



**Republic of the Philippines**  
**Province of Southern Leyte**



**Municipality of Liloan**

**LOCAL PROJECT MONITORING COMMITTEE (LPMC)**

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Minutes of the Local Project Monitoring Committee (LPMC) meeting held at Municipal Planning & Development Office, LGU Building I LGU-Liloan, Southern Leyte on March 16, 2026 at 2:00 o'clock in the afternoon.

|         |                         |   |                                       |
|---------|-------------------------|---|---------------------------------------|
| PRESENT | Manuel B. Uy-Oco Jr.    | - | LPMC Chairman, LNB Pres.              |
|         | Eduardo G. Gerbolingo   | - | MLGOO                                 |
|         | Mary Jane C. Manatad    | - | CSO, MAWOSA Pres.                     |
|         | Mila C. Reyes           | - | CSO, Bisig ng Kababaihan Rep.         |
|         | Victor M. Cadayona      | - | Punong Barangay, San Roque            |
|         | Denis B. Mosquito       | - | Punong Barangay, Magaupas             |
|         | Hermenia C. Cerdeña     | - | MPDC, LPMC Head Secretariat           |
|         | Mary Mher M. Santizas   | - | Statistician I, LPMC Secretariat      |
|         | Anne Marie C. Serdan    | - | MGDH, HRMDO                           |
|         | Joventino O. Paca, Jr.  | - | Municipal Engineer                    |
|         | Aneden M. Petracorta    | - | LDRRMO I                              |
|         | Krystel Ruth C. Ranario | - | Municipal Budget Officer              |
|         | Argie A. Aguilar        | - | Administrative Aide                   |
|         | Renzel S. Mercado       | - | Administrative Aide, LPMC Secretariat |
|         | Jude Moriel L. Bonite   | - | Administrative Aide, MPDO Staff       |

The meeting started with an opening prayer led by Mrs. Krystel Ruth C. Ranario, followed by the singing of the Philippine National Anthem, Southern Leyte and Liloan Hymn by an audio video presentation.

**AGENDA:**

1. Approval of LPMC M&E WORK Program / List of Priority Projects to be Monitored for Calendar Year 2026.
2. Approval of LPMC Work and Financial Plan 2027
3. Project Updates/ Feedbacking of Project Inspected

**NEW BUSINESS:**

Mr. Manuel B. Uy-Oco Jr., LPMC Chairman, acknowledged the presence of the LPMC members present at the meeting.

After reading the agenda, he called on Mrs. Mary Mher M. Santizas to present the LPMC M&E WORK Program / List of Priority Projects to be Monitored for Calendar Year 2026.



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**1. Approval of LPMC M&E WORK Program / List of Priority Projects to be Monitored for Calendar Year 2026.**

Mrs. Mary Mher M. Santizas presented the following List of Priority Projects to be Monitored for Calendar Year 2026:

| Name of Program / Project                                                                    | Location                       | Fund Source | Implementing Agency | Schedule (1st, 2nd, 3rd & 4th Quarter) |
|----------------------------------------------------------------------------------------------|--------------------------------|-------------|---------------------|----------------------------------------|
| Rehabilitation of Children's Playground at Freedom Park                                      | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Construction of Slope Protection at Phase 7                                                  | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Supply and Delivery of Solar Panels and Accessories for LGU Multi-Purpose Building II        | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Improvement of Water System (Additional distribution lines for Fatima Water System Source)   | Brgy. Fatima, Liloan So. Leyte | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Rehabilitation of Shoreline Protection at Tricycle Terminal                                  | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Rehabilitation of Municipal Boulevard (Shoreline Protection, Public CR and Concrete Planter) | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Improvement of Multi-Purpose Building II                                                     | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Improvement of Water System (Bagaulin Diversion Water Source)                                | San Isidro, Liloan So. Leyte   | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Rehabilitations of Drainage Canal at Public Market and Bus Terminal                          | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |
| Construction of Concrete Drainage Canal at Agoncillo Street, Poblacion, Liloan So. Leyte     | Poblacion, Liloan So. Leyte    | 20% DF      | LGU Liloan          | 2nd, 3rd and 4th Quarter               |



