



Republic of the Philippines
Province of Southern Leyte
Municipality of Hinundayan
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LOCAL PROJECT MONITORING COMMITTEE

EXCERPT FROM THE MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING OF THE MUNICIPALITY OF HINUNDAYAN HELD ON AUGUST 20, 2026 AT 2:00 IN THE AFTERNOON AT THE MUNICIPAL HALL, HINUNDAYAN, SOUTHERN LEYTE.

PRESENT: (Attendance Sheet hereto attached)

LPMC RESOLUTION NO. 03- 2026

"A RESOLUTION REQUESTING THE PROVINCIAL DEVELOPMENT MANAGEMENT UNIT (PDMU) OF THE DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT (DILG) – SOUTHERN LEYTE TO CONDUCT A CAPABILITY-BUILDING TRAINING FOR THE MEMBERS OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) OF THE MUNICIPALITY OF HINUNDAYAN ON EFFECTIVE PROJECT MONITORING AND EVALUATION"

WHEREAS, the Local Project Monitoring Committee (LPMC) is mandated to monitor and evaluate the implementation of development programs, projects, and activities of the Local Government Unit (LGU) to ensure that these are implemented efficiently, effectively, and in accordance with approved plans, programs, schedules, and standards;

WHEREAS, effective project monitoring requires the LPMC members to possess adequate knowledge and skills in project monitoring, field validation, assessment of physical and financial accomplishments, documentation, identification of implementation issues and concerns, and preparation of monitoring reports;

WHEREAS, the LPMC recognizes the need to continuously strengthen the technical and institutional capacity of its members to enable them to perform their monitoring and evaluation functions effectively and consistently;

WHEREAS, the Provincial Development Management Unit (PDMU) of the Department of the Interior and Local Government (DILG) – Southern Leyte has the technical expertise and experience in local development monitoring and evaluation and is considered an appropriate partner in strengthening the capacity of the LPMC;

WHEREAS, a capability-building training will provide LPMC members with a common understanding of the proper procedures, tools, techniques, and standards in monitoring local development projects and in documenting findings and recommendations;

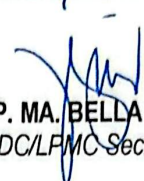
WHEREFORE, on motion of Hon. ROWEL B. LAGUMBAY, LPMC Member, duly seconded by JENNELYN B. SALAC BE IT –

RESOLVED, as it is hereby resolved by the **Local Project Monitoring Committee of the Municipality of Hinundayan, Southern Leyte**, to formally **REQUEST THE PROVINCIAL DEVELOPMENT MANAGEMENT UNIT (PDMU) OF THE DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT (DILG) – SOUTHERN LEYTE TO CONDUCT A CAPABILITY-BUILDING TRAINING FOR ALL LPMC MEMBERS ON EFFECTIVE PROJECT MONITORING AND EVALUATION**;

RESOLVED FURTHER, that the training shall be intended to enhance the capability of the LPMC in providing **objective, timely, and evidence-based monitoring reports and recommendations** to the Local Government Unit and concerned implementing offices;

RESOLVED FINALLY, that copies of this Resolution be furnished to the **Provincial Development Management Unit (PDMU) of the DILG – Southern Leyte**, the Office of the Municipal Mayor, and other concerned offices for their information, appropriate action, and support.

I HEREBY CERTIFY to the correctness of the foregoing Resolution.


EnP. MA. BELLA J. GILBUENA
MPDC/LPMC Secretariat

APPROVED:


JOSEPH U. TIAUZON
LPMC Chairman



Republic of the Philippines
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LOCAL PROJECT MONITORING COMMITTEE

EXCERPT FROM THE MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC)
MEETING OF THE MUNICIPALITY OF HINUNDAYAN HELD ON AUGUST 20, 2026 AT 2:00 IN THE
AFTERNOON AT THE MUNICIPAL HALL, HINUNDAYAN, SOUTHERN LEYTE.

PRESENT: (Attendance Sheet hereto attached)

LPMC RESOLUTION NO. 04- 2026

"A RESOLUTION REQUESTING THE HEAD OF THE PROCURING ENTITY (HOPE) AND THE BIDS AND AWARDS COMMITTEE (BAC) TO ENSURE THE TIMELY NOTIFICATION OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) ON THE SCHEDULED COMMENCEMENT AND IMPLEMENTATION OF LOCAL GOVERNMENT PROJECTS"

WHEREAS, the Local Project Monitoring Committee (LPMC) is tasked to monitor and evaluate the implementation of programs, projects, and activities of the Local Government Unit to ensure that projects are implemented in accordance with approved plans, programs, specifications, schedules, and applicable standards;

