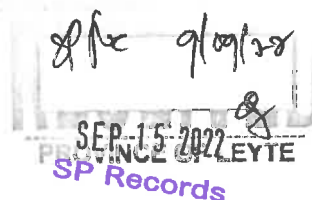


**BRGY. BIASONG COMMUNITY ASSOCIATION**  
Barangay Biasong, Baybay City, Leyte

Item No.: 24  
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 BRGY. BIASONG COMMUNITY ASSOCIATION, with office address at Barangay Biasong, 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 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,

A handwritten signature in black ink, appearing to read "L. Itable".

**LILYBETH R. ITABLE**  
President



Republic of the Philippines  
DEPARTMENT OF LABOR AND EMPLOYMENT  
WESTERN LEYTE FIELD OFFICE  
513 Valle St., Mejia Subdivision, Ormoc City  
Tel 255-2436 Fax: 561:4518  
Email add: [doiero8-wlfo@yahoo.com](mailto:doiero8-wlfo@yahoo.com)

**Registration Certificate No.  
DOLE-WLFO-2014-WA-01-330**

**KNOW ALL MEN BY THESE PRESENTS:**

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

**BRGY. BIASONG COMMUNITY  
ASSOCIATION (BBCA)**

Brgy. Biasong, Babybay City, 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 13<sup>th</sup> day of January 2014.

Recommending Approval:

  
**MARITES A. VIÑAS**  
Chief LEO  
Head, Western Leyte Field Office

Approved by:

  
**EXEQUIEL R. SARCAUGA**  
OIC Regional Director

## APPLICATION FORM FOR ACCREDITATION

**Name of Organization:** BRGY. BIASONG COMMUNITY ASSOCIATION

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

**Contact No.:** 09263381755

**Date Organized:** December 18, 2011

**Sector/s Represented:** Farmers

### **Purposes/Objectives:**

1. To establish and 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 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, entrepreneurship tailoring, handicrafts and other skills;
5. To work with non-government and 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. Supply of fresh eggs ( the members were financed by the association on their layer production project as livelihood)
2. Handicraft making using indigenous materials

### **Registering Agency:**

**Date Registered:** January 17, 2012

- 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 9, 2019

- 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): LGU Baybay & PLGU Leyte

**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	Layer Production	Php 200,000.00	Grant from Baybay City LGU	BBCA Members	On-going	
		Building	Counterpart of the Members			

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.

  
**LILYBETH R. ITABLE**  
President

  
**CARIN P. DALAGUIT**  
Secretary

**BRGY. BIASONG COMMUNITY ASSOCIATION**  
**Barangay Biasong, Baybay City, Leyte**

**RESOLUTION NO. 02**

**A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE BRGY. BIASONG COMMUNITY ASSOCIATION**

**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;

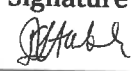
**WHEREAS**, the Brgy. Biasong Community Association is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

**WHEREAS**, in the Brgy. Biasong Community Association Officers' Meeting held at BIASONG BARANGAY HALL on August 28, 2022, the following resolution was approved and adopted:

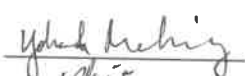
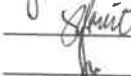
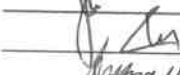





**RESOLVED, AS IT IS HEREBY RESOLVED**, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan of the Province of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular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

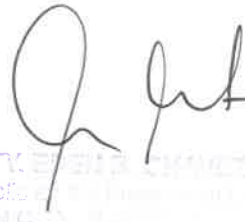
Name	Position	Signature
LILYBETH R. ITABLE	President	

**ADOPTED** unanimously by the Officers of the Brgy. Biasong Community Association this 28<sup>th</sup> day of August, 2022 in Barangay Biasong, Baybay City, Leyte.

Name	Position	Signature
YOLANDA MAHINAY	Vice - President	
CARIN P. DALAGUIT	Secretary	
JONALIZA B. VITUALLA	Treasurer	
NOEL PRADO	Auditor	
MYLA BASLAN	P.I.O.	
VIRGINIO KILLASA	P.I.O.	
NESHERLYN GUEVARRA	Bookkeeper	
DANILO VITUALLA	Business Manager	

SEP 08 2022

SUBSCRIBED AND SWORN TO before me this \_\_\_\_ day of \_\_\_\_\_, 2022 in \_\_\_\_\_,  
Affiant exhibiting to me her National ID with no. 4903-5145-7983-2846 issued on May 18, 2022 at  
Baybay City, Leyte .

