



Municipal Project Monitoring Committee

MINUTES OF THE MEETING OF THE MEMBERS OF THE MUNICIPAL PROJECT MONITORING COMMITTEE OF MACARTHUR, LEYTE HELD ON **SEPTEMBER 02, 2026** AT THE DILG OFFICE, EXECUTIVE BUILDING POBLACION DISTRICT 1, MACARTHUR, LEYTE

PRESENT:

HON. JONATHAN T. BARQUIN Sangguniang Bayan Member	– Chairman
SANDY IVY ROSE V. LIBANAN DILG Representative	– Member
HON. MC ALRENCE A. ALGODON Brgy. Capt.-Dist. I	– Member
HON. MA. TERESA B. BABANTE Brgy. Capt.-Dist. II	– Member
HON. REY E. BELLEZA Brgy. Capt.-San Pedro	– Member
HON. ZYRAH A. CAJIPE Brgy. Capt.-Burabod	– Member
HON. CAMELO DIAZ Brgy. Capt.-Doña Josefa	– Member
ENGR. TIFFANY V. LUMPAS Municipal Engineer	– Member
EnP JODEL L. VILLACORTE MPDC-Designate	– Secretariat
ENGR. NORLY G. LANZA MENRO-Designate	– Member
ERNESTO BLANCO Rep. MacArthur Fisherfolk Association	– CSO
JENNEFER V. SENO Rep. JCI Abante MacArthur	– CSO

I. PRELIMINARIES

The meeting of the Municipal Project Monitoring Committee (LPMC) commenced at 9:00 AM with an opening prayer.

The participants were welcomed by MLGOO Sandy Rose V. Libanan, who emphasized the importance of sustaining the functionality of the LPMC, strengthening coordination among committee members and concerned offices, and ensuring that government-funded projects are properly monitored in accordance with approved plans, specifications, and applicable standards.

II. AGENDA

- Presentation of LGSF FY 2025 and FY 2026 Projects Conducted and Target Projects for Monitoring for the 4th Quarter FY 2026



Municipal Project Monitoring Committee

- Proposed Provision of Technical Assistance to Barangays Oguisan and San Vicente for LGSF-GEF FY 2026 Infrastructure Projects
- Presentation and Discussion of the Results of the Joint Inspection Conducted by DILG and LPMC on August 13, 2026
- Reconstitution of the LPMC with Updated Members and Designation
- Transmittal of LPMC Resolutions to Concerned Offices
- Transmittal of the LPMC Work and Financial Plan for Possible Funding Support
- Proposed Provision of Honorarium to CSO and MDC Members of the LPMC
- Other Matters

III. MEETING OVERVIEW

The Local Project Monitoring Committee (LPMC) convened to review the implementation and monitoring activities for LGSF FY 2025 and FY 2026 projects, identify projects to be prioritized for monitoring during the last quarter of FY 2026, and discuss the provision of technical assistance to Barangays Oguisan and San Vicente for their LGSF-GEF FY 2026 infrastructure projects.

The committee also reviewed the results of the joint inspection conducted by the DILG and LPMC on August 13, 2026, discussed the reconstitution and updating of the LPMC membership and designations, and deliberated on administrative and operational matters intended to strengthen the committee's monitoring functions, including the transmittal of resolutions, proposed funding support, and provision of honorarium to qualified CSO and MDC members participating in LPMC activities.

1. Presentation of LGSF FY 2025 and FY 2026 Projects Conducted and Target Projects for Monitoring for the 4th Quarter FY 2026

- The committee was presented with the status of the LGSF FY 2025 and FY 2026 projects that had been subjected to monitoring and inspection activities by the LPMC in coordination with the DILG and other concerned offices.
- The projects previously monitored by the LPMC were reviewed, including the observations, recommendations, and corrective actions raised during the conduct of joint monitoring and inspection activities.
- The committee emphasized that monitoring should not be limited to physical accomplishment but should also consider quality of workmanship, compliance with approved plans and specifications, project functionality, safety, and sustainability.
- Members discussed the projects targeted for monitoring during the 4th Quarter of FY 2026, prioritizing projects that are ongoing, substantially completed, or requiring validation of previously identified deficiencies and corrective actions.
- Members agreed that the identified priority projects shall be included in the LPMC monitoring schedule for the last quarter, subject to coordination with the concerned implementing offices and barangay officials.
- The committee further emphasized the importance of documenting inspection findings through photographs, inspection reports, and appropriate recommendations to facilitate monitoring of corrective actions.

2. Proposed Provision of Technical Assistance to Barangays Oguisan and San Vicente for LGSF-GEF FY 2026 Infrastructure Projects

- Engr. Norly G. Lanza discussed the proposed provision of technical assistance to Barangays Oguisan and San Vicente in relation to their LGSF-GEF FY 2026 infrastructure projects.
- The proposed technical assistance aims to help the concerned barangays better understand the technical requirements, project implementation procedures, documentation, and monitoring requirements applicable to their infrastructure projects.
- Members emphasized the importance of providing technical guidance at the appropriate stages of project implementation to minimize potential deficiencies and ensure compliance with approved plans and specifications.



