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MUNICIPAL PROJECT MONITORING COMMITTEE (MPMC)

MINUTES OF THE FIRST QUARTER MEETING OF THE MUNICIPAL PROJECT MONITORING COMMITTEE (MPMC) HELD ON March 19, 2026 AT THE CONFERENCE ROOM, NEW TOWN HALL, LA PAZ, LEYTE

PRESENT: (See attached attendance.)

The meeting started with preliminaries.

With the presence of the majority of its members, the chairman declared a quorum.

The meeting was called to order at exactly 8:30 in the morning. This was presided over by the MPMC Chairman, Arvin Terado.

The Chairman asked the MPMC Secretariat to read the minutes of the previous meeting held on December 16, 2025.

The minutes of the previous meeting held on December 16, 2025 was presented.

The Chairman asked if there was a motion to approve the minutes of the previous meeting.

Hon. Relly F. Relano moved to approve the minutes of the previous meeting held on December 16, 2025, seconded unanimously. Since there are no objections to approve the minutes of the previous meeting, the motion was approved.

The agenda presented as follows;

1. Updating of status of projects under the 20% LDR
2. Projects and Inspection and Monitoring

The chairman asked if there was a motion to approve the agenda. A mass motion was made and approved unanimously. Since there are no objections, the motion was approved.

The MPMC members proceeded to the field monitoring and inspection of the reservoir project in Barangay Pawa, La Paz, Leyte. The team brought with them the project documents containing detailed information for reference. After completing the site inspection, the board reconvened at the meeting venue to discuss the results and findings.

Observations and Findings

1. Project Billboard Size

The project billboard does not conform to the required size specifications. The current dimensions fall short of the standards set forth in the project guidelines, thereby affecting compliance and visibility. Immediate corrective action is recommended to ensure the billboard meets the prescribed requirements.

2. Foundation Plan vs. Actual Construction

The foundation drawing in the approved plan for the Reservoir in Pawa differs from the actual finished project, indicating a variance between design and implementation.

3. Manhole Handle Material

The section details specify that the manhole handle should be stainless steel. However, the installed handle is visibly rusty, suggesting non-compliance with the specified material.

4. Gate Bulb Installation

The project plan requires two gate bulbs, but only one was observed on site, indicating incomplete installation.

5. Reservoir Roof Design

The reservoir roof should be sloped or pitched to allow efficient water runoff and prevent ponding. The current design does not meet this requirement, which may affect long-term durability and functionality.

Ms. Cherryline P. Acero, MLGOO, recommended that in succeeding inspections, the team should cover two projects—one ongoing and one completed—to ensure comprehensive monitoring of both implementation and finished outputs

Mr. Santiago Regaton, CSO President, suggested that the MPMC should be informed prior to the commencement of projects to strengthen oversight and ensure readiness for monitoring.

After the discussion of the results and findings of the inspected projects, the meeting proceeded to the consideration of the recommended resolutions.

A mass motion was made to approve the following resolutions as presented below:

- A. A RESOLUTION GRANTING AN HONORARIUM OF FIVE HUNDRED PESOS (P500.00) TO EACH MEMBER AND THE SECRETARIAT OF THE MUNICIPAL PROJECT MONITORING COMMITTEE (MPMC) FOR EVERY PROJECT INSPECTION CONDUCTED, AND TO BE INCLUDED IN THE LGU ANNUAL BUDGET, SUBJECT TO EXISTING LAWS AND REGULATIONS
- B. A RESOLUTION REQUESTING THE PRESENCE OF THE PROJECT CONTRACTOR, OR THEIR DULY AUTHORIZED REPRESENTATIVE, TOGETHER WITH THE MUNICIPAL ENGINEER, DURING ALL PROJECT INSPECTION AND MONITORING UNDERTAKEN BY THE MUNICIPAL PROJECT MONITORING COMMITTEE (MPMC)

The motion was unanimously seconded. As there were no objections, the motion was approved.

The Chairman then asked if there were any other questions or clarifications. Since there were none, the Chairman asked if there was a motion to adjourn the meeting.

Mr. Enrique A. Camero, Jr., Punong Barangay of Santa Ana, moved to adjourn the meeting. The motion was unanimously seconded, and with no objections raised, the motion was approved.

The meeting was adjourned at exactly 10:30 in the morning.

Prepared by:


EnP JAMES CHRISTIAN T. BAUTISTA
MPDC/MPMC Secretariat

Approved:


ARVIN G. TERADO
MPMC Chair