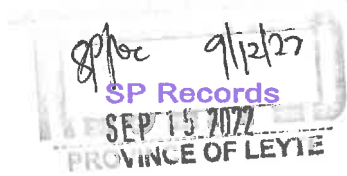


Republic of the Philippines
Province of Leyte
Municipality of Villaba
Barangay Tagbubunga

Item No.: 19
Date: 04 OCT 2022

September 02, 2022

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



Dear Vice Governor Javier,

In response to your Notice of Call for Accreditation, kindly be informed that Mahayahay Community Farmers Association (MACOFA) with office address at Sitio Mahayahay Barangay Tagbubunga Villaba Leyte, would like to seek Accreditation by the Sangguniang bayan.

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 Department of Labor and Employment;
4. List of Current Officers
5. CY-2021 Minutes of Annual Meeting;
6. CY-2021 Annual Accomplishment Report; And
7. CY-2021 Financial Statement

Thank you.

Sincerely,


JENALYN Y. ALCARAZ
PRESIDENT



DEPARTMENT OF LABOR AND EMPLOYMENT
 WESTERN LEYTE FIELD OFFICE
 513 Valle St., Brgy. Doña Feliza, Toog., Ormoc City
 Email add: dolero8_wlfo@yahoo.com
 Tel. No: (053)255-2436 & 561-4518

**Registration Certificate No.
 DOLE-WLFO-2015-WA-09-688**

KNOW ALL MEN BY THESE PRESENTS

By virtue of the provisions of the Labor Code, as amended,
 and its implementing rules

**MAHAYAHAY COMMUNITY
 FARMERS ASSOCIATION (MACOFA)**

Sitio Mahayahay, Brgy. Tagbubunga, Villaba, Leyte

has this day been registered as and conferred with all the rights and privileges of a legitimate workers' association established for the MUTUAL AID AND PROTECTION of its members. It shall promote the moral, social and economic well-being of its members and shall have right to represent them in accordance with its constitution and by-laws and for purposes not contrary to law.

This certificate of registration shall subsist unless cancelled in the manner provided for by the Labor Code and its implementing rules and at all times shall be subject to compliance to said workers' association with all applicable laws and regulations relating to workers' association.

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of Regional Office No. VIII, Tacloban City, Philippines this 18th day of September 2015

DEC 23 2015



CERTIFIED TRUE COPY
 PRIMO N. GUARIN
 SENIOR LEO

Approved by:

[Signature]
 ELIAS A. CAYANONG, CESO III
 Regional Director

Republic of the Philippines
Province of Leyte
Municipality of Villaba
Barangay Tagbubunga

Mahayahay Community Farmers Association (MACOFA)

Application Form for Accreditation

Name of Organization: Mahayahay Community Framers Association (MACOFA)

Registered Address: Sitio Mahayahay Tagbubunga Villaba Leyte

Contact Number: 09352041915/09751381457

Date Organized: May 22, 2015

Sector Represented: Farming

Date Registered: September 18, 2015

Purpose/Objectives:

The objectives and purposes of this Association are the following:

- a. To work and the interest of every member of the Association and the community.
- b. To develop the operation, assistance, harmony and understanding among members to advance their economy and social status as well as spiritual, cultural and moral well-being.
- c. To organized and undertake workshops for the livelihood projects.
- d. To received donations, requests monies for the benefits of the organization.
- e. To support the government in its program of economic recovery and poverty alleviation.
- f. To do and perform all other act deeds as maybe necessary, convenient and appropriate for the accomplishment of the foregoing purposes.

Services that Organization provides or can participate in:

Corn Milling
Corn Shelling
Provision of Planting Materials
Selling of Rice and Corn
Egg production and marketing
Livestock vending

Registering Agency:

Date Registered:

- Securities and Exchange Commission (SEC)
- Cooperative Development Authority (CDA)
- Department of Labor and Employment (DOLE) September 18, 2015
- Department of Human Settlements and Urban Development (DHSUD), Formerly the Housing and Land USED Regulatory Board (HLURB)
- National Commission on Indigenous People (NCIP) *certification
-

Accrediting Agency:

Date Accredited:

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

Organizational level:

- Barangay level
- Chapter
- Affiliate of a larger organization (identify organization)
- Others (specify)

Projects Implemented in the Municipality of Villaba/Province of Leyte

Year 2021	Projects	Cost	Financing source scheme	Beneficiary	Status completed/ongoing
2016	High value crops compact farming project	P150,000	Office of the provincial gov.	MACOFA Asso.	Ongoing
March 25, 2018	Vermi composting	P500	Office of the provincial gov.	MACOFA Asso.	Ongoing
June 18, 2018	Egg laying project	P1, 440, 500	Office of the provincial gov.	MACOFA Asso.	Ongoing
June 11, 2019	Hog Breeder	P800,000	Office of the provincial gov.	MACOFA Asso.	Ongoing
July 31, 2019	Carabao Dispersal	P35,000	Office of the provincial gov.	MACOFA Asso.	Ongoing
	Cow Dispersal	P50,000	Office of the provincial gov.	MACOFA Asso.	Ongoing
Aug. 08, 2021	Pre-range chicken	P31,200	Office of the provincial gov.	MACOFA Asso.	Ongoing

Dec. 28, 2021	Rice business project	P50,000	LGU-Villaba	MACOFA Asso.	Ongoing
---------------	-----------------------	---------	-------------	--------------	---------

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.


