



Republic of the Philippines
Province of Eastern Samar
Municipality of Maydolong

LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE 1ST QUARTER 2026 LOCAL PROJECT MONITORING COMMITTEE MEETING CUM ORIENTATION ON THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) OPERATIONAL GUIDELINES AND BASIC ENGINEERING CONCEPTS FOR NON-ENGINEERS ON MARCH 12, 2026 AT MPDO, MUNICIPAL BUILDING, MAYDOLONG, EASTERN SAMAR.

I. PRELIMINARIES

The 1st Quarter LPMC Meeting cum Orientation starter with a prayer and singing of the national anthem via media presentation. It was followed by acknowledgement of participants from different municipalities given by Engr. Trixie Anne B. Amoyan, PEO II.

II. CALL TO ORDER

A welcome address by given by Mr. Jerry A. Enriquez, LGOO VII/Cluster Head that signifies the formal start of the activity.

III. BUSINESS OF THE DAY

1. Orientation on LPMC Operational Guidelines

During the orientation on the Local Project Monitoring Committee (LPMC) Operational Guidelines, the members were first reminded of their composition and responsibilities as stipulated in the Executive Order by Engr. Genrev Isiah L. Calvadores, LGOO II. In his review, he emphasized the importance of balanced representation from both government offices and civil society organizations. The Work and Financial Plan (WFP) together with the Monitoring and Evaluation Plan were then presented, with emphasis that these documents must bear the signature of the LPMC Chairperson and be duly noted by the Local Chief Executive (LCE) to ensure accountability. Members were also oriented on the proper use of RPMES Forms and the required Means of Verification (MOVs), which serve as essential tools for validating project accomplishments. To standardize documentation, it was suggested that the LPMC Resolutions must bear the LPMC header to ensure consistency across all committee communication and outputs.

2. Basic Engineering Concepts for Non-Engineers

The session also included a discussion on basic engineering concepts tailored for non-engineers presented by Engr. Mark Rommel L. Aberia, ENGR II. Participants were guided in identifying common defects in horizontal projects such as roads and pavements, where cracks and uneven surfaces often occur, as well as in vertical projects like buildings and structures, where

issues such as structural cracks and substandard finishes are frequently observed. Recommendations were provided to address these concerns, including the importance of proper curing of concrete, strict adherence to design specifications, and the conduct of regular site inspections to prevent recurring defects.

Before the orientation ended, an open forum followed, where participants actively raised issues and shared insights. Among the concerns highlighted were the challenges faced in monitoring projects given limited technical expertise, the need for stronger coordination between the LPMC, contractors, and implementing offices, and the crucial role of the engineering office in ensuring quality and compliance.

3. Onsite Inspection of Projects with Feedback Session

TITLE OF THE PROJECT	FINDINGS/OBSERVATION	SUGGESTIONS/RECOMMENDATIONS
Rehabilitation of ABC Building	Structural integrity checked; compliance with design specifications noted	Ensure corrective actions for minor defects
Rehabilitation of Cultural Stage	Workmanship observed	Improve finishing quality
Improvement/Concreting of New Society St. in Brgy. 02	Road quality and drainage provisions evaluated	Ensure proper drainage and accessibility
Rehabilitation/Concreting of Ditalo St. in Brgy. 04	Pavement durability checked	Strict adherence to project scope
Construction of Municipal Building Phase 3	Progress reviewed against timelines; structural components inspected	Maintain quality assurance and timely completion

During the feedback session, Mr. Bienvenido Capones, OSCA Head, observed that among all the inspected projects, only the Municipal Building had a Project Billboard. However, Engr. Mark Zoren D. Aberia explained that the billboard installation is already in process and will be set up by the contractor.

It was also raised that the contractor is handling several projects simultaneously, leaving some unattended. For instance, certain road projects, despite the issuance of the Notice to Proceed, were left at the demolition stage, causing inconvenience to pedestrians, vehicles, and passengers. Mr. Bienvenido Capones motioned to ban or disallow contractors from participating in future bidding unless their previous projects have been satisfactorily completed. The motion was seconded by Mr. Sergio Colima, MDMCO Manager.

Mrs. Isabel Jocosol, President of the Maybocog Farmers Association, noted that the LPMC members had no identifiers. She suggested that members wear a uniform, which the Secretariat recorded for inclusion in the next budget year.

The matter of honorarium for CSO representatives was also discussed. Since this is under a new administration, Mr. Sergio Colima motioned to resubmit a resolution requesting the LCE to grant honorarium to LPMC members, particularly the CSO representatives. The motion was approved by the LPMC members.

IV. RESOLUTIONS & AGREEMENTS

1. Resubmission of the Resolution requesting the LCE to grant honorarium to LPMC members, particularly the CSO representative.
2. Resolution to disallow contractors from participating in bidding unless previous projects have been satisfactorily completed.
3. Implementation of corrective actions for inspected projects based on findings.

V. ADJOURNMENT

There being no other matters to discuss, the meeting was adjourned at 03:00 PM.

Prepared by:


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LPMC Secretariat

NOTED:


HON. ELIA A. MELENDRES
Presiding Officer/LPMC President