

Republic of the Philippines
Province of Eastern Samar
MUNICIPALITY OF SAN POLICARPO
LOCAL GOVERNMENT UNIT

**LOCAL PROJECT MONITORING COMMITTEE (LPMC)
MINUTES OF THE MEETING**

Date: June 30, 2026

Time: 11:00 AM

Venue: Lobby 2nd Floor, Municipal Hall, San Policarpo, Eastern Samar

I. CALL TO ORDER

The meeting was called to order at 11:05 AM by the Chairperson of the Local Project Monitoring Committee (LPMC), who welcomed all committee members and guests.

II. OPENING MESSAGE OF THE CHAIRPERSON

The Chairperson opened the meeting by expressing his appreciation for the attendance and commitment of all members of the Local Project Monitoring Committee, particularly acknowledging the active participation of the representatives from the Civil Society Organizations (CSOs). He emphasized that the presence of the CSO representatives reinforces the principles of transparency, accountability, and participatory governance in the implementation and monitoring of government-funded projects.

He further underscored that the LPMC serves as one of the Municipality's vital partners in ensuring that public infrastructure and development projects are implemented efficiently, effectively, and in accordance with approved plans and specifications. He encouraged every member to continue exhausting their collective efforts in conducting thorough and objective inspections of municipal projects, stressing that the Committee's commitment to teamwork, integrity, and impartial monitoring significantly contributes to the realization of quality public service and responsible utilization of government resources.

The Chairperson likewise challenged all members to remain steadfast in fulfilling their mandates by working collaboratively with implementing offices and stakeholders, thereby strengthening the Committee's role as an indispensable partner of the Municipal Government in promoting excellence in project implementation.

III. ROLL CALL

The Secretariat conducted the roll call. A quorum being present, the Chairperson declared the meeting duly constituted.

IV. APPROVAL OF THE AGENDA

Upon motion duly made and seconded, the proposed agenda was approved without amendment.

V. MATTERS TAKEN UP

A. Status Report on Municipal Infrastructure Projects

Engr. Jessica Dulfo, Engineer II, presented the status of various infrastructure and development projects being implemented by the Municipality.

She reported that several municipal projects have already been successfully completed and are now serving their intended beneficiaries. She informed the Committee that these completed projects have complied with the prescribed technical standards, contract specifications, and quality requirements.

Engr. Jessica further reported that several projects remain ongoing and are progressing within their approved implementation schedules, while a few encountered minimal delays primarily due to unfavorable weather conditions and logistical constraints. She assured the Committee that the Municipal Engineering Office continues to closely supervise all contractors and regularly conducts technical inspections to ensure compliance with engineering standards and contractual obligations.

The members acknowledged the report and emphasized the importance of continuous field validation by the LPMC to complement the technical monitoring undertaken by the Municipal Engineering Office.

B. Continued Technical Assistance from the Municipal Engineering Office

During the discussion, the Committee recognized the indispensable role of the Municipal Engineering Office in providing technical guidance during project monitoring and inspection activities.

The members requested the continued technical assistance of the Municipal Engineering Office, particularly through the participation of its engineers and technical personnel during project inspections. Such assistance would enable the Committee to better assess the technical compliance, workmanship, and overall quality of infrastructure projects, thereby enhancing the effectiveness of the LPMC in carrying out its monitoring responsibilities.

Engr. Jessica assured the Committee that the Municipal Engineering Office remains committed to extending the necessary technical support, subject to the availability of personnel and existing workloads, in order to strengthen the Committee's performance of its mandated roles and responsibilities.

C. Request for the Grant of Honoraria to LPMC Members

The Chairperson informed the Committee that the conduct of project inspections and monitoring activities entails considerable time, effort, technical coordination, and fieldwork on the part of all LPMC members.

Recognizing the invaluable contribution of the Committee in promoting transparency, accountability, and quality assurance in government project implementation, the Chairperson proposed that the Municipal Government be requested to grant honoraria to all members of the Local Project Monitoring Committee, subject to existing laws, rules, regulations, and the availability of funds.

After due deliberation, the members unanimously expressed their support for the proposal, noting that the grant of honoraria would serve as appropriate recognition of the valuable services rendered by the Committee in the discharge of its statutory functions.

VI. RESOLUTION APPROVED

Upon motion duly made and seconded, the Committee unanimously approved the issuance of:

LPMC Resolution No. 02, Series of 2026

"A Resolution Requesting the Municipal Government of San Policarpo, Eastern Samar, to Grant Honoraria to All Members of the Local Project Monitoring Committee (LPMC), Subject to Existing Laws, Rules and Regulations, and the Availability of Funds."

The Secretariat was directed to prepare the corresponding resolution for endorsement to the appropriate authorities.

VII. OTHER MATTERS

The Committee agreed on the following actions:

1. To continue conducting periodic monitoring and inspection of all municipal infrastructure and development projects in accordance with applicable guidelines.
2. To strengthen coordination among the Local Project Monitoring Committee, Municipal Engineering Office, implementing offices, Civil Society Organizations, and other concerned stakeholders.
3. To request the Municipal Engineering Office to continuously provide technical assistance, engineering expertise, and technical personnel during project inspections to ensure accurate assessment of project implementation and compliance with engineering standards.
4. To ensure that all inspection reports, findings, and recommendations are properly documented and submitted to the appropriate authorities for necessary action.

VIII. ADJOURNMENT

There being no other matters to discuss, the meeting was adjourned at 12:15

Prepared by:


GRACE B. KEMPIS
LPMC Secretariat

Certified Correct:


Hon. NARCISO B. PINANGAY, SR
Chairperson
Local Project Monitoring Committee