



LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE

1st QUARTER REGULAR MEETING

A. PRELIMINARIES

The 1st Quarter Regular Meeting of the Local Project Monitoring Committee (LPMC) was held on January 22, 2026 at 9:00 A.M. at the LEDIPO Office, LGU Lope de Vega.

The meeting formally started with an invocation led by Mr. Efren Carpio, MPDC Representative and LPMC Member.

After the invocation, Ms. Jayzel D. Arboiz, LPMC Secretariat, acknowledged and welcomed the members of the committee and other attendees present during the meeting.

Thereafter, LPMC Chairman Mr. Micael Almendo called the meeting to order and declared the presence of a quorum, noting that the majority of the members of the committee were present.

B. BUSINESS / AGENDA

DISCUSSION

1. Identification of Priority Projects to be Monitored for CY 2026

The committee discussed the priority infrastructure projects of the Municipality of Lope de Vega for Calendar Year 2026 that will be subject to monitoring by the Local Project Monitoring Committee (LPMC).

After thorough deliberation, the committee agreed to prioritize the monitoring of the following projects:

- Farm to Market Road – Barangay Maghipid
- Farm to Market Road / Extension of Concrete Pathway from Barangay Henaronagan to Purok 9, Poblacion / School Building – Barangay Henaronagan
- Concreting and Opening of Farm to Market Road – Barangay Cag Amesarag
- Extension of Farm to Market Road – Barangay Cag Aguingay

These projects were identified as priority monitoring sites due to their importance in improving road accessibility, supporting agricultural productivity, and enhancing mobility of residents within the municipality.

The committee emphasized that monitoring activities shall focus on the following:

- Compliance with the approved Program of Works (POW)
- Monitoring of physical accomplishment and progress of projects
- Verification of the quality of construction
- Monitoring the timeliness of project implementation
- Proper documentation and submission of monitoring reports



Republic of the Philippines
Province of Northern Samar
MUNICIPALITY OF LOPE DE VEGA

NAME OF PROJECT	LOCATION	PROJECT ONSITE INSPECTION
FARM TO MARKET ROAD	BARANGAY MAGHIPID, LOPE DE VEGA NORTHERN SAMAR	FEBRUARY 6, 2026
FARM TO MARKET ROAD EXTENSION OF CONCRETE PATHWAY FROM BARANGAY HENARONAGAN TO PUROK 9 SCHOOL BUILDING	BARANGAY HENARONAGAN, LOPE DE VEGA NORTHERN SAMAR	FEBRUARY 13, 2026
CONCRETING AND OPENING OF FARM TO MARKET ROAD	BARANGAY CAG AMESRAG, LOPE DE VEGA NORTHERN SAMAR	FEBRUARY 20, 2026
EXTENSION OR FARM TO MARKET ROAD	BARANGAY CAG AGUINGAY, LOPE DE VEGA, NORTHERN SAMAR	FEBRUARY 27, 2026

The LPMC members will conduct on-site validation and monitoring based on the agreed schedule. Findings and observations shall be documented and consolidated by the LPMC Secretariat for reporting purposes.

2. LPMC Resolution No. 1, Series of 2026

The committee discussed the proposal to designate the LEDIPO Office as the official venue for the quarterly meetings of the Local Project Monitoring Committee (LPMC).

After deliberation, the committee unanimously approved LPMC Resolution No. 1, Series of 2026, entitled:

"A Resolution Designating the LEDIPO Office as the Official Venue for the Quarterly Meetings of the Local Project Monitoring Committee (LPMC)."

3. LPMC Resolution No. 2, Series of 2026

The committee discussed the need for the LPMC to request and obtain copies of Programs of Works (POWs) and other relevant project documents from implementing offices to facilitate effective monitoring, validation, and reporting.

After discussion, the committee unanimously approved LPMC Resolution No. 2, Series of 2026, entitled:

"A Resolution Authorizing the Local Project Monitoring Committee to Request and Obtain Copies of Programs of Works (POWs) and Other Relevant Project Documents for the Conduct of Project Monitoring, Validation, and Reporting."

