



ADMINISTRATIVE ORDER NO. 20
Series of 2016

REORGANIZING THE PROJECT MONITORING COMMITTEE OF THE LOCAL GOVERNMENT OF ITOGON, BENGUET.

WHEREAS, in accordance with Executive Order No. 376, as amended by Executive Order No. 93, series of 1993, the Department of the Interior and Local Government issued Memorandum Circular No. 2004-78 enjoining all provinces, cities and municipalities to establish their respective project monitoring committees, expanding further their monitoring responsibilities to include foreign and nationally funded projects, development projects funded from the IRA share of the LGU and locally-generated projects which are implemented within their respective areas;

WHEREAS, project monitoring is an essential component of planning it, being a valuable source of inputs during budgeting and programming stages thus ,maximizing the utilization of meager resources and protecting local investments for local development;

NOW THEREFORE, by virtue of the powers vested in me as Municipal Mayor of Itogon, Benguet, I, **ATTY. VICTORIO T. PALANGDAN**, hereby reorganize the Project Monitoring Committee of the Local Government of Itogon, to wit:

Section 1. The composition of the Project Monitoring Committee shall be as follows:

CHAIRPERSON: ENGR. IMELDA F. NUGUID
MPDC

VICE CHAIRPERSON: FARIDA S. ROMILLO
Municipal Accountant

MEMBERS: MR. CESAR U. ATING
MLGOO

HON. LISON C. LATAWAN

The Punong Barangay or the School Head as the case may be of the barangay or school where such project is located.

Two (2) CSO Representatives to be chosen from a pool of municipal accredited CSOs.

Section 2. Technical Support Staff. There is hereby created a Technical Support Staff to assist the Project Monitoring Committee in the conduct of monitoring activities, preparation of monitoring reports and such other related functions. Said technical support staff shall be composed of the following:

MR. GERLANDO LICTAG
MR. PABLO CORNEL

Provided further, that as the need arises, the PMC may call on other personnel for technical support and assistance during project monitoring.


Section 3. Functions of the PMC. The PMC shall perform the following functions, to wit;

1. To monitor, evaluate, and inspect as to satisfactory compliance with duly approved project implementation standards and specifications as set forth and specified in the approved program of works, plans and design of all kinds of programs, projects and activities. *Provided further*, that upon commencement thereof, and within the construction stage, the PMC as a whole or through its designated members shall conduct frequent monitoring, evaluation and inspection of ALL public infrastructure projects regardless of funding source. For locally-funded projects, the BAC Secretariat is hereby directed to furnish the PMC with copies of Notice to Proceed upon issuance thereof by the Local Chief Executive. *Provided further* that in the course of project monitoring, any unauthorized deviation or variations from the original program of works, plans and specifications of a certain project during construction stage shall be reported immediately by the PMC to Local Chief Executive, furnishing copies thereof to the implementing office and to the contractor concerned.
2. To participate in the final inspection of completed projects as scheduled by the Municipal Engineering Office provided however, that it shall be the responsibility of the MEO to invite the presence of COA representatives, the PMC and other concerned parties. *Provided further*, that in case of conflicting schedules and/or prior commitments, the PMC may conduct its independent final project inspection not more than two days earlier or later than the scheduled date set by the MEO.
3. To submit a project monitoring report to the Local Chief Executive immediately after its on-site/actual project monitoring, evaluation and assessment. *Provided finally* that only PMC members who were present during the final inspection of any infrastructure project shall be the signatory to the PMC Final Inspection Report, duly noted by the PMC Chairperson or its Vice Chairman in the absence of the former.
4. Perform other related functions as may be directed by proper authorities.

Section 4. Repealing Clause. All Administrative Orders or parts thereof inconsistent with this Administrative Order or parts hereof are deemed repealed or modified accordingly.

Section 5. Effectivity. This Administrative Order shall take effect immediately.

DONE this 10th day of August, 2016 at Itogon, Benguet.


ATTY. VICTORIO T. PALANGDAN
Municipal Mayor