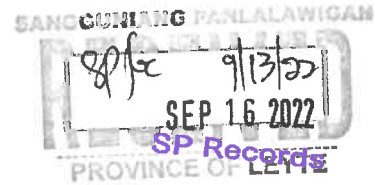


Annex D: Letter of Application

Item No.: 43
Date: 04 OCT 2022

September 12, 2022

Vice Governor LEONARDO M. JAVIER JR.
Presiding Officer, Sangguniang Panlalawigan
Municipality of Inopacan
Province of Leyte



Dear Vice Governor Javier:

In response to your Notice of Call for Accreditation, kindly be informed that Sitio Olongline Farmers Association (SOFA), with office address at Brgy. Tahud, Inopacan, 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 No. RO8-WLFO-2018-03-WA-1371 issued by the Department of Labor and Employment (DOLE);
4. List of Current Officers;
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 'Michael Q. Molato'.

MICHAEL Q. MOLATO
SOFA-President



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

Registration Certificate No.
 ROS-WLFO-2018-03-WA-1371

KNOW ALL MEN BY THESE PRESENTS:

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

**SITIO OLONGLINE FARMERS
 ASSOCIATION (SOFA)**

Brgy. Tahud, Inopacan, 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 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 day of MAR 13 2018.

By authority of the Regional Director:

JOEL M. GONZALES
 Regional Director

Approved by:


MARITES Z. VIÑAS
 Chief LEO/Head WLFO



Not Valid Without Seal

857 Valle St., Brgy. Doña Feliza Mejia, Ormoc City
 Tel Nos. (053) 561 - 4518 / (053) 255 - 2436
 Email: doiero8_wlfo@yahoo.com
 http://ro8.dole.gov.ph/



Annex C: Application Form for Accreditation and Checklist of Requirements

APPLICATION FORM FOR ACCREDITATION

Name of Organization: SITIO OLONGLINE FARMERS ASSOCIATION (SOFA)

Address: BRGY. TAHUD, INOPACAN, LEYTE

Contact No.: 09502765746 **Email address (optional):** _____

Date Organized: February 6, 2018 **Sector/s Represented:** FARMERS

Purposes/Objectives:

1. To promote moral, social and economic well- being of all members
2. To develop sustainable livelihood with the aim of uplifting the economic condition of the members.
3. To work with non-government and government organization or entities in the promotion.

Services that the organization provides or can participate in:

1. Provides organic vegetables to the community.
2. Increase income to the members.
3. Provides fresh eggs to the community.

Registering Agency:

Date Registered: March 13, 2020

- 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: March 13, 2020

- 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 Province of Leyte of Inopacan

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2018	Vegetable production	-	Counter parting	Sitio Olongline Farmers Association (SOFA)		Ongoing
2021	Layer production	-	Counter parting	Sitio Olongline Farmers Association (SOFA)		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.


MICHAEL Q. MOLATO
 SOFA-President


JUVY D. MALDIGAN
 SOFA Secretary



SITIO OLONGLINE FARMERS ASSOCIATION (SOFA)
Brgy. Tahud, Inopacan, Leyte

BOARD RESOLUTION NO. 2022-02

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

WHEREAS, in the Sitio Olongline Farmers Association (SOFA) Special Board Meeting held at Brgy. Tahud, Inopacan, Leyte on August 31, 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 Municipality of Inopacan.

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 representative of the Organization is authorized and directed to take any action necessary to effectuate the foregoing resolution: Michael Q. Molato-Sofa-President.

ADOPTED unanimously by the Board of Directors of the Sitio Olongline Farmers Association (SOFA) this 31ST day of August 2022 in the Municipality of Inopacan.

Name	Position
Marlon Villamor	BOD
Diosdado Bulawan	BOD
Ernesto Corpez	BOD

Signature

[Handwritten signatures of Marlon Villamor, Diosdado Bulawan, and Ernesto Corpez]

[Handwritten signature of Michael Q. Molato-Sofa]
MICHAEL Q. MOLATO
 SOFA-PRESIDENT

SUBSCRIBED AND SWORN TO before me this 31st day of August, 2022 in Inopacan, Leyte, Affiant exhibiting to me his/her PRIVATE LICENSE with valid identification no. 1172-15-002171 issued on _____ at _____

Doc No: 518
Page No: 104
Book No: 82
Series of: 1022

ATTY. ROSARIE A. PETEROS-PHUA
Notary Public
Until December 31, 2023
Notarial Commission No. 250-2022 (1)
Roll of Attorney No. 57552
2nd Floor J&R Bldg - 1st Street, Poblacion 2, Hingang, Leyte
PTR No. 6252284-1/3/2022-Hingang, Leyte
EP No. 752443-1/24/2022-Cebu City

Annex F: List of Current Officers and Members

**List of Current Officers of the Sitio Olongline Farmers Association (SOFA)
as of August 31, 2022**

NAME	POSITION
Michael Q. Molato	President
Julius M. Hoyla	Vice President
Juvy D. Maldigan	Secretary
Jayson V. Natividad	Treasurer
Jorge D. Jabines	Auditor
Rogelio H. Hoyla	Head, Health Committee
Rosalia B. Hoyla	Head, Education Committee
Mario L. Hoyla	Head, Environmental Committee
Sofia Aboyme	Head, Infrastructure and Safety Committee
Rufa Natividad	Bookkeeper
Rommel Esmero	Business Manager
Marlon Villamor	Board of Director
Diosdado Bulawan	Board of Director
Ernesto C. Corpez	Board of Director
Rani Corpez	Member
Luis Dancel	Member
Verginia Aboyme	Member
Domingo Jabines	Member
Sixto Maldigan	Member
Margarito Maldigan	Member

SITIO OLONGLINE FARMERS ASSOCIATION (SOFA)

Activity: Annual Assembly

Participants: Members of SOFA

Date and Time: December 23, 2021

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

General Objective: To promote mutual aid and protection to its members.

