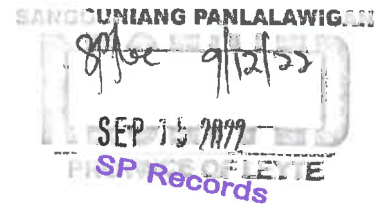




Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Brgy. Sta. Cruz

Item No.: 64  
Date: 4 OCT 2022



September 2, 2022

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

Dear Hon. Leonardo M. Javier Jr,

In response to your Notice of Call for Accreditation, kindly be informed that Sta. Cruz Farmers Association (SCRUFA), with office address at Brgy. Sta. Cruz, Villaba, 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 [SEC, CDA, DOLE, DHSUD/HLURB] or existing valid Certificate of Accreditation issued by the [Name of NGA] or Certification issued by the NCIP;
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,

  
LITO JUBAY  
SCRUFA PresiPdent



**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-09-695**

**KNOW ALL MEN BY THESE PRESENTS:**

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

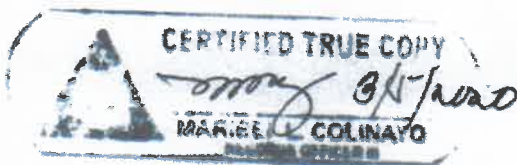
**STA. CRUZ FARMERS ASSOCIATION  
(SCRUFA)**

Brgy. Sta. Cruz, 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.



Approved by:

  
**ELIAS A. CAYANG, CESO III**  
Regional Director



Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Brgy. Sta. Cruz

Sangguniang Panlalawigan  
Province of Leyte

**APPLICATION FORM FOR ACCREDITATION**

Name of Organization: Sta. Cruz Farmers Association (SCRUF)

Address: Brgy. Sta. Cruz, Villaba, Leyte

Contact No.: 09489281497

Email address (optional): \_\_\_\_\_

Date Organized: May 10, 2015

Sector/s Represented: \_\_\_\_\_

Purposes/Objectives: Farming, to develop a sustainable livelihood thru the conduct of activities with aim of uplifting the economic condition of the members and the society.

Services that the organization provides or can participate in:

- Fresh eggs, hog fattened, vegetables planting materials
- Participates in Clean-up Drive to LGU & Barangay
- Participates in Brgy. feeding (children)

Registering Agency:

Date Registered: September 18, 2015

- 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: \_\_\_\_\_

- 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)
- Others (specify): \_\_\_\_\_

**Organizational Level:**

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

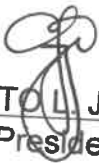
**Projects Implemented in the Municipality of Villaba**

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2021	Egg Laying Production "SAAD"	Counterpart 50K	LGU	SCRUFA Members	Completed	
		270K  20 Sets of Egg Laying Machine & Feeds	SCRUFA  DA Region			
2021	Egg Laying Production Extension DSWD	285K	LAG DSWD	SCRUFA Members	Completed	

**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.

  
LITO L. JUBAY  
President

  
JUBILYN A. TALLE  
Secretary



Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Brgy. Sta. Cruz

STA. CRUZ FARMERS ASSOCIATION – SCRUF A  
BRGY. STA. CRUZ, VILLABA, LEYTE

BOARD RESOLUTION NO. 10

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

**WHEREAS**, on August 30, 2020, the Department of the Interior and the Local Government issued memorandum Circular No. 2022- \_\_, on the Guidelines of the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

**WHEREAS**, the Sta. Cruz Farmers Association – SCRUF A is a civil society organization duly registered with the Department of Labor and Employment and existing under Philippine laws;

**WHEREAS**, in the Sta. Cruz Farmers Association – SCRUF A Special Board Meeting held at Sta. Cruz Farmers Center, Brgy. Sta. Cruz, Villaba, Leyte on September 3, 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 the 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 Panlalawigan Committee on Accreditation, the Honorable Trinidad G. Apostol.

**RESOLVED FURTHERMORE**, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution: Lito L. Jubay – SCRUF A President.

**ADOPTED** unanimously by the Board of Trustees/Directors of the Sta. Cruz Farmers Association this 3<sup>rd</sup> day of September 2022 in the Municipality of Villaba.

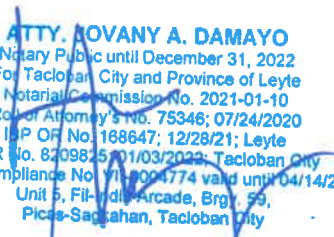
Name	Position	Signature
<u>Mary Ann Mahilum</u>	<u>Board of Director</u>	<u>[Signature]</u>
<u>Rosalie B. Tapales</u>	<u>Board of Director</u>	<u>R. T.</u>
<u>Tarcesia A. Arnado</u>	<u>Board of Director</u>	<u>T. Arnado</u>

Annex E: Board Resolution – Intention for Accreditation

  
LITO L. JUBAY  
SCRIFA PRESIDENT

SUBSCRIBED AND SWORN TO before me this 03 SEP 2022 day of September, 2022 in TACLOBAN CITY, Affiant exhibiting to me his/her PDL with valid identification no. NO3-01-036344 issued on \_\_\_\_\_ at LTO ORMOC.

