



**MINUTES OF THE 3rd QUARTER MEETING OF THE PROJECT MONITORING
COMMITTEE (PMC)**

Wednesday, September 9, 2026
City Engineering Office Conference Room

I. CALL TO ORDER

The meeting was called to order at 9:00 in the morning and was presided over by Mr. Jay Ryan O. Austero, Chairman of the Committee. After a roll call of the members, a quorum was declared.

ATTENDEES:

MR. JAY RYAN O. AUSTERO
MS. GRACE J. TRIPOLI
HON. MILDRED O. SUBONG
HON. REY V. NAVARRA
HON. BENJAMIN C. VELOSO
MR. JESSIE P. ABENOJA
MS. JUDITH C. BAÑEZ
MS. MARGIE J. LIBOT
ENGR. ARVIN DAÑAS
HON. EDGAR B. ITABLE
MS. JESSICA J. JOSOL
MR. JUANITO B. MODINA

ABSENT:

HON. JULES LUCAS C. CARI

II. WELCOME AND INTRODUCTION OF MEMBERS

The Chair, **Mr. Jay Ryan Austero**, welcomed all members of the Local Project Monitoring Committee and expressed his appreciation for their continued participation and support in the monitoring and evaluation of various government projects implemented within the city.

The Chairman then introduced the new members of the Committee:

1. **Ms. Jessica J. Josol** – City Local Government Operations Officer (CLGOO), Department of the Interior and Local Government (DILG); and
2. **Mr. Juanito B. Modina** – Civil Society Organization (CSO) Representative.

The Chairman welcomed the new members and encouraged everyone to actively participate in the Committee's monitoring activities and other related undertakings.

III. DISCUSSION ON LGSF-SBDP 2025 PROJECTS

Ms. Jessica J. Josol, CLGOO of the DILG, presented and discussed the updates on the projects funded under the Local Government Support Fund- Support to the Barangay Development Program (LGSF-SBDP) FY 2025. The discussion included the current status of the projects, compliance with the prescribed documentary requirements, and the remaining documents that need to be submitted or completed by the concerned offices and/or project implementers.

Ms. Josol emphasized the importance of completing the lacking documentary requirements to ensure compliance with the requirements of the program and to facilitate the proper implementation, monitoring, and documentation of the projects.

The Committee took note of the identified lacking documents and agreed that the concerned offices shall facilitate their completion and submission within the prescribed period.

IV. DOCUMENTARY REQUIREMENTS FOR RICE DSTRIBUTION UNDER LGSF-FA TO LGU FY 2026

The Committee also discussed the documentary requirements for the rice distribution program funded under the LGSF-FA to the LGU FY 2026. The required documents and other pertinent requirements for the implementation and documentation of the rice distribution were discussed. The Committee stressed the importance of ensuring that all required documents are properly prepared, completed, and maintained for monitoring, validation, and audit purposes.

The concerned offices were advised to coordinate closely to ensure timely compliance with the requirements and proper documentation of the distribution activities.

V. ADJOURNMENT

There being no other matters to discuss, Hon. Edgar B. Itable moved for the adjournment of the meeting seconded by Mr. Juanito B. Modina.

I hereby certify to the correctness of the foregoing minutes.


ENGR. PATRICK A. POSTRERO
LPMC, Secretariat

ATTESTED & CERTIFIED BY:


JAY RYAN O. AUSTERO
LPMC, Chairman