Municipal Mayor, LPMC Chairperson