



Minutes of the Local Project Monitoring Committee

1st Quarterly Meeting

March 13, 2026

I. ATTENDANCE

Eusebio G. Garay	-	LPMC Chairperson/CSO Rep
Atty. Ceasar J. Clacito	-	LPMC Member
Rowena G. Montances	-	LPMC Member
Engr. Michael James II T. Banawis	-	Representative (MEO)
Engr. Brigitte Mae Vell C. Maiso	-	LPMC Member
Clara B. Gomba	-	LPMC Member
Bruno G. Castillo, Jr.	-	LPMC Member
Engr. Michael Anthony P. Abenales	-	MPDC/Secretariat
Lyn A. Mengullo	-	CSO Representative
Jessica Morales	-	CSO Representative
Raymond P. Agosto	-	DMO III/Recorder

II. PRELIMINARY MATTERS

- a. **Calling the meeting to order** – The 1st Quarterly Meeting of Local Project Monitoring Committee was called to order by Mr. Eusebio G. Garay, LPMC Chairperson/CSO Rep at 9:00 o'clock in the morning.
- b. **Opening Prayer** – Atty. Ceasar J. Clacito led the prayer.
- c. **Attendance** – Raymond Agosto reported that based on the attendance, there was a sufficient number of members to constitute a quorum.
- d. **Opening Remarks** – Mr. Garay welcomes the member of the committee and gave his opening remarks.
- e. **Agenda of the meeting:**
 - Presentation of Work and Financial Plan 2026 and Monitoring and Evaluation Plan 2026;
 - Inspection and Presentation of Status of the On-Going Projects.
 - Addressing any other relevant matters.



III. DISCUSSION

- Mr. Raymond Agosto presented the 2026 Work and Financial Plan (WFP) and the 2026 Monitoring and Evaluation Plan (M&E) especially to the new members of the Local Project Monitoring Committee (LPMC), focusing on orienting them on their roles and responsibilities. He presented the priority programs, activities, and projects for the year, including their corresponding budgets, timelines, and responsible offices, which serve as main guide for implementation. We also explained the M&E Plan, covering the indicators and the targets to be monitored and evaluated by the Committee for the C.Y. 2026 to ensure that all projects are properly tracked and evaluated. The presentation provided the new LPMC members with a clear understanding of their functions and highlight the importance of the WFP and M&E Plan in ensuring effective and accountable project implementation.
- Engr. Michael James II T. Banawis presented the projects set for inspection and gave an update on the ongoing projects in the Municipality of Gamay. Currently, there are four ongoing projects: the Improvement of the Municipal Building and Grounds Phase II; the Upgrading of the Municipal Building and Grounds in Brgy. Central Phase II; the Construction of Concrete Pavement of Gamay Boulevard in Brgy. Burabod; and the Construction of Concrete Pavement at Del Pilar Street in Brgy. Oriental II. He shared the progress of each project, including their current stage, any delays, and issues like material delivery and workforce challenges.
- Mr. Eusebio Garay requested that the Secretariat always provide the committee with copies of the Detailed Engineering Design (DED), Scope of Works, and Program of Works (POW) for each project during meetings. He explained that having these documents would help members understand the project details, timelines, and goals, allowing them to monitor more effectively, spot any issues early, and ensure projects are implemented properly and transparently especially to non-engineer members.
- Atty. Clacito stressed the importance of transparency in implementing and monitoring municipal programs and projects. He asked the secretariat to present Municipal Ordinance No. 2026-45, which sets up a digital feedback system for all programs, projects, and services in Gamay. He explained that going over the ordinance would help members, especially the new ones, understand how digital tools like QR codes can be used to monitor projects and collect public feedback. Atty. Clacito also highlighted that this system is key to promoting accountability, making information more accessible, and building trust between the local government and the community.

Other Matters

- Mr. Bruno G. Castillo, Jr. reported to the body that the small water passage associated with a DPWH project is contributing to flooding in that specific area where the project is located, especially during heavy rains. He explained that these



passages are either too narrow or partially obstructed, preventing the proper flow of water and causing accumulation in nearby streets and low-lying areas.

- Atty. Ceasar J. Clacito noted, however, that the project has not yet been turned over to the LGU-Gamay, so the municipality cannot repair or maintain it. He then recommended that the body must pass a resolution to formally inform the DPWH about the situation, request an inspection, and coordinate with them to assess the drainage capacity and implement measures such as clearing debris, widening the passages, or improving water flow to prevent future flooding.
- Atty. Ceasar recommended the passage of two important resolutions. The first is *a resolution informing the Department of Public Works and Highways (DPWH) about the small water passageway in Barangay Burabod, Gamay, Northern Samar, which has been causing flooding in the area, and recommending its immediate assessment and appropriate intervention.* The second is *a resolution supporting Municipal Ordinance No. 2026-45, entitled "An Ordinance Establishing a Digital Feedback Mechanism for All Programs, Activities, Infrastructure, and Soft Projects, Including Customer Service, of the Municipality of Gamay, Northern Samar."* He emphasized that the approval of these resolutions is essential for promptly addressing the flooding issue and for promoting transparency, accountability, and effective monitoring of municipal programs and projects. The Body unanimously approved the resolutions.
- With no more topics to be discussed, the meeting adjourned at 10:30 a.m. and the Body proceeded to inspect the on-going improvement of Municipal Building and the small water passage at Brgy. Burabod, Gamay, Northern Samar

Prepared by:

ENGR. MICHAEL ANTHONY P. ABENALES
Secretariat

NOTED:

EUSEBIO GARAY
Chairperson



PHOTO DOCUMENTATION DURING THE LPMC 4th QUARTER MEETING

