



Republic of the Philippines
Province of Eastern Samar

MUNICIPALITY OF SULAT

Tel. No.: (055) 560-6352 | TIN: 000-577-072-000

LOCAL PROJECT MONITORING COMMITTEE

ATTENDANCE		
Activity	Orientation on the Local Project Monitoring Committee (LPMC) Operational Guideline and Basic Engineering Concept for Non - Engineers	
Venue	LnB Session Hall & Online (via Zoom)	
Date and Time	March 12, 2026	
Name	Office/Agency/Designation	Signature
1. POLYNDO T. ACLAO	BLGU - ABUCAY / P.B.	
2. Elron O. Balda	MPDO - Geo-1 / Planning Officer	
3. MERCY E. BALISE	CSO / WID Representative	
4. Bernadette R. lobigas	MEO / Asst. Engr.	
5. GREGORIO P. LINGAN	MEO - Engineer II	
6. Riem B. Legim	MPDO - Staff	
7. JIMMY ARVIN	IT Technical Support Staff	
8. MARIA LYME A. MEDINA	MLGO - DILG	
9. ARHIKEDES C. SUMBILLA	Xcator-master P.B.	
10. JULIE ANN PELICANO	MEO STAFF	
11. LARRY A. JIMIL	MPDO	
12. Nomar Nival	MEO staff	
13. Glory Mae Lopeña	CSO - WATCH	

Ground floor, Left Wing, Municipal Hall
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POST-ACTIVITY REPORT

ACTIVITY:	Orientation on the Local Project Monitoring Committee (LPMC) Operational Guidelines and Basic Engineering Concepts for Non-Engineers
Proponent:	DILG-Region 8
Date:	March 12, 2026
Venue:	Via Zoom
Participants:	➤ Local Project Monitoring Committee ➤ Municipal Engineer's Office ➤ DILG ➤ Barangay Affairs
Objectives:	➤ To orient LPMC members on the operational guidelines, including their roles and responsibilities in project monitoring; ➤ To enhance the capacity of participants by providing basic engineering concepts relevant to infrastructure projects; ➤ To strengthen transparency, accountability, and participatory monitoring in the implementation of local development projects.
RESULTS	
Methodology:	The Local Project Monitoring and Evaluation (LPMC) members attended the zoom orientation in different location since other members have were in Metro Manila.
	The Orientation on the Local Project Monitoring Committee (LPMC) Operational Guidelines and Basic Engineering Concepts for Non-Engineers was successfully conducted via Zoom Meeting on March 12, 2026. The activity was organized by the Department of the Interior and Local Government (DILG) Eastern Samar Provincial Office to enhance the capacity of LPMC members and other stakeholders in project monitoring and to provide them with foundational engineering knowledge. The activity commenced with preliminaries, including a prayer and the singing of the National Anthem through an audio-visual presentation (AVP). This was followed by the acknowledgment of participants, highlighting the importance of their role in ensuring transparency and accountability in project implementation. A welcome message emphasized the significance of strengthening the Local Project Monitoring Committee as a mechanism for participatory governance. Participants were encouraged to actively



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	engage in the discussions and apply the knowledge gained in their respective localities. The session on the Orientation on the Local Project Monitoring Committee Operational Guidelines covered the roles and responsibilities of LPMC members, monitoring processes, reporting protocols, and coordination with implementing agencies. The discussion underscored the importance of systematic monitoring and accurate documentation in ensuring the successful delivery of government projects. This was followed by a discussion on Basic Engineering Concepts for Non-Engineers, which simplified technical concepts related to infrastructure projects, including basic construction processes, materials, and common issues encountered during project implementation. The session enabled participants, especially non-technical members, to better understand and assess project developments during monitoring activities. An open forum was conducted thereafter, providing participants the opportunity to raise questions, share insights, and seek clarifications on the topics discussed. The exchange of ideas allowed for a better appreciation of both administrative and technical aspects of project monitoring. The activity concluded with participants expressing their appreciation for the informative sessions and their commitment to apply the knowledge gained to improve local project monitoring practices. Overall, the orientation successfully equipped participants with the necessary tools and understanding to effectively carry out their roles as members of the LPMC.
Participants' Suggestions & Feedback:	Participants appreciated the orientation and expressed the need for continued learning and support. They suggested enhancing future sessions by providing more practical examples, simplified reference materials, and opportunities for interaction and discussion. They emphasized the importance of continuous capacity-building to effectively carry out their roles in project monitoring.
Logistics:	The activity was conducted via Zoom; however, at the municipal level, a watch party arrangement was organized at the LnB Session Hall to allow LPMC members to participate collectively. The venue was properly set up with the necessary equipment,



