OFFICIAL RELEASED

EXECUTIVE ORDER NO. 062 – 2022

AN ORDER REORGANIZING AND RECONSTITUTING THE PROJECT MONITORING COMMITTEE (PMC) OF THE MUNICIPALITY OF SANTA MARIA, BULACAN

WHEREAS, Section 455, Article I of the Local Government Code of 1991, expressly provides that the Local Chief Executive shall exercise general supervision and control over all programs, projects, services and activities to ensure efficient, effective and economical governance and for the general welfare of the local government and its inhabitants

WHEREAS, there is a need to institutionalize a comprehensive and decentralized project monitoring and evaluation systems with the kind of timeliness that is necessary in order to take quick action on problems that are confronted in the implementation of programs and projects at the lowest level;

WHEREAS, Memorandum Order No. 175 series of 1988 issued by the Office of the President on May 23, 1988 created the Project Monitoring Committees at the provincial, city, and municipal levels to facilitate project implementation, monitoring, and evaluation of projects funded from national government and local government funds;

WHEREAS, Executive Order No. 376, Series of 1989 issued by the Office of the President and amended through Executive Order No. 93, series of 1993, established the Regional Project Monitoring and Evaluation System (RPMES) to facilitate the monitoring and evaluation of programs and projects implementation which shall include all foreign and nationally-funded projects, including development projects from the Internal Revenue Allotment (IRA) share of Local Government Units (LGUs) or supported by funds released directly to the municipality, and projects funded from locally generated resources;

WHEREAS, Memorandum Circular No. 2019-188 issued by the Department of the Interior and Local Government (DILG) on April 7, 2020 enjoins Local Government Units to organize, reactivate, or reconstitute the Local PMCs in their areas of jurisdiction.

NOW THEREFORE, I, **BARTOLOME R. RAMOS,** Mayor of the Municipality of **SANTA MARIA**, Province of **BULACAN**, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. COMPOSITION

The members of the Project Monitoring Committee shall be reconstituted as follows:

Chairman	:	**Engr. Elmer B. Clemente** Executive Assistant II/Concurrent Municipal Administrator
Vice-Chairman	:	**Engr. Rodelio A. Bernardo, EnP** Municipal Planning and Development Coordinator

Members :

Mr. Jayfie P. Nasarro
LGOO VI/Municipal Local Government Operations Officer

Engr. Carmelita Guevarra
Municipal Engineer /
Chairman, Sectoral Committee on Infrastructure Development

Ms. Sandra E. Fabi
Municipal Social and Welfare and Development Officer /
Chairperson, Sectoral Committee on Social Development

Dr. Arnel M. Garcia
Municipal Agriculturist /
Chairman, Sectoral Committee on Economic Development

Mr. Rommel Z. Enriquez
Municipal Environment and Natural Resources Officer /
Chairman, Sectoral Committee on Environmental Management

Ms. Manuela P. Del Rosario
Municipal Budget Officer

Ms. Elizabeth B. Mendoza
Municipal Accountant

Ms. Alelie B. Ramos
Municipal Treasurer

Ms. Elsie S. Yap
Rotary Club of Mutya ng Santa Maria, Inc. (CSO)

Mr. Ruel C. Del Rosario
Santa Maria Municipal Government Employees Association (CSO)

SECTION 2. FUNCTIONS, DUTIES AND RESPONSIBILITIES. The Project Monitoring Committee shall:

- Provide up-to-date and relevant information on the over-all status of project implementation at each level for timely program/project adjustments, planning and budget allocation;
- Ascertain issues and concerns which impede project implementation for remedial actions at the Municipal Development Council and Committee levels and elevate unresolved issues and problems at the appropriate offices and institutions at the municipal level for resolution and final action;
- Institutionalize problem solving sessions (PSS) as a mechanism to address issues and concerns related to the implementation of programs, projects and activities (PPAs); and
- Assess and ascertain whether development programs and projects implemented are delivering results in support of municipal development goals and plans as well as regional and national development thrusts and priorities.

SECTION 3. SCOPE AND COVERAGE. The programs, projects and activities (PPAs) to be monitored by the Project Monitoring Committee shall include all foreign and nationally-funded projects; including funds directly downloaded to the municipality which are implemented within the Local Government Unit (LGU). It shall also monitor PPAs funded

from the Annual Development Fund (ADF) and locally generated resources from project startup stage to post evaluation stage.

SECTION 4. SECRETARIAT. The office of the Municipal Planning and Development Coordinator shall serve as the secretariat of the local PMC as mandated in Executive Order No. 93, series of 1993 issued by the President of the Republic of the Philippines, and shall have the following duties and responsibilities:

- Prepare list of schedules of all PPAs to be monitored;
- Process reports of implementers on the status of project and implementation for the information of the Project Monitoring Committee (PMC);
- Identify problems, concerns and verify information for appropriate actions;
- Prepare and disseminate periodic project monitoring report on the status of project implementation;
- Provide technical services and documentation of proceedings of PMC meetings and activities; and
- Prepare reports and such other assistance as may be required in the discharge of its functions.

SECTION 5. PROJECT IMPLEMENTORS/IMPLEMENTING OFFICE. The Project Implementors/Implementing Office shall have the following duties and responsibilities:

- submit quarterly reports to the monitoring committee on the status of project implementation based on suggested reporting forms;
- provide authorized monitors (PMC Members) assistance in getting access to more detailed information on project implementation (e.g., detailed work program);
- submit to next higher-level office of line agency reports on status of project implementation; and
- implement/institute remedial measures on problems/issues identified as suggested by the Municipal Development Council.

SECTION 6. MEETING. The Project Monitoring Committee (PMC) shall hold its regular quarterly meeting every second Thursday of the second month of the quarter or in accordance with the behest of the chairman.

SECTION 7. EFFECTIVITY. This order shall take effect immediately

Done this 10th day of November 2022 at the Municipality of Santa Maria, Bulacan.

BARTOLOME R. RAMOS
Municipal Mayor