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|---------------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------------|------------|--------------------------|
| Embankment of Access Road Leading to the Evacuation Center                                  | Duwangan, Liloan So. Leyte                                 | 20% DF                                                   | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Supply and Delivery of CCTV System at Tagbak Marine Park (TMP)                              | Siti Tagbak, San Roque, Liloan So. Leyte                   | 20% DF                                                   | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Supply, Delivery and Installation of Mini-Gasoline Station                                  | Poblacion, Liloan So. Leyte                                | General Fund (MEO)                                       | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Supply, Delivery and Installation of Children's Play Equipment                              | Poblacion, Liloan So. Leyte                                | General Fund (MEO)                                       | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Construction/Upgrading/Rehabilitation of Drainage along National Roads-Secondary Roads      | Poblacion, Liloan So. Leyte                                | Convergence Program: (SIPAG) & (BIP) - <b>(National)</b> | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Construction of Water Supply System, Barangay Himay-angan, Liloan So. Leyte                 | Himay-angan, Liloan So. Leyte                              | Convergence Program: (SIPAG) & (BIP) - <b>(National)</b> | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Construction of Brgy. Pandan-Estela-Guintoylan-San Isidro Road, Liloan So. Leyte            | Pandan-Estela-Guintoylan-San Isidro Road, Liloan So. Leyte | Convergence Program: (SIPAG) & (BIP) - <b>(National)</b> | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Cagbungalón, Liloan So. Leyte | Cagbungalón, Liloan So. Leyte                              | Convergence Program: (SIPAG) & (BIP) - <b>(National)</b> | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Caligangan, Liloan So. Leyte  | Caligangan, Liloan So. Leyte                               | Convergence Program: (SIPAG) & (BIP) - <b>(National)</b> | LGU Liloan | 2nd, 3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Gud-an, Liloan So. Leyte      | Barangay Gud-an, Liloan So. Leyte                          | Convergence Program: (SIPAG) & (BIP) - <b>(National)</b> | LGU Liloan | 2nd, 3rd and 4th Quarter |



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|                                                                                             |                                                 |                                                         |            |                         |
|---------------------------------------------------------------------------------------------|-------------------------------------------------|---------------------------------------------------------|------------|-------------------------|
| Construction (Completion) of Multi-Purpose Building, Barangay Himayangan, Liloan So. Leyte  | Barangay Himayangan, Liloan So. Leyte           | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Ilag, Liloan So. Leyte        | Barangay Ilag, Liloan So. Leyte                 | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Magaupas, Liloan So. Leyte    | Barangay Magaupas, Liloan So. Leyte             | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Molopolo, Liloan So. Leyte    | Barangay Molopolo, Liloan So. Leyte             | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay Pres. Roxas, Liloan So. Leyte | Barangay Pres. Roxas, Liloan So. Leyte          | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |
| Construction (Completion) of Multi-Purpose Building, Barangay San Roque, Liloan So. Leyte   | Barangay San Roque, Liloan So. Leyte            | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |
| Construction of Multi-Purpose Building,Phase 1 Barangay San Roque,Liloan So. Leyte (SLSU)   | Barangay San Roque,Liloan So. Leyte (SLSU Site) | Convergence Program: (SIPAG) &(BIP) - <b>(National)</b> | LGU Liloan | 2nd,3rd and 4th Quarter |

Mrs. Santizas informed the Committee that the inspection of projects for Calendar Year 2026 shall commence in the second quarter. She explained that the adjustment in the schedule is since the procurement or bidding process for the identified projects has not yet been undertaken. Consequently, project implementation has not yet commenced, rendering the conduct of inspection premature currently.