JENALYN Y. ALCARAZ
PRESIDENT


MIRASOL M. DAMAYO
SECRETARY

Mahayahay Community Farmers Association (MACOFA)

Sitio Mahayahay, Tagbubunga, Villaba, Leyte

BOARD RESOLUTION NO. 7-2022

Excerpts from the minutes of board meeting of Mahayahay Community Farmers Association (MACOFA) held on Sept. 01, 2022 at MACOFA Office Sitio Mahayahay Brgy. Tagbubunga, Villaba, Leyte at 1:15 pm.

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

WHEREAS, on August 30, 2022, the Department of the Interior and Local Government issued Memorandum, Circular No. __2022 on the guidelines on the accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the Mahayahay Community Farmers Association (MACOFA) is a civil society organization duly registered with the Department of Labor and Employment and existing under Philippine Laws.

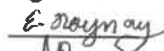
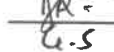



WHEREAS, in the Mahayahay Community Farmers Association Special Board Meeting held at Sitio Mahayahay Barangay Tagbubunga, Villaba, Leyte on September 01, 2022 attended by the following board of trustees present the following resolution was approved and adopted.

RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang panlalawigan, pursuant to the procedures and guidelines set forth in section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022 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 Chair of the Sanggunian Committee on Accreditation, the Honorable Trinidad G. Apostol.

RESOLVED FURTHERMORE, that the following representatives of the organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution; Jenalyn Y. Alcaraz.

ADOPTED, unanimously by the Board of Trustees/Directors of the Mahayahay Community Farmers Association (MACOFA) this 1st day of September 2022.

Name	Position	Signature
Enriquita C. Noynay	V-President	
Joan D. Arnold	BOD	
Gina N. Sagal	BOD	
Ma. Lucena M. Noynay	BOD	
Mirasol M. Damayo	Secretary	


JENALYN Y. ALCARAZ

Subscribed and sworn to before me this 01 SEP 2022 day of 2022 in _____, Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____.

Doc No. 399
Page No. 1
Book No. VI
Series No. 2021

ATTY. JOVANY A. DAMAYO
Notary Public until December 31, 2022
For Tacloban City and Province of Leyte
Notarial Commission No. 2021-01-10
Roll of Attorney's No. 75745; 07/24/2020
IBP OR No. 16867; 12/28/21; Leyte
PTR No. 8209825; D/O 1/2022; Tacloban City
MCLE Compliance No. VI 0004774 valid until 04/14/2025
Unit 5, Fil-India Arcade, Brgy. 59,
Picas-Sagkahan, Tacloban City

Mahayahay Community Farmers Association (MACOFA)

Sitio Mahayahay, Tagbubunga, Villaba, Leyte

BOARD RESOLUTION NO. 7-2022

Excerpts from the minutes of board meeting of Mahayahay Community Farmers Association (MACOFA) held on Sept. 01, 2022 at MACOFA Office Sitio Mahayahay Brgy. Tagbubunga, Villaba, Leyte at 1:15 pm.

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

WHEREAS, on August 30, 2022, the Department of the Interior and Local Government issued Memorandum, Circular No. __2022 on the guidelines on the accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the Mahayahay Community Farmers Association (MACOFA) is a civil society organization duly registered with the Department of Labor and Employment and existing under Philippine Laws.

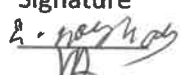




WHEREAS, in the Mahayahay Community Farmers Association Special Board Meeting held at Sitio Mahayahay Barangay Tagbubunga, Villaba, Leyte on September 01, 2022 attended by the following board of trustees present the following resolution was approved and adopted.

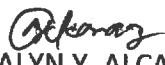
RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang panlalawigan, pursuant to the procedures and guidelines set forth in section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022 and to apply for membership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

RESOLVED FURTHER, to forward a copy of this resolution, to the Chair of the Sanggunian Committee on Accreditation, the Honorable Trinidad G. Apostol.

RESOLVED FURTHERMORE, that the following representatives of the organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution; Jenalyn Y. Alcaraz.

ADOPTED, unanimously by the Board of Trustees/Directors of the Mahayahay Community Farmers Association (MACOFA) this 1st day of September 2022.

