



Republic of the Philippines
MUNICIPALITY OF BOBON
Province of Northern Samar



Local Project Monitoring Committee

May 28, 2026

Strengthening the Functionality of Local Project Monitoring Committees in
Region VIII via Zoom

ATTENDANCE SHEET

NO.	NAME	DESIGNATION	SIGNATURE
1	CAROLINA F. BARDITOY	Asst SECRETARY	
2	BENLOU T. BATILES	MPDO- STAFF	
3	PORTERLO T. GEPOLLO JR.	MUN. ADMIN.	
4	ALDO R. LUNOION N. RAYMOS	MUN. ENR	
5	MA. DAMISA A. AYDA	PO	
6	JOSUE B. DUNNAN	MUN	
7	CACHILLO, DENWIN C.	DILG- STAFF	
8	DONALDO, ARVIN C.		
9	TOBY, MA. CUREY D.		
10	ROBIC D. UNAY		
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LOCAL PROJECT MONITORING COMMITTEE



DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BOBON MUNICIPAL OFFICE



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BOBON MUNICIPAL OFFICE



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LOCAL PROJECT MONITORING COMMITTEE



ACTIVITY:	Orientation on Strengthening the Functionality of Local Project Monitoring Committees (LPMCs) in Region VIII
DATE:	May 28, 2026
VENUE:	via Zoom
PARTICIPANTS:	LPMC Members

REPORT SUMMARY

I. OBJECTIVES OF THE ACTIVITY:

The activity was conducted to strengthen the capacity and overall functionality of Local Project Monitoring Committees (LPMCs) across Region VIII. Specifically, it aimed to orient and update participants on the latest guidelines, tools, and standard processes necessary for effective project monitoring, evaluation, and supervision. It also sought to reinforce the important role of LPMCs in ensuring that government projects are implemented efficiently, transparently, and in accordance with approved plans and specifications.

II. HIGHLIGHT OF THE ACTIVITY:

The orientation was organized in line with the continuing efforts of the Department of the Interior and Local Government (DILG) to enhance local governance systems, particularly in the area of project monitoring. The activity gathered LPMC members from various local government units in Region VIII through a virtual platform, allowing for broader participation despite logistical limitations. During the session, key policies and frameworks governing project monitoring were thoroughly discussed. These included the salient features of the Results-Based Performance Management System (RPMES) Operational Guidelines, as well as DILG Memorandum Circular No. 2019-188, which provides direction on strengthening LPMC operations. The discussion also walked participants through the standard LPMC Monitoring and Evaluation Process Flow, helping clarify each stage of project monitoring—from planning and data gathering to reporting and feedback mechanisms. A significant portion of the orientation focused on the practical tools that LPMCs can utilize in carrying out their functions. The Functionality Assessment Tool was presented as a means to evaluate the performance and effectiveness of LPMCs, while the Project Management Tool was introduced to support systematic tracking and documentation of project implementation. These tools are intended to promote consistency, accuracy, and accountability in monitoring activities. In addition, the activity covered essential concepts in contract management and construction supervision. These discussions highlighted the importance of understanding project timelines, technical specifications, and compliance requirements, enabling LPMC members to better identify issues and provide timely recommendations. The orientation also provided an opportunity for participants to engage through open discussions and clarificatory questions. Common challenges encountered in project monitoring were shared, along with practical insights on how to address them. Overall, the activity fostered a sense of shared responsibility among

stakeholders and emphasized the need for stronger coordination and proactive monitoring practices.

III. **OUTPUT/S OF THE ACTIVITY:**

As a result of the orientation, LPMC members gained a clearer and more comprehensive understanding of their roles and responsibilities in project monitoring and evaluation. Participants were likewise updated on relevant policies, guidelines, and procedures, particularly on RPMES and DILG Memorandum Circular No. 2019-188. The activity also enhanced their familiarity with key monitoring tools such as the Functionality Assessment Tool and Project Management Tool, including their practical application in actual project monitoring. Moreover, participants developed a better appreciation of the importance of contract management and construction supervision in ensuring project quality and compliance with standards. The orientation further contributed to strengthened coordination and communication among LPMC members from different local government units, and fostered a renewed commitment among participants to actively apply the knowledge and tools gained in improving their respective local project monitoring systems.

IV. **RECOMMENDATIONS (if any):**

While the activity was informative and beneficial, it is recommended that similar orientations be conducted regularly to continuously update LPMC members on new policies and tools. Furthermore, hands-on training or workshops may be provided to deepen technical knowledge, particularly in the use of monitoring tools and in construction-related aspects of project evaluation.

V. **REQUESTED ACTIONS (if any):**

None

VI. **Attachments (check as applicable):**

- ☒ Photos
- ☐ Powerpoint/lecture materials
- ☐ Brochures
- ☐ Workshop/activity materials
- ☐ Program of activities
- ☒ Certificate of attendance/participation/completion
- ☐ Others (specify) _____

Prepared by:

MA. DARWISA A. AGDA
Planning Officer II

Noted By:

ENGR. LUNCIO N. RAMOS
Municipal Engineer/LPMC Head Secretariat



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT VIII
KANHURAW HILL, TAGLOBAN CITY

This
Certificate of
PARTICIPATION

is given to

BENLOU T. BATILES

for his/her active participation during the conduct of

Orientation on
**STRENGTHENING THE FUNCTIONALITY OF
LOCAL PROJECT MONITORING COMMITTEES
(LPMCS) IN REGION VIII**

conducted on May 28, 2026, via Zoom.

Given this 28th day of May 2026


ARNEL M. AGABE, CESO III
Regional Director



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