



LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF MEETING

DEPARTMENT/SECTION/UNIT: **LOCAL PROJECT MONITORING COMMITTEE**

TYPE OF MEETING: **Quarterly Meeting**

DATE: 09/21/2026 TIME STARTED: 1:50 PM TIME ENDED: 4:56 PM VENUE: 2nd FLOOR CONFERENCE ROOM, MUNICIPAL BUILDING

AGENDA	DISCUSSION	AGREEMENT		
		ACTION	TIME TABLE	BUDGET NEEDED
Call to Order	The meeting was called to order by Hon. Mario A. Nierras Sr. at 1:50 PM.			
Attendees	- Hon. Mario A. Nierras Sr. - Gwenna M. Cervantes - Danielle May P. Abella - Arlene S. Talaugon - Hon. Florentino F. Sabanag, Jr. - Hon. Dante P. Gabing - Hon. Jerome M. Fabon - Engr. Jenry L. Yapan - Emmanuel S. Nierras	Only 6 out of 9 regular members from the Municipal Project Monitoring Committee, 1 Secretariat, and 2 members from the Project Implementation Team are present.		
Reading, Consideration, and Approval of the Agenda	Hon. Mario A. Nierras Sr, Chairperson, presented the meeting agenda. Agenda: Review of the previous minutes of the meeting	Hon. Dante P. Gabing moved to approve the agenda, and was seconded by Hon. Florentino F. Sabanag, Jr.		



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Review of the previous minutes of the meeting	2. Discussion on the implementation status of Priority Programs / Projects 3. Onsite Project Inspection 4. Other Matters				
	Engr. Gwenna M. Cervantes reviewed the previous minutes of the meeting at which the LPMC quarterly meeting focused on reviewing previous monitoring activities, strengthening the implementation of the MOA with BLGU San Roque, assessing the status of priority LGU projects, and conducting onsite project inspections. The Committee identified negative slippage in two of the monitored projects and emphasized the submission of catch-up plans and immediate corrective measures. The Committee also addressed concerns on the maintenance and protection of the Nasunogan Watch Tower and Eco Park, including CCTV installation, security patrols, community participation, and relocation of affected occupants.	Ms. Danielle May P. Abella moved to approve the minutes, by which was seconded by Hon. Jerome M. Fabon.			



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	Community feedback through Pagsaysay Forms was likewise incorporated into the monitoring process. The meeting concluded with agreements to strengthen project monitoring, address implementation issues, and ensure timely and quality completion of LGU projects.			
Discussion on the status of Priority Programs / Projects	Engr. Gwenna M. Cervantes requested Engr. Jenry L. Yapan to present the implementation status of the priority programs and projects of the Municipality. Engr. Yapan presented and assessed the current status of the following priority programs and projects: 1. Establishment of Balay Silangan – Awarded; project implementation is expected to commence in the last week of September. 2. Perimeter Fence of the Slaughter House – Ongoing, with 85% accomplishment.			



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	3. Parks and Driveways at Super RHU – Ongoing, with 30% accomplishment.			
	4. Installation of Thermal Decomposer Machine – Ongoing, with 40% accomplishment.			
	5. Establishment of Radio Communication Infrastructure – Ongoing, with 10% accomplishment.			
	6. Municipal Road Upgrading and Widening – Implementation is constrained by insufficient funds.			
	7. Construction of Man-Made Falls to Swimming Pool – Ongoing, with 90% accomplishment. The project has incurred negative slippage and remains subject to repairs and corrective works.			
	8. Construction of Slope Protection at Hostel – Reported as 100% completed but with negative slippage.			



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BAGONG PILIPINAS

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	9. Hostel Interior Design and Furnishing – Ongoing, with 90% accomplishment. 10. Construction of Swimming Pool and Cabanas – Ongoing, with 95% accomplishment and subject to punch listing. 11. Improvement of Water System – 100% completed and undergoing punch listing and final inspection. 12. Installation of CCTV – 100% completed; damaged CCTV units are subject to repair. 13. Rehabilitation of the UNDP Evacuation Center – Ongoing, with approximately 30–35% accomplishment. Engr. Yapan further reported that the ongoing projects are projected to be completed by the end of the year, subject to the timely completion of the remaining works, repairs, corrections, and other requirements.			

