



LOCAL PROJECT MONITORING COMMITTEE
National Highway, Barangay San Antonio

MINUTES OF MEETING OF THE LOCAL PROJECT MONITORING COMMITTEE (LPMC) FOR THE SECOND QUARTER OF C.Y. 2026 ON JUNE 09, 2026 HELD AT THE CONFERENCE ROOM, MAYOR'S OFFICE, 2ND FLOOR TUNGA MULTI-PURPOSE BUILDING

PRESENT:

MS. BEAUTY A. CINCO	-	MLGOO
HON. ANTONIO M. ASOY	-	Brgy. Chairperson, Brgy. Astorga
HON. ALEX G. DAVOCOL	-	Brgy. Chairperson, Brgy. Balire
ENGR. TEODORO A. QUINTANA, JR.	-	Municipal Engineer
HON. NESTOR A. ESQUIBEL	-	CSO Representative, PASACA IRRIGATORS ASSOC
HON. FIDELEO G. BAAC	-	Brgy. Chairperson, Brgy. San Antonio
HON. FLORENTINA A. OBSEQUIO	-	ABC President, Brgy. Chairperson, Brgy. Santo Niño

ABSENT:

ENGR. REMAR B. BURANDAY	-	MDRRMO II/ Chairman
MS. LOURDES BAAC	-	CSO Representative, TUNGA LEYTE HUMANITARIAN VOLUNTEERS, INC.

IN-ATTENDANCE:

MR. EDWIN C. OPON	-	Staff, Municipal Planning and Dev't. Office
MA. JOSELITA ORENDEZ	-	Staff, MDRRMO

I. PRELIMINARY

The meeting commenced with an opening prayer led by Hon. Florentina A. Obsequio, Liga President and Punong Barangay of barangay Santo Niño.

II. REPORT ON ATTENDANCE AND DETERMINATION OF QUORUM

The LPMC Secretary reported that based on the registration, a quorum was established:

- **Present:** 7 regular members
- **Absent:** 2 regular members
- **In Attendance:** 2 representatives



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However, an issue was raised due to the absence of the LPMC Chairperson, Engr. Remar B. Buranday, MDRRMO II. In view thereof, the members present agreed that a presiding officer should be selected from among themselves to facilitate the conduct of the 2nd Quarter LPMC Meeting.

Upon motion and by unanimous consent of the members present, Engr. Teodoro A. Quintana, Municipal Engineer, was elected to serve as the Presiding Officer for the duration of the meeting and thereafter assumed the chair.

III. CALLING THE MEETING TO ORDER

The meeting of the Local Project Monitoring Committee (LPMC) was called to order by **Engr. Teodoro A. Quintana, Municipal Engineer**, and LPMC Chairman/Presiding Officer at **9:10 a.m.**

IV. READING AND CORRECTIONS OF PREVIOUS MINUTES OF MEETING (1st Quarter CY2026)

The body dispensed with the reading of the 1st Quarter Minutes of Meeting CY2025 since it had already been approved, submitted, and uploaded to the DILG Portal.

V. BUSINESS OF THE DAY AND DISCUSSION

1. Presentation of Agenda

The Presiding Officer announced the agenda for the meeting:

1. **Second Quarter Joint Inspection;**
2. **Presentation on the MSC Approach for the SubayBAYANI Awards;**
3. **Funding Requirements for the CY 2026 LPMC Work and Financial Plan; and**
4. **Other Matters**

2. Presentation of Projects for Monitoring (2nd Quarter 2026)

Engr. Teodoro A. Quintana, Jr., at Municipal Engineering and the Temporary Presiding Officer, presented the list of Programs, Projects, and Activities (PPAs) for monitoring and evaluation for the 2nd Quarter of CY 2026, scheduled as follows:

- a) Purchase and Installation of Thermal Decomposition Machine at Municipal MRF;
- b) Improvement of MRF Building for the Thermal Decomposition Machine;
- c) Construction of Municipal Gymnasium; and



d) Construction of Drainage Canal at San Pedro Area

3. Presentation on the MSC Approach for the SubayBAYANI Awards

Ms. **Beauty C. Cinco, MLGOO**, presented the **Most Significant Change (MSC) Approach** for the SubayBAYANI Awards. She explained that the MSC Approach is a participatory monitoring and evaluation method used to document significant changes and accomplishments resulting from the initiatives and interventions of the Local Project Monitoring Committee (LPMC).