Name	Position	Signature
Enriquita C. Noynay	V-President	
Joan D. Arnold	BOD	
Gina N. Sagal	BOD	
Ma. Lucena M. Noynay	BOD	
Mirasol M. Damayo	Secretary	


JENALYN Y. ALCARAZ

01 SEP 2022

Subscribed and sworn to before me this ___ day of 2022 in _____, Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____.

Doc No. 399
Page No. 81
Book No. V
Series No. 2021

ATTY. JOVANY A. DAMAYO
Notary Public until December 31, 2022
For Tacloban City and Province of Leyte
Notarial Commission No. 2021-01-18
Roll of Attorney's No. 75246; 07/24/2020
IBP OR No. 18347; 12/28/21; Leyte
PTR No. 8204825; 01/03/2022; Tacloban City
MCLE Compliance No. VI-0004774 valid until 04/14/2025.
Unit 5, Fil-India Arcade, Brgy. 69,
Picas-Sagkahan, Tacloban City

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS
REVENUE REGION NO. 014
REVENUE DISTRICT NO. 089

BIR Form No. **2303**
Revised July 1997

OCN RC0001289218

CERTIFICATE OF REGISTRATION

TIN 713-055-720-000	NAME MAHAYAHAY COMMUNITY FARMERS ASSOCIATION	REGISTRATION DATE 12/13/2017
REGISTERED ADDRESS MAHAYAHAY BRGY. TAGBUBUNGAVILLABA DISTRICT 6537		
REGISTERED ACTIVITY(IES) TAX TYPE INCOME TAX		
TRADE NAME MAHAYAHAY COMMUNITY FARMERS ASSOCIATION	LINE OF BUSINESS / INDUSTRY 9199 ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C.	
TAXPAYER TYPE: COR ISSUED: 12/29/2017	ASSOCIATION	NONVAT
REMINDER: FILING OF REQUIRED RETURN/S WITH OR WITHOUT OPERATION TO CONFORM WITH THE ABOVE TAX TYPE TO AVOID PENALTIES.		

INCOME TAX			
SINGLE PROPRIETOR		CORP./PART./ASSO.	
1701Q	DUE DATE	1702Q	DUE DATE
1st Quarter	Apr. 15	1st Quarter	60 days after end of the taxable quarter
2nd Quarter	Aug. 15	2nd Quarter	
3rd Quarter	Nov. 15	3rd Quarter	
Annual (1701)	April 15	Annual (1702)	15th day of the 4th month after end of year

WITHHOLDING TAX EXPANDED	
1601E	10th day of the following month
1604E	Annual Information Return - March 1
WITHHOLDING TAX COMPENSATION	
1601C	10th day of the following month
1604CF	Annual Information Return - Jan. 31
VAT	
2550M	20th day after end of the month
2550Q	25th day after the close of the quarter

WITHIN 30 DAYS FROM REGISTRATION DATE THE FOLLOWING SHOULD BE ACCOMPLISHED	
→ Books of Accounts	
→ Authority to Print Invoices/Receipts (ATP)	
ANNUAL REGISTRATION FEE	
On or before January 31 using BIR Form 0605	
PERCENTAGE TAX	
2551M - 20th day after end of the month	



RDO DRY SEAL

I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.

MA. TERESA NOEMI A. PIZON

REVENUE DISTRICT OFFICER (signature over printed name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

NOTE: Immediately Inform this District Office in case of Transfer/Cessation/Updates of Registration and other concerns by filing BIR Form 1905



Republic of the Philippines
Province of Leyte



SANGGUNIANG PANLALAWIGAN

Pursuant to SP Resolution No. 2019-481, this

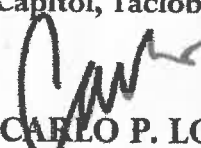
Certificate of Accreditation

is awarded to

MAHAYAHAY COMMUNITY FARMERS ASSOCIATION (MACOFA)
VILLABA, LEYTE

for having satisfactorily complied with the requirements for accreditation as specified in the Local Government Code of 1991 and as promulgated in DILG Memorandum No. 2019-72 dated May 22, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Sangguniang Panlalawigan, Province of Leyte, to be affixed herein this 24th day of September in the year of our Lord, 2019 at the Provincial Capitol, Tacloban City, Leyte, Philippines.


ATTY. CARLO P. LORETO
Vice Governor and Presiding Officer

Mahayahay Community Farmers Association (MACOFA)

List of Current Officers
CY.2021

Name:	Position
Jenalyn Y. Alcaraz	President
Enriquita C. Noynay	V-President
Mirasol M. Damayo	Secretary
Emerita D. Parawan	Treasurer
Sunshine S. Villacencio	Auditor
Wayne Arnold	P.I.O

Republic of the Philippines
Province of Leyte
Municipality of Villaba
Barangay Tagbubunga

Mahayahay Community Farmers Association (MACOFA)

Activity: Annual Assembly

Participant: 30

Date/time: Jan.12,2022

Expectation of activity:

1. All members of association are updated of the financial status.
2. Informed the members about projects, grants, subsidies received the association from the government.

