



Republic of the Philippines
Province of Southern Leyte
MUNICIPALITY OF MACROHON
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Local Project Monitoring Committee of Macrohon Southern Leyte
Mayor's Conference Room
June 24, 2026 (9:00-1:30 PM)

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING
2nd QUARTER MEETING (June 24, 2026)

Present Member:

FELIX M. SERATA	PMC Chairperson/ Punong Barangay of Amparo
ENGR. ELEAZAR A. KUIZON	Planning Officer I
JOSE M. SERVILLEJO	Kabaray Watershed Landowners Association (KWALA)
MARISSA M. MANTILLA	MOFFA President
AURELIO VASQUEZ	Macrohon TODA Association Incorporated
ROLANDO S. CASULLA	Punong Barangay of Buscayan
ANTONIO E. GLORIA	Punong Barangay of San Joaquin
RIZALIN DAPO	Punong Barangay of Upper Villa Jacinta
ENGR. SARAH P. DAMPOG	Municipal Engineer

Others:

JESSYL B. MAITEM	MPDO Staff
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Absent:

Without Representative

RODULFO C. GALLANO	Golden Dreamers Association
ODIEL NIÑO C. DEMEESTER	Punong Barangay of Sto Rosario
Dr. VICENTE MARAON	MLGOO



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1 The Project Monitoring Committee Meeting for the 2nd quarter (June 24, 2026) was called to order at
2 9:30 AM with a prayer led by Mr. Jose Servillejo, President of Kabaray Watershed Landowners
3 Association (KWALA).

4 A roll call of attendance was conducted by Engr. Eleazar A. Kuizon, POI/LSB Secretariat. A quorum
5 was declared by the presiding officer, Hon. Felix M. Serata, Punong Barangay of Amparo and
6 Chairperson of the Project Monitoring Committee (PMC). The Presiding Officer acknowledged the
7 attendees, followed by reading the minutes of the previous meeting by Engr. Eleazar A. Kuizon,
8 followed by correction of the previous minutes. All typo errors are being corrected.
9

10 The approval of the previous meeting's minutes was moved by Hon. Rizalin Dapo, Punong Barangay of
11 Upper Villa Jacinta seconded by Mr. Aurelio Vasquez, President of Macrohon TODA Association
12 Incorporated.
13

14 **Matters Arising from the minutes of the Previous Meeting:**

- 15 ○ **Page 3, Lines 34-40:** Hon. Felix Serata discussed the Work and Financial Plan (WFP)
16 allocations for supplies, materials (Personal Protective Equipment, uniforms, IDs, and office
17 supplies), honoraria, and travel allowances. He noted that the amounts stated in the WFP will
18 be followed up with the Mayor's Office to confirm the budget. Engr. Kuizon responded that
19 Ms. Grace Enriquez, EnP, MPDC, will consult with the Municipal Budget Office regarding
20 these figures. Additionally, Hon. Serata recalled that the committee previously agreed to
21 acquire hooded long-sleeve uniforms for PMC members, and the members' sizes were
22 subsequently recorded.
- 23 ○ **Page 2, Lines 15-20:** Hon. Felix Serata followed up on the status of the request submitted to
24 the Department of Public Works and Highways (DPWH) for the list of 2026 infrastructure
25 projects within the municipality. Engr. Eleazar Kuizon stated that he will follow up on this
26 request with Mrs. Cindy Barola, the Mayor's secretary, and provide an update at the next
27 meeting.
- 28 ○ **Page 2, Lines 21-25:** Hon. Felix Serata raised a concern regarding the request letter inviting
29 the contractor to participate in site inspections with the Local Project Monitoring Committee
30 (LPMC). Engr. Eleazar Kuizon stated that he will coordinate with Engr. Sarah Dampog, the
31 Municipal Engineer, to contact the contractor's assigned personnel or representative to ensure
32 their attendance at the next meeting.
- 33 ○ **Page 5, Lines 39-41 & Page 6, Lines 1-4:** Mr. Aurelio Vasquez raised a concern regarding
34 the temporary terminals for multicabs and motorcabs, as well as the designated parking areas
35 at the Municipal Plaza. Engr. Kuizon responded that he will verify the status of this matter
36 with Mrs. Grace Enriquez and the Tourism Officer. He noted that during a Municipal
37 Economic Development meeting, it was discussed that the designated plaza parking would
38 depend on coordination between the Tourism Officer and the Philippine National Police
39 (PNP). Engr. Sarah Dampog added that while a temporary terminal plan at the plaza had been
proposed, it was never realized, and no formal memorandum or Executive Order has been
issued.



