



Republic of the Philippines
Province of Northern Samar
MUNICIPALITY OF SILVINO LUBOS

OFFICE OF THE MUNICIPAL MAYOR

Second Floor, Executive Building, Brgy. Poblacion 2, Silvino Lubos, Northern Samar 6414

Executive Order No. 63
Series of 2025

"AN EXECUTIVE ORDER RECONSTITUTING THE MUNICIPAL PROJECT MONITORING COMMITTEE OF THE MUNICIPALITY OF SILVINO LUBOS, NORTHERN SAMAR"

WHEREAS, Executive Order No. 376 s. of 1989, as amended by E.O. 93 s. of 1993 established the Regional Project Monitoring and Evaluation System (RPMES) to facilitate project implementation and devolve facilitation, problem-solving, monitoring and evaluation of foreign, national and locally funded projects to the sub-national levels;

WHEREAS, DILG Memorandum Circular No. 2004-078 dated June 22, 2004 mandates the Organization/Reactivation of Project Monitoring Committees (PMCs) in the Local Government Units;

WHEREAS, the Project Monitoring Committee shall serve as the Monitoring Team of the Municipal Development Council and the Municipal Government of Silvino Lubos with the following responsibilities and functions but not limited to:

- (1) Monitor and evaluate all foreign and national government funded projects implemented by the National Government or by the Local Government; and
- (2) Monitor and evaluate projects funded from National Tax Allotment (NTA) share, locally generated resources or grants which are implemented by the Local Government;

NOW THEREFORE, I LEO L. JARITO, Municipal Mayor of Silvino Lubos, Northern Samar, by virtue of the power vested in me by existing laws and related national policies and issuances, do hereby order:

Section 1. Reconstitution of the Municipal Project Monitoring Committee

The Municipal Project Monitoring Committee, hereinafter referred as Committee, is hereby organized, to be composed of the following:

- Chairperson** : Melvin P. Jarito, SB Member, Congressman's Representative, 2nd District
- Members** : Francis Gabriel Juaton, MLGOO DILG Municipal Office
Hon. Marlon D. Cajosay, Liga ng mga Barangay President
Hon. Maricar Y. Jarito, SB Member
Engr. Lorenzo M. Pinca, MENRO
Mario B. Surio, President, Silvino Lubos Farmers Association (SLFA)
Mianel C. Diaz, Representative, Youth Formation Institute (YFI) Inc.
Lolly Morales, Representative, KABALIKAT CIVICOM
- Secretariat Head** : Engr. Provo D. Siervo Jr., MPDC
- Secretariat Members** : Engr. Zaldy S. Loyogoy, Municipal Engineer
: Engr. Jeffrey J. Surio, Engineer I

Section 2. Duties and Responsibilities of the Committee

The Committee shall perform the following duties and responsibilities:

1. Recognize the turned-over project in the institution books;
2. Provide technical, administrative and management assistance in the implementation of Operation and Maintenance activities;
3. Monitor and conduct of sustainability evaluation of completed projects based on schedule;
4. Collect and process reports of implementation and monitor the status of project implementation for the Municipal Development Council (MDC) and Provincial Project Monitoring Committee;
5. Identify problems, verify information and recommend remedial measures to be submitted for analysis and actions of the MDC;
6. Provide feedback on the remedial actions of the MDC and follow-up their implementation;
7. Prepare and disseminate periodic Project Monitoring Reports on the status of project implementation; and
8. Elevate to higher office the problems and issues which are not resolved at the municipal level.

Section 3. Duties and Responsibilities of the Secretariat

The Secretariat shall perform the following duties and responsibilities:

1. Prepare the Monitoring Plan/Program to be undertaken by the Committee during and given fiscal year, which will include, among others, the list of projects and schedule of implementation based on the submission of implementing agencies;
2. Prepare sustainability evaluation action plan for the completed projects, to facilitate the implementation of sustainability evaluation activities.
3. Provide feedback report to Municipal Mayor and other stakeholders on the results of the sustainability evaluation activities of the completed projects.
4. Facilitate inter-agency and intergovernmental coordination whenever necessary; and
5. Perform other functions as may be directed by the Committee.

Section 4. Committee Membership of the CSO

The term of office of the CSO shall remain, unless rescinded or terminated, for cause, by the Municipal Mayor. They shall continue in hold-over capacity until their successors shall have been duly appointed as member/s of the committee from among the members of the MDC or as endorsed by MDC or CSOs Coalition.

Section 5. Repealing Clause

All other orders or parts thereof, which are inconsistent with this Order are repealed or modified accordingly.

Section 6. Funding

Funds needed to operationalize the Municipal Project Monitoring Committee shall be made available from the General Fund to include the grant of Incentives as well as training capability building other administrative costs.

Section 7. Effectivity

This Executive Order shall take effect immediately.

DONE this 08th day of December 2025 in Silvino Lubos, Northern Samar.



LEO L. JARITO
Municipal Mayor