General objectives:

Informed the members about livelihood, grant received and plan on how to give a good service to the members of the association.

Specific objectives:

1. Suggest activities to be finished on year
2. Decide the rental to be collect from the used machineries owned by the association.

Agenda:

1. Annual report
2. Policies
3. Membership

Business Discussed:

1. Annual Report

The president of association Mrs. Jenalyn Y. Alcaraz informed discussed everything to the members about the status of the association.

The association received donations, grant, awards and machineries from:

1 hand tractor	Provincial Government
1 shredder machine	Provincial Government
1 rice hull carbonizer	Provincial Government
2 heads cow	Provincial Government
1 head carabao	Provincial Government
1,440 heads chicken layer	Provincial Government
10 heads sow	Provincial Government
1 head boar	Provincial Government
Received P50,000	LGU-Villaba
Received award P150,000	Provincial Government
1-unit rescue vehicle	Provincial Government

The members informed/agreed about the grant, awards and status of the association.

2. Policies

a. Agreement of livestock dispersal, carabao and cow.

The first born of the said animal, the caretaker who received as an owner and the 2nd born animal will give into the association and the association will be the owner of the 2nd born animal.

All members will agree the policies come up by the association.

b. Policy of machineries

The association is the owner of all machineries represented by the president, when the members borrowed or rent will give only P300 per used as a maintenance of the machineries.

The members agree the policy come up by the association.

c. Livestock Agreement

Breeder project/fattening

The total gross income of livestock projects either breeder or fattening, less first the operational expenses to include capital and the profit is divide into percent.

Net Income

Caretaker -	40%
Land owner-	5%
Building compensation-	20%
Share by the members-	20%
	<hr/>
	100%

Everybody will agree.

d. Layer project

Less first the capital and operation expenses

Net Income Sharing

Land owner -	10%
Building/cages compensation-	40%
Association share-	25%
Shared by members-	25%
	<hr/>
	100%

3. Membership

The membership fee of association is – P100.00

Monthly dues - 20.00

Fines -50.00

CBU -100.00

Everybody agree on that collection of association.

Since there is no other matter need to be discussed, meeting adjourned at 3:40 pm.

Prepared by:

DM
Mirasol M. Damayo

Secretary

Noted by:

Jenalyn Y. Alcaraz
Jenalyn Y. Alcaraz

President

REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF VILLABA
BRGY. TAGBUBUNGA
MAHAYAHAY COMMUNITY FARMERS ASSOCIATION (MACOFA)

DATE: 01-12-20

ATTENDANCE SHEET


Annual Meeting

NAME:	POSITION	SIGNATURE
1. EDUARDO L. ALCARAZ		
2. MARY JANE A. GODEN		
3. JENALYN Y. ALCARAZ	President	Jenalyn Y. Alcaraz
4. NICOLAS A. NOYNAY	MEMBER	N. NOYNAY
5. ENRIQUITA C. NOYNAY	VICE - President	E. NOYNAY
6. Brenda L. ANDOHAYAN	MEMBER	Brenda
7. RONALD S. LACAP	Member	Ronald
8. Reynaldo C. NOYNAY	Member	Reynaldo Noynay
9. SORCHINE S. VILLACENCIO	Auditor	Sorchine
10. GINA N. SACAL	BOD	G.S.
11. LUCIANO M. CASTAÑO JR.	Member	LC
12. JOAN D. ARNOLD	BOD	Joan
13. WAYNE M. ARNOLD	PIO	Wayne
14. JOSEPHINE Y. SUMARAGD	Member	Josephine
15. ELPEDIO D. SUMARAGD Sr.	Member	Elpedio Sumaragd
16. Estrella Y. FUDG	member	Estrella
17. Rolando M. HUGO	member	Rolando Hugo
18. MIRASOL M. DAMAYO	Secretary	Mirasol Damayo
19. RANIL C. NOYNAY	member	Ranil
20. MA-LUCENA M. NOYNAY	BOD	Ma-Lucena
21. Level M. DOSDAS	Member	Level
22. Joel M. MAJADAS		Joel Majadas
23. Anita CONDINATO		Anita Condinato
24. Reynaldo CONDINATO		R. Condinato
25. Elizabeth MAJADAS		Elizabeth Majadas
26. Salud MAJADAS		Salud Majadas
27. Ingina JOSEPH		Ingina Joseph
28. Raymundo JOSEPH		Raymundo Joseph
29. Emerita PARAWAN		Emerita Parawan
30. Melquiades PARAWAN		M. Parawan
31.		
32.		
33.		
34.		
35.		

