



Republic of the Philippines
Province of Northern Samar
MUNICIPALITY OF SAN ROQUE

LOCAL PROJECT MONITORING COMMITTEE (LPMC)
2nd QUARTER MEETING

2nd Floor Hallway, Pamunuan San Bungto Building,
San Roque, Northern Samar
May 29, 2026, Friday

MINUTES OF MEETING

I. Agenda

- List of projects to be monitored for 2nd Quarter
- Nomination to the 2026 Subaybayani Awards
- Project Inspection
- Other Matters

II. Attendance

(Refer to the attached attendance sheet)

III. Preliminaries

The meeting was called to order at 10:00 AM and commenced with an opening prayer led by Mr. Porferio Baluyot.

LPMC Secretariat, Engineer Dionisio V. Beronilla Jr. acknowledged the members and participants. LPMC Chairperson, Hon. Ethel O. Ramirez, declared the presence of a quorum and formally opened the meeting.

Upon motion duly made by Romeo Espera and seconded by majority, the reading of the minutes of previous meeting was dispensed with.

The proposed agenda was presented to the body. There being no objections, the agenda was approved as presented.

IV. Meeting Proper

Projects for Monitoring

The Secretariat presented the list of projects scheduled for monitoring during the quarter. It was reported that only one project was scheduled for inspection:

- Project Name: Cluster Project (2026-001) Construction of Skimboarding Hub and Skimboarding Toilet
- Project Cost: Php 6,245,341.14
- Funding Source: 20% Economic Development Fund
- Physical Accomplishment: 40%

The committee took note of the project status and agreed to proceed with the scheduled monitoring activity.

Nomination to the 2026 Subaybayani Awards

MLGOO Diana Liguid-Liquid presented the requirements and qualifications for the 2026 Subaybayani Awards. She informed the Committee that one of the major requirements is the submission of a Most Significant Change (MSC) Story highlighting the experiences, accomplishments and challenges encountered by the LPMC of San Roque.

“Kauswagan san Bungto, Katalwasan san Tawo”

She further reminded the Committee that the deadline for the submission of the MSC Story is on June 2, 2026.

The committee acknowledged the presentation and agreed to work on the preparation and submission of required document.

Project Inspection

Considering that there was only one project scheduled for monitoring, the Committee agreed to conduct the project inspection immediately after the adjournment of the meeting.

Other Matters

During the discussion of other matters, Chairperson Hon. Ethel O. Ramirez inquired about the status of the incentive or honorarium of LPMC members.

The secretariat informed the committee that the proposed allocation for the incentive had already been included through supplementation in the Annual Investment Plan (AIP). To clarify the next steps, the Chairperson requested the presence of the Municipal Budget Officer (MBO).

The MBO explained that a specific funding source must first be identified before the incentive can be released. In response, the Chairperson expressed her hope that the matter could be facilitated as soon as possible, emphasizing that the incentive is particularly important for the participation and support of the Civil Society Organization (CSO) representatives.

The Committee noted that the provision of incentives has long been recurring concern due to the difficulty in identifying available funding source.

V. Adjournment

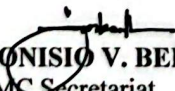
There being no other matters to discuss, Mr. Remegio Tuba, CSO Representative, moved for the adjournment of the meeting. The motion was duly seconded and carried.

The meeting was adjourned at 12NN.

Prepared by:


ENGR. ELISOL S. CAGRO
Engineer-II /LPMC Secretariat

Noted by:


ENGR. DIONISIO V. BERONILLA JR.
MPDC/LPMC Secretariat

Approved by:


HON. ETHEL O. RAMIREZ
SB Member/ LPMC Chairman

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