4. Schedule for the 1st Capacity Building for LPMC Members

The committee discussed the conduct of the First Capacity Building Activity for LPMC Members to strengthen their knowledge and skills in project monitoring, validation, documentation, and reporting.

The training will include orientation on the roles and responsibilities of LPMC members, monitoring procedures, documentation, and preparation of monitoring reports. The specific schedule will be coordinated with concerned offices and resource persons.



5. Other Matters

Other matters related to project monitoring and coordination among committee members were also discussed. The committee emphasized the importance of timely submission of monitoring reports and proper documentation of monitoring activities.

C. RESOLUTIONS ADOPTED

After the discussions and deliberations, the following resolutions were unanimously approved and adopted by the members of the Local Project Monitoring Committee (LPMC):

- 1. LPMC Resolution No. 1, Series of 2026
A Resolution Designating the LEDIPO Office as the Official Venue for the Quarterly Meetings of the Local Project Monitoring Committee (LPMC).
- 2. LPMC Resolution No. 2, Series of 2026
A Resolution Authorizing the Local Project Monitoring Committee to Request and Obtain Copies of Programs of Works (POWs) and Other Relevant Project Documents for the Conduct of Project Monitoring, Validation, and Reporting.

The committee members expressed their support for the adoption of the said resolutions to further strengthen the monitoring functions and coordination of the Local Project Monitoring Committee.

D. ADJOURNMENT

There being no other matters to discuss, the meeting was adjourned at approximately 11:30 in the morning.

CERTIFIED TRUE AND CORRECT:


JAYZEL D. ARBOIZ
LPMC Secretariat

ATTESTED:


MICAEL ALMENDO
LPMC CHAIRMAN





LOCAL PROJECT MONITORING COMMITTEE

MINUTES OF THE LOCAL PROJECT MONITORING COMMITTEE

2nd QUARTER REGULAR MEETING

A. PRELIMINARIES

The 2nd Quarter Regular Meeting of the Local Project Monitoring Committee (LPMC) was held on April 8, 2026 at 10:00 A.M. at the LEDIPO Office, LGU Lope de Vega.

The meeting formally started with an invocation led by Ms. Ann Pondario, AWDLE President and LPMC Member.

After the invocation, Mr. Efren Carpio , LPMC Secretariat, acknowledged and welcomed the members of the committee and other attendees present during the meeting.

Thereafter, LPMC Chairman Mr. Micael Almendo called the meeting to order and declared the presence of a quorum, noting that the majority of the members of the committee were present.

B. AGENDA

DISCUSSION:

Identification of Priority Projects to be Monitored for 2nd Quarter CY 2026

The committee discussed the priority infrastructure projects of the Municipality of Lope de Vega for 2nd Quarter Calendar Year 2026 that will be subject to monitoring by the Local Project Monitoring Committee (LPMC).

After thorough deliberation, the committee agreed to prioritize the monitoring of the following projects:

- ✓ **BARANGAY BAYHO REHABILITATION OF WATER SYSTEM**
- ✓ **BARANGAY CURRY IMPROVEMENT OF WATER SYSTEM**
- ✓ **BARANGAY SAN MIGUEL CANAL CONCRETING WITH COVER**
- ✓ **BARAN GAY UPPER CAYNAGA CONCRETING WITH COVER**

These projects were identified as priority monitoring sites due to their importance in improving road accessibility, supporting agricultural productivity, and enhancing mobility of residents within the municipality.

The committee emphasized that monitoring activities shall focus on the following:

- ✓ Compliance with the approved Program of Works (POW)
- ✓ Monitoring of physical accomplishment and progress of projects
- ✓ Verification of the quality of construction
- ✓ Monitoring the timeliness of project implementation
- ✓ Proper documentation and submission of monitoring reports



C. Other Matters

Other matters related to project monitoring and coordination among committee members were also discussed. The committee emphasized the importance of timely submission of monitoring reports and proper documentation of monitoring activities.

D. ADJOURNMENT

There being no other matters to discuss, the meeting was adjourned at approximately 11:30 in the morning.

CERTIFIED TRUE AND CORRECT:


JAYZEL D. ARBOIZ
LPMC Secretariat

ATTESTED:


MICAEL ALMENDO
LPMC CHAIRMAN