

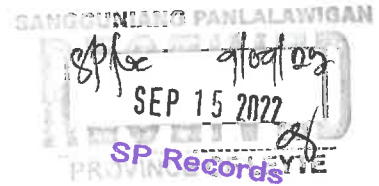
**TINOCOLAN WORKERS FARMERS ASSOCIATION**  
Barangay Tinocolan Abuyog, Leyte

Item No.: 82

Date: 04 OCT 2022

August 30, 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 Tinocolan Workers Farmers Association, with office address at Brgy. Tinocolan Abuyog, 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;
5. CY 2021 Minutes of the Annual Meeting;
6. CY 2021 Annual Accomplishment Report; and
7. CY 2021 Financial Statements

Thank you.

Sincerely,

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**GINA T. HUGAR**  
President



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF LEYTE  
TACLOBAN CITY

-0-

SANGGUNIANG PANLALAWIGAN



PURSUANT TO SP RESOLUTION NO. 2021-184, THIS

## CERTIFICATE OF ACCREDITATION

IS AWARDED TO

**TINOCOLAN WORKERS FARMERS' ASSOCIATION  
BARANGAY TINOCOLAN, ABUYOG, 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 UNTO SET MY HANDS AND CAUSED THE SEAL OF THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE, TO BE AFFIXED HEREIN THIS 26<sup>TH</sup> DAY OF MARCH, 2021 AT THE PROVINCIAL CAPITOL, TACLOBAN CITY, LEYTE, PHILIPPINES.

**ATTY CARLO P. LORETO**  
VICE GOVERNOR & PRESIDING OFFICER 1

## APPLICATION FORM FOR ACCREDITATION

**Name of Organization:** Tinocolan Workers Farmers Association

**Address:** Brgy. Tinocolan Abuyog, Leyte

**Contact No.:** 09389425615

**Date Organized:** August 16, 2020

**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 aim of unlifting the economic condition of the members;

**Services that the organization provides or can participate in:**

1. Marketing of organic vegetables and fruit crops
2. Marketing of egg

**Registering Agency:**

**Date Registered:** December 21, 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 26, 2021

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

**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.

**GINA T. HUGAR**  
President

**JELITA H. YANAG**  
Secretary

## TO THE APPLICANT

Kindly go through a self-assessment of the following requirements for your application.  
Please do not submit the Application Form without performing the said self-assessment.

/ 1 Letter of Application
/ 2 Duly accomplished Application Form for Accreditation
/ 3 <i>Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in a local special body</i>
/ 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
ADDITIONAL REQUIREMENTS FOR CSOs IN OPERATION FOR AT LEAST ONE (1) YEAR
/ 6 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 Annual Accomplishment Report for the immediately preceding year
/ 8 Financial Statement, at the minimum, signed by the executive officers of the organization, of the immediately preceding year, and indicating therein other information such as revenue, expenses and the source(s) of funds

**TINOCOLAN WORKERS FARMERS ASSOCIATION**  
**Barangay Tinocolan Abuyog, Leyte**

**RESOLUTION NO. 05**

**A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE TINOCOLAN WORKERS FARMERS 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 Tinocolan Workers Farmers Association is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

**WHEREAS**, in the Tinocolan Workers Farmers Association Officer's Meeting held at Tinocolan Barangay Gymnasium on July 25, 2022, attended by the following Board of Trustees present, the following resolution was approved and adopted:







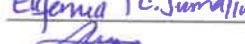

**RESOLVED, AS IT IS HEREBY RESOLVED**, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022-083 and to apply for membership in a local special body in the Province of Leyte.

**RESOLVED FURTHER**, to forward a copy of this RESOLUTION to the Chair 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
GINA T. HUGAR <i>Phil. ID Card No. 7283-2591-2729-1021</i>	President	

**ADOPTED** unanimously by the Officers of Tinocolan Workers Farmers Association this 25th day of July 2022] in Brgy.. Tinocolan Abuyog, Leyte.

Name	Position	Signature
RIZA A. MANTILLA	Vice- President	
JELITA H. YANAG	Secretary	
SHIRLEY G. SUMALINOG	Treasurer	
ARTEMIO B. BONIFE	Auditor	
JACQUELINE I. BELDAD	P.I.O	
DINGKY B. LADICA	P.I.O	
EUFEMIA C. SUMALINOG	Business Manager	
LILIA M. GONZAGA	Bookkeeper	

**SUBSCRIBED AND SWORN**  
**to before me this 08 SEP 2022**  
**at ABUYOG, LEYTE Philippines.**

Doc. No. 211 ;  
 Page No. 44 ;  
 Book No. XC ;  
 Series of 2022 .

