



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. 41
Series of 2026

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

WHEREAS, Executive Order No. 376, s. 1989 established the Regional Project Monitoring and Evaluation System (RPMEs) to facilitate the implementation of government projects and to strengthen project monitoring and evaluation at the regional, provincial, city and municipal levels;

WHEREAS, Executive Order No. 93, s. 1993 amended Executive Order No. 376, s. 1989 and provided, among others, for the organization of Project Monitoring Committees at the provincial, city and municipal levels, with participation of government agencies and non-governmental organizations/people's organizations;

WHEREAS, Executive Order No. 93, s. 1993 provides that, at the municipal level, the Project Monitoring Committee shall monitor foreign-assisted and nationally funded projects, development projects funded from the local government's share of national revenues or supported by funds directly released to the municipality, and projects funded from locally generated resources implemented within the municipality;

WHEREAS, the Project Monitoring Committee serves as a mechanism for ensuring transparency, accountability, coordination, and community participation in the monitoring of government projects and shall assist the Municipal Development Council (MDC) in identifying implementation issues and recommending appropriate remedial measures;

WHEREAS, there is a need to reorganize the Municipal Project Monitoring Committee (MPMC) of the Municipality of Silvino Lubos to strengthen its monitoring, evaluation, coordination, reporting, and sustainability assessment functions;

WHEREAS, the Municipal Planning and Development Office (MPDO) is the appropriate office to serve as the Secretariat of the Municipal Project Monitoring Committee, consistent with the RPMEs framework;

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. Reorganization of the Municipal Project Monitoring Committee

The Municipal Project Monitoring Committee (MPMC) of the Municipality of Silvino Lubos is hereby reorganized to strengthen the monitoring and evaluation of government projects implemented within the municipality.

The Committee shall be composed of the following:

Chairperson : Gilbert L. Basarte, SB Member, Chair Committee on Appropriations
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)
Roque Bometivo, 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 Municipal Project Monitoring Committee shall perform the following duties and responsibilities:

1. Monitor and evaluate the implementation of government projects within the municipality, particularly with respect to physical and financial accomplishment, timeliness, quality, and compliance with approved plans and programs;
2. Conduct site visits, validation, inspection, and monitoring activities as may be necessary to determine the actual status and progress of projects;
3. Monitor completed projects and, when applicable, conduct or participate in sustainability assessments to determine whether the projects continue to serve their intended purposes;
4. Monitor the turnover and operational status of completed projects, and coordinate with the concerned implementing office or agency regarding appropriate operation and maintenance arrangements;
5. Collect, consolidate, and process project implementation reports and other relevant information for submission to the Municipal Development Council and other appropriate monitoring bodies;
6. Identify implementation problems, issues, delays, deficiencies, and other concerns, verify relevant information, and recommend appropriate remedial measures to the Municipal Development Council, Municipal Mayor, implementing agency, or other concerned office;
7. Provide feedback and follow up on remedial measures undertaken by concerned offices or agencies and monitor their implementation;
8. Prepare and submit periodic project monitoring reports on the status and progress of monitored projects to the appropriate local and national monitoring bodies;
9. Coordinate with implementing departments, national government agencies, contractors, beneficiaries, civil society organizations, and other stakeholders whenever necessary for effective project monitoring;
10. Promote transparency and community participation in project monitoring, consistent with applicable laws, rules, regulations, and national policies; and
11. Elevate to the appropriate higher-level monitoring body issues and problems that cannot be adequately resolved at the municipal level.

Section 3. Duties and Responsibilities of the Secretariat

The Secretariat shall provide technical, administrative, and documentation support to the Municipal Project Monitoring Committee and shall perform the following functions:

1. Prepare the Municipal Project Monitoring Plan/Program for the fiscal year, including the list of projects to be monitored and the proposed monitoring schedule;
2. Maintain and update a database or monitoring registry of projects covered by the Municipal Project Monitoring Committee;
3. Coordinate with implementing departments, national government agencies, and other project stakeholders to obtain project documents, implementation schedules, accomplishment reports, and other relevant information;
4. Prepare and organize monitoring forms, checklists, reports, minutes, photographs, and other documentation required for project monitoring and evaluation;
5. Assist the Committee in conducting project site visits, validation activities, and sustainability evaluation of completed projects;

6. Prepare reports on the results of monitoring and sustainability evaluation activities for consideration by the Committee and submission to the Municipal Development Council and other concerned offices;
7. Facilitate inter-agency and intergovernmental coordination whenever necessary;
8. Maintain records and documentation of the activities, findings, recommendations, and actions of the Committee; and
9. Perform such other related functions as may be directed by the Chairperson or the Committee.

Section 4. Role of the Municipal Development Council.

The Municipal Project Monitoring Committee shall function as a project monitoring mechanism supporting the Municipal Development Council (MDC).

The Committee shall regularly provide the MDC with information and reports on project implementation, including identified problems, issues, delays, and recommended remedial measures, for appropriate consideration and action.

Section 5. 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 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. Repealing Clause.

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

Section 8. Separability Clause.

If any provision of this Executive Order is declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue to be in full force and effect.

Section 9. Effectivity.

This Executive Order shall take effect immediately.

DONE this 01st day of August 2026 in Silvino Lubos, Northern Samar.


LEO L. JARITO
Municipal Mayor