PREPARED BY:


MIRASOL M. DAMAYO
 MACOFA SECRETARY

ATTESTED BY:


JENALYN Y. ALCARAZ
 MACOFA PRESIDENT

Republic of the Philippines
Province of Leyte
Municipality of Villaba
Barangay Tagbubunga

Mahayahay Community Farmers Association (MACOFA)

ANNUAL ACCOMPLISHMENT REPORT
CY-2021

Name of Project/Program/Activity	Objectives	Duration	Status Completed/ ongoing	Budget	Remarks
1. Campaign to create backyard gardening/beautification of the surrounding.	To support less malnutrition, less expenses for foods.	January 2021- Feb.2021	Ongoing		
2. Participate the Brgy. Tree Planting	To support the clean and green program of Government.	Anytime			
3. Support to the Parish by giving donations and crops during fiesta celebration	To give support to the Parish (religious group)	May 2021	Ongoing		
4. Received grant from LGU to create rice business of Association	To make livelihood of the members and have additional income. To gain profit.		Ongoing	50,000	
5. Participate Leyte Economics Program "PASIDUNGOG 2022" contest	To received price for the members.		Completed	150,000	Shared by members.

Prepared by:

M.
MIRASOL M. DAMAYO
SECRETARY

Noted by:

Jenaz
JENALYN Y. ALCARAZ
PRESIDENT


Republic of the Philippines
Province of Leyte
Municipality of Villaba
Brgy. Tagbubunga, Villaba, Leyte

**Mahayahay Community Farmers Association (MACOFA)
FINANCIAL STATEMENT FOR CY- 2021**

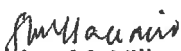
SOURCE	AMOUNT	REMARKS
1. Donation/ Grant From PLGU-Leyte	P1,600,000.00	1440 heads RTL chicken and cages+150 bags layer feeds
2. Donation/ Grant From PLGU-Leyte	1, 300,000.00	10 heads gilts and 1 head boar and feeds
3. Donation/ Grant From PLGU-Leyte	100,000.000	Compact farming training and demonstration area established
4. DSWD Grant (SLP)	100,000.00	Use in the construction of shelter of hog breeder project
5. Net proceeds from chicken layer project	704, 663.50	Re-purchase of 1, 500 heads RTL chicken +feeds for 3 rd cycle
6. Net proceeds from hog breeder project	12, 522.29	Cash in bank
7. Net proceeds from vegetable production	41, 819.50	Cash in bank
8. Monthly dues/ membership pay	13, 830.00	Cash in bank
9. Project structure	350,000.00	Cost of layer building production from PLGU-Leyte
10. Project Investment	50,000.00	Rice retailer from sales of layer production
Total amount	<u>50,000.00</u> P4, 272, 835.29	


PARTICULARS	AMOUNT	REMARKS
1. Purchase of 1, 080 bags of layer feeds (1080x1700)	P1,836,000.00	Feeds expense for 1, 500 heads from PLGU-Leyte
2. Purchase of 150 bags breeder feeds (150x1600)	240,000.00	Feeds expense for 11 heads of breeder from PLGU-Leyte
3. Purchase of garden inputs for vegetable production	20,000.00	Cost of inputs/materials
4. Meeting expense	30, 000.00	Hosting for foods "host association" FA monthly meeting
5. Office supplies	4,000.00	
6. Logistics	5,000.00	
7. Administrative tools	132, 000.00	Honorarium of caretaker
	<hr/>	
Total	P2, 267,000.00	

Noted by:


Jenalyn Y. Alcaraz
 President


Mirasol M. Damayo
 Secretary


Sunshine M. Villacencio
 Auditor


Enriqueta C. Noynay
 V-President


Emerita D. Parawan
 Treasurer

Annex D: Letter of Application

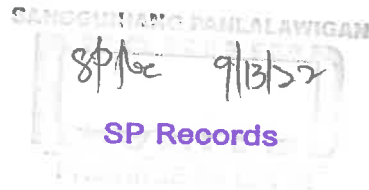
Item No.: 18

Date: 04 OCT 2022

Please submit five (5) copies each of the following to apply for Accreditation of your Organization:

18
Marao Agrarian Reform Farmers Assn.
Inopasan, Leyte

1. Letter of Application
2. Duly accomplished Application Form for Accreditation
3. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in a local special body
4. Certificate of Registration or existing valid Certificate of Accreditation from any NGA (or in the case of IPOs, certification issued by NCIP)
5. List of current Officers
6. For CSOs that have been in operation for at least one (1) year, Minutes of the Annual Meetings of the immediately preceding year as certified by the organization's board secretary or Certification from the board secretary certifying the annual meeting's conduct, including the date, location, attendees, and agenda
7. For CSOs that have been in operation for at least one (1) year, Annual Accomplishment Report for the immediately preceding year
8. For CSOs that have been in operation for at least one (1) year, Financial Statement, at the minimum, signed by the executive officers of the organization, also of the immediately preceding year, and indicating therein other information such as revenue, expenses and the source(s) of funds



For accreditation, kindly be informed that **MARAO IN (MARFA)** with office address at Brgy. Inopasan, Leyte is applying for accreditation by the sangguniang panlalawigan.