Doc No: 361  
Page No: 74  
Book No: 01  
Series of 2022

  
ATTY. NOVANY 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. 75346; 07/24/2020  
I.P. OF No. 168647; 12/28/21; Leyte  
PTR No. 8709825/01/03/2022; Tacloban City  
MCLE Compliance No. 11-2004774 valid until 04/14/2025  
Unit 5, Filinvest Arcade, Brgy. 59,  
Picas-Sagayahan, Tacloban City



**Republic of the Philippines**  
**Province of Leyte**  
**Municipality of Villaba**  
**Brgy. Sta. Cruz**

List of Current Officers of the  
**STA. CRUZ FARMERS ASSOCIATION – SCRUF**  
 as of January 2021 to present

Name	Position
Lito L. Jubay	President
Renante P. Mabini	Vice President
Jubilyn A. Talle	Secretary
Arlene M. Mabini	Treasurer
Manuel S. Almoroto	Auditor
Haziel G. Andaya	Head, Health Committee
Hazel Marie Alba Dollolasa	Head, Education Committee
Danilo S. Gabisay	Head, Environmental Committee
Tomas C. Abad Jr.	Head, Infrastructure and Safety Committee
Lea G. Abad	Member
Rosalita M. Almoroto	Member
Hilda S. Arebato	Member
Tarcesia A. Arnado	Member
Grace S. Arabis	Member
Bernadeth A. Canoy	Member
Jesson B. Bayona	Member
Diolita T. Canoy	Member
Rolando P. Canoy Jr.	Member
Rolando C. Canoy Sr.	Member
Alfredo M. Cataloña	Member
Juanita R. Cataloña	Member
Loida G. Dadizon	Member
Lourdie G. Flores	Member
Luz G. Flores	Member
Meralona D. Gabisay	Member
Cherryl M. Maglasang	Member
Jerraline C. Maglasang	Member
Mary Ann P. Mahilum	Member
Rustico A. Mahilum	Member
Elenita B. Ombajen	Member
Rolando A. Ombajen	Member
Lelia V. Raguro	Member



Buenaventura S. Sanglitan	Member
Eduardo M. Sanglitan Jr.	Member
Elena R. Sanglitan	Member
Emeliana M. Sanglitan	Member
Jarrene V. Sanglitan	Member
Merlita M. Sanglitan	Member
Rommel T. Sanglitan	Member
Donna T. Segarra	Member
Hanna G. Tadeja	Member
Ian G. Tadeja	Member
Jeranie A. Talle	Member
Virginia A. Talle	Member
Rosalie B. Tapales	Member
Wennie D. Tapales	Member
Celerino V. Segarra	Member
Claudia P. Andales	Member
Anabelita P. Atipon	Member



**Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Brgy. Sta. Cruz**

**STA. CRUZ FARMERS ASSOCIATION – SCRUF A**

**Activity:** General Assembly Meeting

**Participants:** 44

**Date and Time:** October 30, 2021 at 1PM

**Expectations for the Activity:** Full participation and cooperation of the members.

**General Objective:** Inform the members about the important things needed to be done for the betterment of the association.

**Specific Objectives:**

- Inform the members regarding the feeds assistance.
- Understand the importance of biosecurity of hog fattening/breeder.
- Decide on the relocation of buy and sell LAG Project proposal.
- Prepare the needed documents for DOLE Reporting.
- Elect and accept new set of officers/ members of the association.

**Agenda 1. Inform the members regarding the feeds assistance**

The President informed about the feeds assistance that will be given by Gov. Leopoldo Dominico Petilla that is good for 50 heads of hog fattening.

**Agenda 2. Understand the importance of biosecurity of Hog fattening/breeder**

The President thoroughly explained about the importance of the safety and security of hog fattening/breeder to the members and came up with making double fence and having handwashing and footbath area.

**There were No Disagreement aired out.**

**Agreement:**

Everybody agreed on the process of making double fence and having handwashing and footbath area.

**Agenda 3. Decide on the relocation of buy and sell LAG Project proposal**

The President explained first about the buy and sell LAG Project proposal and asked the opinions of the members regarding its relocation site.

**Agreement:**

Everybody agreed that it will be relocated to the store in Sitio Lanipga.

**Agenda 4. Prepare the needed documents for DOLE Reporting.**

The President asked the members in gathering the documents such as the report of Financial Statement and Minutes of Meeting needed to be submitted to DOLE.

**Agenda 5. Elect and accept new set of officers/members of the association.**

The newly-elected set of officers were: Lito L. Jubay as President, Renante Mabini remained as the Vice President, the secretary, Arlene M. Mabini was replaced by Jubilyn Talle, treasurer Manuel Almoroto was replaced by Arlene M. Mabini, respectively. The President welcomed 7 new members namely: Jarrene V. Sanglitan, Hilda S. Arebato, Haziel G. Andaya, Ian G. Tadeja, Claudia P. Andales, Anabelita P. Atipon and Celerino Segarra.