Municipal Project Monitoring Committee

- The committee discussed the possibility of coordinating with the Municipal Engineering Office, MPDO, DILG, and other concerned offices for the appropriate technical assistance that may be provided.
- The LPMC recognized that early technical assistance and coordination can help address potential issues before they become major deficiencies and can contribute to the timely and quality implementation of the projects.
- The committee agreed to coordinate with Barangays Oguisan and San Vicente regarding their specific technical assistance requirements and to identify the appropriate office or personnel who may provide the necessary assistance.

3. Result of the Joint Inspection Conducted by DILG and LPMC on August 13, 2026

- Engr. Norly G. Lanza – LPMC member presented and discussed the results of the joint inspection conducted by the DILG and LPMC on August 13, 2026 involving the completed LGSF-SBDP projects.
- The inspection findings and recommendations were presented to the members for information, discussion, and appropriate action.
- Members emphasized that identified deficiencies should be properly communicated to the concerned implementing offices and contractors, when applicable, for appropriate corrective measures.
- The committee discussed the importance of conducting follow-up monitoring to determine whether the recommendations and corrective actions arising from the inspection have been properly addressed.
- The committee reiterated that recurring observations involving road pavement quality, road shoulders, joint sealants, obstructions within the road alignment, construction materials, and compliance with the approved DED should be given particular attention during succeeding monitoring activities.
- The committee agreed that inspection reports shall serve as reference for succeeding monitoring activities and for determining whether appropriate corrective actions have been undertaken.

4. Reconstitution of the LPMC with Updated Members and Designation

- Engr. Norly Lanza discussed the need to reconstitute and update the membership of the Municipal Project Monitoring Committee to reflect the current representatives, offices, barangay officials, and designations of its members.
- The updated composition and designation of members were discussed to ensure that the LPMC records accurately reflect the current membership of the committee.

5. Transmittal of LPMC Resolutions to the Concerned Offices

- Engr. Lanza discussed the status and appropriate transmittal of resolutions previously adopted by the LPMC to the concerned offices for information, consideration, and appropriate action.
- Members emphasized that resolutions adopted by the committee should be properly transmitted to the concerned offices to ensure that recommendations and requests are formally communicated and appropriately acted upon.
- The Secretariat shall maintain a monitoring record of resolutions transmitted and the corresponding actions or responses received from concerned offices.

6. Transmittal of the LPMC Work and Financial Plan for Possible Funding Support

- Engr. Lanza discussed the preparation and transmittal of the LPMC Work and Financial Plan to identify the activities and corresponding resources necessary to support the effective implementation of the committee's monitoring functions.
- The Work and Financial Plan shall serve as a reference in identifying the activities, requirements, and possible funding needs of the LPMC.
- Members discussed the possibility of requesting appropriate funding support for activities necessary to sustain the operations of the committee, including project monitoring and inspection activities, documentation, capacity-building, and other legitimate LPMC-related activities.



Municipal Project Monitoring Committee

- The committee agreed that the Work and Financial Plan shall be transmitted to the concerned offices for consideration and possible funding support, subject to existing rules, regulations, and availability of funds.

7. Proposed Provision of Honorarium to CSO and MDC Members of the LPMC

- The committee deliberated on the proposed provision of honorarium to CSO and MDC members of the LPMC who actively participate in project monitoring and inspection activities.
- Members recognized the important contribution of CSO and MDC representatives in providing independent and participatory inputs during project monitoring activities.
- The committee discussed the need to provide appropriate support to encourage sustained participation of CSO and MDC representatives in LPMC activities, particularly during field inspections and monitoring activities.
- The proposed provision of honorarium shall be subject to applicable government accounting and auditing rules, existing policies, and availability of funds.
- The committee agreed that the proposal shall be appropriately documented and endorsed to the concerned offices for evaluation and possible appropriate action.

8. Other Matters

- The committee reiterated the importance of regular coordination among the LPMC, DILG, implementing offices, barangay officials, CSO representatives, and other stakeholders in ensuring effective project monitoring.
- Members emphasized that inspection findings should be promptly communicated to concerned offices and that corrective actions should be validated through succeeding monitoring activities.
- The committee agreed to continue strengthening its documentation and reporting system to support LPMC functionality and ensure that monitoring activities are properly recorded.
- Members also emphasized the importance of maintaining an objective, transparent, and evidence-based approach in conducting project inspections and preparing monitoring reports.
- The committee reaffirmed its commitment to continuously improve its monitoring mechanisms and provide appropriate technical and institutional support to ensure the quality, functionality, and sustainability of government-funded projects.

IV. ADJOURNMENT

There being no other matters to discuss, the meeting was adjourned at 12:00 NN.

The committee reaffirmed its commitment to ensuring transparent, accountable, participatory, and effective monitoring of government-funded projects and to maintaining a highly functional Local Project Monitoring Committee in support of good local governance and effective project implementation.


EnP JODEL L. VILLACORTE
MPDC
MPMC Secretary

Approved:


HON. JONATHAN L. BARQUIN
MPMC Chairman