



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 03

SERIES OF 2024

AN ORDER REORGANIZING THE LOCAL PROJECT MONITORING COMMITTEE (PMC) AND ITS SECRETARIAT OF THE MUNICIPALITY OF HERNANI, EASTERN SAMAR

WHEREAS, Local Project Monitoring Committee of Hernani, Eastern Samar has already been organized pursuant to Executive Order No.376 Series of 1989 as amended by Executive Order No. 93 Series of 1993;

WHEREAS, there is a need to expand the Local Project Monitoring Committee Membership in addition to mandatory members, the Municipal Local Government Operations Officer (MLGOO), Municipal Planning and Development Coordinator (MPDC) and two (2) Civil Society Organizations (CSO) to promote greater non-governmental organizations participation and transparency of government programs;

WHEREAS, project monitoring provides a valuable source of inputs to budgeting and programming decisions that can maximize utilization of meager resources and project national and local investment for local development;

WHEREAS, DILG Memorandum Circular No. 2004-78, dated June 22, 2004, mandates the organization/reactivation of the Project Monitoring Committees (PMCs) in the local government units;

NOW, THEREFORE, I, AMADO L. CANDIDO, Municipal Mayor of Hernani, Eastern Samar, by virtue of powers vested in me, do hereby reorganized the composition of Local Project Monitoring Committee.

Section 1. Creation and Composition – The Project Monitoring Committee (PMC) of the Municipality of Hernani, Eastern Samar is hereby reconstituted and shall be composed of the following:

Chairperson	ENGR. SAMUEL A. CALVENTOS <i>Municipal Engineer</i>
Co-Chairperson	HON. RODERICK B. DEQUILLA <i>Chairmen, Committee on Trade Commerce and Industry</i>
Members	RONNA L. ADOR <i>Municipal Local Government Operation Officer, DILG</i>
	ANNABEL S. DEL ROSARIO <i>OIC – Municipal Treasurer</i>

ADELFO B. ABELLA
Municipal Budget Officer

MYRNA P. TORILLO
CSO Representative,
President, Padang Active Women Association

ANACLITO C. BANTANG
CSO Representative, *PACOFA*

Head Secretariat

ENGR. ELIE V. DULFO, EnP.
Municipal Planning and Development Coordinator

Section 2. Function and Responsibilities – The Project Monitoring Committee (PMC) shall have the following functions and responsibilities:

- a. Scope of monitoring shall include all foreign and nationally-funded projects, including development projects funded from the National Tax Allotment (NTA) share of local government units or supported by funds released directly to the Municipal Government, projects funded from the locally generated resources which are implemented within the territorial jurisdiction of the Municipality of Hernani, Eastern Samar;
- b. Convene every last working day of the month, however the Chairperson may call for an emergency meeting as the need arises;
- c. Shall conduct regular ocular inspection of all projects, upon coordination with the implementing agency/guidance;
- d. Perform other related duties and responsibilities.

Section 3. Secretariat of the Project Monitoring Committee (PMC) and its function – The Municipal Planning and Development Office shall serve as the Project Monitoring Committee (PMC) Secretariat primarily tasked to perform the following functions, to wit:

- a. Coordinate the activities of the Project Monitoring Committee (PMC);
- b. Shall prepare a monthly report to be submitted to the Municipal Mayor for information and guidance;
- c. Provide technical support to the Project Monitoring Committee (PMC);
- d. Serve as the center of communication by receiving and disseminating information from and to members of the Project Monitoring Committee (PMC);
- e. Document the meetings and other activities of the Project Monitoring Committee (PMC);
- f. Keep all the records of the Project Monitoring Committee (PMC); and
- g. Perform the secretariat functions as may be assigned by the Chairperson.

Section 4. Repealing Clause – All Executive Orders or issuances or parts thereof inconsistent with this Executive Order are hereby repealed and modified.

Section 5. Effectivity – This Executive Order shall take effect immediately upon its approval.

Done this 15th day of March 2024 at Hernani, Eastern Samar.


AMADO L. CANDIDO
Municipal Mayor