



Republic of the Philippines
Province of Northern Samar
MUNICIPALITY OF CAPUL
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LOCAL PROJECT MONITORING COMMITTEE

Capul Municipal Hall, San Ignacio St. corner M. Castillo St., Brgy. 3, Capul, Northern Samar Philippines

ACTIVITY:	LPMC 2nd QUARTER MEETING
DATE:	June 10, 2026
VENUE:	SB HALL, Municipal Building
PARTICIPANTS:	LPMC Members

REPORT SUMMARY

I. OBJECTIVES OF THE ACTIVITY:

The meeting aimed to review and confirm the minutes of the previous meeting, assess the status of ongoing infrastructure projects within the Municipality of Capul, plan and schedule the 2nd Quarter Inspection of project sites, discuss monitoring procedures and reporting requirements, and ensure compliance with approved plans, specifications, and engineering standards.

II. HIGHLIGHT OF THE ACTIVITY:

The Local Project Monitoring Committee convened its 2nd Quarter Meeting as scheduled, with the Chairperson presiding over the proceedings. The meeting commenced with the review and confirmation of the minutes of the previous meeting. The committee acknowledged the actions taken on the matters discussed therein and approved the minutes as presented.

Thereafter, the committee reviewed updates on ongoing projects across various barangays and sitios, including their current implementation status, progress, and issues encountered during project execution. Members discussed and agreed upon the schedule for the 2nd Quarter Inspection of project sites. Monitoring procedures were likewise emphasized, particularly the conduct of regular site inspections, proper documentation through geotagged photographs, and the timely submission of progress reports by project implementers. The importance of coordination among stakeholders was also highlighted to ensure effective project monitoring, timely implementation, and compliance with approved plans, specifications, and engineering standards.

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III. OUTPUT/S OF THE ACTIVITY:

The meeting resulted in the confirmation of the schedule for the 2nd Quarter Inspection on June 10, 2026, the approval of the minutes of the previous meeting, the consolidation of project status updates, the identification of implementation issues and constraints, and the establishment of monitoring and reporting guidelines for project evaluation. The committee also reaffirmed the importance of regular site inspections, proper documentation, and stakeholder coordination to ensure the effective implementation and monitoring of ongoing projects.

IV. RECOMMENDATIONS (if any):

It is recommended that regular and systematic monitoring of all ongoing projects be continuously conducted; that project implementers ensure the timely submission of progress reports, updated work schedules, and supporting documentation; that strict compliance with approved plans, specifications, and engineering standards be enforced; and that coordination among Local Project Monitoring Committee (LPMC) members, project implementers, and other concerned stakeholders be strengthened to facilitate effective project implementation, monitoring, and evaluation. Additionally, issues and constraints identified during project monitoring should be promptly addressed to avoid delays and ensure the successful completion of projects.

V. REQUESTED ACTIONS (if any):

Following the meeting, the committee will proceed with the scheduled 2nd Quarter Inspection of project sites and continue the monitoring of ongoing project implementation. Coordination with concerned offices, project implementers, and stakeholders will be strengthened to address identified issues and constraints. The committee shall also ensure the timely submission of progress reports and supporting documents, while subsequent monitoring reports will be prepared to document project status, assess accomplishments, and validate compliance with approved plans, specifications, and engineering standards.

VI. Attachments (check as applicable):

☒ Photos

☐ Powerpoint/lecture materials

☐ Brochures

☐ Workshop/activity materials

☐ Program of activities

☐ Certificate of attendance/participation/completion

☐ Others (specify) _____

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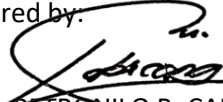


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Prepared by:


ENGR. PETRONILO B. CABACANG JR.
LPMC Secretariat

Noted by


DANILO C. AMPUAN
LPMC Chairperson

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