WHEREAS, timely notification of the LPMC regarding the commencement of project implementation is necessary to enable the Committee to properly schedule and conduct monitoring activities, site inspections, field validation, and documentation of project accomplishments;

WHEREAS, it was observed during a recent project kick-off activity that the implementation of the project had already commenced prior to the conduct of the said kick-off activity, thereby limiting the opportunity of the LPMC to conduct timely monitoring and document the initial stages of project implementation;

WHEREAS, the LPMC recognizes the importance of close coordination among the **Head of the Procuring Entity (HOPE), Bids and Awards Committee (BAC), implementing offices, contractors, and the LPMC** to ensure transparency, accountability, and effective monitoring of local development projects;

WHEREAS, advance information on the project implementation schedule will enable the LPMC to undertake monitoring activities at appropriate stages of project implementation and provide timely observations and recommendations when necessary;

WHEREFORE, on motion of JENNELYN B. SALAC, LPMC Member, duly seconded by Hon. ESTELITO L. ANSONG, LPMC Member BE IT –

RESOLVED, as it is hereby resolved by the **Local Project Monitoring Committee of the Municipality of Hinundayan, Southern Leyte**, to **REQUEST THE HEAD OF THE PROCURING ENTITY (HOPE) AND THE BIDS AND AWARDS COMMITTEE (BAC) TO ENSURE THAT THE LPMC IS PROPERLY NOTIFIED AND INFORMED OF THE SCHEDULED COMMENCEMENT OF PROJECT IMPLEMENTATION;**

RESOLVED FURTHER, that the HOPE and BAC, in coordination with the concerned implementing office, shall provide the LPMC with relevant project information and the scheduled date of commencement, pre-construction conference, kick-off activity, or other activities signaling the start of project implementation, whenever practicable;

RESOLVED FURTHER, that the concerned implementing offices and contractors be encouraged to coordinate with the LPMC regarding the project implementation schedule to facilitate timely monitoring, site validation, documentation, and reporting;

RESOLVED FURTHER, that the notification shall, whenever applicable, include the project name, location, implementing office, contractor, project cost, contract duration, notice to proceed, scheduled commencement date, and other relevant project information;

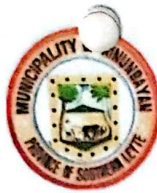
RESOLVED FINALLY, that copies of this Resolution be furnished to the **Office of the Head of the Procuring Entity (HOPE), Bids and Awards Committee (BAC), Municipal Engineer's Office, and other concerned offices** for their information and appropriate action.

I HEREBY CERTIFY to the correctness of the foregoing Resolution.


EnP. MA. BELLA J. GILBUENA
MPDC/LPMC Secretariat

APPROVED:


JOSEPH U. TIAUZON
LPMC Chairman



LOCAL PROJECT MONITORING COMMITTEE

EXCERPT FROM THE MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC)
MEETING OF THE MUNICIPALITY OF HINUNDAYAN HELD ON AUGUST 20, 2026 AT 2:00 IN THE
AFTERNOON AT THE MUNICIPAL HALL, HINUNDAYAN, SOUTHERN LEYTE.

PRESENT: (Attendance Sheet hereto attached)

LPMC RESOLUTION NO. 05- 2026

“A RESOLUTION REQUESTING THE PROVISION OF OFFICIAL LPMC UNIFORMS AND PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR ALL MEMBERS OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) OF THE MUNICIPALITY OF HINUNDAYAN, SOUTHERN LEYTE, FOR PROPER IDENTIFICATION AND SAFETY DURING PROJECT MONITORING AND SITE INSPECTIONS”

WHEREAS, the Local Project Monitoring Committee (LPMC) is mandated to monitor and evaluate the implementation of programs and projects of the Municipality to ensure that these are implemented in accordance with approved plans, specifications, schedules, and applicable rules and regulations;

WHEREAS, LPMC members regularly conduct project monitoring, ocular inspections, and field validation in various project sites, including areas that may expose them to rain, mud, uneven terrain, construction hazards, and other potential safety risks;

WHEREAS, the provision of appropriate uniforms and Personal Protective Equipment (PPE) will promote the proper identification of LPMC members during official monitoring activities and help ensure their safety and protection while conducting field inspections;

WHEREAS, appropriate identification through official LPMC uniforms and safety gear will also strengthen the visibility, professionalism, and credibility of the Committee in the performance of its monitoring functions;

WHEREAS, the Committee recognizes the need for the provision of the following official LPMC identification and safety equipment for its members:

1. Official LPMC Uniform/Shirt with appropriate LPMC identification;
2. Safety Vest with LPMC identification;
3. Hard Hat/Safety Helmet;
4. Raincoat/Rain Gear; and
5. Safety Boots/Rubber Boots;

