



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

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING OF THE
MUNICIPALITY OF HINUNDAYAN HELD ON AUGUST 27, 2026 AT 2:00 IN THE AFTERNOON AT THE
MUNICIPAL CONFERENCE HALL, HINUNDAYAN, SOUTHERN LEYTE.

ATTENDANCE (attached sheet)

Preliminaries

The meeting started at exactly 2:15 in the afternoon with an opening prayer by Hon. Joseph U. Tiauzon, LPMC Chairman.

Acknowledgement of Participants and Declaration of Quorum

The committee convened at the municipal conference hall, after the roll call there was declared quorum.

The LPMC Chairman, presented the main agenda of the meeting which is the Final Inspection of the following project:

- Construction of Concrete Pathway, Brgy. Biasong, Hinundayan, Southern Leyte

The committee proceed to the aforementioned different location and sites. At the site, there was inspection and assessment of physical accomplishment conducted.

The findings and Observations are as follows:

100 % Completed

Afterwards, there were no other issues/ concerns being raised and on motion of Benilda B. Abad duly seconded by the body, the LPMC meeting has been duly adjourned at 4:00 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing Minutes.


MA BELLA J. GILBUENA, EnP
MPDC/LPMC Secretariat

APPROVED:


Hon. **JOSEPH U. TIAUZON**
LPMC Chairman



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LOCAL PROJECT MONITORING COMMITTEE

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 CONFERENCE HALL, HINUNDAYAN, SOUTHERN LEYTE.

ATTENDANCE (attached sheet)

Preliminaries

The meeting started after the Kick-off Rites of the following project at exactly 3:45 in the afternoon with an opening prayer by Hon. Jennelyn Salac, CSO.

Acknowledgement of Participants and Declaration of Quorum

The committee convened at the municipal conference hall, after the roll call there was declared quorum.

The LPMC Chairman, presented the main agenda of the meeting which is the findings and observations during Kick-off Rites of the following project:

- Construction of Municipal Warehouse/Multipurpose Storage Building at Dist. 1, Hinundayan, Southern Leyte
- Continuing Construction of Municipal Commercial Town Center at Dist. 2, Hinundayan, Southern Leyte

The committee findings and observations during the Kick -off Rites, that the NTP/Notice to Proceed must be served, before the Kick-off.

The MLGOO suggest to request the Provincial Development Management Unit (PDMU) to conduct a Capability-Building Training for all LMPC Members for Effective Project Monitoring and Evaluation.

A Resolution No. 3-2026 Requesting the PDMU (Provincial Development Management Unit) through DILG-Hinundayan to conduct a Capability- Building Training to all LPMC Members of the Municipality of Hinundayan for effective project monitoring and evaluation. It was on motion of Hon. Rowel B. Lagumbay, LPMC Member, duly seconded by Jennelyn B. Salac, CSO Women's Federation President.

A Resolution No. 4-2026 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 schedule commencement and implementation of Local Government Projects. It was on motion by Jennelyn B. Salac, CSO Women's Federation President and duly seconded by Hon Estelito L. Ansong, LPMC Member.

LPMC Chairman requesting a uniform for LPMC Members like raincoat, rain boots, vest, hard hat to identify the LPMC team during the project inspection.

A Resolution No. 5-2026 Requesting the Provision of Official LPMC uniforms and Personal Protective Equipment (PPE) or Protective Gear for all LPMC Members for proper identification and safety during project monitoring and site inspections. It was on motion by Hon. Rowel Lagumbay, LPMC Member and duly seconded by Hon Estelito L. Ansong, LPMC Member.

49 A Resolution No. 6-2026 Requesting the Provision of Fare and Travelling Allowance or Appropriation
50 Incentives for all LPMC Members of the Municipality of Hinundayan, Southern Leyte in the performance off
51 their official monitoring and other related functions. It was on motion by MLGOO Ma. Yvonne Nieva A. Abad,
52 LPMC Member and duly seconded by Engr. Sarah Joyce Adaro, LPMC Member.

53 Afterwards, there were no other issues/ concerns being raised and on motion of Benilda B. Abad duly
54 seconded by the body, the LPMC meeting has been duly adjourned at 4:45 in the afternoon.

55 I HEREBY CERTIFY to the correctness of the foregoing Minutes.

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59 MA BELLA J. GILBUENA, EnP
60 MPDC/LPMC Secretariat
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63 APPROVED:

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67 Hon. JOSEPH U. TIAUZON
68 LPMC Chairman



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LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING OF THE
MUNICIPALITY OF HINUNDAYAN HELD ON AUGUST 12, 2026 AT 1:00 IN THE AFTERNOON AT THE
MUNICIPAL CONFERENCE HALL, HINUNDAYAN, SOUTHERN LEYTE.