She discussed the importance of the MSC narrative in highlighting governance improvements, strengthened monitoring and accountability systems, enhanced stakeholder participation, and improved project implementation outcomes. The presentation emphasized the three key components of the MSC narrative: **Context** (existing challenges), **Capacity** (interventions and mechanisms undertaken), and **Result** (significant outcomes achieved).

Ms. Cinco also outlined the necessary supporting documents, including monitoring reports, resolutions, minutes of meetings, attendance sheets, photographs, and SubayBAYAN reports. She encouraged LPMC members to focus on significant governance changes, provide accurate and verifiable information, and demonstrate the contribution of the LPMC to improved local development outcomes in preparing their nomination entries for the SubayBAYANI Awards.

4. Funding Requirements for the CY 2026 LPMC Work and Financial Plan

The LPMC Secretary, Engr. Marlon B. Arintoc, informed the body that LPMC Resolution No. 02, Series of 2026, entitled "A Resolution Requesting the Municipal Mayor, Hon. Reinbert C. Costelo, for the Adoption and Provision of Funds for the Local Project Monitoring Committee (LPMC) Work and Financial Plan for CY 2026," had been acted upon and funded in the amount of One Hundred Thousand Pesos (₱100,000.00). However, he clarified that the approved and submitted LPMC Work and Financial Plan for CY 2026 requires a total funding allocation of Two Hundred Thousand Pesos (₱200,000.00), leaving a balance of One Hundred Thousand Pesos (₱100,000.00) that has yet to be funded and requested by the Committee.

Thereafter, Hon. Florentina A. Obsequio, ABC President, emphasized the importance of ensuring that the Committee is adequately supported in the performance of its mandate to monitor and evaluate both locally funded and externally funded development projects within the municipality. Accordingly, she moved for the passage of a resolution requesting the Municipal Mayor, Hon. Reinbert C. Costelo, to authorize the grant and release of incentives to qualified LPMC members and



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secretariat personnel, including snacks and transportation allowances, as provided under the CY 2026 LPMC Work and Financial Plan for the First and Second Quarters, utilizing the available fund allocation of ₱100,000.00. The motion was duly seconded by Hon. Alex G. Davocol, Punong Barangay of Barangay Balire.

Subsequently, Hon. Fideleo G. Baac, Punong Barangay of Barangay San Antonio, expressed his view that the remaining unfunded activities identified in the CY 2026 LPMC Work and Financial Plan are equally essential to the effective discharge of the Committee's duties and responsibilities. He therefore proposed the passage of a separate resolution requesting the Municipal Mayor, Hon. Reinbert C. Costelo, through the Municipal Budget Officer, Ms. Marilyn A. Cubilla, to allocate the remaining ₱100,000.00 needed to fully fund the Work and Financial Plan. He stressed that the unfunded activities, particularly the Conduct of Basic Training on Project Monitoring for LPMC Members and the Procurement of Personal Protective Equipment (PPEs) and Monitoring Equipment, are necessary to strengthen the Committee's capacity and effectiveness in carrying out its monitoring functions.

LPMC RESOLUTION NO. 03
Series of 2026

A RESOLUTION REQUESTING THE MUNICIPAL MAYOR, HON. REINBERT C. COSTELO, TO AUTHORIZE THE GRANT AND RELEASE OF INCENTIVES, SNACKS, AND TRANSPORTATION ALLOWANCES TO QUALIFIED LPMC MEMBERS AND SECRETARIAT PERSONNEL FOR THE FIRST AND SECOND QUARTERS OF CY 2026 UTILIZING THE AVAILABLE LPMC FUND ALLOCATION.