**ATTY. JOY ESTOLANO-CERRO, CPA**  
 Notary Public  
 For La Paz, Mayorga, MacArthur, Abuyog and Javier, Leyte  
 Until December 31, 2022  
 Notarial Commission No. 11-20-1  
 Brgy. Guintagbucan, Abuyog, Leyte  
 Attorney's Roll No. 60165  
 PTR No. 6325475  
 Abuyog, Leyte, January 3, 2022  
 Lifetime Member No. 010822  
 TIN 930-942-690  
 MCLE Compliance No. VII-0003432 June 24, 2021

List of Current Officers and Members of  
**TINOCOLAN WORKERS FARMERS ASSOCIATION**

Name	Position
Gina T. Hugar	President
Riza A. Mantilla	Vice President
Jelita H. Yanag	Secretary
Shirley G. Sumalinog	Treasurer
Artemio B. Bonife	Auditor
Jacqueline I. Beldad	P.I.O
Dingky B. Ladica	P.I.O
Eufemia C. Sumalinog	Business Manager
Lilia M. Gonzaga	Bookkeeper
Ronald G. Mantilla	Member
Celestino M. Mantilla	Member
Reymark P. Mantilla	Member
Rogelio C. De la Cruz	Member
Marlito S. Gonzaga	Member
Joan C. Sumalinog	Member
	Member

**Republic of the Philippines**  
**TINOCOLAN WORKERS FARMERS ASSOCIATION**  
**Barangay Tinocolan Abuyog, Leyte**

**MINUTES OF THE MEETING OF TINOCOLAN WORKERS FARMERS ASSOCIATION  
HELD AT BRGY. TINOCOLAN GYMNASIUM ON DECEMBER 15,2022.**

**ROLL CALL:**

Present: 15 members

Absent: none

**Agenda:**

1. Election of New Officers
2. Building of Egg Stock Room
3. Garden
4. Regrouping of members every duty
5. Financial Report
6. Other Matters

**PROCEEDINGS:**

The meeting was started by a short prayer of Mr. Artemio Bonife and followed by the singing of National Anthem led by Mrs. Lilia Gonzaga. Hon. Ronald G. mantilla, Bgry. Chairman, temporarily presided the meeting. Then, a roll call was done by the secretary and there were a total of 15 participants in the said meeting.

**AGENDA:**

1. Election of New Officers

In the electing of new officers, everyone participated and voted for their desired future leaders of the organization.

**Set Of Newly Elected Officers:**

President	: Gina T. Hugar
Vice- President	: Riza A. Mantilla
Secretary	: Jelita H. Yanag
Treasurer	: Shirley G. Sumalinog
Auditor	: Artemio B. Bonife
P.I.O	: Jacqueline I. Beldad
	: Dingky B. Ladica
Business Manager	: Eufemia c. Sumalinog
Bookkeeper	: Lilia M. Gonzaga

2. Building of Egg Stock Room

It was agreed by the members to have a "pintakasi" in order to build the stock room.



3. Garden

It was also agreed that members should own a plot individually.

4. Regrouping of members every duty

Speaking of the re-groupings of members, everyone suggested that there will be two members assigned for the daily duties.

5. Financial Report

Total Egg Sales: 148,243.00

Expenses: 134,243.00

Cash on Hand: 14,192.00

Mr. Artemio Bonife moved for the approval of the Financial Report seconded by all the members present.

6. Other Matters

The association is planning to construct a toilet for the farm.

**ADJOURNMENT**

There being no other matters to be discussed, Celestino Mantilla moved for adjournment, seconded by Marlito Gonzaga. Therefore, the meeting was adjourned at exactly 11:00 o'clock in the morning.

I HEREBY CERTIFY to the correctness of the foregoing minutes.

Prepared by:

  
JELITA H. YANAG  
Secretary

Noted by:

  
GINA T. HUGAR  
President

**TINOCOLAN WORKERS FARMERS ASSOCIATION**

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
1. More income in the Countryside (MIC) Project on vegetables	To train the members about compact farming and make available organic vegetables	2021	/		Fertilizers, seeds and other materials provided by LGU	15 members have undergone the training of compact farming of high value vegetables
2. Egg Layer	To monitor the chicken layer and to apply vitamin pro and egg booster thrice a week.	2021	/		Feeds, vitamins, egg booster, cicecal, vetracin	Two members everyday have undergone duty

Prepared by:

  
**JELITA H. YANAG**  
 Secretary

Noted by:

  
**GINA T. HUGAR**  
 President

**TINOCOLAN WORKERS FARMERS ASSOCIATION**  
**FINANCIAL STATEMENT FOR CY 2021**


INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Donor 1		
Donor 2		
Monthly Dues / Membership Fees		
Income Generating Project 1	25,000	
Income Generating Project 2		
<b>TOTAL</b>	<b>38,000</b>	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Project 1	6,000	
Project 2		
Meeting Expenses	500.00	
Office Supplies	1,000.00	
Logistics / Transportation	4,000.00	
Administrative and Personnel		
<b>TOTAL</b>		
<b>TOTAL FUND BALANCE</b> (Total Inflow – Total Outflow)	<b>18,500</b>	

Noted by:

  
**GINA T. HUGAR**  
 President

**RIZA A. MANTILLA**  
 Vice President

  
**JELITA H. YANAG**  
 Secretary

  
**SHIRLEY G. SUMALINOG**  
 Treasurer

**ARTEMIO B. BONIFE**  
 Auditor