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Other Matters	Hon. Mario A. Nierras Sr. informed the Committee that he had received a letter containing the list of ongoing projects being implemented by the Department of Public Works and Highways (DPWH) within the Municipality of Biliran. In this connection, Hon. Nierras and Ms. Abella proposed that the said DPWH projects be included in the Committee's monitoring and inspection activities. The proposal was presented to the Committee and was unanimously agreed upon by the members.			
	Ms. Abella further emphasized the importance of formulating technically sound and well-defined resolutions, particularly those arising from the Committee's monitoring and inspection activities, to ensure that the recommendations and proposed actions appropriately address the technical concerns identified by the LPMC.			
Onsite Project Inspection	The Committee proceeded with the monitoring and evaluation of ongoing Municipal Priority Programs/Projects and DPWH projects implemented			



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	within the Municipality of Biliran. The activity included onsite inspection and interviews with residents living near the respective project sites in compliance with the PAGSAYSAY Form.			
	For the Municipal Priority Programs/Projects , the community observations and recommendations were summarized as follows:			
	1. Rehabilitation of the UNDP Evacuation Center – The facility remained unfinished, with damaged windows and fertilizers stored inside with no appropriate storage area.			
	2. Establishment of Radio Communication Infrastructure – The project was viewed as beneficial in providing reliable communication during emergencies.			
	3. Construction of Man-Made Falls to Swimming Pool / Swimming Pool and Cabanas – Proper securing of pipes, pathway improvement, and repair or			



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	reinforcement of the retaining wall were recommended. 4. Construction of Slope Protection at Hostel / Hostel Interior Design and Furnishing – Repairs of the damaged handrail, cracked walls, and a damaged ceiling in the hostel and the installation of a canopy over the stairs were recommended to improve safety and facility conditions. 5. Perimeter Fence of the Slaughterhouse – The facilities were generally functional, but additional maintenance, sanitation, and essential equipment were needed. 6. Installation of Thermal Decomposer Machine – The designated area lacked adequate protection and storage facilities for the equipment, while the dumpsite needed a more organized waste segregation system. For the DPWH-Biliran District projects:				
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	7. Network Development – Road Widening – Secondary Roads – Biliran Circumferential Road, K1109+364–K1110+542 – Appropriate road-edge openings and ensuring that drainage entry points are properly installed and maintained to prevent water accumulation. 8. Rehabilitation/Reconstruction of Roads with Slips, Slope Collapse and Landslide – Installation of appropriate warning signs, barricades, and other safety measures to ensure safe passage. 9. Rehabilitation of Multi-Purpose Building, Barangay San Isidro – Repair and replacement of damaged facilities, together with termite control and soil treatment, were recommended. Overall, the Committee inspection and the community interviews provided feedback on the condition, safety, functionality, maintenance, and remaining needs of the monitored projects. The observations and recommendations were				



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	documented through the PAGSAYSAY Forms and considered as part of the Committee's monitoring and evaluation findings.			
	A Resolution Requesting the Implementing Contractor of the Project "Rehabilitation of the Biliran Municipal Multi-Purpose Gym" to Prioritize the Immediate Conduct of Termite Control and Roof Repair to Prevent Further Deterioration of the Facility;	Hon. Florentino F. Sabanag Jr. moved to approve the resolution to request the Implementing Contractor of the project "rehabilitation of the Biliran Municipal Multi-Purpose Gym" to prioritize the immediate conduct of termite control and roof repair to prevent further deterioration of the facility, seconded by Hon. Jerome M. Fabon.		
	A Resolution Requesting the Reuse of Serviceable Plywood Removed from the Biliran Municipal Multi-Purpose Gym for the Fabrication of Wooden Shelves for Day Care Centers	Ms. Danielle May P. Abella moved to approve the resolution to request the reuse of serviceable plywood removed from the Biliran Municipal Multi-Purpose Gym for the fabrication of wooden shelves for day care centers seconded by Ms. Arlene S. Talaugon.		



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	A Resolution Recommending the Office of the Municipal Agriculturist to Ensure the Cleanliness, Sanitation, and Proper Waste Management of the Municipal Slaughterhouse	Hon. Jerome M. Fabon moved to approve the resolution recommending the office of the municipal agriculturist to ensure the cleanliness, sanitation, and proper waste management of the Municipal Slaughterhouse, and was seconded by Hon. Florentino F. Sabanag Jr.		
	A Resolution Recommending the Creation of a Structured Organizational Chart for the Municipal Material Recovery Facility (MRF) to Ensure Effective Management and Operation of the Facility and the Thermal Decomposer Machine	Hon. Mario A. Nierras Sr. moved to approve the resolution recommending the creation of a structured organizational chart for the Municipal Material Recovery Facility (MRF) to ensure effective management and operation of the facility and the thermal decomposer machine and was seconded by Ms. Danielle May P. Abella.		
	A Resolution Requesting the Provision of Protective Covering for Water Pipes and the Installation of	Hon. Dante P. Gabing moved to approve the resolution requesting the provision of protective covering for water pipes and		



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	Safety Railings at the Swimming Pool of the Project "Construction of Man-Made Falls to Swimming Pool."	the installation of safety railings at the swimming pool of the project "Construction of Man-Made Falls to Swimming Pool" and was seconded by Hon. Jerome M. Fabon.			
Adjournment	The meeting was adjourned at 4:56 PM.	Ms. Arlene S. Talaugon moved to approve the adjournment and was unanimously seconded by the members of the committee.			

Prepared by:

CATHERINE C. CERERA
 MPDO Staff

Approved by:

MARIO A. NEFFRAS SR.
 LPMC CHAIRPERSON

ENGR. GWEN M. CERVANTES, EnP
 MPDC