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Agenda of the meeting:

- Accomplishment Report Updates
- Quarterly Inspection
- Other Matters

Agenda No. 1 –Accomplishment Report Update

Engr. Sarah P. Dampog, Municipal Engineer, presented the progress updates for the following infrastructure projects:

- **Construction of Multi-Purpose Hall (Phase 6) - San Vicente (Poblacion)**
 - **100% completion** as of May 28, 2026
 - Project is completed but with liquidated damages.
 - The Scope of works:
 - Ground & 2nd Floor Lobby
 - Assessor Office
 - Court Hall and Judge Office,
 - Court Staff, Accounting Office, COA Office
 - LIGA, PCA and DAR Offices.
- **Construction of Staging Areas for ICS - San Vicente (Poblacion)**
 - **100% completion** as of May 25, 2026
 - Project is completed but with liquidated damages.
 - The Scope of work:
 - 2nd Floor of ICS Building (Motorpool)
- **Improvement of Municipal Planning and Development Office at Multi-Purpose Hall - San Vicente (Población)**
 - 90.00% completion as of June 11, 2026, though the actual physical completion stands at 98%.
 - Balance of works:
 - Frosted glass stickers and door handle installations
- **Improvement of Senior Citizens Day Center and PWD Facilities - San Vicente (Población)**
 - 58.43% completion as of June 11, 2026
 - PPEs are provided but not worn by workers
 - Time extension is possible with proper documentation
 - Coordination with the Municipal Engineering Office (MEO) is recommended
 - Balance of works:
 - Tile Works, Painting Works & Electrical Works



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Engr. Dampog informed the committee that on June 22, 2026, a competitive bidding process was conducted for two projects:

1. The Flood Control Project in Barangay San Joaquin, funded by the Municipal Disaster Risk Reduction and Management Office (MDRRMO).
2. The Construction of Restrooms at the Molopolo-Sta. Cruz Fish and Bird Sanctuary.

Furthermore, she noted that under the 20% Development Fund, there are six potential pipeline projects. The first is Phase 7 of the Multi-Purpose Center (MPC). The remaining five involve fencing projects across four distinct locations: the Municipal Slaughterhouse, the Early Childhood Care and Development (ECCD) Building, the Old Public Market, and the Rural Health Unit (RHU) Building.

These fencing projects are slated for implementation via administration (by admin). Each location has an individual budget allocation of ₱400,000.00, totaling ₱1,200,000.00 for the fencing works.

Engr. Dampog clarified that based on consultations with the Commission on Audit (COA) Legal and Adjudication Sector (CLAS) and Department of Budget and Management (DBM) personnel, implementing these projects simultaneously poses a procurement challenge. Even though the projects are in different locations and fall within the Small Value Procurement threshold (below ₱400,000.00 for a 3rd-class municipality) where bidding is normally not required, the identical material requirements and overlapping timelines mean that splitting them could be seen as splitting of contracts. Therefore, a public bidding is required.

To comply with procurement guidelines, the project component was modified from "Construction of Fence" to "Supply and Delivery of Materials." Because of these adjustments, the material cost for one fencing location will be adjusted to slightly less than ₱400,000.00. The bidding will cover the procurement of materials only, while the actual construction will be carried out by administration.

Currently, some of these pipeline projects are in the procurement posting stage, while others are undergoing pre-bidding conferences. To date, only the first two projects (Flood Control and the Sanctuary Restrooms) have undergone final bidding.

Engr. Dampog raised concerns regarding the availability of secure storage facilities (stockrooms) for the supply and delivery of the fencing materials, as well as the sourcing of the necessary labor costs. In response, the Municipal Mayor assured her that the Executive Office would address and resolve these logistics and labor requirements once the project transitions into the implementation phase by administration.



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Agenda No. 2 – Quarterly Inspections

Attached herewith are the RPMES and photos taken during the inspections.

Other Matters

Engr. Sarah Dampog raised a concern regarding the Executive Order (EO) of the Local Project Monitoring Committee (LPMC), which currently lists the Municipal Engineer as an official member. She recalled from her training with the regional office that official LPMC guidelines mandate the membership composition to consist of the chairperson, three Barangay Captains, and Civil Society Organization (CSO) representatives. She clarified that the Municipal Engineer is not supposed to be a regular member of the LPMC; however, this does not deprive the Mayor of the authority to include them as an extended or ex-officio member. She emphasized that the primary purpose of the LPMC is to counter-check and maintain a system of checks and balances over the works implemented by the Municipal Engineering Office. Engr. Dampog further noted that while she should not be a regular member listed under the EO, she can be invited to resource or attend the LPMC meetings at any time.