For accreditation, kindly be informed that **MARAO IN (MARFA)** with office address at Brgy. Inopasan, Leyte is applying for accreditation by the sangguniang panlalawigan.

For accreditation, kindly be informed that **MARAO IN (MARFA)** with office address at Brgy. Inopasan, Leyte is applying for accreditation by the sangguniang panlalawigan.

For accreditation, kindly be informed that **MARAO IN (MARFA)** with office address at Brgy. Inopasan, Leyte is applying for accreditation by the sangguniang panlalawigan.

and

Note: Templates are available for download at <https://bit.ly/CSO-LSB-Annexes> or at the SP Records Office.

Checked by:
Danie
9/13/22

Sincerely,

Alona N. Luego
ALONA N. LUEGO
MARFA-President



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII

Registration Certificate No.
RO8-WLFO-2016- 09 -WA-0933

KNOW ALL MEN BY THESE PRESENTS:

By virtue of the provisions of the Labor Code, as amended and its implementing rules

MARAO AGRARIAN REFORM FARMERS ASSOCIATION (MARFA)

Brgy. Marao, Inopacan, Leyte

Has this day been registered as and conferred with all the rights and privilege of a legitimate workers' association established for the MAO AID and PROTECTION of its members. It shall promote the moral, social and economic well-being of its members and shall have the right to represent them in accordance with its Constitution and By-Laws and for purposes not contrary to law.

This certificate of registration shall subsist unless cancelled in the manner provided by the Labor Code and its implementing rules and at all times shall be subject to compliance by said workers' association with all applicable laws and regulations relating to workers' association.

IN WITNESS WHEREOF, we hereto affixed our signatures with the seal of the DOLE Regional Office No. VIII, Tacloban City, Philippines, on the **26th** day of **September 2016**



APPROVED BY:

[Signature]
ELIAS A. CAYANONG, CESO III
Regional Director

For the Regional Director:

[Signature]
MARITES Z. VIÑAS
Chief, WLFO



APPLICATION FORM FOR ACCREDITATION

Name of Organization: MARAO AGRARIAN REFORM FARMERS ASSOCIATION (MARFA)

Address: BRGY. MARAO, INOPACAN, LEYTE

Contact No.: No signal **Email address (optional):** Alona Luego@yahoo.com

Date Organized: April 2016 **Sector/s Represented:** Farmers

Purposes/Objectives:

To promote the moral, social and economic well-being of its members.

Services that the organization provides or can participate in:

- Participate brigada Eskwela
- Produce freshly harvested vegetable for the community
- Provide quality piglets for backyard hog raisers
- Provide quality hog meat for the community and other neighboring barangays.

Registering Agency:

Date Registered: September 26, 2016

- 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: September 26, 2016

- 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 Agriculture (DA)
- 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): _____

Organizational Level:

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): _____
- Others (specify): _____

Projects Implemented in the Municipality of Inopacan ,Province of Leyte

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2018	Vegetable production		Counter parting	MARFA members	ongoing	
2019	Hog production		Counter parting	MARFA members	ongoing	
2021	Fattening		Counter parting	MARFA members	ongoing	

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.


ALONA N. LUEGO
President-marfa


PABLITA F. PASANA
Secretary-marfa



**MARAO AGRARIAN REFORM FARMERS ASSOCIATION (MARFA)
BRGY. MARAO, INOPACAN, LEYTE**

BOARD RESOLUTION NO .02

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. 2022-83 on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the **Marao Agrarian Reform Farmers Association (MARFA)** is a civil society organization duly registered with the Department of Labor and Employment and existing under Philippine laws;

WHEREAS, in the **Marao Agrarian Reform Farmers Association (MARFA)** Special Board Meeting held at Brgy. Marao, Inopacan, Leyte on September 03, 2022, attended by the following Board of Directors present, 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, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022-83, 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 Chair of the Sanggunian Committee on Accreditation, the Honorable Councilor **Trinidad G. Apostol**.

RESOLVED FURTHERMORE, that the following representatives of the Organization are authorized and directed to take any action necessary to effectuate the foregoing resolution: **Alona N. Luego-Marfa-president**

ADOPTED unanimously by the Board of Directors of the **Marao Agrarian Reform Farmers Association (MARFA)** this 3rd day of September ,2022 of Brgy. Marao, Inopacan,Leyte.

