



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
September 9, 2026 (9:00-1:30 PM)

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) MEETING
3rd QUARTER MEETING (September 9, 2026)

Present Member:

FELIX M. SERATA	PMC Chairperson/ Punong Barangay of Amparo
ENGR. ELEAZAR A. KUIZON	Planning Officer I
RIZALIN DAPO	Punong Barangay of Upper Villa Jacinta
DR. VICENTE MARAON	MLGOO
JON MICO E. ERASMO	MEO Representative
ROLANDO S. CASULLA	Punong Barangay of Buscayan
MARISSA M. MANTILLA	MOFFA President
ANTONIO E. GLORIA	Punong Barangay of San Joaquin

Others:

JESSYL B. MAITEM	MPDO Staff
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Absent:

With Representative

ENGR. SARAH P. DAMPOG	Municipal Engineer
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Without Representative

RODULFO C. GALLANO	Golden Dreamers Association
ODIEL NIÑO C. DEMEESTER	Punong Barangay of Sto Rosario
JOSE M. SERVILLEJO	Kabaray Watershed Landowners Association (KWALA)
AURELIO VASQUEZ	Macrohon TODA Association Incorporated



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The Project Monitoring Committee (PMC) meeting for the 2nd quarter was called to order at 9:30 AM, beginning with an opening prayer led by Hon. Rizalin Dapo, Punong Barangay of Upper Villa Jacinta. Engr. Eleazar A. Kuizon, PO I, conducted the roll call of attendance. A quorum was subsequently declared by the presiding officer, Hon. Felix M. Serata, Punong Barangay of Amparo and PMC Chairperson.

After acknowledging the attendees, the Presiding Officer floor was given to Engr. Eleazar A. Kuizon to read the minutes of the previous meeting. The body then reviewed and corrected the minutes as follows:

- **Page 4, Line 34:** Changed "In response, the Municipal Mayor" to "In response, based on her conversation with the Municipal Mayor."
- **Page 6, Line 38:** Changed "Engr. Eleazar A. Kuizon" to "Ms. Jessyl Maitem."

The approval of the previous meeting's minutes, as corrected, was moved by Hon. Rolando S. Casulla, Punong Barangay of Buscayan, and seconded by Mrs. Marissa M. Mantilla, MOFFA President.

- **Page 2, Lines 15–21:** Engr. Eleazar Kuizon provided an update regarding the Work and Financial Plan (WFP), specifically focusing on the following:
 - **Honoraria and travel allowance allocations:** According to the COA representative, the Accounting Office stated that only Civil Society Organization (CSO) representatives are legally authorized to receive travel allowances. Dr. Vicente Maraon, MLGOO, added that Barangay Captains can claim their travel allowances directly from their respective barangays, whereas CSOs, being outside the government, are granted this special government privilege.
 - **Supplies and Materials (Personal Protective Equipment, Uniform, ID, office supplies):** Engr. Kuizon will provide an update during the next meeting regarding the materials for the PPE and IDs. His concern is that the upcoming barangay election in November will have a big impact on this process, because some of the members may change.
 - **Training and Refresher on Basic Engineering Concepts and Terminologies:** Engr. Kuizon also provided an update on the capacity training for LPMC members. Based on his conversation with Engr. Joey Rich of the DILG, the training can be scheduled provided they are given ample time. The DILG will be responsible for looking for a speaker or a resource person. However, Engr. Kuizon's concern remained the same regarding the upcoming election; he noted that the capacity training might have no bearing if the members are changed after the election.
- **Page 2, Lines 22–26:** Engr. Eleazar Kuizon provided an update regarding the status of the request to the Department of Public Highways (DPWH) for the list of 2026 infrastructure projects within the Macrohon Municipality. According to his conversation with the OIC District Engr. Gedion Sacro of DPWH Maasin, the resolution has been received and forwarded via email to the national office. They are currently awaiting a reply and approval since this falls under their mandate and relates to flood control issues.



