



PROVINCIAL PROJECT MONITORING COMMITTEE

MINUTES OF THE PROVINCIAL PROJECT MONITORING COMMITTEE (PPMC) MEETING HELD AT PPDO CONFERENCE ROOM, CAPITOL COMPOUND, BRGY. CALUMPANG, NAVAL, BILIRAN ON JUNE 25, 2026, 10:00 AM

I. PRELIMINARIES

Prayer

The meeting commenced with an invocation led by Engr. Ester A. Ejorcadas, asking for the Almighty's guidance and wisdom for the successful conduct of the meeting and the effective performance of the Committee's functions.

II. CALL TO ORDER

Following the invocation, EnP. Hossana E. Gomez, Provincial Planning and Development Coordinator (PPDC) and Head of the PPMC Secretariat, formally called the meeting to order at 10:00 A.M.

She welcomed the Committee members and other participants and acknowledged their attendance.

She informed the Committee that the Chairperson of the Provincial Project Monitoring Committee (PPMC), Hon. Rogelio J. Espina, MD., FPOA, Provincial Governor, was unable to attend the meeting. She further informed the Committee that Executive Order No. 042, Series of 2025 designates the Provincial Governor as Chairperson but does not designate a Vice Chairperson or Acting Chairperson to preside over meetings in the Chairperson's absence.

To ensure the orderly conduct of the meeting, the Secretariat recommended that the Committee designate a Temporary Presiding Officer from among its members before proceeding with the business of the meeting.

III. DESIGNATION OF THE TEMPORARY PRESIDING OFFICER

Upon motion of Nazarino D. Bilbao, duly seconded by Norman C. Vicedor, the Committee unanimously approved PPMC Resolution No. 1, Series of 2026, entitled:

"A Resolution Designating a Temporary Presiding Officer for the Provincial Project Monitoring Committee (PPMC) Meeting Held on June 25, 2026."

Pursuant to the approved Resolution, **Mrs. Ma. Mayonaise C. Monton**, CSO Representative and President of the WORD-KALIPI Provincial Federation, was designated as **Temporary Presiding Officer** for the duration of the meeting.



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Mrs. Monton thereafter assumed the Chair and presided over the meeting.

IV. ATTENDANCE

Committee Members' Present:

EnP. Rosalie O. Chu	MPDC, LGU Caibiran Representative of Mayor Revita
Norman C. Vicedor	Acting MPDC, LGU Cabucgayan Representative of Mayor Adobo
Ivan Estreller	Representative of DILG PD Jesus Naquila
Nazarino D. Bilbao	CSO Representative, PAFC
Ma. Mayonaise C. Monton	CSO Rep. - President, WORD-KALIPI

Other Present:

EnP. Hossana E. Gomez	PPDC/PPMC Secretariat
Engr. Rex R. Palconit, EnP	PO-IV/Planning Staff
Michelle Cabogoy	PEO Staff
Engr. Joshua L. Gilbuena	PEO Engineer
Engr. Ester A. Ejorcadas	PPDO Staff
Ronniel E. Mocorro	PPDO Staff

The Secretariat determined that a quorum was present. Thereafter, the Temporary Presiding Officer declared the meeting duly constituted.

V. APPROVAL OF THE AGENDA

The following agenda was presented for consideration:

1. Project Monitoring (On-site)
2. PPMC Meeting

Upon motion duly made and seconded, the agenda was unanimously approved.



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VI. PROJECT MONITORING REPORT

Prior to the meeting, the Committee conducted an on-site monitoring of the following projects:

1. **Construction of Multi-Purpose Building (Phase 1)** at **Bool National High School**, Brgy. Bool East, Culaba, Biliran;
2. **Construction of Multi-Purpose Building (Phase 1)** at **Calumpang Elementary School**, Brgy. Calumpang, Naval, Biliran; and
3. **Improvement of Oil Mill Building** at the **Capitol Compound**, Brgy. Calumpang, Naval, Biliran.

Following the on-site inspection, an **Exit Conference** was conducted to discuss the Committee's observations, significant findings, and recommendations.

The Committee noted that the **Construction of Multi-Purpose Building (Phase 1)** projects at **Bool National High School** and **Calumpang Elementary School** were successfully completed within the scope of their respective Phase 1 contracts. During the discussion, **Mr. Nazarino D. Bilbao**, Representative of the Provincial Agriculture and Fishery Council (PAFC), recommended that additional funding be considered to support the completion of the succeeding phases of the two multi-purpose buildings.

With respect to the **Improvement of Oil Mill Building**, Mr. Bilbao recommended that the implementing office ensure the regular cleanliness and proper maintenance of the facility. He further suggested that any future funding for the project should include the elevation of the building's flooring to minimize the entry of floodwater and improve the facility's resilience during heavy rains and flooding.

The Committee likewise observed that all monitored projects had been completed and were progressing satisfactorily. In recognition of the successful implementation of the projects, the Committee commended the Provincial Engineering Office (PEO) for its dedication and commendable performance in delivering quality infrastructure projects for the Province of Biliran.

The Committee agreed that the observations, recommendations, and agreements reached during the Exit Conference shall be incorporated into the official monitoring report and shall serve as inputs for future project implementation, maintenance, and funding considerations.

VIII. OTHER MATTERS

There being no other matters raised for discussion, the Temporary Presiding Officer expressed her appreciation to the Committee members, the Secretariat, and all participants for their active participation and valuable contributions to the monitoring activities and deliberations.



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IX. ADJOURNMENT

There being no further business to discuss, the Temporary Presiding Officer declared the meeting adjourned at 11:00 AM.

Prepared by:

ENGR. REX R. PALCONIT, EnP
Planning Officer IV

Reviewed by:

EnP. HOSSANA E. GOMEZ
Provincial Planning and Development Coordinator
Head, PPMC Secretariat

Certified Correct:

MRS. MA. MAYONAISE C. MONTON
President, WORD-KALIPI Provincial Federation
Temporary Presiding Officer

Noted:

HON. ROGELIO J. ESPINA, MD., FPOA
Provincial Governor
Chairperson, Provincial Project Monitoring Committee (PPMC)
