



**MINUTES OF THE PROJECT MONITORING COMMITTEE (PMC) MEETING
HELD ON SEPTEMBER 10, 2026, AT SB SESSION HALL MUN. GYM, BRGY.
HIMATAGON**

Present:

1. Maria T. Vivares	LPMC Vice Chairperson/ Pres. Bolodbolod Women's
2. Bernadito G. Añora	Municipal Vice Mayor
3. Gypsie L. So	SB Member, Committee on Finance
4. Antonio C. Dalugdugan	SB Member, Committee on Environment
5. Eralin P. Caday	SB Member
6. Raydon Balasico	SB Member
7. Necitas M. Lompot	PPLB/ABC President
8. Sunday C. Peligro	Punong Barangay, Guinsaugon
9. Romeo P. Bernabe	Punong Barangay, Atuyan
10. Manuel P. Lao Jr.	MASSO
11. Rosemarie Y. Abris	SBOFA President
12. Hector G. Atalo	MRP Representative
13. Danny Q. Balasico	IA TSBAI President
14. Engr. Ceilito S. Bulagsac	PMC Secretariat/MPDC-Designate
15. Alberto P. Bulagsac	MEO
16. Meredith Tanquezon	MPDO Staff

Absent:

1. Danilo A. Bacus	MLGOO/ LPMC Chairperson
2. Edwin V. Bajador	Punong Barangay, Himbangan

PROCEEDINGS

The Project Monitoring Committee (LPMC) of the Municipality of Saint Bernard convened its 3rd Quarter Meeting for Calendar Year 2026 to discuss matters pertaining to the Quarterly Site Inspection and Monitoring Report for the 3rd Quarter of 2026.

The meeting was attended by the Municipal Vice Mayor, members of the Local Project Monitoring Committee (LPMC), representatives, and concerned municipal staff. In the absence of the LPMC Chairperson, the meeting was temporarily presided over by the LPMC Vice Chairperson, Maria T. Vivares.

The meeting commenced at 8:30 a.m. with an opening prayer led by Pastor Hector G. Atalo.

Thereafter, Engr. Ceilito S. Bulagsac, LPMC Secretariat, conducted the roll call and confirmed the attendance of the members present. Upon verification, the Secretariat reported that a quorum was present.

Acting on behalf of the LPMC Chairperson, Maria T. Vivares, LPMC Vice Chairperson, formally acknowledged the presence of a quorum and called the meeting to order.

In her opening remarks, the Presiding Officer welcomed and acknowledged the members, representatives, and staff in attendance. She also recognized their participation in the 3rd Quarter LPMC Meeting and the on-site project monitoring and inspection activities for Calendar Year

2026. She emphasized the importance of the Committee's continued participation and cooperation in monitoring the implementation and progress of local projects within the municipality.

Thereafter, Engr. Bulagsac presented the status updates of the projects monitored and discussed during the previous meeting, including the percent completions of those projects. He also stated that the details of these projects reflected in various Regional Project Monitoring and Evaluation System (RPMES) forms had already been reported and submitted to the submission portal of the DILG, including the other supporting documents.

During the discussion, SB Member Gypsie L. So sought clarification on the role and scope of the Infrastructure Sectoral Committee under the Municipal Development Council (MDC), including the proper process for submitting infrastructure-related issues and recommendations to the MDC and other higher committees or concerned agencies. The Committee also discussed the scope of its monitoring functions and possible overlaps with those of other offices.

Questions were likewise raised regarding the requirement for project monitoring reports prior to project turnover. MEO personnel clarified that current guidelines do not explicitly require a PMC report as a precondition for project turnover.

Engr. Alberto P. Bulagsac, Municipal Engineer, reported that some findings in previous PMC reports were not consistent with the approved project plans and specifications. He cited the concerns regarding the pantry electrical outlets and stair railings.

The Committee noted that the pantry electrical outlets were not indicated in the approved electrical plan, while the approved detailed design and unit price analysis specified steel railings, rather than stainless steel, for the stairs. The Committee agreed that these findings should be validated against the approved plans, specifications, and detailed cost estimates before requiring corrective action.

Ma'am Vivarez discussed the need to study the matter and determine an appropriate solution. Infrastructure-related recommendations and unresolved concerns shall be elevated through the proper development council process.

To guarantee effective project evaluation, Ma'am Vivarez suggested to request a face-to-face training to equip LPMC members, specifically non-engineers, to have adequate knowledge and understanding of project monitoring and evaluation, particularly in assessing project implementation, physical progress, quality, and compliance with approved plans and specifications.

After further deliberation, Danny Q. Balasico, President of the Irrigators Association, moved to request the conduct of a face-to-face training on Project Monitoring and Evaluation for non-engineer LPMC members. The motion was duly seconded by Romeo P. Bernabe, Punong Barangay of Atuyan.

Following the approval of the motion, the LPMC proceeded with the on-site project monitoring and inspection of the following projects:

- Design and Build for the Construction of the Municipal Hall Building cum Evacuation Center at Brgy. Himatagon
- Rehabilitation/Improvement of the Level III Water System, Phase II, at Brgy. Libas
- Construction/Improvement of the Elementary School Building, Phase III, at Brgy. Tambis II
- Upgrading/Concreting of Local Access Road at Brgy. Himatagon

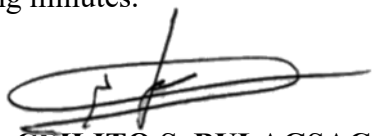
After completing the site inspections, the Committee consolidated and finalized its findings, identified the issues encountered, and discussed the corresponding actions taken and recommended

measures to address the concerns with the MEO personnel. Engr. Ceilito S. Bulagsac then presented and elaborated on the status, accomplishments, and observations for each monitored project. Detailed information is provided in the attached Project Monitoring Reports

ADJOURNMENT

There being no other matters to discuss, Danny Balasico moved to adjourn the 3rd Quarter LPMC On-Site Project monitoring and Meeting at 4:00 p.m. The motion was duly seconded by Rosemarie Y. Abris.

I HEREBY CERTIFY as to the correctness of the foregoing minutes.


ENGR. CEILITO S. BULAGSAC, EnP.
PMC Secretariat/ MPDC- Designate

APPROVED:


DANILO A. BACUS
MLGOO/ LPMC Chairperson