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- **Page 2, Lines 27–30:** Engr. Eleazar Kuizon raised a concern regarding the request letter asking contractor representatives to participate during LPMC site inspections. He suggested that the Municipal Engineering Office (MEO) should be the one in charge of this matter once a regular meeting is scheduled, as they are the project implementation office and have direct access to the project contractors.
- **Page 2, Lines 31–38:** Engr. Eleazar Kuizon gave an update regarding the temporary terminal. He recalled that this was raised by Mr. Aurelio Vasquez of the Macrohon TODA Association Incorporated during the MDC meeting. He noted that the municipal mayor plans to create a small embankment on the proposed public market site to serve as a temporary terminal in the Poblacion area. Engr. Kuizon added that the plan for the public plaza terminal will depend on the municipal mayor's design to accommodate the limited space for food stalls, amusement areas, and the public parking area.
- **Page 6, Lines 5–9:** Engr. Eleazar Kuizon raised a concern that under its current setup, the LPMC feels ineffective and seemingly "just for show." Dr. Vicente Maraon responded that this matter should be raised to the municipal mayor to allow the LPMC certification to function effectively in project monitoring, proposing that it be included as a requirement in the project billing process. Engr. Kuizon responded that he will consult Ms. Grace Enriquez, EnP, MPDO, to relay the concern of the LPMC to the municipal mayor.

Agenda of the meeting:

- Accomplishment Report Updates
- Quarterly Inspection
- Other Matters

Agenda No. 1 –Accomplishment Report Update

Engr. Jon Mico E. Erasmo, Municipal Engineer Representative, presented the progress updates for the following infrastructure projects:

- **Improvement of Senior Citizens Day Center and PWD Facilities - San Vicente (Población)**
 - 100% completed as of July 29, 2026
 - The billing process is currently ongoing.
- **Construction of Flood Control – San Joaquin**
 - The Notice to Proceed (NTP) was issued on July 10, 2026.
 - The target completion date was August 29, 2026.
 - The project is delayed and may be subject to liquidated damages.
 - Work has not yet started; only boulders have been delivered to the site as of September 9, 2026.
 - The MEO must closely monitor this project to determine the appropriate course of action.



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- **Improvement of Municipal Public Plaza (Phase 3) - San Vicente (Poblacion)**
 - The Notice to Proceed (NTP) was issued on July 10, 2026.
 - The target completion date is May 1, 2027.
 - The actual accomplishment rate is 42.64% as of September 9, 2026.
 - The project is ahead of schedule but must be closely monitored to prevent any future delays.
 - Construction is currently ongoing. Safety apparel has been provided on-site, but the workers are not utilizing it.
 - The Scope of Work includes:
 - Construction of the Public Plaza Toilet
 - Concrete extension of the Municipal Public Plaza Basketball Court
- **Rehabilitation of Comfort Room in Molopolo-Sta Cruz Fish and Bird Sanctuary – Sta. Cruz/Molopolo**
 - The NTP was issued on July 10, 2026.
 - The target completion date is September 21, 2026.
 - The project is only at 32.24% completion as of September 9, 2026, against a target of 84%, resulting in a significant delay.
 - The MEO must closely monitor the project to catch up with the baseline schedule.
 - Personal Protective Equipment (PPE) is provided on-site, but the workers are not wearing it.
 - A time extension may be considered, subject to the submission of proper documentation.

Agenda No. 2 – Quarterly Inspections

The Regional Project Monitoring and Evaluation System (RPMES) forms and photos taken during the inspections are **attached herewith** for reference.

Other Matters

Dr. Vicente Maraon, MLGOO, reminded all Zoom meeting attendees to take a screenshot of the session and send it to the group chat. This will serve as a required attachment for the RPMES submission and approval, particularly for capacity-building training.

Hon. Felix Serata raised a concern regarding the difference between the Local Infrastructure Team (LIAT) and the LPMC. Dr. Vicente Maraon clarified that the LIAT inspects existing structures to assess if they can withstand future catastrophes like earthquakes or typhoons, whereas the LPMC inspects new construction projects.



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There being no other matters to discuss, the body agreed that the next meeting will be held during the second week of November 2026.

The LPMC Meeting and 3rd Quarter Inspection for C.Y. 2026 officially concluded at 1:30 PM.

Prepared by:

JESSYL B. MAITEM
MPDO STAFF

Reviewed by:

GRACE ANN A. ENRIQUEZ, EnP
MPDC

Approved by:

FELIX SERATA
PMC Chairperson, Punong Barangay of Amparo