

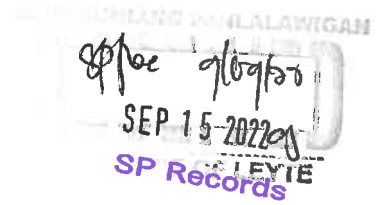
**Baybay MIC Farmers Agriculture Cooperative (BayMICFACO)**  
Barangay Hipusngo, Baybay City, Leyte

Item No.: 05

Date: 04 OCT 2022

August 26, 2022

**Vice Governor Leonardo M. Javier, Jr.**  
Presiding Officer, Sangguniang Panlalawigan  
Province of Leyte



Dear **Vice Governor Javier, Jr.:**

In response to your Notice of Call for Accreditation, kindly be informed that Baybay MIC Farmers Agriculture Cooperative (BayMICFACO), with office address at Barangay Hipusngo, Baybay City, Leyte would like to seek accreditation by the Sangguniang Panlalawigan of Leyte .

In support of this application are the following administrative requirements:

1. Duly accomplished Application Form for Accreditation;
2. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in the local special body;
3. Certificate of Registration issued by the Cooperative Development Authority;
4. List of Current Officers and Members;
5. CY 2021 Minutes of the Annual Meeting;
6. CY 2021 Annual Accomplishment Report; and
7. CY 2021 Financial Statements

Thank you.

Sincerely,

  
**JESSIE P. ABENOJA**  
Chairman



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
COOPERATIVE DEVELOPMENT AUTHORITY

Registration No: 9520-100800032116

CERTIFICATE OF REGISTRATION

TO ALL WHOM THESE PRESENTS MAY COME,

This is to certify that

**Baybay MIC Farmers Agriculture Cooperative  
(BayMICFACO)**

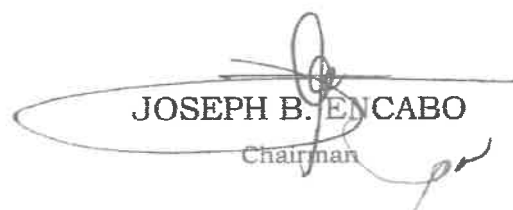
Name of Cooperative

with address at **Hipusngo, City of Baybay, Leyte, Region VIII (Eastern Visayas)**, has presented and filed with the Authority its Articles of Cooperation and By-laws duly signed and acknowledged for its organization in accordance with the provisions of Republic Act 9520. This certifies further that the said Articles of Cooperation and By-laws have complied with the provisions of the said Republic Act 9520 and its Implementing Rules and Regulations.

By virtue of the powers and duties vested upon me by law, the above named cooperative is hereby registered with the Cooperative Development Authority and shall continue to enjoy the rights and privileges in accordance with Republic Act 9520 and all other laws appurtenant thereto unless this Certificate is suspended or cancelled for cause.

Given in Quezon City, Philippines, this 16th day of July, 2021.



  
JOSEPH B. ENCABO  
Chairman



## APPLICATION FORM FOR ACCREDITATION

**Name of Organization:** Baybay MIC Farmers Agriculture Cooperative [BayMICFACO]

**Address:** Barangay Hipusngo, Baybay City, Leyte

**Contact No.:** 09169108546

**Date Organized:** September 18, 2020

**Sector/s Represented:** Farmers and Fisherfolks

### Purposes/Objectives:

1. To engage in raising or culturing vegetables, poultry, livestock and aqua culture;
2. To facilitate the procurement of vegetable seeds, pesticides, fertilizers, feeds for poultry, livestock and aqua culture for members;
3. To process and market of the members' vegetables, poultry; livestock, and aqua culture products;
4. To store and transport of members agricultural products;
5. To provide credit facility for vegetable, livestock, poultry and aqua culture production;
6. To promote and advance the economic and social status of the members;
7. To coordinate and facilitate the activities of cooperatives;
8. To advocate for the cause of the cooperative movements;
9. To ensure the viability of cooperatives through the utilization of new technologies;
10. To encourage and promote self-help or self-employment as an engine for economic growth and poverty alleviation; and
11. Any other activities that lead to the reduction of cost and/or addition in value of outputs.

