

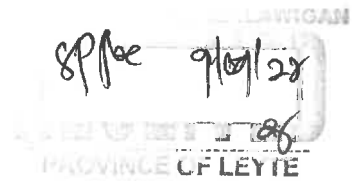
Item No.: 20

Date: 04 OCT 2022

HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)
Barangay Hibunawan, Baybay City, Leyte

August 31, 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 HIBUNAWAN INTEGRATED FARMERS' ASSOCIATION (HIFA) with office address at Barangay Hibunawan, Baybay City, Leyte would like to seek accreditation by the Sangguniang Panlalawigan.

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 DOLE;
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,


RICARDO A. ALKUINO, JR.
President



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
WESTERN LEYTE FIELD OFFICE
Ormoc City

DOLE-RO8-GRD-F1
Revision No. 00
Date Issued: 11 July 2018

Registration Certificate No.
RO8-WLFO-2021-01-WA-1692

KNOW ALL MEN BY THESE PRESENTS:

HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)

Brgy. Hibunawan, Baybay City, Leyte

By virtue of the provisions of the Labor Code, as amended, and its implementing rules 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 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 for 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 hereunto affixed our signatures with the seal of DOLE Regional Office No. VIII, Tacloban City, Philippines this 26th day of January 2021.

By authority of the Regional Director:

AMABLE ILDEFONSO C. ROA
OIC Regional Director

Approved by:


FE A. ESTRELLA
Chief LEO/Head WLFO

Not Valid W/Out Seal

APPLICATION FORM FOR ACCREDITATION

Name of Organization: HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)

Address: Barangay Hibunawan, Baybay City, Leyte

Contact No.: 09554855744

Date Organized: January 11, 2021

Sector/s Represented: Farmers

Purposes/Objectives:

1. To establish an association that will promote mutual assistance and protection to its members.
2. To promote the moral, social and economic well-being of all the members;
3. To develop a sustainable livelihood thru the conduct of activities with the aim of uplifting the economic condition of the members;
4. To provide the members knowledge and skills and equip themselves an effective and innovative way of farming;
5. To work with non-government organizations and government institution or entities in the promotion and development of the Association and in carrying out government policies.

Services that the organization provides or can participate in:

1. Individual Vegetable Production
2. Farm Machineries for Rent (Tractor, Grass Cutter, Cultivator)
3. Supply of rice seeds and fertilizers [depends on the allocation from DA-RFO8 and LGU-Baybay

Registering Agency:

Date Registered: January 26, 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: None

- 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): _____

Organizational Level:

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

Projects Implemented in the City of Baybay:

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2021	Inorganic Fertilizer Assistance Program	LGU-Baybay Funded	From LGU Baybay City	members	Completed	
2021 up to present	Farm Machineries for rent	LGU-Baybay Funded	Farm Machineries for rent (Tractor, Grass Cutter, Thresher)	Members and non-members	On-going	
2021	Vegetable Production Project	LGU-Baybay Funded	From LGU Baybay City	8 farmer-members	On-going	

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.


RICARDO A. ALKUINO, JR.
 President


JUANITA E. BESOC
 Secretary

HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)
Barangay Hibunawan, Baybay City, Leyte

RESOLUTION NO. 02

A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)

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 Hibunawan Integrated Farmers Association (HIFA) is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

WHEREAS, the Hibunawan Integrated Farmers Association (HIFA) Officers' Meeting held at Barangay Hibunawan Gym on August 08, 2022, the following resolution was approved and adopted:



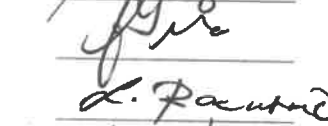
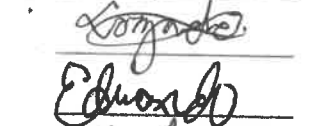



RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan of the Province of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 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 Board Member Carlo P. Loreto.

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

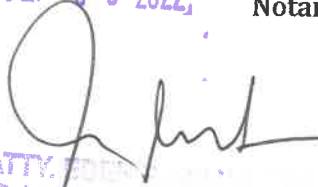
Name	Position	Signature
JUANITA E. BESOC	Secretary	

ADOPTED unanimously by the Officers of the Hibunawan Integrated Farmers Association (HIFA) this 8th day of August, 2022 in the City of Baybay.