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The Committee noted the update and agreed to proceed with the inspection activities once the projects are already underway.

In view of the foregoing, the Local Project Monitoring Committee (LPMC) Monitoring and Evaluation (M&E) Work Program and the List of Priority Projects to be Monitored for Calendar Year 2026 were presented to the body for review and consideration.

After due discussion and deliberation, the Committee unanimously approved the said Work Program and list of priority projects.

Accordingly, the body passed LPMC Resolution No. 1, Series of 2026, entitled:

**“A Resolution Endorsing to the Municipal Development Council (MDC) the Local Project Monitoring Committee (LPMC) Monitoring and Evaluation (M&E) Work Program and the List of Priority Projects to be Monitored for Calendar Year 2026.”**

**2. Approval of LPMC Work and Financial Plan 2027**

Following the approval of the List of Priority Projects, the Local Project Monitoring Committee (LPMC) Work and Financial Plan (WFP) for Calendar Year 2027 was presented to the body for review and consideration.

The Work and Financial Plan included the following activities, expected outputs, schedules, responsible units, fund sources, and budget allocations:

| Activity<br>(e.g. quarterly meetings, trainings, field monitoring activities) | Expected Output                                                                                                             | Schedule  | Responsible Unit/Individual | Fund Source                                | Budget    |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------|--------------------------------------------|-----------|
| Conduct monitoring, surprise inspection and site visits of ongoing projects.  | Projects monitored;<br>Ensured on time accomplishment of projects;<br>Unjustifiable delay in completion sanctioned; Ensured | Quarterly | LPMC                        | General Fund<br>(Municipal Mayor's Office) | 40,000.00 |



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|                                                                                      |                                                                                                                                                                             |                          |      |                                         |           |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------|-----------------------------------------|-----------|
|                                                                                      | scope of works per project are followed/implemented.<br><b>LPMES Form 6 and 7</b>                                                                                           |                          |      |                                         |           |
| Attendance to trainings and seminars                                                 | Additional knowledge and skills acquired in project monitoring <b>LPMES 9</b>                                                                                               | As Scheduled             | LPMC | General Fund (Municipal Mayor's Office) | 50,000.00 |
| Conduct of M & E Trainings                                                           | Additional knowledge and skills acquired in project monitoring <b>LPMES 9</b>                                                                                               | 1st Quarter, 4th Quarter | LPMC | General Fund (Municipal Mayor's Office) | 30,000.00 |
| Conduct of meetings (quarterly and special meetings)                                 | Conducted special and regular meetings conveying project monitoring results<br><b>LPMES 8 and 11</b>                                                                        | Quarterly LPMC           | LPMC | General Fund (Municipal Mayor's Office) | 40,000.00 |
| Provision of incentives for CSOs (during meetings, seminars and project inspections) | CSO representatives provided with incentives during meetings, seminars, and project inspections to support active participation in local governance and project monitoring. | Quarterly                | LPMC | General Fund (Municipal Mayor's Office) | 30,000.00 |



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|                                                                             |                                                                                                                |             |      |                                         |                   |
|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------|------|-----------------------------------------|-------------------|
| Acquisition of personal protective gears/equipment for the members          | Unhampered monitoring activities of the committee despite weather conditions; Safety of the members ensured.   | 2nd Quarter | LPMC | General Fund (Municipal Mayor's Office) | 15,000.00         |
| Acquisition of measuring equipments solely intended for the LPMC evaluation | Available meaasuring tool for the committee ensuring exact measurements of the projects as per LPMC evaluation | 2nd Quarter | LPMC | General Fund (Municipal Mayor's Office) | 20,000.00         |
| Purchase of Office Supplies                                                 | Available office supplies for LPMC Reports                                                                     | 2nd Quarter | LPMC | General Fund (Municipal Mayor's Office) | 10,000.00         |
| <b>TOTAL</b>                                                                |                                                                                                                |             |      |                                         | <b>235,000.00</b> |

After due discussion and deliberation, the Committee unanimously approved the Work and Financial Plan.