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including a stable internet connection, audio-visual facilities, and appropriate seating arrangements conducive for group participation and discussion.

Lunch was provided to the participants throughout the duration of the activity, ensuring their comfort and enabling them to remain engaged during the sessions. The logistical arrangements were well-organized and contributed to the smooth conduct of the activity and active participation of the attendees.

For documentation during the project monitoring, please refer to the documents enclosed.

Prepared by:

CRISTY A. SUMALLO
MPDC/Head Secretariat, LPMC

Noted by:

HON. ROLANDO T. ACLAO
LPMC Chairperson, – PB-Abucay/Proponent

Approved by:

HON. JAVIER E. ZACATE
Municipal Mayor



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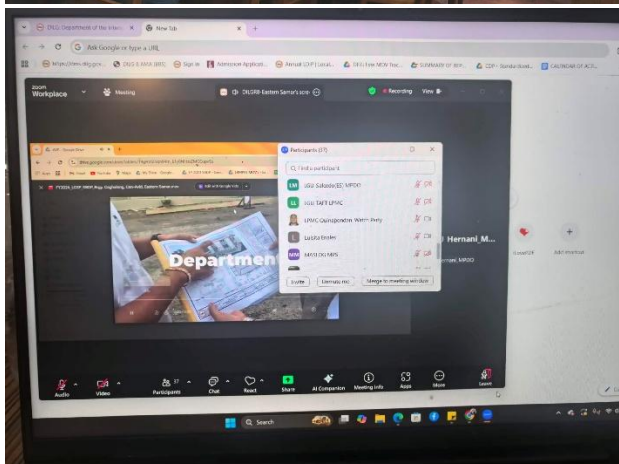
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Orientation on the Local Project Monitoring Committee (LPMC) Operational Guidelines and Basic Engineering Concepts for Non-Engineers **via Zoom**

March 12, 2026 | LnB Session Hall and Metro Manila



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ATTENDANCE		
Activity	Orientation on Strengthening the Functionality of Local Project Monitoring Committees (LPMCS) in Region VIII	
Venue	LnB Session Hall & Online (via Zoom)	
Date and Time	March 25, 2026	
Name	Office/Agency/Designation	Signature
1. ARCHIMEDES C. SUBILLA	BG- ^{2x} Mark / P.B	
2. ROLANDO T. SOLAO	RLG- / M. CAY	
3. Bernadette R. Labigas	MED / Act. Engr.	
4. MERCY E. BALISE	CCO / WIN Rep.	
5. GREGORIO P. LINEAN	MED-ENGINEER - II	
6. MARIA LYNDE A. MEDINA	DILG-MLGDO	
7.	MPDC	
8. Elson D. Bedita	CAO-1	
9. Riera B. Legion	MPDC- Staff	
10. Glory Mae Lopena	CSO- CATCHY	
11.		
12.		