### Services that the organization provides or can participate in:

1. Marketing of organic vegetables and fruit crops;
2. Marketing of layer eggs;
3. Swine production [supply of piglets for production and fattening for meat]
4. Fresh tilapia
5. Trading of Feeds [ Layer, swine]

**Registering Agency:**

**Date Registered:** July 16, 2021

- Securities and Exchange Commission (SEC)
- Cooperative Development Authority (CDA)
- Department of Labor and Employment (DOLE)
- Department of Human Settlements and Urban Development (DHSUD), formerly the Housing and Land Use Regulatory Board (HLURB)
- National Commission on Indigenous Peoples (NCIP) *\*certification*

**Accrediting Agency (if any):**

**Date Accredited:** Sept. 9, 2021

- Commission on Population and Development (POPCOM)
- Department of Agriculture (DA)
- Department of Public Works and Highways (DPWH)
- Department of Social Welfare and Development (DSWD)

- 
- Department of the Interior and Local Government (DILG)
- Department of Labor and Employment (DOLE)
- National Commission for Culture and the Arts (NCCA)
- Presidential Commission for the Urban Poor (PCUP)
- Philippine Drug Enforcement Agency (PDEA)
- Department of Labor and Employment (DOLE)
- Others (specify): PLGU Leyte

**Organizational Level:**

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): \_\_\_\_\_
- Others (specify): city - wide

**Projects Implemented in the City of Baybay:**

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2021	BayMICFACO STORE	Php 64,500.00	CBU from Members	BayMICFACO Members		On-going
		20,000.00	Gov. Petilla			

**Depending on your organization's technical area of expertise and scope of activity, which Local Special Body are you most capable to be a member of?**

- Local Development Council
- Local Health Board
- Local School Board
- Local Peace and Order Council

**WE HEREBY CERTIFY** to the correctness of the above information.

  
**JESSIE P. ABENOJA**  
 Chairman

  
**EMELITA F. NAYRE**  
 Secretary

**BAYBAY MIC FARMERS AGRICULTURE COOPERATIVE (BayMICFACO)**  
**Barangay Hipusngo, Baybay City, Leyte**

**RESOLUTION NO. 04**

**A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE BAYBAY MIC FARMERS AGRICULTURE COOPERATIVE (BayMICFACO)**

**WHEREAS**, Section 108 of the Local Government Code of 1991 (RA 7160) provides for the accreditation of civil society organizations

**WHEREAS**, on June 15, 2022, the Department of the Interior and Local Government issued Memorandum Circular No. 2022-083, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

**WHEREAS**, the Baybay MIC Farmers Agriculture Cooperative (BayMICFACO) is a civil society organization duly registered with the Cooperative Development Authority, and existing under Philippine laws;

**WHEREAS**, the Baybay MIC Farmers Agriculture Cooperative (BayMICFACO) Officers' Meeting held at Barangay Candadam Gymnasium on July 22, 2022, the following resolution was approved and adopted:

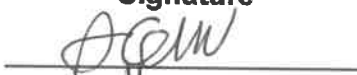

**RESOLVED, AS IT IS HEREBY RESOLVED**, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan of the Province of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022-083, and to apply for membership in a local special body in the Province of Leyte.

**RESOLVED FURTHER**, to forward a copy of this RESOLUTION to the Chairman of the Sanggunian Committee on Accreditation, the Honorable Trinidad G. Apostol.

**RESOLVED FURTHERMORE**, that the following representative of the Organization is authorized and directed to take any action necessary to effectuate the foregoing resolution:

Name	Position	Signature
JESSIE P. ABENOJA	Chairman	

**ADOPTED** unanimously by the Officers of the Baybay MIC Farmers Agriculture Cooperative (BayMICFACO) this 22<sup>th</sup> day of July, 2022 in the City of Baybay.

Name	Position	Signature
VICTOR O. BANTACULO	Vice-Chairman	
FROILAN M. FERNAN	BOD Member	
NICASIO V. GUMBA	BOD Member	
MERLINDA TANZA	BOD Member	

SUBSCRIBED AND SWORN TO before me this SEP 09 2022 day of \_\_\_\_\_, 2022 in \_\_\_\_\_, Affiant exhibiting to me his/her \_\_\_\_\_ with Identification No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_

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**ATTY. ERLEN B. CALIZ-BUTAWAN**  
Notary Public for the Province of Leyte, City of Baybay  
N.C. No. B-24700-01 July 5, 2022  
Notary Commission Expires July 31, 2023  
R. Magsaysay Avenue - Baybay City, Leyte  
PTR No. PLC00003-0173/22  
IBF No. 13328-49103122  
TIN No. 207-626-029  
Roll No. 42351  
MCLE Compliance No. VII-0008593

List of Current Officers and Members of the  
**Baybay MIC Farmers Agriculture Cooperative [BayMICFACO]**  
*as of December 31, 2021*