Hon. Felix Serata concurred, adding that during their provincial seminar, it was explicitly stated that the Municipal Engineer should not be an LPMC member. Since the Engineering Office prepares the Plans and Programs of Work (POW), their inclusion in the committee would create a conflict of interest and eliminate impartial checks and balances during site inspections.

Engr. Dampog noted that she has already raised this issue with the Mayor's secretary. The Municipal Mayor has subsequently instructed the secretary to review the guidelines to correct and address this membership concern. Additionally, Engr. Dampog sought the assistance of the Presiding Officer, Hon. Serata, to follow up on this matter directly with the Mayor.

Engr. Eleazar Kuizon raised a concern to the body regarding the training allocations outlined in the Work and Financial Plan (WFP). He requested suggestions from the committee members regarding specific training programs that should be pursued.

Hon. Felix Serata responded by suggesting that the Department of the Interior and Local Government (DILG) could recommend training programs specifically designed for and related to LPMC operations. Engr. Kuizon agreed and added that he would also coordinate with Ms. Grace Ann Enriquez to see if she could recommend any specialized training tailored specifically for this committee.

Engr. Sarah Dampog recalled a discussion from a previous meeting regarding the LPMC's role in project enforcement. She shared that she had raised this matter with the Commission on Audit (COA) during their exit conference a month ago. The conference addressed the completion and status of municipal infrastructure projects, highlighting the dual reporting roles of both the Municipal Engineering Office (MEO) and the LPMC.



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Engr. Dampog then proposed that a Certificate of Satisfactory Completion issued by the LPMC should be made a mandatory requirement in the contractor's billing process. She emphasized that an independent LPMC report serves as strong evidence and a vital counter-check on the work of the MEO.

The Presiding Officer, Hon. Felix Serata, strongly supported this proposal. He candidly noted that under its current setup, the LPMC feels ineffective and seemingly "just for show." He stated that requiring an LPMC certification would actually benefit the MEO by providing solid justification and administrative support when dealing with contractors who have project lapses or performance issues. This certification would serve as a crucial supporting document to hold back billing from contractors with deficient work.

Engr. Dampog reiterated that she is completely open to all constructive suggestions that improve project implementation. She highly recommended adopting this protocol as a standard counter-checking mechanism for all project statuses. Furthermore, she mentioned that the local COA team expressed interest in this concern and intends to elevate the discussion to their higher office for further guidelines.

Engr. Dampog expressed optimism for a positive outcome regarding this matter, noting that since the LPMC is organized under the guidelines of the Department of the Interior and Local Government (DILG), she is hopeful that the committee's certification will eventually be formalized as a mandatory billing requirement.

Mr. Aurelio Vasquez then raised a concern regarding the status of the access road in Barangay Ilihan, specifically the portion located at Purok Ataviado. Engr. Dampog responded that the Municipal Planning and Development Coordinator (MPDC) will need to counter-check the Annual Investment Program (AIP) to verify if funding for this specific road section has been included. Engr. Kuizon added that he will look into the matter and provide feedback at the next meeting.

Engr. Eleazar A. Kuizon discussed the road mapping project conducted from Barangay Bagong Silang to Barangay Sto. Rosario, noting that all segments covered by this initiative have been integrated into the municipality's GPS road mapping database. The corresponding map is attached to these minutes for the committee's reference.

No other matters were discussed.

The LPMC Meeting and 2nd Quarter Inspection for C.Y. 2026 concluded at 1:30 PM

Prepared by:

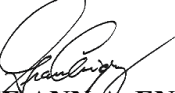
ENGR. ELEAZAR A. KUIZON
Planning Officer I



