



POST ACTIVITY REPORT

ACTIVITY:	LPMC Monitoring on the Purchase of School Supplies for Indigent Students in Public Elementary School
DATE:	February 24, 2026 @ 10AM
VENUE:	Brgy. Narra, Catarman, Northern Samar
NO. OF PARTICIPANTS:	6 - LPMC Members 4 - LPMC Representative 2 - CSO 4 - MPDO Staff

REPORT SUMMARY

I. OBJECTIVES OF THE ACTIVITY:

- To monitor and evaluate the implementation of the Purchase of School Supplies for Indigent Students in Public Elementary School.
- To ensure transparency and accountability in the procurement and distribution process.
- To verify that the school supplies purchased are in accordance with the approved specifications and budget allocation.
- To confirm that the identified indigent students are the rightful beneficiaries of the program.

II. HIGHLIGHTS OF THE ACTIVITY:

- The Local Project Monitoring Committee (LPMC) conducted an on-site monitoring activity at Brgy. Narra, Catarman, Northern Samar. The committee coordinated with school representatives and barangay officials regarding the procurement and distribution status of the school supplies.
- During the activity, the LPMC members inspected the delivered school supplies to ensure completeness and compliance with the approved program of work and specifications. The committee also reviewed supporting documents such as purchase orders, delivery receipts, and beneficiary lists.
- The monitoring team confirmed that the school supplies were distributed to identified indigent students. Interviews with selected beneficiaries and parents were conducted to validate receipt of supplies and to gather feedback regarding the assistance provided.
- The activity was carried out smoothly with the cooperation of the school administration, barangay officials, and stakeholders.

III. OUTPUT/S OF THE ACTIVITY:

- Validation of the delivered and distributed school supplies.
- Confirmation that identified indigent students received the intended assistance.

- Documentation of monitoring activity (photos and attendance sheet).
- Monitoring report with observations and findings for submission to concerned offices.

IV. RECOMMENDATIONS/RELEVANT APPLICATION IN DILG (if any):

- Continuous monitoring of similar social support programs to ensure compliance with procurement and distribution guidelines.
- Strengthening documentation and record-keeping for transparency and audit purposes.
- Alignment of the program with DILG's mandate on promoting good governance, transparency, and citizen participation in local projects.
- Encourage active participation of CSOs in monitoring to further enhance accountability.

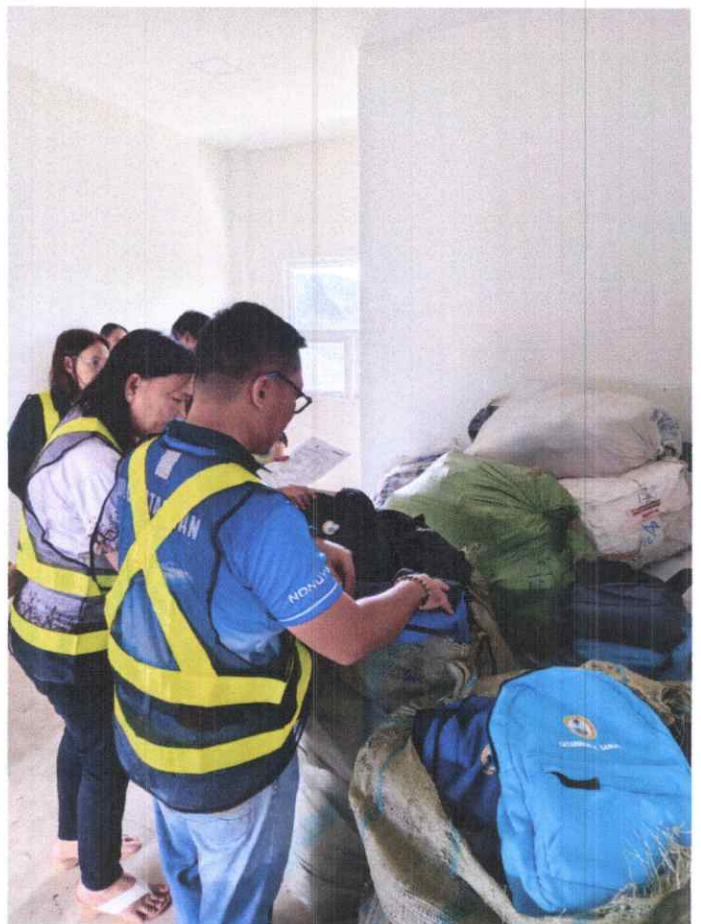
V. REQUESTED ACTIONS (if any):

- Submission of complete liquidation documents to the concerned office.
- Continuous coordination between the school administration and LGU for future assistance programs.
- Incorporation of monitoring findings into the next LPMC quarterly meeting for reference and policy improvement.

VI. ATTACHMENTS (Check as Applicable):

☒ Photos

☒ Attendance



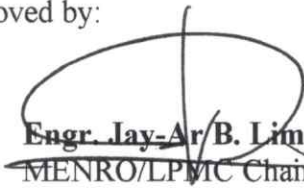




Prepared by:


Engr. Maricar G. Galit, EnP
OIC-MPDC

Approved by:


Engr. Jay-Ar/B. Lim
MENRO/LPMC Chairman