Name	Position
JESSIE P. ABENOJA	Chairman
VICTOR O. BANTACULO	Vice-Chairman
FROILAN M. FERNAN	Board Member
NICASIO V. GUMBA	Board Member
MERLINDA TANZA	Board Member
EMELITA F. NAYRE	Secretary
GLENN F. OMILLON	Treasurer
JULITO A. BELLEN	Manager.
LODERICA C. PORTARCOS	Bookkeeper
GREGORIO M. VILLABER, JR.	Audit Committee- Chairman
ARNIEL O. GESTO	AC- Vice Chairman
GENITO TRONOYBA	Secretary, Audit Committee
VICTOR O. BANTACULO	Educ. and Training Comm.- Chairman
MARICRIS T. BOSES	ETC - Vice-Chairman
AILENE M. BOSES	Secretary- ETC
ANAMELLE M. BANTACULO	Election Committee- Chairman
AILEEN GARCIA	EC - Vice-Chairman
ROLDAN LUSARES	EC- Secretary
FROILAN M. FERNAN	GAD Committee-Chairman
FELOMINA L. MABULAY	GAD Committee- Vice-Chairman
VIOLITA L. CABAHT	GAD Committee- Secretary
EDELWISA E. BARCOS	Mediation and Conciliation Comm.-Chairman
JOSEPHINE U. TANAID	Mediation and Conciliation Comm.-Vice-Chairman
ROSEMARIE RUELA	Mediation and Conciliation Comm.-Secretary
JOEL P. MENDOZA	Ethics Committee- Chairman
MARILYN E. TESION	Ethics Committee- Vice- Chairman
CRIS LILIBIOS	Ethics Committee- Secretary
OSCAR S. CRETECIO, JR.	Credit Committee- Chairman
PEDRO K. MORQUIANOS	Credit Committee- Vice -Chairman
CELSO ALKUINO	Credit Committee- Secretary
RODULFO S. CAINTIC	MEMBER
JAIME P. NUNEZ	MEMBER
ANECITA P. NAYRE	MEMBER
ESTRELLETA C. CARREON	MEMBER
AMALIA C. BERNASOR	MEMBER
MARICEL S. CATIVO	MEMBER
MADILYN CATIVO	MEMBER
PABLITA C. VERECIO	MEMBER
JOSE TABUDLONG	MEMBER
DONALD G. POSADAS	MEMBER
MELONA A. MOLINA	MEMBER
JOCELYN M. MANAGBANAG	MEMBER
CARLITO R. POLO	MEMBER
NERISA A. LUMAGSAO	MEMBER

Republic of the Philippines  
Baybay MIC Farmers Agriculture Cooperative (BayMICFACO)  
Barangay Hipusngo, Baybay City, Leyte

MINUTES OF THE MEETING OF THE BAYBAY MIC FARMERS AGRICULTURE COOPERATIVE (BAYMICFACO) HELD AT THE BARANGAY HIPUSNGO, BAYBAY CITY, LEYTE ON FEBRUARY 17, 2022.

Present: 48 members

Absent: 3 members

**AGENDA:**

1. Election of BOD Members
2. Election of members of Audit and Election Committee
3. Appointment of members of GAD Committee, mediation & conciliation committee, Ethics Committee and Credit Committee
4. Election of Treasurer
5. Appointment of Business Manager
6. Other Matters

**PROCEEDINGS:**

The meeting was called to order by the President Mr. Jessie P. Abenoja at 10:00 o'clock in the morning. It started with a prayer led by Mr. Jenito Tronoyba followed by the singing of the Philippine National Anthem led by Ms. Anecita P. Nayre. A roll call was done by the secretary. Only 3 members were absent, so there was quorum.

Order of Business:

- A. Approval of the agenda  
Mr. Froilan M. Fernan moved for the approval of the agenda duly seconded by Mr. Glenn I Omillon.
- B. Reading, correction and approval of the previous minutes
- C. Matters arising from the Previous Minutes  
None

**AGENDA:**

1. Election of BOD Member

Jessie P. Abenoja	- Chairman
Victor O. Bantaculo	- Vice-Chairman
Froilan M. Fernan	- Member
Nicasio V. Gumba	- Member
Merlinda Tanza	- Member
2. Election of Members of audit and election committee

<u>Audit committee</u>	
Gregorio M. Villaber, Jr.	- Chairman
Arniel O. Gesto	- Vice- Chairman
Genito C. Tronoyba	- Secretary
<u>Election committee</u>	
Anabelle M. Bantaculo	- Chairman
Aileen Garcia	- Vice-Chairman
Roldan Lusares	- Secretary
3. Appointment of members of GAD committee, mediation & conciliation committee, ethics committee, credit committee