Specific Objectives:

- To promote moral, social and economic well-being of all members
- To develop sustainable livelihood with the aim of uplifting the economic condition of the members.
- To work with non-government and government organization or entities in the promotion.

Agenda:

1. Agenda 1: Layer facility

As per checking by the officers, there has no damage of the facility.

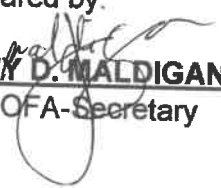
2. Agenda 2: Layer updates

Upon checking after typhoon Odette, out of 1,390 heads of layer chicken 45 heads were dead.


3. Agenda 3: Financial status

The association's financial status still stable even though they had reported 45 heads of dead layer chicken.

Prepared by:


JUVY D. MALDIGAN
SOFA-Secretary

Noted by:


MICHAEL Q. MOLATO
President-SOFA

Republic of the Philippines
 Province of Leyte
 Municipality of Inopacan

SITIO OLONGLINES FARMERS ASSOCIATION (SOFA)

Activity: Monthly Meeting

Date: Aug- 01, 2022

Venue: Tahud, Inopacan, Leyte

ATTENDANCE SHEET

	NAME	POSITION	SIGNATURE
1.	Judy D Maldigan	Member	<i>Judy Maldigan</i>
2.	Ernesto Corpuz	Member	<i>Ernesto Corpuz</i>
3.	Luis Dantel	Member	<i>Luis Dantel</i>
4.			
5.	George D. Jabina	Kudista	<i>George D. Jabina</i>
6.	Julius M Hoyla	VICE	<i>Julius M Hoyla</i>
7.	MICHAEL AI MOLATO	PRES	<i>Michael Ai Molato</i>
8.	Rogelio L Hoyla		<i>Rogelio L Hoyla</i>
9.	Rosalio B. Hoyla	member	<i>R. Hoyla</i>
10.	maria L Hoyla	Member	<i>M. Hoyla</i>
11.	Ruf C. Natunol	member	<i>Ruf C. Natunol</i>
12.	Nayon Natunol	member	<i>Nayon Natunol</i>
13.	MARION VILLAMOR		<i>M.V</i>
14.	DICDADO BULAWAN		<i>Don</i>
15.	COFIA ABOYNE		<i>Cofia</i>
16.	RANI CORPOZ		<i>Rani</i>
17.	LUK DANIGEL	member	<i>Luis Danigel</i>
18.	Virginia Aboyne	member	<i>V. Aboyne</i>
19.	Domingo Jabines	member	<i>Domingo Jabines</i>
20.	SITTO MALDIKAN	MEMBER	<i>Sitto Maldikan</i>
21.	MARSHED MALDIKAN	MEMBER	<i>Marshad Maldikan</i>
22.			
23.			
24.			
25.			
26.			
27.			
28.			
29.			
30.			
31.			

SITIO OLONGLINE FARMERS ASSOCIATION (SOFA)

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Vegetable production	Food sufficient Poverty alleviation	2018 to date		Ongoing	-	All inputs were provided by the OPA-PLGU
Layer production	Food sufficient Poverty alleviation	2021 to date		Ongoing	-	Stocks & feeds for 2 months were provided by the OPA- PLGU Housing/building were except the housing.

Prepared by:


JUVY D. MALDIGAN
 SOFA-Secretary

Noted by:


MICHAEL Q. MOLATO
 SOFA-President

SITIO OLONGLINE FARMERS ASSOCIATION (SOFA)
FINANCIAL STATEMENT FOR CY 2021

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Donor 1	P30,000	From members
Donor 2	P10,000	From solicitation
Monthly Dues / Membership Fees		
Income Generating Project 1	P15,000	Income from vegetable
Income Generating Project 2	P136,800	Income from layer
TOTAL	P191,800	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Project 1	No expenses	Inputs were provided by P-LGU
Project 2	P127,875	
Meeting Expenses	P3,600	
Office Supplies	P1,000	
Logistics / Transportation	P2,000	
Administrative and Personnel	P1,500	Labor
TOTAL	P135,975	
TOTAL FUND BALANCE (Total Inflow – Total Outflow)	P55,825	Deposited to bank

Noted by:


MICHAEL Q. MOLATO
 President


JULIUS M. HOYLA
 Vice President


JUVY D. MALDIGAN
 Secretary


JAYSON V. NATIVIDAD
 Treasurer


JORGE D. JABINES
 Auditor