

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



MINUTES OF THE MEETING

LOCAL PROJECT MONITORING COMMITTEE (LPMC)

Date: September 11, 2026

Time: 2:00 PM

Venue: SB Hall, Municipal Building, Capul, Northern Samar

I. ATTENDANCE:

The meeting was attended by the following members of the Local Project Monitoring Committee (LPMC):

Hon. Danilo D. Ampuan- LPMC Chair

Jovita M. Gaco – Member

Rogelio D. Borden Jr– Member

Hon. Jason G. Castillo – Member

Danilo C. Saluib – Member

Engr. Pertornilo B. Cabacang Jr. – Head Secretariat

Trixine Mae Castillo – MEO Representative

Kim Salazar – DILG Representative

II. CALL TO ORDER:

The meeting was called to order at 2:00 PM by Hon. Danilo D. Ampuan, LPMC Member.

III. AGENDA:

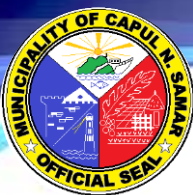
The proposed agenda for the 3rd Quarter LPMC Meeting was presented and approved by the committee members.

The agenda included the following:

1. Review and approval of the previous meeting minutes
2. Discussion on the schedule and coverage of the 3rd Quarter project inspection
3. Identification of infrastructure projects for field validation
4. Discussion of monitoring procedures and documentation requirements
5. Other matters

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IV. READING AND APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the previous LPMC meeting were presented to the members for review and validation.

The committee reviewed the recorded discussions, agreements, and actions taken from the previous meeting. After necessary clarifications, the minutes were approved as presented.

V. DISCUSSION ON THE 3RD QUARTER PROJECT INSPECTION

The LPMC Secretariat presented the proposed schedule and coverage of the 3rd Quarter project inspection activity.

The committee discussed the importance of conducting an actual site validation to assess the current implementation status, physical accomplishment, quality of workmanship, and compliance of infrastructure projects with approved plans and specifications.

The following projects were identified for inspection:

1. Construction of Reinforced Concrete Drainage Canal – Barangay 1, Capul, Northern Samar
2. Construction of Reinforced Concrete Drainage Canal – Barangay 2, Capul, Northern Samar
3. Construction of Reinforced Concrete Drainage Canal – Barangay 1, Capul, Northern Samar
4. Improvement and Rehabilitation of Road – San Ignacio Street and Buenaventura Street, Barangay 2, Capul, Northern Samar
5. Construction of Road – From Barangay Oson to Barangay 1, Capul, Northern Samar
6. Construction of Barangay Road – Barangay Jubang, Capul, Northern Samar
7. Construction of Slope Protection – Barangay Sawang, Capul, Northern Samar
8. Construction of Multi-Purpose Building Phase II – Barangay Landusan, Capul, Northern Samar
9. Improvement of Barangay Road – Barangay San Luis, Capul, Northern Samar

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VI. DISCUSSION ON MONITORING PROCEDURES AND DOCUMENTATION

The committee discussed the procedures to be followed during the inspection activity, including:

- Conduct of ocular site inspection and validation of project status;
- Assessment of actual accomplishments against approved project targets;
- Documentation through inspection notes and geotagged photographs;
- Identification of implementation issues, concerns, and possible corrective measures;
- Coordination with project implementers, contractors, and barangay officials during site visits.

The committee emphasized the importance of objective assessment and proper documentation to support project evaluation and reporting.

VII. AGREED ACTIONS

After discussion, the committee agreed on the following:

1. Conduct the scheduled 3rd Quarter inspection of identified infrastructure projects.
2. Ensure participation of concerned offices and stakeholders during the field validation.
3. Document all observations, findings, and recommendations during the inspection.
4. Prepare the inspection report after the completion of the site visits.
5. Coordinate with concerned implementers regarding any issues identified during monitoring.

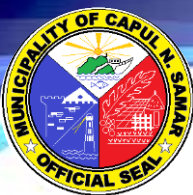
VIII. OTHER MATTERS

Other concerns related to project monitoring, coordination, and reporting requirements were discussed.

The members reiterated the need for continuous coordination among LPMC members, implementing offices, and barangay officials to ensure effective monitoring of infrastructure projects.

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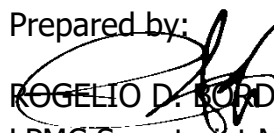


IX. ADJOURNMENT

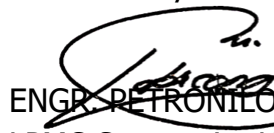
There being no further matters to discuss, the meeting was adjourned at 3:30 PM.

The committee proceeded with the scheduled 3rd Quarter project inspection activity following the agreed monitoring plan.

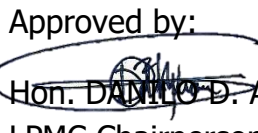
Prepared by:


ROGELIO D. LORDEN, JR.
LPMC Secretariat Member

Reviewed by:


ENGR. PETRONILO B. CABACANG, JR.
LPMC Secretariat Head

Approved by:


Hon. DANILLO D. AMPUAN
LPMC Chairperson

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