



MINUTES OF THE 3rd QUARTER MEETING OF THE PROJECT MONITORING COMMITTEE

Thursday, 17 September 2026
3rd Floor, Municipal Function Hall, Municipality of Palo

Call to Order

The meeting was called to order at 8:30 in the morning of 17th day of September 2026 at the 3rd Floor, Municipal Function Hall, Municipality of Palo, and was presided over by Hon. Felipe T. Ygrubay – LPMC Chairperson. After a roll call of the members, a quorum was declared.

ATTENDEES:

- HON. FELIPE T. YGRUBAY – PMC Chairperson
- HON. GREGORIO PAPOOSE V. LANTAJO, JR., Liga President, Punong Barangay, San Joaquin
- HON. FEONA U. RETES – Punong Barangay, Cangumbang
- MR. RONALD ALBERT ACEBEDO, MLGOO
- MS. TERESA A. MONTUBIG – NGO Representative
- MR. GERARD CHRISTIAN CAMPO – Representative of ENGR. JADD MEYRICK AGNER, Municipal Engineer
- ENGR. ARMAND C. CABALTERA – MPDC, LPMC Secretariat
- MR. JOSHUA M. LADRERA – MPDO Staff, LPMC Secretariat
- MS. JIMMA CONCEPCION S. MOLINO – MPDO Staff, LPMC Secretariat

ABSENT:

- MS. DITAS N. DELA PEÑA – NGO Representative
- HON. ALLAN M. REPULDA – Punong Barangay, MDC Member

BUSINESS OF THE DAY:

The Chairperson welcomed and thanked everyone for their attendance. The meeting then proceeded with the discussion of the following three ongoing projects:

No.	Project	Location	Reported Accomplishment
1	Construction of Multi-Purpose Building	Brgy. San Jose, Palo	35%
2	Improvement of Palo Public Market	Brgy. Cavite East	44.18%
3	Improvement of Maternity House & Facilities	Brgy. Luntad Palo, Leyte	100%

The Hazards Assessment Results of the site of the Construction of Multi-Purpose Building in Brgy. San Jose, Palo, submitted by the MDRRMO, were presented during the meeting. It was emphasized that the site is moderately susceptible to flooding.

It was also noted that the Multi-Purpose Building, which is intended to serve as an evacuation center, is located approximately five (5) meters from a creek along the right side of the building, making the site vulnerable to scouring, which may pose a risk to the end users.

SITE INSPECTION

As part of the monitoring activities of the Local Project Monitoring Committee, the Committee conducted a site inspection of the following projects:

1. Construction of Multi-Purpose Building, Brgy. San Jose, Palo – 35%
2. Improvement of Palo Public Market, Brgy. Cavite East – 44.18%
3. Improvement of Maternity House & Facilities, Brgy. Luntad, Palo, Leyte – 100%

During the inspection of the Multi-Purpose Building, workers were observed wearing appropriate PPEs. Proper spacers for concrete cover were also being used, and no noticeable honeycombs were observed on the columns and floor slab. No other significant issues were noted.

For the Palo Public Market, workers were generally not wearing PPEs, except for the welders who were wearing welding gloves. Welding works on some trusses and a chipped concrete pedestal of a steel column were also observed. The foreman assured the Committee that the works were properly undertaken.

For the Maternity House & Facilities, the workers were already completing the remaining works, and some equipment was already in place.

RECOMMENDATION

1. The Committee recommended the provision of appropriate slope protection measures, including riprap, for the Construction of the Multi-Purpose Building in Barangay San Jose, Palo, Leyte, to address potential scouring caused by the nearby creek. Such measures shall be subject to proper engineering assessment and implementation. It was also reported during the meeting that a budget has already been allocated for the provision of riprap for the said project.
2. The Committee strongly recommended that all workers involved in the Improvement of Palo Public Market in Barangay Cavite East be provided with and required to wear appropriate personal protective equipment (PPE) to ensure their safety while undertaking construction activities.
3. The Committee further recommended the continuous monitoring of the ongoing project to ensure compliance with applicable safety standards, engineering requirements, and other relevant regulations.

RESOLUTION

The Committee resolved to recommend the strict monitoring of the implementation of applicable building codes, regulations, safety standards, and other appropriate measures for the Multi-Purpose Building project.

The Committee further recommended the implementation of appropriate slope protection measures to mitigate the risks associated with the nearby creek, flooding, and possible scouring, and to ensure the safety of the facility's intended users.

ADJOURNMENT:

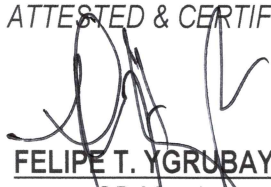
There being no other matters for discussion, Engr. Armand C. Cabaltera, MPDC and LPMC Secretariat, moved for the adjournment of the meeting. The motion was duly seconded by Hon. Feona U. Retes, Punong Barangay, Cangumbang. Thereafter, the meeting was adjourned.

I hereby certify to the correctness of the foregoing minutes.


ENGR. ARMAND C. CABALTERA

*Municipal Planning and Development Coordinator
PMC, Secretariat*

ATTESTED & CERTIFIED BY:


FELIPE T. YGRUBAY, JR.
*SB Member
PMC, Chairperson*