Name	Position	Signature
RICARDO A. ALKUINO, JR.	President	
ABSALON L. PARAISO	Vice-President	
GEMMA G. UY	Treasurer	
ELIZABETH C. GUTIEREZ	Auditor	
JOEL S. GRANADA	P.I.O.	
LORENA G. BACUSMO	P.I.O.	
IKE B. LOZADA	P.I.O.	
EDUARDO C. PERNITES	Bookkeeper	
VERNA F. CASTAÑAS	Business Manager	

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

SEP 08 2022, Notary Public



ATTY. EDEN ...
Notary Public ...
N.C.A. ...
R. Man ...
PT ...
MCLE Compliance No. VI-0008593

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List of Current Officers and Members of the
HIBUNA AN INTEGRATED FARMERS ASSOCIATION (HIFA)
as of December 31, 2021

NAME	POSITION
1. Alkuino, Ricardo Jr. A.	President
2. Paraiso, Absalon	Vice - President
3. Besoc, Juanita E.	Secretary
4. Uy, Gemma G.	Treasurer
5. Gutierrez, Elizabeth C.	Auditor
6. Granada, Joel S.	P.I.O.
7. Lozada, Ike B.	P.I.O.
8. Bacusmo, Lorena G.	P.I.O.
9. Pernites, Eduardo C.	Bookkeeper
10. Castanas, Verna F.	Business Manager
11. Alkuino Felicisimo	Member
12. Alkuino, Algen C.	Member
13. Alkuino, Danilo	Member
14. Alkuino, Elena P.	Member
15. Alkuino, Marilyn C.	Member
16. Balaoro, Elena A.	Member
17. Bandalan, Rubilyn P.	Member
18. Cabelleza, Carmelita C.	Member
19. Cabelleza, Elizabeth O.	Member
20. Calzada, Rosita	Member
21. Castanas, Gianilo F.	Member
22. Cerna, Dionesio	Member
23. Cerna, Rosela M.	Member
24. Cerna. Nemecio C.	Member
25. Cernias, Imelda D.	Member
26. Codilla, Michelle P.	Member
27. Denden, Felipe A.	Member
28. Derecho, Cristy M.	Member
29. Derecho, Rechiel	Member
30. Dy, Gilda G.	Member
31. Encinada, Susan G.	Member
32. Esperanza, Guillermo	Member
33. Galvez, Miguel C.	Member
34. Godoy, Clemente P.	Member
35. Godoy, Romulo P.	Member
36. Gofredo, Lilia	Member
37. Israel, Dante	Member
38. Jasme, Jaime P.	Member
39. Juntilla, Dorotea V.	Member
40. Labandero, Thelma C.	Member
41. Leocadio, Gema P.	Member
42. Leocadio, Ireneo L.	Member
43. Lunzaga, Lilibeth E.	Member
44. Lunzaga, Marwen Q.	Member
45. Lunzaga. Engracia Q.	Member
46. Mazo, Sancho	Member
47. Morales, Domielyn S.	Member
48. Olazo, Ma. Teresa A.	Member
49. Pecolados, Elsa B.	Member
50. Pilapil, Luzviminda P.	Member
51. Poliquit, Delia A.	Member
52. Rapas, Anthony D.	Member
53. Sacares, Roldan M.	Member
54. Sanchez, Preciosa A.	Member

Republic of the Philippines
HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)
Barangay Hibunawan, Baybay City, Leyte

MINUTES OF THE MEETING OF THE HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)
HELD AT THE BARANGAY HIBUNAWAN GYMNASIUM ON FEBRUARY 14, 2021.

PRESENT:

- 44 Members
- 1 AT (City Agriculture Office)

ABSENT: 17 Members

AGENDA:

1. Financial Update
2. Mortuary
3. Uniform
4. Other Matters

PROCEEDINGS:

The meeting was called to order by the President Mr. Ricardo A. Alkuono, Jr. at 1:05 in the afternoon. It started with a prayer led by Ms. Engracia Lunzaga followed by the singing of the Philippine National Anthem led by Ms. Juanita E. Besoc. A roll call was done by the secretary. There were 44 members present, so there was quorum.