WHEREAS, the Local Project Monitoring Committee (LPMC) is mandated to monitor and evaluate the implementation of locally funded and externally funded development projects within the Municipality of Tunga;

WHEREAS, LPMC Resolution No. 02, Series of 2026 requesting the adoption and funding of the CY 2026 LPMC Work and Financial Plan was approved and partially funded in the amount of One Hundred Thousand Pesos (₱100,000.00);

WHEREAS, the approved CY 2026 LPMC Work and Financial Plan provides for incentives, snacks, and transportation allowances for qualified LPMC members and secretariat personnel in the conduct of their monitoring and evaluation functions;

WHEREAS, adequate logistical and operational support is necessary to ensure the efficient performance of the Committee's duties and responsibilities;



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NOW THEREFORE, on motion of Hon. Florentina A. Obsequio, duly seconded by Hon. Alex G. Davocol, be it

RESOLVED, as it is hereby resolved, to respectfully request the Municipal Mayor, Hon. Reinbert C. Costelo, to authorize the grant and release of incentives to qualified LPMC members and secretariat personnel, including snacks and transportation allowances, as provided under the CY 2026 LPMC Work and Financial Plan for the First and Second Quarters, utilizing the available fund allocation of One Hundred Thousand Pesos (₱100,000.00);

RESOLVED FURTHER, that copies of this Resolution be furnished to the Office of the Municipal Mayor, the Municipal Budget Office, the Municipal Accounting Office, and other concerned offices for their information and appropriate action.

Approved: **JUNE 09, 2026**

LPMC RESOLUTION NO. 04
Series of 2026

A RESOLUTION REQUESTING THE MUNICIPAL MAYOR, HON. REINBERT C. COSTELO, THROUGH THE MUNICIPAL BUDGET OFFICER, MS. MARILYN A. CUBILLA, TO PROVIDE THE REMAINING FUNDING REQUIREMENT OF ONE HUNDRED THOUSAND PESOS (₱100,000.00) FOR THE FULL IMPLEMENTATION OF THE CY 2026 LOCAL PROJECT MONITORING COMMITTEE (LPMC) WORK AND FINANCIAL PLAN.

WHEREAS, the Local Project Monitoring Committee (LPMC) adopted and approved its CY 2026 Work and Financial Plan to strengthen project monitoring, evaluation, and reporting mechanisms in the Municipality of Tunga;

WHEREAS, the approved Work and Financial Plan has a total funding requirement of Two Hundred Thousand Pesos (₱200,000.00), of which only One Hundred Thousand Pesos (₱100,000.00) has been funded;

WHEREAS, several activities identified in the approved Work and Financial Plan remain unfunded, particularly the Conduct of Basic Training on Project Monitoring for LPMC Members and the Procurement of Personal Protective Equipment (PPEs) and Monitoring Equipment;

WHEREAS, these activities are essential in enhancing the technical capacity, efficiency, safety, and effectiveness of the Committee in the performance of its monitoring functions;



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NOW THEREFORE, on motion of Hon. Fideleo G. Baac, duly seconded by Mr. Nestor A. Esquibel, be it

RESOLVED, as it is hereby resolved, to respectfully request the Municipal Mayor, Hon. Reinbert C. Costelo, through the Municipal Budget Officer, Ms. Marilyn A. Cubilla, to allocate and provide the remaining funding requirement of One Hundred Thousand Pesos (₱100,000.00) for the full implementation of the CY 2026 Local Project Monitoring Committee (LPMC) Work and Financial Plan;

RESOLVED FURTHER, that priority be given to the funding of the Conduct of Basic Training on Project Monitoring for LPMC Members and the Procurement of PPEs and Monitoring Equipment, including other unfunded but approved activities under the CY 2026 Work and Financial Plan;

RESOLVED FINALLY, that copies of this Resolution be furnished to the Office of the Municipal Mayor, the Municipal Budget Office, the Municipal Accounting Office, and other concerned offices for their information and appropriate action

Approved: JUNE 09, 2026

5. Results of Ocular Inspection, Issues, and Recommendations (See Annex "B")

After the conduct of the joint inspection, the Committee discussed the following issues and recommendations:

