



Republic of the Philippines
Province of Leyte
Municipality of Carigara
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Local Project Monitoring Committee

July 24, 2026

MINUTES OF THE MEETING

Venue: Roof Deck, LGU Building, Ponong, Carigara, Leyte

Present:

Hon. Raniel A. Marquez -	Baybay Punong Barangay / LPMC Chairman
Hon. Prima J. Azores -	Uyawan Punong Barangay
Hon. Judith D. Darantinao -	Parag-um Punong Barangay
Hon. Fernando N. Moriel -	Sangguniang Bayan Member
Hon. Elmer C. Opeña -	Basketball Assoc. of the Philippines – Carigara Chapter
Mr. Ruffus L. Toquero -	CARIMEA CSO Representative
EnP. Daryl Daniel G. Bodo -	MPDC / LPMC Secretariat

In attendance:

Mrs. Ma. Cecinia Ragay	MLGOO
Engr. Maria Evelyn Reyes -	MEO
Mr. Joepheth Daang -	MPDO Representative
Mrs. Greichell Ann L. Darantinao -	MPDO Representative
Ms. Judith Dara Sta. Maria -	MPDO Representative

Absent:

None

Call to Order:

The meeting was called to order by Hon. Raniel A. Marquez, LPMC Chairman, at 2:19 PM.

Performance Report:

Mrs. Greichell, as a core member of the secretariat, reported a positive result of a perfect 25/25 rating on being a High Functionality LPMC. She also presented a review on the required targets to be achieved on every quarter; 1 LPMC meeting, 5 projects to monitor, and 5 projects inspections conducted. She also reported that only 15 out of 19 projects were successfully inspected for the 2nd quarter. However, the LPMC still went beyond the required number of projects to be inspected for each quarter.

Addressing Issues:

Mrs. Greichell presented a record of attendance of the LPMC members on online trainings. The record shows that the LPMC were always incomplete with at least 3 absentees. She reminded the LPMC members that even if we always reach the required number of attendees, absentees are missing a lot of essential information that is much needed to be a functional member of the committee.

Engr. Ma. Evelyn then suggested that LPMC can do a watch party for every online training. This will ensure that everyone is present and has the stable internet connection needed.

Everyone agreed.

Third Quarter Inspection Details:

Engr. Ma. Evelyn distributed printed copies of the ongoing projects. The committee had a deliberation then strategically identified the priority projects. The projects determined to be inspected were based on the impact of the projects and the distance from each other to maximize the time and be more efficient. The projects to inspected are the following:

Program/Project Title	Location
Re-roofing of Fish Shed House (Phase II)	Brgy. Baybay, Carigara, Leyte
Construction of Heroes' Shrine Structure	Brgy. Ponong, Carigara, Leyte
Repair and Improvement of RHU Buildings	Brgy. Ponong, Carigara, Leyte
Repair of Multi-Purpose Building (Liga Hall)	Brgy. Ponong, Carigara, Leyte
Construction of Food Park and Food Stalls Along Boulevard Phase 2	Brgy. Ponong, Carigara, Leyte
Construction of offsite ATM Standalone Building in LGU Grounds	Brgy. Ponong, Carigara, Leyte
Rehabilitation and Improvement of Old Municipal Building	Brgy. Ponong, Carigara, Leyte

LPMC Chairman Raniel set the schedule of the inspection to be on July 27, 2026, Monday at 9:00 A.M. Everyone agreed and MPDC Daryl confirmed the Secretariat will handle the arrangements for transportation and lunch.

The Project Monitoring and Evaluation Checklist:

Mrs. Greichell briefly discussed the contents of the checklist and how to go with the list.

Distribution of PPE's:

11 sets of PPEs received are:

1. Hard hats
2. Rain coats
3. Boots
4. Umbrellas

The members then signed a transmittal sheet as documentation of receipt of the PPE's. The LPMC is yet to receive another 11 sets of vests.

Adjournment:

Hon. Raniel recapped the inspection details for the following week, focusing on the 7 projects selected by the LPMC. The meeting adjourned at 3:21 PM.

Prepared by:

Joseph Daang

MPDC Staff/LPMC Secretariat Representative

Noted by:

EnP Daryl Daniel G. Bodo, MPM
MPDC / LPMC Secretariat