



Republic of the Philippines
Province of Eastern Samar
Municipality of Guiuan
Guiuan, Eastern Samar

OFFICE OF THE MUNICIPAL MAYOR



EXECUTIVE ORDER NO. 03-38

**REORGANIZING THE MUNICIPAL PROJECT MONITORING COMMITTEE IN THE
MUNICIPAL GOVERNMENT OF GUIUAN, EASTERN SAMAR**

WHEREAS, Executive Order No. 376 s. 1989, as amended by E.O. 93 s. 1993, established the Regional Project Monitoring and Evaluation System (RPMES) to facilitate project implementation and develop facilitation, problem-solving, monitoring and evaluation of foreign, national and locally-funded projects to the sub-national levels;

WHEREAS, DILG MC No. 2004-78 dated June 22, 2004 mandates the Organization/ Reactivation of Project Monitoring Committees (PMCs) in the local government units:

WHEREAS, the Project Monitoring Committee shall be the monitoring arm of the Municipal Development Council (MDC) and the scope and coverage of its monitoring responsibilities are also expanded to include the following:

1. Foreign and national-funded projects including development projects funded from Internal Revenue Allotment (IRA) share of the LGUS supported by funds released directly to the Municipality; and
2. Projects funded from locally-generated resources which are implemented within the Municipality.

NOW, THEREFORE, I, ANNALIZA P. GONZALES-KWAN, Municipal Mayor of the Municipality of Guiuan, Eastern Samar, by virtue of the power vested in me by law, do hereby ordain the following:

SECTION 1. REORGANIZATION OF THE MUNICIPAL PROJECT MONITORING COMMITTEE (MPMC). The Municipal Project Monitoring Committee, hereinafter referred to as the Committee, in the Municipal Government of Guiuan, Eastern Samar, is hereby reorganized, to be composed of the following:

Chairperson	: EDITHA MABINI , President, Comverse Fisherfolk Association Civil Society Organization Representative
Vice Chairperson	: HON. CESARIO M. LABUTAP , Punong Barangay of Sulangan Municipal Development Council Member
Members	: CONCESA D. ABUDA , Civil Society Organization Representative



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Municipal Development Council Member

NIÑA B. SERVANO,
Municipal Local Government Operations Officer

SESENIA W. OGANIA
Civil Society Organization Representative
Municipal Development Council Member

ZENAIDA M. CUNANAN,
Municipal Social Welfare and Development Officer

HON. LORNA G. YAKIT
Punong Barangay of Tagpuro
Municipal Development Council Member

HON. MICHAEL FRANCIS P. ROMERO
Punong Barangay of San Pedro
Municipal Development Council Member

HON. RODRIGO SALAS,
Punong Barangay of Dalaragan
Municipal Development Council Member

HON. DOMINADOR CHUA
Chairperson, Committee on Infrastructure
Sangguniang Bayan Member

ENGR. ROMEL BERNARD S. LAYGO
Engineer II
Municipal Engineering Office

PHILIP G. ARANAS
Representative, Mayor's Office

SECTION 2. DUTIES AND RESPONSIBILITIES OF THE COMMITTEE. The Committee shall have, but not limited to, the following duties and responsibilities:

1. Provide a system for the integration, coordination, and linkage of all monitoring activities in the municipality.
2. Process and provide up-to-date information on the overall status of project implementation of each department for planning and decision making.



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3. Identify problems and issues which impede project implementation for remedial actions and elevate unresolved issues and problems to the Office of the Mayor for resolution and final action through the PMEC as appropriate;
4. Provide information on lessons learned in project implementation for planning and Implementation of future similar projects;
5. Assess and ascertain whether projects implemented are supportive of municipal development goals and plans as well as national development trusts and priorities;
6. Present the consolidated Monitoring and Evaluation Report to provide the Local Chief Executive (LCE) management information regarding the implementation of local development projects;
7. Submit quarterly monitoring and evaluation report to the LCE for action and shall hold a regular quarterly meeting to discuss the problems and projects and remedial actions to be elevated to the management committee.
8. Prepare the monitoring program to be undertaken by the Committee during any given fiscal year, which will include among others, the list of projects and schedule of implementation based on submission of implementing agencies.

SECTION 3. SECRETARIAT. The Municipal Planning and Development Office (MPDO), shall act as the Secretariat.

SECTION 4. DUTIES AND RESPONSIBILITIES OF THE SECRETARIAT. The Secretariat shall perform the following duties and responsibilities:

- a. Prepare the monitoring program to be undertaken by the Committee during any given fiscal year, which will include, among others, the list of projects and schedule of implementation based on submission of implementing agencies;
- b. Provide the Municipal mayor with information on the project to be monitored by the Committee; and
- c. Facilitate inter-agency, inter-governmental and field headquarters coordination, whenever necessary.

SECTION 4. TERM OF APPOINTMENT OF NGO/PO MEMBERS. The term of office of the Non-government Organization (NGO)/ People's Organization (PO) members of the Committee shall be one (1) year without prejudice to reappointment. If applicable, NGO/PO members of the Committee may act in hold-over capacity until their successors shall have been duly appointed and qualified. The Municipal Mayor may, for cause, terminate the term of appointment of NGO/PO members.

SECTION 5. FILLING IN OF VACANCY. Any vacancy in the NGO/ PO membership of the Committee shall be filled in by the Municipal Mayor from the list of nominees submitted for the purpose by MDC. The newly-appointed member/successor shall serve only for the unexpired term. The name of the successor will be ipso facto included in Section 1 of this Order.



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SECTION 6. MEETING. The Committee may meet once every quarter or as often as necessary.

SECTION 7. REPEALING CLAUSE. All other orders, rules, regulations and issuances or parts thereof which are inconsistent with this Executive Order are hereby repealed or modified accordingly.

SECTION 8. EFFECTIVITY CLAUSE. This Order shall take effect immediately.

Done this 26th day of March 2026 at the Municipality of Guiuan, Province of Eastern Samar.

HON. ANNALIZA P. GONZALES-KWAN
Municipal Mayor