The Local Project Monitoring Committee (LPMC) conducted an inspection of four (4) completed Programs, Projects, and Activities (PPAs) implemented by the Municipal Government. The projects inspected were: **(1) Purchase and Installation of Thermal Decomposition Machine at the Municipal Material Recovery Facility (MRF)** with a project cost of **₱4,998,000.00**, **(2) Improvement of the MRF Building for the Thermal Decomposition Machine** amounting to **₱499,098.32**, **(3) Construction of Municipal Gymnasium** amounting to **₱3,990,263.20**, and **(4) Construction of Drainage Canal at the San Pedro Area** amounting to **₱995,400.00**.

Based on the inspection conducted, all four (4) projects were found to be **completed and operational** in accordance with their intended purposes and objectives. The Thermal Decomposition Machine and the improved MRF building are already in place and contribute to the municipality's solid waste management program. Likewise, the Municipal Gymnasium and the Drainage Canal at the San Pedro Area have been completed and are now serving their respective functions for community development and infrastructure improvement.



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However, the inspection revealed a common concern among all projects, particularly the **absence of project signboards**, which are required to promote transparency, accountability, and public awareness regarding government-funded projects. The lack of signboards may also affect compliance with monitoring and validation requirements of oversight agencies.

For the **Purchase and Installation of the Thermal Decomposition Machine** and the **Improvement of the MRF Building**, the Committee further noted that the existing **Residual Containment Area (RCA)** within the project site had been removed to accommodate the implementation of the projects. As such, the Committee recommends the establishment of a **new RCA** to ensure continued compliance with environmental management requirements and readiness for the upcoming **3rd Quarter Seal of Good Local Governance (SGLG) Validation**.

Meanwhile, for the **Construction of the Municipal Gymnasium** and the **Construction of the Drainage Canal at the San Pedro Area**, the Committee recommends that the concerned contractor and implementing office be advised to install the required project signboards at the earliest possible time to address the deficiency noted during the inspection.

Overall, the LPMC finds that the inspected projects have been successfully completed and are delivering their intended benefits to the municipality. Nevertheless, the identified concerns should be immediately addressed to ensure compliance with government standards, strengthen transparency measures, and support future monitoring and validation activities.

NO.	Name of Project	Amount/ Project Cost	Status	Concerns	Recommendation
1.	Purchase and Installation of Thermal Decomposition Machine at Municipal MRF	₱4,998,000.00	Completed	No Project Signboard	As the existing RCA has been demolished to accommodate the implementation of these PPAs, a new RCA must be established in preparation for the 3rd Quarter SGLG Validation.
2.	Improvement of MRF Building for the Thermal Decomposition Machine	₱499,098.32	Completed	No Project Signboard	
3.	Construction of Municipal Gymnasium	₱3,990,263.20	Completed	No Project Signboard	Advise the contractor to install the project signboard
4	Construction of Drainage Canal at San Pedro Area	₱995,400.00	Completed	No Project Signboard	Advise the contractor to install the project signboard



LPMC RESOLUTION NO. 05
Series of 2026

A RESOLUTION DIRECTING COMPLIANCE WITH PROJECT SIGNBOARD REQUIREMENTS FOR GOVERNMENT INFRASTRUCTURE AND DEVELOPMENTS PROJECTS AND RECOMMENDING THE DEFERMENT OF FINAL PAYMENTS PENDING COMPLIANCE THEREWITH

WHEREAS, the Local Project Monitoring Committee (LPMC) is mandated to monitor and evaluate the implementation of government-funded Programs, Projects, and Activities (PPAs) to ensure compliance with applicable laws, rules, regulations, and standards;

WHEREAS, the LPMC conducted a joint ocular inspection and validation of completed municipal projects, namely: (1) Purchase and Installation of Thermal Decomposition Machine at the Municipal Material Recovery Facility (MRF), (2) Improvement of MRF Building for the Thermal Decomposition Machine, (3) Construction of Municipal Gymnasium, and (4) Construction of Drainage Canal at the San Pedro Area;

