



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF DAGAMI

-oOo-

Minutes of the 1st Quarter Municipal Project Monitoring Committee held on January 13, 2026 at the DILG Office, Municipal Hall, Dagami, Leyte.

Present:
(See Attached Attendance Sheet)

Minutes:

- I. The meeting was formally called to order at 9:00 a.m. at the DILG Office by **Hon. Dolores M. Bayona**, Chairperson of the Municipal Project Monitoring Committee. Upon verification of attendance, she declared that a quorum was present.
- II. **Ms. Imelda B. Omega** then introduced herself as the new Municipal Local Government Operations Officer (MLGOO). She informed the body that they would be formulating the Work and Financial Plan for 2026. An exchange of ideas and inputs followed, after which the committee successfully formulated the plan.
- III. Subsequently, the committee discussed the schedule for the quarterly meetings. It was agreed that meetings will be held every **first Tuesday of each quarter at 9:00 a.m. at the DILG Office**. The Chairman then asked for a motion to approve the schedule. On motion of **Mary Grace Magcuro**, duly seconded by **Babylyn S. Brasola**, the Committee unanimously approved this schedule for the quarterly meeting.
- IV. The committee also deliberated on the schedule for field monitoring, site inspections, and evaluations. They resolved that these activities will be conducted every **second Tuesday of each quarter**. The Chairman called for a motion to approve the schedule. On motion of **Ermie Tolibas**, duly seconded by **Mary Grace Magcuro**, the Committee unanimously approved the schedule.
- V. In addition, the committee discussed infrastructure projects requiring concrete pouring, such as road construction. It was agreed that the Municipal Project Monitoring Committee (MPMC) should be invited prior to the commencement of such works. This request was directed to the Municipal Engineer, who duly noted the matter. The Chairman then called for a motion to approve this agreement. On motion of **Jose Carlo Cabidog**, duly seconded by **Mary Grace Magcuro**, the Committee unanimously approved the invitation of the MPMC prior to the commencement of such infrastructure projects.
- VI. The Department of the Interior and Local Government (DILG) further emphasized the importance of confidentiality and fidelity in all project discussions during committee meetings. In addition, the committee requested a copy of the 20% Economic Development Fund (EDF) for Fiscal Year 2026. The Chairman then called for a motion to approve the provision of the requested copy of the 20% EDF 2026 and reiterate the importance of confidentiality and fidelity in all project's discussions during committee meetings. On motion of **Babylyn S. Brasola**, duly seconded by **Jose Carlo Cabidog**, the Committee unanimously approved.
- VII. The committee then discussed the provision of incentives amounting to **₱1,500** for every quarterly inspection. They also agreed to include supplies such as hard hats, t-shirts, vests, and umbrellas to be used during inspections for safety purposes. The Chairman then called for a motion to approve the proposed incentives and the provision of safety supplies. On motion of **Jose Carlo Cabidog**, duly seconded by **Ermie Tolibas**, the Committee unanimously approved the grant of **₱1,500** incentives for every quarterly inspection and the procurement of hard hats, t-shirts, vests, and umbrellas for use during inspection activities.
- VIII. Lastly, the committee scheduled the next inspection for **January 20, 2026**, during which they will continue monitoring the **Plaridel Farm-to-Market Road (FMR)**.
- IX. There being no other matters to discuss, and upon motion duly seconded, the meeting was adjourned at **3:00 p.m.**

HON. DOLORES M. BAYONA
Chairman

HON. JOSE CARLO CABIDOG
Co-Chairman

HON. CARIDAD B. CABIDOG
Member

MS. IMELDA B. OMEGA
Member

HON. ERMIE C. TOLIBAS
Member

HON. BABYLYN S. BRASOLA
Member

HON. MARY GRACE R. MAGCURO
Member

MS. ZENAIDA E. BOCO
Member

MR. RAMON A. MANDIA
Member

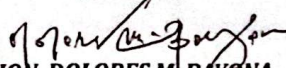
ENGR. ADLEO C. CO
Head Secretariat

(Continuation Minutes of Meeting January 13, 2026)

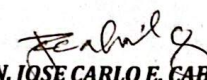
Prepared by:

ENGR. ADLEO C. GO
Head Secretariat

Approved by:


HON. DOLORES M. BAYONA
MPMC Chairman

Attested by:


HON. JOSE CARLO E. CABIDOG
Co-Chairman

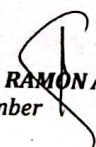
HON. CARIDAD B. CABIDOG
Member


MS. IMELDA B. OMEGA
Member


HON. MARY GRACE R. MAGCURO
Member


HON. ERMIE C. TOLIBAS
Member


HON. BABYLYN S. BRASOLA
Member


MR. RAMON A. MANDIA
Member

MS. ZENAIDA E. BOCO
Member