ATTENDANCE (attached sheet)

Preliminaries

The meeting started at exactly 1:15 in the afternoon with an opening prayer by Hon. Joseph U. Tiauzon, LPMC Chairman.

Acknowledgement of Participants and Declaration of Quorum

The committee convened at the municipal conference hall, after the roll call there was declared quorum.

The LPMC Chairman, presented the main agenda of the meeting which is the Final Inspection of the following project:

- Continuing Reblocking of Municipal Streets, Brgy. Dist. 1 & 2, Hinundayan, Southern Leyte

The committee proceed to the aforementioned different location and sites. At the site, there was inspection and assessment of physical accomplishment conducted.

The findings and Observations are as follows:

- Cracking observed along the interface between the newly reblocked concrete pavement and the existing concrete pavement.
- Concrete patching over existing pavement (center portion) are observed.
- Hollow sounding concrete was observed near the canal, indicating possible voids or inadequate support beneath the pavement.

Recommendation:

- Determined why the crack formed and do repair if needed.
- Determined the extent of the hollow area, check underneath the slab, reconstruct the pavement properly.

Afterwards, there were no other issues/ concerns being raised and on motion of Benilda B. Abad duly seconded by the body, the LPMC meeting has been duly adjourned at 3:00 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing Minutes. -


MA BELLA J. GILBUENA, EnP
MPDC/LPMC Secretariat

APPROVED:


Hon. JOSEPH U. TIAUZON
LPMC Chairman



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

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING OF THE
MUNICIPALITY OF HINUNDAYAN HELD ON AUGUST 6, 2026 AT 9:00 IN THE MORNING AT THE
MUNICIPAL CONFERENCE HALL, HINUNDAYAN, SOUTHERN LEYTE.

ATTENDANCE (attached sheet)

Preliminaries

The meeting started at exactly 9:15 in the morning with an opening prayer by Hon. Benilda B. Abad, Mun. Assessor, LPMC Secretariat.

Acknowledgement of Participants and Declaration of Quorum

The committee convened at the municipal conference hall, after the roll call there was declared quorum.

The LPMC Chairman, presented the main agenda of the meeting which is the Final Inspection of the following KALAHI project:

- Installation of Street Light – Solar Lights at Brgy. Sagbok, Hinundayan, Southern Leyte
- Concreting of Access Road (Leading of Bugho Elementary School) – Brgy. Bugho, Hinundayan, Southern Leyte

The committee proceed to the aforementioned different location and sites. At the site, there was inspection and assessment of physical accomplishment conducted.

The findings and Observations are as follows:

- Installation of Street Light – Solar Lights at Brgy. Sagbok, Hinundayan, Southern Leyte

100% Completed

- Concreting of Access Road (Leading of Bugho Elementary School) – Brgy. Bugho, Hinundayan, Southern Leyte

100% Completed

Afterwards, there were no other issues/ concerns being raised and on motion of Jane B. Casundo duly seconded by the body, the LPMC meeting has been duly adjourned at 10:45 in the morning.

I HEREBY CERTIFY to the correctness of the foregoing Minutes.


MA BELLA J. GILBUENA, EnP
MPDO/LPMC Secretariat

APPROVED:


Hon. JOSEPH U. TIAUZON
LPMC Chairman



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LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE ENJOINED MEETING OF RDC VIII – RPMC AND LOCAL PROJECT MONITORING COMMITTEE (LPMC) OF THE MUNICIPALITY OF HINUNDAYAN HELD ON SEPTEMBER 17, 2026 AT 10:00 IN THE MORNING AT THE SB SESSION HALL, HINUNDAYAN, SOUTHERN LEYTE.

ATTENDANCE (attached sheet)

Preliminaries

The meeting started at exactly 10:15 in the morning with an opening prayer by Jennelyn Ssalac, CSO.

Acknowledgement of Participants and Declaration of Quorum

The committee convene at SB Session Hall, after the roll call there was declared quorum.

The LPMC Chairman, presented the main agenda of the meeting which is the monitoring and inspection of the following project:

- Rehabilitation/Improvement Brgy. Ambao - Brgy. Amaga Farm-to-Market Road in Hinundayan, Southern Leyte

During the meeting, there was a project briefing conducted on the Overall Status of the FMR Project per fiscal year and the Status of the Rehabilitation/Improvement of Brgy. Ambao – Brgy. Amaga Farm-Market. After the brief discussion of the status of the project, the committee proceeds to the site for monitoring and inspection enjoined with the RDC VIII and Regional Project Monitoring Committee.

