



LOCAL PROJECT MONITORING COMMITTEE

MEETING MINUTES

*June 23, 2026, 9:00 a.m. @ Mayor's Office Meeting Room
New Municipal Building, Brgy. Palanay, Caibiran, Biliran*

PRESENT:

JOEMARI G. SIA	LPMC Chairman / SB Member
ALBERT BRIAN C. PEÑAFLOR	MEMBER-MLGOO
ROSALIE O. CHU	MEMBER-MPDC / LPMC Secretariat
TEODORO V. CAÑETE, JR.	MEMBER-Municipal Engineer
PABLITO V. VERUNQUE, JR.	MEMBER-Punong Barangay, Brgy. Maurang
BELLA G. RAMIREZ	MEMBER/CSO RIC President

Agenda:

1. Engineering for Non-Engineers Vertical Structure Training/Orientation
2. Project Inspection
3. Other Matters

Proceedings / Discussions

1. Call to Order

- The meeting was called to order at 9:00 a.m. by Rhodessa D. Revita, Municipal Mayor

2. Introduction / Opening Remarks

- The Secretary welcomed participants and highlighted the importance of the session in strengthening the LPMC's role in monitoring, evaluation, and compliance of municipal projects.

3. Agenda 1: Engineering for Non-Engineers Vertical Structure Training/Orientation

- Engr. Sincere Huguillena, Engineer II of the DILG Provincial Office, discussed the topic "Engineering for Non-Engineers: Vertical Structures." The presentation introduced non-engineers to the fundamental elements of vertical construction, focusing on footings, columns, beams, and slabs. It explained the purpose, types, construction methods, reinforcement requirements, and common defects associated with each structural component.

- The training aimed to help project monitors and local project monitoring personnel identify critical quality control points during construction and inspection, ensuring that infrastructure projects are safe, durable, and compliant with engineering standards.

4. **Agenda Item 2 – Projection Inspection**

After the orientation, the PMC Team proceeded to inspect the Site Development of the Municipal Park (Phase 1) located in Brgy. Palenque, Caibiran, Biliran. The inspection provided an opportunity for the participants to apply the concepts discussed during the orientation on vertical structures.

5. **Agenda Item 3 – Other Matters**

- There were no other matters discussed.

6. **Adjournment**

- There being no other topic and no questions raised, the meeting was adjourned at 12:20 p.m.

Certified Correct:



ROSALIE O. CHU, EnP
LPMC Member/Head Secretariat

Noted:



HON. RHODESSA D. REVITA, RPh
Municipal Mayor

>>> PHOTO DOCUMENTATION

June 23, 2026; 9:00 am – 12:00 pm: Meeting, Orientation & Inspection





>>> PHOTO DOCUMENTATION

June 23, 2026; 11:00 a.m. Project Inspection

Name of Project: Site Development of Municipal Park (Phase 1)

Contract Amount: P6,500,000.00

Source of Fund: 20% Development Fund 2026



