



LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF MEETING					
DEPARTMENT/SECTION/UNIT: LOCAL PROJECT MONITORING COMMITTEE					
TYPE OF MEETING: Quarterly Meeting					
DATE: 06/01/2026	TIME STARTED: 1:56 PM	TIME ENDED: 4:55 PM	VENUE: 2 nd FLOOR CONFERENCE ROOM, MUNICIPAL BUILDING		
AGENDA	DISCUSSION	AGREEMENT			
		ACTION	TIME TABLE	BUDGET NEEDED	RESPONSIBLE PERSON
Call to Order	The meeting was called to order by Hon. Mario A. Nierras Sr. at 1:00 PM.				
Attendees	1. Hon. Mario A. Nierras Sr. 2. Gwenna M. Cervantes 3. Rosalem M. Rosales 4. Hon. Florentino F. Sabanag, Jr. 5. Hon. Dante P. Gabing 6. Hon. Jerome M. Fabon 7. Hon. Amel L. Dela Cruz 8. Engr. Jenny L. Yapan 9. Emmanuel S. Nierras	Only 7 members from the Municipal Project Monitoring Committee and 2 members of the Project Implementation Team are present.			
Reading, Consideration, and Approval of the Agenda	Hon. Mario A. Nierras Sr, Chairperson, presented the meeting agenda. Agenda: 1. Review of the previous minutes of the meeting 2. Discussion on the MOA with BLGU San Roque to establish a cooperative framework between the LGU and the BLGU to ensure the proper maintenance, protection, and sustainability of the railings along Manogsok and the landscape	Hon. Mario N. Nierras moved to approve the agenda, seconded by Hon. Jerome M. Fabon			



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BAGONG PILIPINAS

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AGENDA

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**BUDGET
NEEDED**

RESPONSIBLE PERSON

	of the Nasunogan Watch Tower and Eco Park 3. Discussion on the implementation status of Priority Programs / Projects 4. Onsite Project Inspection 5. Other Matters				
Review of the previous minutes of the meeting	Engr. Gwenna M. Cervantes reviewed the previous minutes of the meeting. The proposed Priority Programs/Projects, Capital Outlay, and Monitoring and Evaluation Plan for CY 2026	Hon. Florentino F. Sabanag, Jr. moved to approve the minutes, by which was unanimously seconded by all members present.			
	Inspection, monitoring, and evaluation of Boardwalk and Nipa Huts in Eco Park, Slope Protection at Hostel Building, Hostel Interior Design and Furnishing, Swimming Pool and Cabanas, and Man-Made Falls construction projects with which four (4) out of five (5) projects have negative slippage.				



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LGU Biliran has sent letters to contractors with no submitted Catch-Up Plans to comply and accelerate work but still no response.

The DILG Biliran Province conducted 2 trainings:

- LPMC Technical Capacity Enhancement, Re-Orientation, and Coaching Session on the Committee Functions, M & I Implementation Guidelines
- Basic Concepts on Monitoring and Evaluation

Hence, the LPMC has reached its quota for the required number of trainings attended.

Note: Two (2) trainings are the minimum requirement for the capability building, which then the committee will be evaluated every 3rd Quarter based on its functionality.



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	Pagsaysay Forms will be incorporated every quarterly meeting. It is an interview done on the community who may directly benefit from the monitored projects during the onsite inspection.				
Discussion on the MOA with BLGU San Roque to establish a cooperative framework between the LGU and the BLGU to ensure the proper maintenance, protection, and sustainability of the railings along Manogsok and the landscape of the Nasunogan Watch Tower and Eco Park	Engr. Gwenna M. Cervantes discussed the MOA with the BLGU San Roque particularly the maintenance, protection and sustainability of the railings along Manogsok and the landscape of the Nasunogan Watch Tower and Eco Park which has already been signed by both parties and notarized. Engr. Gwenna M. Cervantes reiterated the roles and responsibilities of both parties, LGU Biliran and the BLGU San Roque. <u>Issues/Concern (Nasunogan Watch Tower):</u> 1. Requesting to provide CCTV at the Nasunogan Watch Tower for safety or peace and order purposes. 2. To include the Nasunogan Watch Tower in the night Patrol of the Brgy. Tanod/Police.				



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	3. Involve the Core Shelter Community in the maintenance of the Nasunugan Watch tower 4. To create/submit proposals to the LPMC for the improvement of the Nasunugan Watch Tower in order to provide adequate and necessary intervention. <u>Issues/Concern (Boardwalk / railings along Manogsok):</u> 1. To send Notice to Vacate people who resides at the Eco Park without CR and to relocate to San Antonio Village "Pabahay". 2. Posting of Do's and Don't's at the entrance of the Boardwalk to ensure its order and cleanliness.				



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	Resolution for the strict implementation of the MOA with the BLGU San Roque.	Ms. Rosalem N. Rosales moved to approve the resolution for the strict implementation of the MOA with the BLGU San Roque, seconded by Hon. Florentino F. Sabanag, Jr.			
Discussion on the implementation status of Priority Programs / Projects	Engr. Gwenna M. Cervantes presented and discussed the implementation status of Priority Programs/Projects are as follows: 1. Establishment of Balay Silangan – For Bidding 2. Perimeter Fence of the Slaughter House - Awarded to the winning bidder; for implementation 3. Parks and Driveways at Super RHU - Awarded to the winning bidder; for implementation 4. Installation of Thermal Decomposter Machine – already has an existing approved SB Resolution 5. Establishment of radio Communication Infrastructure –				



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	Awarded to the winning bidder; for implementation 6. Municipal Road Upgrading and Widening – Not enough funds 7. Construction of Manmade Falls to Swimming Pool – Ongoing; Negative Slippage 8. Construction of Slope Protection at Hostel – Ongoing; Negative Slippage 9. Hostel Interion Design and Furnishing – Ongoing 10. Construction of Swimming Pool and Cabanas – Ongoing 11. Improvement of Water System – there are changes in POW due to price increase of materials 12. Installation of CCTV – Ongoing; 55% completed				



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	13. Rehabilitation of the UNDP Evacuation Center – Awarded to the winning bidder; waiting for the NTP				
Onsite Project Inspection	The Committee proceeded to the monitoring and evaluation of Installation of CCTV System, Slope Protection at Hostel Building, Hostel Interior Design and Furnishing, Swimming Pool and Cabanas, and Man-Made Falls construction projects at Nasunugan of Brgy. San Roque. Inspection and monitoring results show that two (2) out of five (5) projects have negative slippage, reflecting delays in implementation that may affect their timely completion if not promptly addressed. It is recommended that the contractor shall submit catch-up plan to accelerate work. Meanwhile, three (3) out of five (5) are ongoing projects. It is recommended specifically for Hostel improvement, to repair and/or replace damage ceilings, cracked walls, water leakage and etc.				



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	Thereafter, interviews of the community residing near the projects were done in compliance to the Pagsaysay Form.				
Adjournment	The meeting was adjourned at 4:55 PM.				

Prepared by:


CATHERINE C. CERERA
MPDO Staff


ENGR. GWENNA M. CERVANTES, EnP
MPDC

Approved by:


MARIO A. NIERRAS SR.
LPMC CHAIRPERSON