WHEREFORE, on motion of Hon. ROWEL B. LAGUMBAY, LPMC Member, duly seconded by Hon. ESTELITO L. ANSONG, LPMC Member BE IT –

RESOLVED, as it is hereby resolved by the Local Project Monitoring Committee of the Municipality of Hinundayan, Southern Leyte, to **REQUEST the Municipal Mayor and the Sangguniang Bayan, through the appropriate office/s, for the provision of official LPMC uniforms and Personal Protective Equipment (PPE)** for all LPMC members to be used during official project monitoring, ocular inspections, and field validation activities;

RESOLVED FURTHER, that the requested uniforms and safety equipment shall serve as official identification of LPMC members and shall be used primarily to ensure their safety and protection while performing their mandated monitoring functions in various project sites;

RESOLVED FURTHERMORE, that the concerned offices are hereby requested to determine the appropriate specifications, quantity, and funding source for the procurement/provision of the said uniforms and safety equipment, subject to existing budgeting, procurement, accounting, and auditing rules and regulations;

RESOLVED FINALLY, that copies of this Resolution be furnished to the Office of the Municipal Mayor, Sangguniang Bayan, Municipal Budget Office, Municipal Accounting Office, and other concerned offices for their information and appropriate action.

I HEREBY CERTIFY to the correctness of the foregoing Resolution.


EnP. MA. BELLA J. GILBUENA
MPDC/LPMC Secretariat

APPROVED:


JOSEPH U. TIAUZON
LPMC Chairman



LOCAL PROJECT MONITORING COMMITTEE

EXCERPT FROM THE MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC)
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AFTERNOON AT THE MUNICIPAL HALL, HINUNDAYAN, SOUTHERN LEYTE.

PRESENT: (Attendance Sheet hereto attached)

LPMC RESOLUTION NO. 04- 2026

"A RESOLUTION REQUESTING THE PROVISION OF FARE AND TRAVELLING ALLOWANCE OR APPROPRIATE INCENTIVES TO MEMBERS OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) OF THE MUNICIPALITY OF HINUNDAYAN, SOUTHERN LEYTE, IN THE PERFORMANCE OF THEIR OFFICIAL MONITORING AND OTHER RELATED FUNCTIONS"

WHEREAS, the Local Project Monitoring Committee (LPMC) is tasked to monitor and evaluate the implementation of programs and projects of the Municipality and to conduct regular project inspections, site visits, field validation, and related monitoring activities;

WHEREAS, the performance of these functions requires the active participation and attendance of LPMC members in **project site inspections, monitoring activities, meetings, and other official Committee undertakings**, which may entail transportation and other necessary personal expenses;

WHEREAS, some project sites are located in distant and difficult-to-reach areas, requiring LPMC members to incur transportation and travelling expenses in the discharge of their official monitoring responsibilities;

WHEREAS, the provision of appropriate fare and travelling assistance or incentives will help ensure the **regular attendance, active participation, and sustained commitment** of LPMC members in the performance of their mandated functions;

WHEREAS, recognizing the time, effort, and resources extended by LPMC members in the conduct of project monitoring activities will further strengthen the effectiveness and functionality of the Committee;

WHEREFORE, on motion of MLGOO MA. YVONNE NIEVA A. ABAD, LPMC Member, duly seconded by Eng'r. SARAH JOYCE ADARO, LPMC Member BE IT -

RESOLVED, as it is hereby resolved by the Local Project Monitoring Committee of the Municipality of Hinundayan, Southern Leyte, to **REQUEST the Municipal Mayor and the Sangguniang Bayan, through the appropriate offices, for the provision of fare and travelling allowance or appropriate incentives to LPMC members** who participate in official project inspections, monitoring activities, meetings, and other authorized Committee activities;

RESOLVED FURTHER, that the requested assistance or incentives shall be provided **subject to the availability of funds and existing budgeting, accounting, auditing, and other applicable government rules and regulations**;

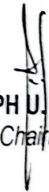
RESOLVED FURTHERMORE, that the appropriate amount, coverage, and manner of providing such fare, travelling allowance, or incentives shall be determined by the concerned offices in accordance with existing laws, policies, and regulations;

RESOLVED FINALLY, that copies of this Resolution be furnished to the Office of the Municipal Mayor, Sangguniang Bayan, Municipal Budget Office, Municipal Accounting Office, and other concerned offices for their information and appropriate action.

I HEREBY CERTIFY to the correctness of the foregoing Resolution.


EnP. MA. BELLA J. GILBUENA
MPDC/LPMC Secretariat

APPROVED:


JOSEPH U. TIAUZON
LPMC Chairman