



Republic of the Philippines
Province of Southern Leyte
MUNICIPALITY OF SAN RICARDO

POST ACTIVITY REPORT

ACTIVITY:	Conduct of Project Site Inspection and Brief-orientation of the Local Project Monitoring Committee of LGU San Ricardo
DATE:	June 17, 2026
VENUE/LOCATION:	2 nd Floor, MPDO Office, DILG Evacuation Building (Temporary Municipal Building), Barangay San Antonio, San Ricardo, Southern Leyte
NO. OF PARTICIPANTS:	5-LPMC REGULAR MEMBERS, 2-LPMC REGULAR MEMBERS ABSENT, 4-LPMC SECRETARIAT PERSONNEL

REPORT SUMMARY

I. OBJECTIVES OF THE ACTIVITY:

1. To conduct project site inspections to validate implementation progress, identify issues and concerns, and recommend appropriate actions for timely project completion.
2. To enhance the capacity of LPMC members by conducting brief orientation on their roles, responsibilities, and project monitoring procedures to ensure effective and transparent conduct of project monitoring.

II. HIGHLIGHTS OF THE ACTIVITY:

1. Short re-orientation of LPMC Members on their roles, duties, and responsibilities.
2. A short briefing of LPMC members of the projects to be inspected.
3. Conduct of Actual Project Site Inspection at Barangay Inolinan.

III. OUTPUT/S OF THE ACTIVITY:

1. LPMC Members re-oriented, reminded and capacitated on their respective roles, duties, and responsibilities.
2. Project Inspection Report
3. Issues and Recommendations Summary
4. Endorsement or Action Plan, if any

IV. RECOMMENDATIONS/RELEVANT APPLICATION (if any):

1. None

V. REQUESTED ACTIONS (if any):

(Indicate the proposed actions for the recommendations)

1. None

VI. Attachments (check as applicable):

- | | |
|---|--|
| ☒ Photos | ☐ Program of activities |
| ☐ Powerpoint/lecture materials | ☐ Certificate of attendance/participation/completion |
| ☐ Brochures | ☒ Others (specify) Attendance Sheet |
| ☐ Workshop/activity materials | |



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VII. DOCUMENTATION





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