<u>GAD Committee</u>	
Froilan M. Fernan	- Chairman
Felomina L. Mabulay	- Vice- Chairman

Mediation and Conciliation Committee

Edelwisa E. Barcos - Chairman  
Josephine U. Tanaid - Vice- Chairman  
Rosemarie Ruela - Secretary

Ethics Committee

Joel P. Mendoza - Chairman  
Marilyn E. Tesion - Vice- Chairman  
Cris Lilibios - Secretary

Credit Committee

Oscar S. Cretecio, Jr. - Chairman  
Pedro K. Morquinos - Vice-Chairman  
Celso T. Alkuino - Secretary

4. Election of Treasurer

Glenn I. Omillon

5. Appointment of Business Manager

Julito A. Bellen

6. Other Matters

There are 15 new members of the cooperative.

Caintic, Rodulfo S., Sanchez, Jaime P., Nayre Anecita P., Carreon, Estrellera C., Bernasor, Amalia C., Cativo, Maricel S., Cativo, Madilyn, Verrecio, Pablita C., Tabudlong, Jose, Posadas, Donald G., Molina, Melona A., Managbanag, Jocelyn M., Polo, Carlito R., Lumnagsad, Nerisa A., Belen, Julito A.

ADJOURNMENT

There being no other matters to be discussed, Mr. Arniel O. Gesto moved for adjournment seconded by Mr. Froilan M. Fernan. The meeting was adjourned at 12:10 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing minutes.

  
EMELITA F. NAYRE  
Secretary

Attested by:

  
JESSIE P. ARENOJA  
President



Annex H: Annual Accomplishment Report

**Baybay MIC Farmers Agriculture Cooperative [BayMICFACO]**

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Opening of Cooperative	To serve as consolidator of products of the 12 MIC Associations; To have additional income for the members	August 8, 2021	/		Php 84,000.00	Opened at Barangay PATAG, Baybay City, attended by local officials of PLGU, and Baybay City LGU, different agencies
Conducted Pre-REGISTRATION SEMINAR ON Coops	To equip members knowledge about cooperatives	February 24, 2021	/		Php 12,000.00	40 members completed the PRS

Prepared by:

  
 \_\_\_\_\_  
**EMELITA F. NAYRE**  
 Secretary

Noted by:

  
 \_\_\_\_\_  
**JESSIE P. ABENOJA**  
 Coop Chairman

**BAYBAY MIC FARMERS AGRICULTURE COOPERATIVE (BayMICFACO)  
FINANCIAL STATEMENT FOR CY 2021**

<b>INFLOW (Income)</b>		
<b>SOURCE</b>	<b>AMOUNT</b>	<b>REMARKS</b>
Membership Fee	7,200.00	
CBU	64,500.00	
Sales of Goods	66,258.50	
Sales of Feeds	41,723.00	
Account Receivable (Seed money & Donation)	22,000.00	
Cash Borrowed	19,875.00	
<b>TOTAL</b>	<b>221,556.50</b>	
<b>OUTFLOW (Expenses)</b>		
<b>PARTICULARS</b>	<b>AMOUNT</b>	<b>REMARKS</b>
Processing of Documents	2,608.00	
Surety Bond	7,350.00	
Travel Expenses	5,890.00	
O.R.	1,450.00	
Office Supply	1,871.75	
Oath Taking Expenses	7,234.50	
Representation	1,933.00	
Blessing	1,000.00	
Business Clearance	300.00	
Transportation	5,290.00	
Purchased Feeds	19,000.00	
Purchased Vet. Med.	6,894.22	
Purchase of Goods	54,310.77	
Rental	27,000.00	
Utility Expenses (Power Light)	500.00	
Cash Advance	2,000.00	
Account Payable	21,022.00	
Renovation of Store	3,439.00	
Tools & Equipment	1,258.00	
<b>TOTAL</b>	<b>170,351.24</b>	
<b>TOTAL FUND BALANCE</b> Total Inflow – Total Outflow)	<b>51,205.26</b>	


Noted by:

  
**JESSIE P. ABENOJA**  
Chairman

  
**VICTOR O. BANTACULO**  
Vice-Chairman

  
**EMELITA F. NAYRE**  
Secretary

  
**GLENN I. MILLON**  
Treasurer

  
**GREGORIO M. VILLABER, JR.**  
Auditor