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POST-ACTIVITY REPORT

ACTIVITY:	Orientation on Strengthening the Functionality of Local Project Monitoring Committees (LPMCs) in Region VIII
Proponent:	DILG-Region 8
Date:	March 25, 2026
Venue:	Via Zoom
Participants:	➤ Local Project Monitoring Committee ➤ Municipal Engineer's Office ➤ DILG ➤ Barangay Affairs
Objectives:	➤ To orient LPMCs on updated monitoring and evaluation processes ➤ To discuss the LPMC Functionality Assessment Tool ➤ To familiarize participants with RPMES forms and project management tools ➤ To strengthen knowledge on contract management and construction supervision
RESULTS	
Methodology:	The Local Project Monitoring and Evaluation (LPMC) members attended the zoom orientation in different location since other members have equally important matters to attend to.
	On March 25, 2026, the Department of the Interior and Local Government (DILG) Region VIII conducted an online orientation on strengthening the functionality of Local Project Monitoring Committees (LPMCs) via Zoom. The activity gathered LPMC representatives from various local government units to enhance their knowledge and skills in project monitoring, evaluation, and management. The activity formally commenced with preliminaries, followed by a welcome message from the Regional Director, who emphasized the importance of strengthening LPMCs to ensure transparency, accountability, and efficiency in the implementation of government projects. This set the tone for a series of technical discussions aimed at improving local monitoring systems. The first major discussion covered the overview and salient features of the Results-Based Monitoring and Evaluation System (RPMES), including the relevant provisions under DILG Memorandum Circular 2019-188. The speaker highlighted the significance of standardizing monitoring and evaluation processes across local government units and ensuring proper documentation of project performance. This was followed by detailed presentations on the LPMC Monitoring and Evaluation Process Flow, the LPMC Functionality Assessment Tool, and



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	the Project Management Tools, particularly the RPMES forms. The discussions provided step-by-step guidance on how LPMCs can effectively track project implementation, assess functionality, and prepare necessary reports. Emphasis was placed on accuracy, timeliness, and completeness of submitted data. During the open forum in the morning session, participants actively engaged by raising questions and sharing their experiences. Clarifications were provided on the proper use of monitoring tools, common issues encountered in project documentation, and best practices in evaluation. In the afternoon session, further discussions focused on the LPMC Functionality Assessment Monitoring System and Contract Management and Construction Supervision. The speaker elaborated on the importance of proper oversight in infrastructure projects, including adherence to plans, timelines, and quality standards. Practical insights were shared to help LPMCs strengthen their role in ensuring project accountability. Another open forum was conducted in the afternoon, which served as a venue for feedbacking and issue raising among participants. During this session, LPMC Sulat brought forward a concern regarding difficulties encountered in creating an account in the LPMCWatchR8 portal. The issue specifically involved challenges in the registration process, which limited access to the system. In response, the Regional Office acknowledged the concern and immediately requested the necessary details from LPMC Sulat. They assured the participants that they would take the initiative to create the account on behalf of the municipality to facilitate access and avoid further delays. This response was well-received, as it demonstrated the Regional Office's commitment to providing technical support and ensuring that all LGUs can effectively utilize the monitoring system. Overall, the activity was highly informative and interactive, with active participation from attendees during both discussion and feedbacking sessions. The orientation not only enhanced the participants' understanding of LPMC processes and tools but also provided a platform for addressing operational challenges. The prompt response to concerns, such as that raised by LPMC Sulat, further contributed to the effectiveness of the activity.
Participants' Suggestions & Feedback:	From the perspective of LPMC Sulat, the activity was instrumental in clarifying the roles and responsibilities of the committee, as well as improving familiarity with the required monitoring systems. However, a concern was raised regarding the difficulty in creating an account in the LPMCWatchR8 portal, which posed a challenge in accessing and utilizing the system effectively.



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LMPC's Feedback and Remedial Actions:	In response, the Regional Office acknowledged the issue and requested the necessary details from LPMC Sulat, assuring that they would facilitate the creation of the account on behalf of the municipality. This immediate action was positively received and reflects the Regional Office's commitment to providing technical assistance and ensuring smooth implementation of the system.
Logistics:	The activity was conducted via Zoom; however, at the municipal level, a watch party arrangement was organized at the ABC Hall to allow LPMC members to participate collectively. The venue was properly set up with the necessary equipment, including a stable internet connection, audio-visual facilities, and appropriate seating arrangements conducive for group participation and discussion. Meals were provided to the participants throughout the duration of the activity, ensuring their comfort and enabling them to remain engaged during both the morning and afternoon sessions. Overall, the logistical arrangements were well-organized and contributed to the smooth conduct of the activity and active participation of the attendees.

For documentation during the project monitoring, please refer to the documents enclosed.