Adjournment: The meeting was adjourned at 3:00 P.M.

Prepared by:

  
JUBILYN A. TALLE  
SCRUFA Secretary

Noted by:


  
LITO L. JUBAY  
SCRUFA President



Republic of the Philippines  
 Province of Leyte  
 Municipality of Villaba  
 Brgy. Sta. Cruz

STA. CRUZ FARMERS ASSOCIATION – SCRUF  
 ANNUAL ACCOMPLISHMENT REPORT YEAR 2021-2022

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Egg Layer Production	Food security of the members and to the community of Villaba	Jan. – Dec. throughout the year	Completed		Egg laying machine and feeds, grant from DA Region SAAD worth 1.5 M	Sustained
SCRUF Hog Fattening Share Out	Giving of incentives and profit sharing	Feb. 2021	Completed			
SCRUF Vegetable Share Out	Giving of incentives and profit sharing	April 2021	Completed			
SCRUF General Assembly	Election of Officers	Oct. 2021	Completed			
SCRUF Hog Fattening Share Out	Profit sharing	Nov. 2021	Completed			Full cooperation and participation
SCRUF Comsca Share Out & Christmas Party	Profit sharing	Dec. 2021				
Entry for MIC Pasidungog 2022	Participation of Leyte Economic Contest	Jan. 2022	Completed		50K	Sta. Cruz Farmers Association Silver Award
Egg Layer product Project from DSWD LAG	Additional income of the members & food security of the community	July 2022	Completed		285K	Sustained
Additional 2 sets of Egg Laying Machine SAAD Project	Additional income of the members & food security of the community	July 2022		Ongoing	SCRUF Fund 64K	Sustained
Egg Layer Production SAAD Egg Layer Production DSWD LAG	Additional income of the members & food security of the community	Aug. 2022		Ongoing	SCRUF Fund 57K	Addition of RTL approximately 150 heads

Prepared by:   
 JUBILYN A. TALLE  
 SCRUF Secretary

Noted by:   
 LITO L. JUBAY  
 SCRUF President




Republic of the Philippines  
 Province of Leyte  
 Municipality of Villaba  
 Brgy. Sta. Cruz


STA. CRUZ FARMERS ASSOCIATION (SCRUF)  
 FINANCIAL STATEMENT FOR CY 2021


SOURCE	AMOUNT (P)	REMARKS
Donation/Grants from PLGU-LEYTE	₱ 2,300,000.00	CY 2018 TO 2020 Hog Fattening Project (100 Piglets plus Feeds) Hog Breeder Project (10 Sows + 1 Boar + Feeds)
Donation/Grants by PLGU-LEYTE	₱ 100,000.00	Compact Farming Training & Demonstration Area Established.
Donation/Grants by PCA & PLGU-LEYTE	₱ 100,000.00	High value Veg. Production inputs for Individual Farm Gardening.
Donation/Grants by DA-Region 8 (SAAD)	₱ 1,400,000.00	Layer Project = SAAD (___ RTL Chicken plus Feeds)
LAG Financial Assistance (DSWD)	₱ 285,000.00	Used in the purchase of RTL Chicken & Feeds.
Net Proceeds from Breeder, Hog Fattening & Veg. Production Project	₱ 1,263,452.80	Cash in bank
Net Proceeds from Layer Project (SAAD)	₱ 420,000.00	Big part of the total amount deposited in bank; small amount is still collectible.
Membership Fee & Monthly Dues	₱ 11,500.00	Cash deposited in bank.
<b>TOTAL</b>	<b>₱ 5,879,952.80</b>	
PARTICULARS	AMOUNT (P)	REMARKS
Purchase of 469 bags Hog Feeds @ 1,600/bag	₱ 750,400.00	Used in PLGU-LEYTE Hog Breeder and Hog Fattening Feeds
Purchase of 100 Piglets @ 3,000.00/piglet	₱ 300,000.00	Used in PLGU-LEYTE Hog Breeder and Hog Fattening Feeds
Purchase of 981 bags Layer Feeds @ 1,700.00/bag	₱ 1,667,700.00	Feeds expenses for Layer Project (SAAD)
Purchase of 130 bags Layer Feeds @ 1,700.00/bag	₱ 221,000.00	Feeds expenses for Layer Project (LAG DSWD)
Meeting Expenses	₱ 18,578.00	Food Expenses (Host)
Office Supplies	₱ 2,500.00	
Logistics	₱ 3,500.00	
Administrative/Personnel	₱ 120,000.00	Honorarium of caretaker
<b>TOTAL</b>	<b>₱ 3,083,678.00</b>	
	<b>₱ 2,796,274.80</b>	

Noted by:

  
 LITO L. NUBAY  
 SCRUF President

  
 RENANTE P. MABINI  
 SCRUF V-President

  
 JUBILYN A. TALLE  
 SCRUF Secretary

  
 ARLENE M. MABINI  
 SCRUF Treasurer

  
 MANUEL S. ALMOROTO  
 SCRUF Auditor