WHEREAS, the Committee found that all inspected projects were completed and operational in accordance with their intended purposes and objectives;

WHEREAS, the Committee likewise observed that all inspected projects lacked the required project signboards, which are essential mechanisms for transparency, accountability, public information, and monitoring of government-funded projects;

WHEREAS, the installation and maintenance of project signboards are among the documentary and physical requirements necessary to facilitate project monitoring and validation by oversight agencies and stakeholders;

WHEREAS, compliance with project signboard requirements serves as evidence that the implementing office and contractor have adhered to government transparency and information disclosure standards;

NOW, THEREFORE, on motion Hon. Nestor A. Esquibel, CSO Representative, PASACA IRRIGATORS ASSOC duly made and seconded by Hon. Antonio M. Asoy, Brgy. Chairperson, Brgy. Astorga, be it

RESOLVED, as it is hereby resolved, to direct the concerned contractors and implementing offices to immediately install and maintain the required project signboards for all completed and ongoing government projects within the



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Municipality of Tunga in accordance with existing government rules, regulations, and standards;

RESOLVED FURTHER, to strongly recommend to the Municipal Engineering Office, Municipal Budget Office, Municipal Accounting Office, Municipal Treasurer's Office, Bids and Awards Committee, and other concerned offices that the processing and release of final payments, retention money, or other related claims of contractors be deferred or withheld until compliance with the required project signboard requirements and other mandatory documentary requirements has been duly verified by the implementing office;

RESOLVED FURTHERMORE, to recommend that compliance with project signboard requirements be included among the conditions for project acceptance, final inspection, and processing of contractor claims to strengthen transparency and facilitate project monitoring activities;

RESOLVED FINALLY, that copies of this Resolution be furnished to the Office of the Municipal Mayor, Municipal Engineering Office, Municipal Budget Office, Municipal Accounting Office, Municipal Treasurer's Office, Bids and Awards Committee, concerned contractors, and other relevant offices for their information, guidance, and appropriate action.

Approved: JUNE 09, 2026

VI. ADJOURNMENT

With no more matters to be discuss and resolved, Hon. Alex G. Davocol, Brgy. Chairperson, Brgy. Balire, moved that the meeting be adjourned.

The meeting was adjourned 11:20 o' clock in the morning.

I HEREBY CERTIFY that the correctness of the foregoing minutes .


ENGR. MARLON B. ARINTOC
MPDC
Head, MPMC Secretariat



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TUNGA

LOCAL PROJECT MONITORING COMMITTEE
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Attested:

(Absent)

ENGR. REMAR B. BURANDAY

MDDRMO II

MPMC Chairperson, Presiding Officer



BEAUTY A. CINCO

Municipal Local
Government Operations
Officer (MLGOO)



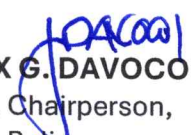
FLORENTINA A. OBSEQUIO

ABC President/
Brgy. Chairperson,
Brgy. Santo Niño



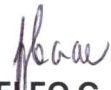
ANTONIO M. ASOY

Brgy. Chairperson,
Brgy. Astorga



ALEX G. DAVOCOL

Brgy. Chairperson,
Brgy. Balire



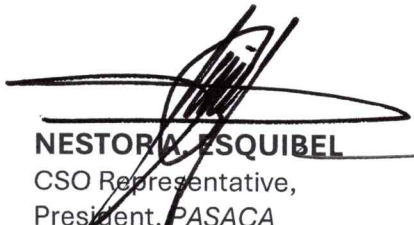
FIDELEO G. BAAC

Brgy. Chairperson,
Brgy. San Antonio

(Absent)

LOURDES A. BAAC

CSO Representative,
President, *Tunga*
Leyte BHW
Humanitarian
Volunteers, Inc



NESTORA ESQUIBEL

CSO Representative,
President, PASACA
Irrigators Association



**ENGR. TEODORO A. QUINTANA,
JR.**

Municipal Engineer