Order of Business:

- A. Approval of the agenda
Ms. Elizabeth Gutierrez moved for the approval of the agenda duly seconded by Mr. Sancho Mazo.
- B. Reading, correction and approval of the previous minutes
There was no correction of the previous minutes. Ms. Gemma Leocadio moved for the approval seconded by Mr. Absalon L. Dapiton.
- C. Matters arising from the Previous Minutes
None

AGENDA:

1. Financial Update
Ms. Gema G. Uy, secretary informed the body that as of February 14, 2021 the cash on hand is three thousand pesos (P3,000.00). She mentioned that she received one thousand five hundred pesos (P1,500.00) for the tractor rental. Ms. Uy also reminded those who have outstanding balances to pay their obligation.
2. Mortuary
Members of the association are encouraged to pay one hundred pesos (P100.00) per year for mortuary. The said mortuary is not compulsory. The deadline for the mortuary will be on March 14, 2021. In case of casualty the family of the member will received two thousand pesos (P2,000.00).
3. Uniform
It was agreed that the member who won't be able to ware their uniforms during the monthly meeting will be fined twenty pesos (P20.00).

4. Other Matters

- a. Kadiwa - Farmers can sell their agricultural produce/harvest at the Kadiwa or Trading Post every Wednesday and Saturday from 8:00AM-5:00PM. There will be no fee collected to the farmers who will sell their products.
- b. Fertilizer – Farmers who were able to avail the hybrid rice seeds can now avail their fertilizer allocation at the City Library, Diversion Road.
- c. GAD Budget/Swine Production Project – Hon. Gemma Leocadio informed the body that the Swine Production Project proposed for Brgy. Hibunawan will be dispersed to the selected members of the association.

ADJOURNMENT

There being no other matters to be discussed, Ms. Imelda Cernias moved for adjournment seconded by Ms. Cristy Derecho. The meeting was adjourned at 2:11 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing minutes.


JUANITA E. BESOC
Secretary

Attested by:


RICARDO A. ALKUINO, JR.
President

HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)
Barangay Hibunawan, Baybay City, Leyte

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Inorganic Fertilizer Assistance Program	To provide fertilizer to farmer-members thru roll-over scheme (500/bag)	2021	✓		From LGU-Baybay	Received 20 bags Urea and 20 bags complete.
Rice Seed Assistance Program (hybrid)	To provide high quality rice seeds to rice farmer-members	January - December 2021	✓		From LGU-Baybay	Members availed the free rice seeds assistance from LGU Baybay City
Attended seminar on Hybrid Rice Production	To provide members knowledge and equip themselves into hybrid rice production	June - November 2021	✓		From LGU-Baybay and DA-RF08	15 members attended the seminar
Attended Training on Rice Competitiveness Enhancement Program (RCEP) under TESDA	To train members on Rice Production (Farmers Field School)	2021	✓		Tesda	20 farmer-members graduated
Training on Vegetable Production under Food Resiliency Program	To provide and train farmers on vegetable production	2021	✓		From LGU-Baybay	8 farmer-members attended and graduated from the training
Good Agricultural Practices (GAP) Training	To train farmers on GAP and to have their farms certified on GAP	2021		✓	From LGU-Baybay	3 farmer-members will apply for GAP certification
Farm Machineries Rental Services (Hand tractor and Brush Cutter)	To provide machineries to the farmers in low rental fees	2021		✓	From LGU-Baybay	Available for rent for farmer-members and non-members

Prepared by:

JUANITA E. BESOC
Secretary

Noted by:


RICARDO A. ALKUINO, JR.
President

HIBUNAWAN INTEGRATED FARMERS ASSOCIATION (HIFA)

FINANCIAL STATEMENT FOR CY 2021


INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Cash, Beginning	79,194.00	
Loan Receivable	8,700.00	
Tractor Income	5,520.00	P150.00 Rental Fee per Hour
Cultivator Income	1,900.00	
Membership Fee	2,550.00	New Membership
Grass Cutter Income	1,200.00	
Loan Payments	3,200.00	
Mortuary Contributions	5,100.00	P100 annually per member
TOTAL	107,364.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Organizational Expenses	12,315.00	
Machinery Repair	5,002.00	
Travel Expenses	3,617.00	
Bank Deposit	70,100.00	PNB Account
Burial Assistance	1,500.00	
TOTAL	92,534.00	
TOTAL FUND BALANCE Total Inflow - Total Outflow)	14,830.00	

Noted by:


RICARDO A. ALKUINO, JR.
 President


ABSALON L. PARAISO
 Vice President


JUANITA B. BESOC
 Secretary


GEMMA G. UY
 Treasurer


ELIZABETH C. GUTIEREZ
 Auditor