Prepared by:

CRISTY A. SUMALLO
MPDC/Head Secretariat, LPMC

Noted by:

HON. ROLANDO T. ACLAO
LPMC Chairperson, – PB-Abucay/Proponent

Approved by:

HON. JAVIER E. ZACATE
Municipal Mayor



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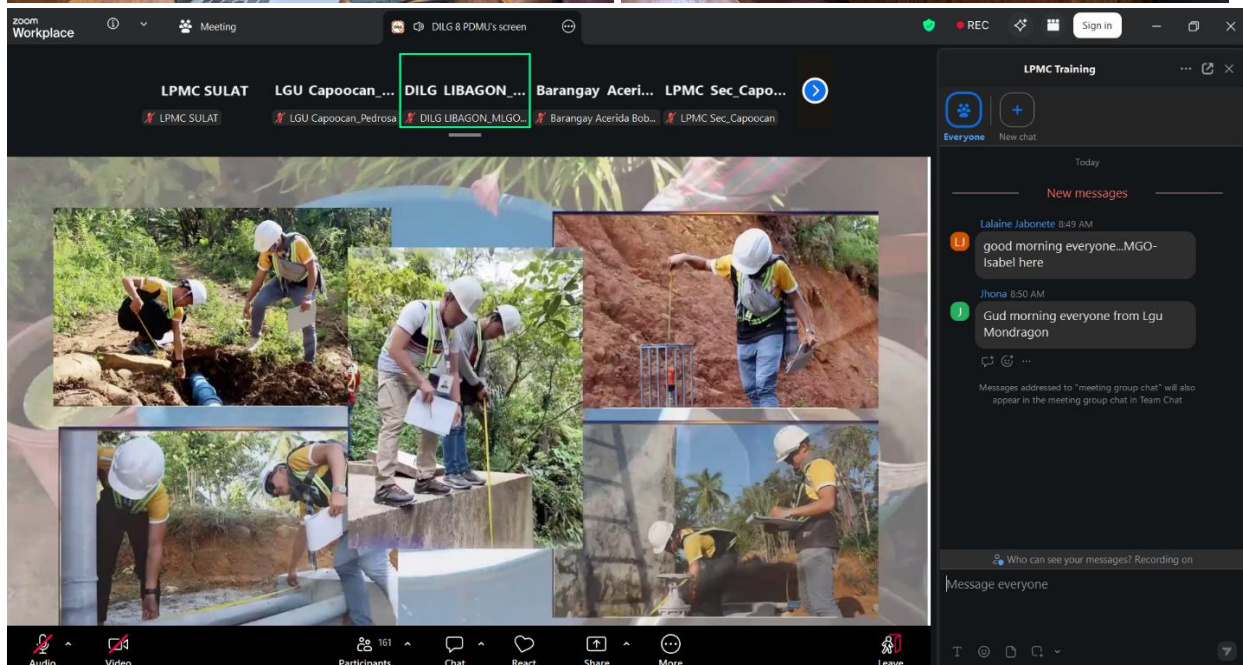
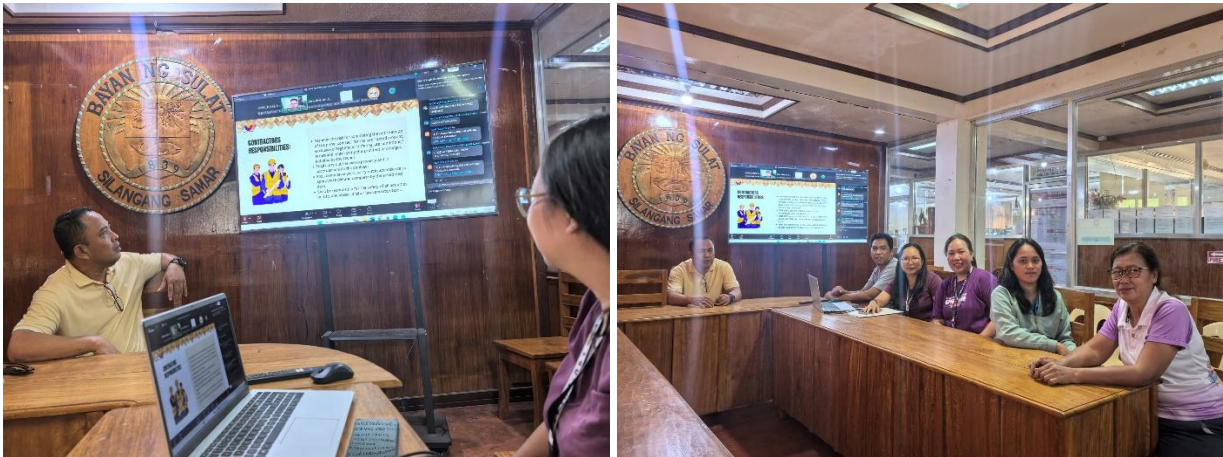
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Photos During the Orientation on Strengthening the Functionality of Local Project Monitoring Committees (LPMCs) in Region VIII via Zoom