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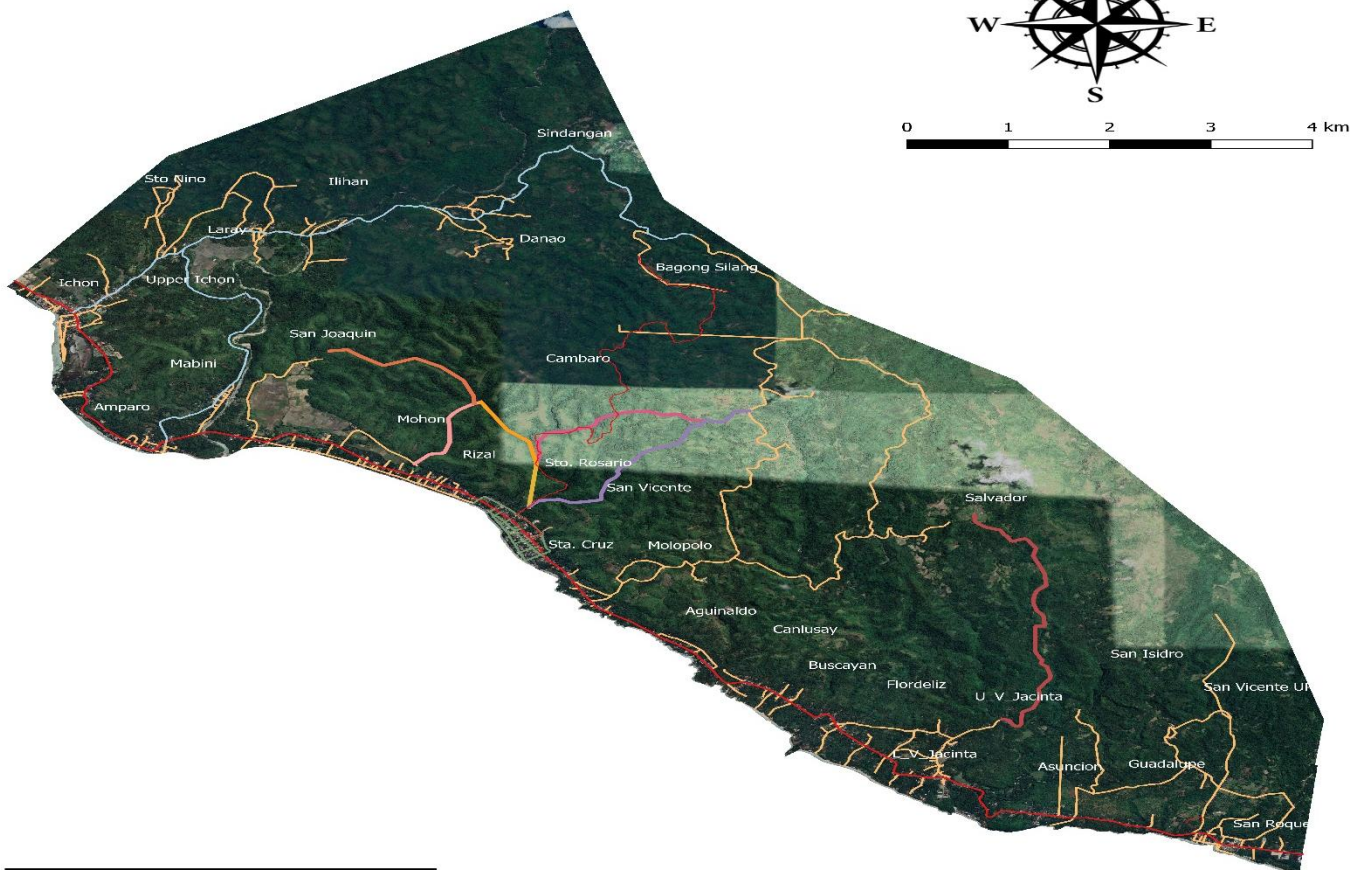
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Reviewed by:


GRACE ANN A. ENRIQUEZ, EnP
MPDC

Approved by:


ELIA SERATA
PMC Chairperson, Punong Barangay of Amparo



LEGEND

Municipal Road	Sto. Rosario (Tubod Spring) - Cambaro Est.L=3052m
Provincial Road	Junc. Rd. (Madrone Land)-Cambaro Alternate Route Est.L=2260m
National Road	Sto. Rosario (Tubod Spring) - Junc. Rd. (Madrone Land to cambaro) Est. L = 700m (For Survey)
Junc. Rd. (Madrone Land) - Junc. Rd Olpy Teves Land-Est. L = 1150m	Mohon Slaughter House - Junc. Rd Olpy Teves Land - Est. L=1332m
Upper VJ - Salvador (Sitio Mangmang) Est. L = 4325m	Barangay Road
Mohon (Junc. Rd. Olpy Teves Land) - San Joaquin (Linao Spring-Tugaybong) Est.L=1931m	Sto. Rosario - Bagong Silang