Name	Position	Signature
PEDRO M. CAMANCHO	BOD	
JUANITA Y. BISNAR	BOD	

E. Dedal
ESTRELLA A. DEDAL
Board Chairperson

SUBSCRIBED AND SWORN TO before me this 12 day of SEP, 2022 in _____, Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____

Doc No: 224
Page No: 45
Book No: 1411
Series of: A

ATTY. EDEN B. CHAVEZ-DUTAWAN
Notary Public for the Province of Leyte, City of Baybay
N.G. No. B-23-06-06, July 5, 2015
Until December 31, 2022
R. Magaraya A. _____
PTR No. _____
IBP No. 183-07-00002
TIN No. 207-623-023
Roll No. 42301
MCLE Compliance No. VII-0011249

Annex F: List of Current Officers and Members

List of Current Officers of the MARAO AGRARIAN REFORM FARMERS ASSOCIATION
(MARFA)

as of AUGUST,2022

Name	Position
ALONA N. LUEGO	President
JOSE T. MARCO	Vice President
PABLITA F. PASANA	Secretary
RAFAELA P. DEGORIO	Treasurer
PABLO DE ASIS	Auditor
ELIZABETH M. BENTULAN	Head, Health Committee
JEFFREY TAN	Head, Education Committee
CARLITO D. LUEGO	Head, Environmental Committee
DEVESIDERIO P. DEGORIO	Head, Infrastructure and Safety Committee
MA. TERESITA R. MARCO	Bookkeeper
ERLINDA M. PAYOT	Business Manager
ESTRELLA A. DEDAL	BOD- chairwoman
PEDRO M. CAMANCHO	BOD-member
JUANITA Y. BISNAR	BOD- member
MARCELINO B. DEGORIO	Member
FRANCISCO P. DEGORIO	Member
ROLANDO A.DEGORIO	Member
FRANCISCO B. DEDACE	Member
JUSTINA M. BAHINTING	Member
TRINIDAD V. ABENOJA	Member
ERLINDA P. VEROLA	Member
MARCOSA S. GARVEZ	Member
DEOCLESIA MEJIA	Member
MARITA MODESTO	Member
REYNALDO P. DEGAMON	Member
PAULITA CUENO	Member
ERNESTO C. GARCIA	Member
VIRGINIA D. BISNAR	Member
EPEFANIO MONES	Member
KAREN M. GALDONES	Member
VERLYN M. PAYOT	Member
ELPEDIO B. ABENOJA	Member
NELYN B. PALARAS	Member
JANINE F. PASANA	Member
MARIE Y. BISNAR	Member
ANFERNEE N. SORNILLO	Member
NIMFA A. VIGINIA	Member
HILDO D. PASANA	Member
EDITHA L. DEGORIO	Member
VERLYN M. PAYOT	Member
CAROLINA M. PERANDOS	Member
ANAFE M. MEJIA	Member
MARGARITO D. BISNAR	Member
AURORA B. BENTULAN	Member
REYNALDO S. DEDAL	Member
SABINO N. DEDAL	Member

MARAO AGRARIAN REFORM FARMERS ASSOCIATION (MARFA)

Activity: ANNUAL ASSEMBLY

Participants: Members of MARFA

Date and Time: January 29, 2022 @ 8:00 AM

Expectations for the Activity: Expects all attendees to conduct themselves in a professional manner with concern and respect for all.

General Objective: To provide an opportunity to members to discuss the functioning of the association, and take steps to protect their interest.

Specific Objectives:

- - to give participants a measurable goal that they can work on achieving together.

Agenda:

1. Agenda 1 : Update sa Baboyan

Ang mo absent ug kaduha sa tagbo ug pagbantay otomatik nga tangtangan sa baboyan ug mapabilin nalang siya nga membro sa MARFA

Ang mo absent or mag excuse kinahanglan nga na I supler o ipuli.

Ang dili na motagbo ug mobantay sa baboy sa duha ka higayon dili na siya iapil ug unsay na I grasya sa MARFA.

2. Agenda 2: - ASF-update

Gipahibalo sa DA ug naghatag sila ug pahimangno nga dili magpataka ug palit ug karne sa gawas sa atong lungsod. Dili pakaon ang baboy ug sobra-ug pan-os nga pagkaon sa tawo. Dili magpasulod ug laing tawo sa baboyan. Magbutang ug foot bath sa entrance gate sa baboyan.

3. Agenda 3: Treasurer's update:

After nga nahuman ug basa sa kita ug gasto si Mana Rafaela Degorio, Ang mga membro mi suggest nga pwede badao sila magbahin sa kita sa mga Baboy. Ug mi sulti ang ila president nga si Alona Luego nga sa sunod na bulan kay na a pa silay gastohan para sa ilang tubig.