 Notary Public  
ATTY. ERIC S. CHAVEZ-DUTAYAN  
Notary Public of the Province of Leyte, City of Baybay  
N.A. No. 00000000000000000000

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Series of 22

**List of Current Officers and Members of the  
BRGY. BIASONG COMMUNITY ASSOCIATION**

*as of December 31, 2021*

Name	Position
1. LILYBETH R. ITABLE	President
2. YOLANDA MAHINAY	Vice President
3. CARIN P. DALAGUIT	Secretary
4. JONALIZA B. VITUALLA	Treasurer
5. NOEL PRADO	Auditor
6. MYLA BASLAN	P.I.O.
7. VIRGINIO KILLASA	P.I.O.
8. DANILO VITUALLA	Manager
9. NESHERLYN GUEVARRA	Bookkeeper
10. JANICE ALINSOB	Member
11. DELFIN AUSTERO	Member
12. ALAN BASLAN	Member
13. ORPAH BRAVO	Member
14. REMEDIOS CADIZ	Member
15. GEMMA CAPRICHIO	Member
16. ROSALITA CIABU	Member
17. RUBELYN CUATON	Member
18. BELLA DAWAL	Member
19. REYNALDO DUMADAG	Member
20. TERESITA FERNANDEZ	Member
21. CONCEPCION GLORIA	Member
22. EMMYLOU GUEVARRA	Member
23. HERMELINO ITABLE	Member
24. MARILOU ITABLE	Member
25. RICARDA NAYRE	Member
26. ROSEMARIE NABOTAS	Member
27. PERLITA PASA	Member
28. FLORA PRADO	Member
29. ANGELITA RIO	Member
30. PATRICIA UMAPAS	Member
31. MARITES ITABLE	Member
32. NILDA MAINGQUE	Member
33. MARYROSE PRADO	Member
34. MARITES PRADO	Member



Prepared by:



**CARIN P. DALAGUIT**  
Secretary

Noted by:



**LILYBETH R. ITABLE**  
President

Republic of the Philippines  
BRGY. BIASONG ASSOCIATION (BBCA)  
Barangay Biasong, Baybay City, Leyte

MINUTES OF THE GENERAL ASSEMBLY MEETING OF THE BRGY. BIASONG ASSOCIATION HELD AT BIASONG BARANGAY HALL ON DECEMBER 26, 2021.

PRESENT:

26 Members

ABSENT: 8 Members

AGENDA:

1. Health Protocols
2. Distribution of Patronage Refund
3. Postponement of BBCA Christmas Party
4. Purchase of new BBCA Uniform
5. Proposed Projects for 2022
6. Election for new set of officers
7. Adjournment

PROCEEDINGS:

The meeting was called to order by the President Ms. Lilybeth R. Itable at 2:00 o'clock in the afternoon. It started with a prayer led by Ms. Nilda B. Maingque followed by the singing of the Philippine National Anthem led by Ms. Mary Rose Q. Prado. A roll call was done by the secretary. There were 26 members present, so there was quorum.

Order of Business:

A. Approval of the agenda

Mr. Noel C. Prado moved for the approval of the agenda duly seconded by Ms. Jonaliza Vitualla.

B. Reading, correction and approval of the previous minutes

There was no correction of the previous minutes. Mr. Alan G. Baslan moved for the approval seconded by Mr. Delfin A. Austero.

C. Matters arising from the Previous Minutes

None

AGENDA:

1. Health Protocols

The Presiding Officer inform the general assembly to follow health protocols mandated by the IATF to avoid contacts from COVID-19 infected individual, Mr. Delfin A. Austero moved to transfer temporarily the meeting venue from the barangay hall conference room to barangay covered court for us to maintain social distancing and members are encourage to wear mask and must be vaccinated as well. The said motion was seconded by Mr. Reynaldo M. Dumadag and was agreed unanimously by the members of the general assembly.

2. Distribution of Patronage Refund

It was reported by the Presiding officer that the total interest income of lending activity is Php 47,460.00. On motion of Mr. Noel C. Prado and duly seconded by Ms. Nilda B. Maingque that the said amount will be deducted first by 5 percent as additional capital for 2022 and the remaining amount will be divided by all members equally. All members agreed the said proposal.