After the monitoring and inspection conducted of the Brgy. Ambao – Brgy. Amaga Farm to Market Road the Local Project Monitoring Committee with the Regional Project Monitoring Committee proceed to Ambao Brgy. Hall for presentation of findings and observations.

MPDC follow-up the payout of the cut trees during the clearing stage for the said project.

Representative from Provincial Engineering Office answered that the unliquidated damages like the payment of cut affected trees during the road clearing, had discrepancies during the cutting of affected trees, they cut the trees before the Contractor start the road clearing and there is no picture with Geo Tag, but we coordinate the in-charged to solve this problem, and the province will shoulder the payment. The one who receive the payment must be the owner of the Lot, she/he will bring the Tax Declaration that Real Property Tax updated.

RPMC Personnel suggest to the contractor that the newly constructed portion of the road must be saw-cut to control joints within 4 to 24 hours after pouring, depending heavily of the weather and type of saw used. Early-Entry Saws cuts as early as 2 to 4 hours after finishing, before the concrete reaches final set. Standard Saws within 6 to 18 hours (and never delayed past 24 hours) to prevent random shrinkage cracking. Depending on Weather Impact, Hot weather accelerates curing and requires cutting closer to the 4-hour mark, while cooler weather extends the window up to 12 hours to prevent the crack. And the cut depth should be 25% to 33% (one-quarter to one-third) of the total slab thickness. Have a Joint spacing should generally be spaced 24 to 36 times the thickness of the slab example 150 mm thick slab should have joints roughly 3.6 to 5.4 meters apart.

LPMC Chairman asked regarding the existing residential structure that lapsed the standard road shouldering, if it was existing during the construction.

50 Provincial Engineering Office representative responded that the residential structure was already existing
51 during the construction. It lapsed the standard dimension road shouldering, but depending on the road
52 classification, shoulders typically range from 1.2 to 3.0 meters (4 to 10 feet) wide.

53 Brgy. Ambao Kagawad asked regarding the payment of materials used during the repaired water pipe
54 connection damaged during the construction.

55 Provincial Engineering Office representative answered that the contractor was the responsible to settle the
56 payment of the materials used for the water pipe connection.

57 Provincial Engineering Office representative called the attention of MENRO to conduct reforestation near the
58 construction site before the final inspection of the said project. Suggested also to conduct coordination
59 meeting with the contractor and the DepDev, RPMC in the October second week of this year 2026 and need
60 update and the Final Inspection was set on October 10, 2026.

61 Afterwards, there were no other issues/ concerns being raised and on motion of Benilda B. Abad duly
62 seconded by the body, the LPMC and RDC VIII RPMC enjoined meeting has been duly adjourned at 5:25 in
63 the afternoon.

64 **I HEREBY CERTIFY** to the correctness of the foregoing Minutes.

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68 **MA BELLA J. GILBUENA, EnP**
69 MPDC/LPMC Secretariat
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72 APPROVED:

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76 **Hon. JOSEPH U. TIAUZON**
77 LPMC Chairman



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LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING OF THE
MUNICIPALITY OF HINUNDAYAN HELD ON SEPTEMBER 24, 2026 AT 9:00 IN THE MORNING AT THE
DIST. III, BRGY. HALL, HINUNDAYAN, SOUTHERN LEYTE.

ATTENDANCE (attached sheet)

Preliminaries

The meeting started at exactly 9:00 in the morning with an opening prayer by Marcos Camote, Assessor Representative.

Acknowledgement of Participants and Declaration of Quorum

The committee convened at the municipal conference hall, after the roll call there was declared quorum.

The LPMC Chairman, presented the main agenda of the meeting which is the Final Inspection of the following project:

- Construction of Concrete Canal Lining (Osmena St.) Dist. III, Hinundayan, Southern Leyte

The committee proceed to the aforementioned different location and sites. At the site, there was inspection and assessment of physical accomplishment conducted.

The findings and Observations are as follows:

100 % Completed

Afterwards, there were no other issues/ concerns being raised and on motion of Mary Jean Justiniano duly seconded by the body, the LPMC meeting has been duly adjourned at 10:00 in the morning.

I HEREBY CERTIFY to the correctness of the foregoing Minutes.

MA BELLA J. GILBUENA, EnP
MPDC/LPMC Secretariat

APPROVED:

Hon. JOSEPH U. TIAUZON
LPMC Chairman