4. Kay wala naman silay gihisgutan nahuman ang meeting sa may 11:00 sa buntag ug nag served na s sa mga snacks.

Prepared by:

RPasana
PABLITA F. PASANA
Secretary-MARFA

Noted by:

Alona Luego
ALONA N. LUEGO
President- MARFA

MARAO AGRARIAN REFORM FARMERS ASSOCIATION
ATTENDANCE

1. ALONA N. LUEGO
2. RAFAELA P. DEGORGIO
3. PABLITA F. PASANA
4. JOSE T. MARCO
5. CARLITO D. LUEGO
6. MA. TERESITA R. MARCO
7. MARCELINO B. DEGORGIO
8. PABLO B. DE ASIS
9. FRANCISCO P. DEGORGIO
10. ROLANDO A. DEGORGIO
11. DEVESIDERIO P. DEGORGIO
12. TRINIDAD V. ABENOJA
13. ERLINDA P. VEROLA
14. ELPEDIO B. ABENOJA
15. PEDRO F. CAMANCHO
16. MARGARITO D. BISNAR
17. NELYN B. PALARAS
18. JUANITA Y. BISNAR
19. JUSTINA B. BAHINTING
20. ELIZABETH M. BENTULAN
21. AURORA B. BENTULAN
22. DEOCLESIA T. MEJIA
23. FRANCISCO B. DEDACE
24. REYNALDO P. DEGAMON
25. MARCOSA S. GARVEZ
26. ANFERNEE N. SORNILLO
27. KAREN M. GALDONES
28. REYNALDO S. DEDAL
29. ERLINDA M. PAYOT
30. MARITA N. MODESTO
31. EPETANIO MONES
32. NIMFA A. VIGINIA
33. ERNESTO C. GARCIA
34. VERLY M. PAYOT
35. EDITHA L. DEGORGIO
36. VERLYN M. PAYOT
37. SABINO N. DEDAL
38. ESTRELLA A. DEDAL
39. JEFFREY E. TAN
40. CAROLINA M. PERANDOS
41. ANAFE M. MEJIA
42. VIRGINIA D. BISNAR
43. JANINE F. PASANA
44. HILDO D. PASANA
45. PAULTA P. CUENO
46. MARIE Y. BISNAR

Alona N. Luego
Rafaela P. Degorgio
Pasana

Jose T. Marco

Carlito Luego
Ma. Teresita Marco
Marcelino B. Degorgio

Pablo B. De Asis

Francisco P. Degorgio

Rolando A. Degorgio

Devesiderio P. Degorgio

T. V. Abenoja
Erlinda Verola
Elpedio B. Abenoja

Margarito D. Bisnar
Nelyn Palaras
Juanita y Bisnar
Justina Bahiting
E. Bentulan

Francisco B. DEDACE
Reynaldo Degamon
Marcos S. Garvez

Karen M. Galdones
Reynaldo S. Dedal
Erlinda M. Payot

Marita N. Modesto

Epetanio Mones
Nimfa A. Viginia
Ernesto C. Garcia

Verly M. Payot
Editha L. Degorgio
Verlyn M. Payot

Sabino N. Dedal
Estrella A. Dedal

Jeffrey E. Tan

Carolina M. Perandos

Anafe M. Mejia
Virginia D. Bisnar

Janine F. Pasana
Hildo D. Pasana
Paulta Cueno
Marie Y. Bisnar

MARAO AGRARIAN REFORM FARMERS ASSOCIATION (MARFA)

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Vegetable production	Food security Poverty alleviation	2018 to date		/		Inputs were provided by OPA-PLGU
Hog production	Food security Poverty alleviation Piglets sufficient	2019 to date		/		15 gilts & 1 boar and feeds were provided by OPA-PLGU Building- provided by the association
Hog fattening 2021	food security Poverty alleviation	2021 to date		/		Feeds were provided by OPA-PLGU Piglets were provided by the association

Prepared by:

P. Pasana
PABLITA F. PASANA
 Secretary-Marfa


Noted by:

Alona N. Luego
ALONA N. LUEGO
 President- Marfa

**MARAO AGRARIAN REFORM FARMERS ASSOCIATION (MARFA)
FINANCIAL STATEMENT FOR CY 2021**

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Donor 1		
Donor 2		
Monthly Dues / Membership Fees		
Income Generating Project 1	3,000.00	Vegetable income Breeders & fattening
Income Generating Project 2	823,700.00	
TOTAL	826,700.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
labor	45,723	
Electric bill	3,653	
Meeting Expenses	7,571	
Office Supplies	885	
Logistics / Transportation	1,580	
BIR	256	
Materials	49,634	Expenses for building expansion
biologics	8,294	
feeds	393,634	
Payment for hired technicians	4,307	
chainsaw	10,058	
others	1,007	
TOTAL	526,602.00	
TOTAL FUND BALANCE (Total Inflow – Total Outflow)	300,098.00	

Noted by:


ALONZO N. LUEGO
President-MARFA


JOSE T. MARCO
Vice President-MARFA


PABLITA F. PASANA
Secretary-MARFA


RAFAELA P. DEGORIO
Treasurer-MARFA


PABLO DE ASIS
Auditor-MARFA