Hon. Cielo Krisel Lagman-Luistro
City Mayor

EXECUTIVE ORDER 047-S SERIES 2022

AN EXECUTIVE ORDER REORGANIZING THE CITY PROJECT MONITORING COMMITTEE (CPMC) OF TABACO CITY AND DEFINING ITS DUTIES AND FUNCTIONS

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

WHEREAS, DILG Memorandum Circular No. 2004-78 dated June 22, 2004, provides for the reorganization/reactivation of the Project Monitoring Committee (PMC) in the Local Government Units (LGUs) and this has been formally amended by DILG Memorandum Circular No. 2019-188 dated November 14, 2019, which provides for the organization or reconstitution of sub-regional project monitoring committees (PMCs);

WHEREAS, the scope and coverage of PMC monitoring responsibilities were also expanded to include the following: (1) foreign and nationally funded projects including development projects funded from the Internal Revenue Allotment (IRA) share of LGUs or supported by funds released directly to the province or City and, (2) projects funded from locally-generated resources which are implemented within the City.

NOW, THEREFORE, by virtue of the power vested upon me by section 455, b, 2 ii of R.A. 7160, otherwise known as the local government code of 1991, **I, CIELO KRISEL LAGMAN-LUISTRO**, City Mayor of Tabaco City, do hereby **REORGANIZE** the City Project Monitoring Committee as follows:

SECTION 1. The City Project Monitoring Committee shall be composed of the following.

Chairman:	**HON. EDDIE S. PEROL**	LnB President
Members:	**RUTH FAY B. BELARMINO**	CLGOO VI
	MA. CONCEPCION DELOS REYES	ALPRODEV, CSO Representative
	SALVACION SERRANO	KALIPI, CSO Representative
	HON. FELICITO BON	Punong Barangay, Pawa
	HON. OSCAR BREIS	Punong Barangay, Panal
	HON. SEVERINO BROSAS	Punong Barangay, San Vicente
Secretariat:	**ENGR. NOEL BONAOBRA, EnP**	CPDC
	RIZALITO BIEN	Zoning Inspector II

SECTION 2. FUNCTIONS. The roles and responsibilities of the City Project Monitoring Committee and Secretariat are hereby outlined as follows:

a. **Project Monitoring Committee Functions:**
   1. Provide the list and schedule of all projects to be monitored by NGOs involved in project monitoring;

2. Collect and process reports of implementers and NGO monitors on the status of project implementation for the information of the LDC and next higher-level PMC;
3. Determine problems related to the implementation of programs and projects and verify the information to be submitted for analysis and action of the LDC;
4. Provide feedback on the remedial actions of the LDC and follow-up implementation;
5. Prepare and disseminate periodic project monitoring reports on the status of project implementation to the Regional PMC (RPMC); and
6. Elevate to higher-level bodies (e.g., National PMC, RPMC) issues and problems which are not resolved at the LPMC level.

b. **PMC Secretariat Functions**:
1. Prepare the M&E work program to be undertaken by the PMC during any given fiscal year which will include the list of the projects and schedule of implementation based on the submission of implementing agencies;
2. Provide the Local Chief Executive with information on the projects to be monitored by the PMC; and
3. Facilitate inter-agency, inter-governmental, and field headquarters coordination, if necessary.

SECTION 3. FUNDING. Funds needed to operationalize the PMC shall be made available from the General Fund to include the grant of incentives as well as training, capability building, and other administrative costs.

SECTION 4. MEETING. To effectively monitor the performance of its duties and functions, the PMC shall conduct meetings at least once every quarter or as often as necessary to facilitate issues and concerns on project implementation.

SECTION 5. SUBMISSION OF REPORTS. The CPMC through the CPMC Secretariat should submit to the concerned Local Development Council (LDC) the following documents:

A. Quarterly reports of the monitoring activities conducted during the period;
B. Minutes of the meeting; and
C. Quarterly Status Report on PMC Functionality

The committee thru its secretariat must furnish the LGOO (DILG) assigned in the City and NEDA R.O.5, Legazpi City with copies of the above reports and minutes of the meeting.

SECTION 6. EFFECTIVITY. This order shall take effect immediately.

ISSUED this 12th day of September, 2022 at Tabaco City.

CIELO KRISEL LAGMAN-LUISTRO
City Mayor