Accordingly, the body passed LPMC Resolution No. 2, Series of 2026, entitled: **"A Resolution Endorsing to the Municipal Development Council (MDC) the Local Project Monitoring Committee (LPMC) Work and Financial Plan (WFP) for Calendar Year 2027."**



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### 3. Project Updates/ Feedbacking of Project Inspected

Mrs. Santizas presented updates on the projects that have been inspected. For each project, she requested feedback and recommendations from the Committee members.

The Committee provided comments, suggestions, and recommendations to address observed issues, ensure proper implementation, and improve project management. The discussions focused on project accomplishments, delays, adherence to the approved scope of work, and measures to prevent unjustifiable delays.

The Committee duly noted the updates and agreed that continuous monitoring and timely feedback are essential to ensure the successful completion of all projects.

The following are the inspected projects along with their corresponding details and feedback:

#### 1. Embankment of Evacuation Area

**Details on Site(s) Inspected:** Upon inspection, embankment area needs more compaction to obtain same elevation in the area.

**Findings:** Lack of soil compaction on site.

**Issues:** The project is delayed due to restricted bridge access, which prevents the mobilization of heavy equipment necessary for construction activities.

**Actions Taken:** The LPMC conducted a feedbacking meeting right after the project inspection.

**Actions to be Taken:** Demand Justification Letter from Contrator

#### 2. Construction of 3-Concrete Classroom Building for Tertiary Education

**Details on Site(s) Inspected:** \* Project on site is still on-going, Still lacking the roofing, ceiling, finished floor line, paint works, lightings, doors and windows

**Findings:** Delay in project construction

**Issues:** The project has experienced delays due to a late commencement, compounded by the uncleared access road which restricts site entry, and further aggravated by unfavorable weather conditions affecting construction activities.

**Actions Taken:** The LPMC conducted a feedbacking meeting right after the project inspection.

**Actions to be Taken :** Demand Justification Letter from Contrator



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**3. Improvement of Stage Inside the Multi-Purpose Building**

**Details on Site(s) Inspected:** The project has been completed, with the building observed to be in as planned.

**Findings:** None

**Issues:** None

**Actions Taken:** None

**Actions to be Taken:** None

**4. Supply and Installation of Physical Fitness Equipment**

**Details on Site(s) Inspected:** The project is still on-going. Some equipment are still not installed on site. Some equipment installed was damaged.

**Findings:** Delay in project construction

**Issues:** The installation of equipment on site remains incomplete, and certain units that have already been installed sustained damage, thereby affecting project progress.

**Actions Taken:** The LPMC conducted a feedbacking meeting right after the project inspection.

**Actions to be Taken:** Demand Justification Letter from Contrator

**4. Other Matters/ Issues and Concerns**

**Presence of Municipal Engineer during inspections**

Mr. Eduardo Gerbolingo requested that during all project inspections, the Municipal Engineer should always attend so that technical questions from the LPMC can be properly addressed.

**Presentation of project perspectives**

He further added that the Municipal Engineering Office should present the perspective of all projects to be monitored so that LPMC members are familiarized with the project layouts, conditions, and key considerations to observe during inspections.

**ADJOURNMENT**

With no further matters to discuss, Mr. Eduardo Gerbolingo moved for adjournment, seconded by Mrs. Mila Reyes. The meeting was adjourned at 4:00 PM.



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I HEREBY CERTIFY to the correctness of the foregoing minutes.

Prepared by:

  
**MARY MIER M. SANTIZAS**

Statistician I/ LPMC Secretariat

Reviewed by:

  
**HERMENIA C. CERDENA**

MPDC/ Head Secretariat

Approved by:

  
**MANUEL B. UYOCO, JR**

LnB Pres./ LPMC Chairman