3. Postponement of BBCA Christmas Party

Mr. Alan G. Baslan moved to postpone the scheduled CHRISTMAS PARTY due to brownout caused by typhoon Odette and it was approved by the members.

4. Purchase of new BBCA Uniform

MS. Orpah Bravo moved to purchase new uniform because it was already 4 years passed We buy the old one. The said motion was seconded by Ms. Yolanda G. Mahinay and was Agreed by the members.


## ADJOURNMENT

Having no more matters to be discussed, Mr. Delfin Austero moved for the adjournment of the meeting duly seconded by Mr. Noel Prado. The meeting was adjourned at 4:30 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing minutes.

  
**CARIN P. DALAGUIT**  
Secretary

Attested by:

  
**LILYBETH R. ITABLE**  
President

Dec 21, 2014

Regular Meeting of BOCA  
ATTENDANCE

1. Carin P. Dalaguit
2. Yolanda G. Mahinay
3. Orpah R. Bravo
4. Jonalita B. Vitualla
5. Concepcion C. Gloria
6. Mary Rose Q. Prado
7. Nilda B. Mainggee
8. Netherlyn Guevarra
9. Emmylou R. Guevarra
10. Marifes B. Prado
11. Remedios P. Cadiz
12. Rosemarie I. Nabutas
13. Recarda I. Nayre
14. Rosalita M. Ciaby
15. Gemma d. Capricho
16. Teresita Fernando
17. DELFIN A AUSTERO
18. Ampa f. Barlan
19. Patricia Umapas
20. Flora P. Prado
21. Rumbelyn I. Cnaton
22. #1 Itable
23. Reynaldo M. Dumadag
24. Noel C. Prado
25. Lilybeth T. Itable
26. Danilo A. Vitualla

Abuit  
yuz  
Orbrava

Ja  
Gloria  
Mainggee

Guevarra  
Ab  
RCady  
Karyne  
Capricho  
Fernandez

Ja  
Amador

Patricia  
F.P.R.

gfn  
#1 Itable

Itable  
Itable  
Itable

**BRGY. BIASONG COMMUNITY ASSOCIATION**  
Barangay Biasong, Baybay City, Leyte

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Layer Production	To provide livelihood to individual members of the association	June 2021 until present		✓	200,000.00	From LGU Baybay City, 5 members received
Inorganic Fertilizer Assistance Program	To be used by the association once the communal garden is implemented	2021		✓	From LGU-Baybay	Received 10 bags complete fertilizer from LGU Baybay City
Attended Training on Rice Competitiveness Enhancement Program (RCEP) under TESDA	To train members on Rice Production (Farmers Field School)	December 2021 – February 2022	✓		From TESDA	17 members graduated
Providential loan to members	To provide members additional capital for their individual livelihood	2020 to present		✓	200,000.00	20 Members availed

**BRGY. BIASONG COMMUNITY ASSOCIATION**

**Barangay Biasong, Baybay City, Leyte**

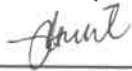
**FINANCIAL STATEMENT FOR CY 2021**

**January 01-December 31, 2021**


<b>INFLOW (Cash Receipts)</b>		
<b>SOURCE</b>	<b>AMOUNT</b>	<b>REMARKS</b>
Interest Income on Loans	47,460.00	Providential loan to Members@ 3% per month
Fines, Penalties & Surcharges	3,900.00	
Monthly Dues	2,090.00	
<b>TOTAL CASH RECEIPTS CASH</b>	<b>P 53,450.00</b>	
<b>OUTFLOW (Expenses)</b>		
<b>PARTICULARS</b>	<b>AMOUNT</b>	<b>REMARKS</b>
Members' Share Distributed	45,887.00	Share Given to members based on their capital build-up
Purchase of Uniform	5,850.00	
Office Supplies	101.00	
<b>TOTAL CASH DISBURSEMENTS</b>	<b>51,838.00</b>	
<b>TOTAL FUND BALANCE</b> (Total Inflow – Total Outflow)	<b>1,612.00</b>	

Noted by:

  
\_\_\_\_\_  
**LILYBETH R. ITABLE**  
President

  
\_\_\_\_\_  
**CARIN P. DALAGUIT**  
Secretary

  
\_\_\_\_\_  
**NOEL PRADO**  
Auditor

  
\_\_\_\_\_  
**YOLANDA MAHINAY**  
Vice President

  
\_\_\_\_\_  
**JONALIZA B. VITUALLA**  
Treasurer