March 25, 2026 | LnB Session Hall, Sulat, Eastern Samar and Hotel Estrella, Tacloban City



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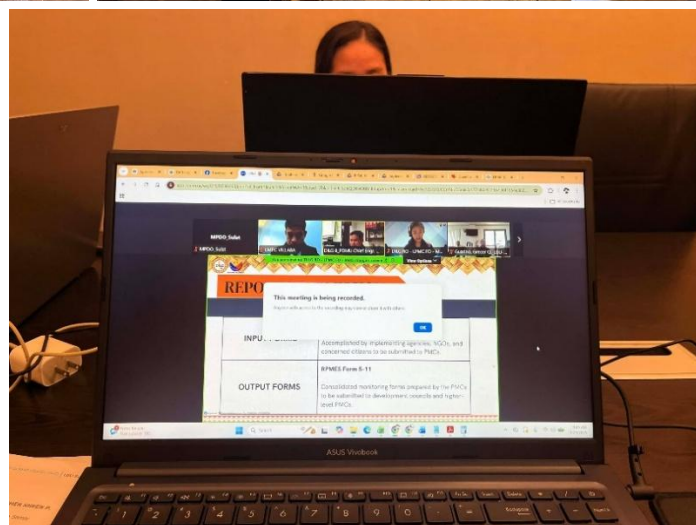
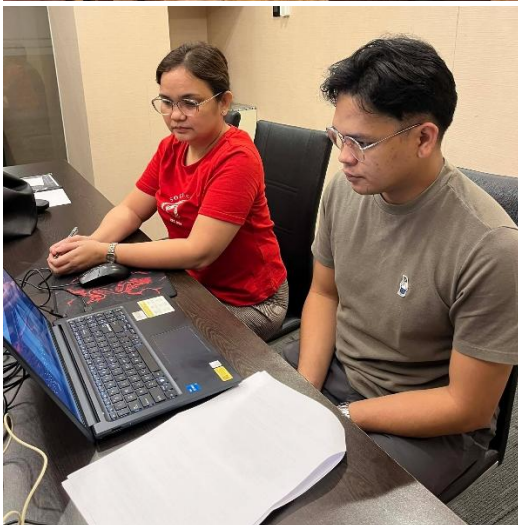


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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT VIII
KANHURAW HILL, TACLOBAN CITY

This
Certificate of
PARTICIPATION
is given to

CRISTY A. SUMALLO

for his/her active participation during the conduct of

Orientation on
**STRENGTHENING THE FUNCTIONALITY OF
LOCAL PROJECT MONITORING COMMITTEES
(LPMCS) IN REGION VIII**

conducted on May 28, 2026, via Zoom.
Given this 28th day of May 2026

A stylized, handwritten signature in black ink, appearing to read 'Arnel M. Agabe'.

ARNEL M. AGABE, CESO III
Regional Director



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT VIII
KANHURAW HILL, TAGLOBAN CITY

This
Certificate of
PARTICIPATION
is given to

MARIA LYNEE A. MEDINA

for his/her active participation during the conduct of

Orientation on
**STRENGTHENING THE FUNCTIONALITY OF
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ARNEL M. AGABE, CESO III
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KANHURAW HILL, TAGLOBAN CITY

This
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PARTICIPATION

is given to

EDSON J. BLITA

for his/her active participation during the conduct of

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**STRENGTHENING THE FUNCTIONALITY OF
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ARNEL M. AGABE, CESO III
Regional Director