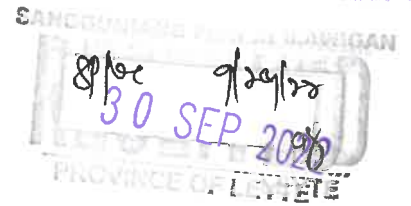


Annex D: Letter of Application

Item No.: 09  
Date: 18 OCT 2022

To: HON. VICE GOVERNOR LEONARDO M. JAVIER, JR.  
Sangguniang Panlalawigan  
Tacloban City  
Province of Leyte



Dear Hon. Vice Governor Javier,

In response to our Notice of Call for Accreditation, kindly be informed that CABUNGAHAN FARMERS ASSOCIATION, with its office address at Barangay Cabungahan, 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 of 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 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,

  
**JULIUS T. LUMANTAO**  
CABUFA President



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-10-728**

**KNOW ALL MEN BY THESE PRESENTS:**

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

**CABUNGAHAN FARMERS  
ASSOCIATION (CABUFA)**

Brgy. Cabungahan, 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 21st day of October 2015.

Approved by:

  
EUIAS A. CAYANONG, CESO III  
Regional Director

Not Valid W/Out Seal

Annex C: Application Form for Accreditation and Checklist of Requirements

**APPLICATION FORM FOR ACCREDITATION**

**Name of Organization:** CABUNGAHAN FARMERS ASSOCIATION (CABUAFA)

**Address:** Brqy. Cabungahan, Villaba, Leyte

**Contact No.:** 09630513255, 09365365910, 09089516065

**Email address:** betchie@yahoo.com

**Date Organized:** May 16, 2015      **Sector/s Represented:**

Children, Farmers and landless rural center

**Purposes/Objectives:**

- To establish an association that will promote mutual aid and protection to its members and to encourage savings to thrift among members
- To develop a sustainable livelihood thru the conduct of activities with aim of uplifting the economic condition of the members;
- to provide the members knowledge and skills and equip themselves for an effective and innovative way of integrated products related to agricultural-based programs;
- to engage in the production of integrated products, farm procurement, farm facilities, and other farm inputs and marketing business on integrated products on high values crops;
- to have continuous thrift savings for each members to form the capital-build-up and other fund contributions for the welfare and development of the association;
- to engage in production of highland compact farming high-value commercial crops;

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

- Clean-up drive
- Nursery - Provide Planting materials

**Registering Agency:**                      **Date Registered:** October 21, 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)**

Commission of 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 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)

- Sangguniang Panlungsod (September 23, 2019)

- RCEF – RRO (October 23, 2019)

- Sangguniang Panlalawigan (October 4, 2019)

**Organizational Level:**

Barangay Level

Chapter

Affiliate of a larger organization (identify organization)

LEFE HVCP – Leyte Federation HVCP, Palo Leyte

Others (specify) \_\_\_\_\_

**Projects Implemented in the Municipality of Villaba, Province of Leyte**


Year	Project	Cost	Financing Source/Scheme	Beneficiaries	STATUS	
					Completed	Ongoing
2015	Demo Farm		Materials Province	CABUFA Members	✓	
2017	1 head Carabao	22,000	Provincial Assistance	CABUFA Members		✓
2018	Verme culture	12,500	CABUFA	CABUFA Members		✓
2018	Vegetable gardening		Province	CABUFA Members		✓
2018	Hog fattening building		CABUFA	CABUFA Members	✓	
2018	Hog fattening Project		Grant Province	CABUFA Members		✓
2019	Hog breeders penhouse	50,000	LGU	CABUFA Members	✓	
2019	Hog breeders Project		Grant Province	CABUFA Members		✓
2020	1 unit cultivator		Grant Province	CABUFA Members		✓
2020	Rain shelter		WRRP	CABUFA Members	✓	
2022	1 cow		URDUJA	CABUFA Members		
2022	Water System		Grant Province	CABUFA 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.

  
**JULIUS T. LUMANTAO**  
 CABUFA President

  
**ELIZABETH D. LAUDE**  
 CABUFA Secretary

**CABUNGAHAN FARMERS ASSOCIATION (CABUFA)**  
Brgy. Cabungahan, Villaba, Leyte

**BOARD RESOLUTION NO. \_\_\_\_\_**

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

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

**WHEREAS**, the CABUFA is a civil society organization duly registered with this Department of Labor and Employment (DOLE), and existing under Philippine laws;


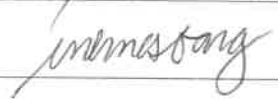

**WHEREAS**, in the CABUFA Special Board Meeting held at CABUFA Farm Area, Cabungahan, Villaba, Leyte on August 1, 2022, attended by the following Board of Trustees present, the following resolution was approved and adopted;

**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-\_\_\_\_\_ and to apply for membership in a local special body in the Municipality of Villaba, Province of Leyte.

**RESOLVED FURTHER**, to forward a copy of this RESOLUTION to the Chair of the Sanggunian Committee on Accreditation, the Honorable Councilor HON. TRINIDAD APOSTOL.

**RESOLVED FURTHERMORE**, that the following representative/s of the Organizations is/are authorized and directed to take any action necessary to effectuate the foregoing resolution JULIUS T. LUMANTAO, LEORITA D. MASBANG, and ELIZABETH D. LAUDE.

**ADOPTED** unanimously by the Board of Trustees/Directors of the CABUFA this August 1, 2022, in the Brgy. Cabungahan, Municipality of Villaba, Province of Leyte.

Name	Position	Signature
ROLANDO D. TANO	BOD	
MARK JUN D. MASBANG	BOD	
FAUSTO A. CATAMORA, JR.	BOD	

Annex E: Board Resolution – Intention for Accreditation

*Julb*  
**JULIUS T. LUMANTAO**  
CABUFA President

SUBSCRIBED AND SWORN TO before me this 03 SEP 2022 day of \_\_\_\_\_, 2022  
in \_\_\_\_\_, Affiant exhibiting to me his/her \_\_\_\_\_ with valid  
identification no. HA - 650 - 649 - 87 issued on \_\_\_\_\_ at \_\_\_\_\_.

Doc. No. 359  
Page No. 73  
Book No. VI  
Series of 2022

*[Signature]*  
**ATTY. JOVANY A. DAMAYO**  
Notary Public until December 31, 2022  
For Tacloban City and Province of Leyte  
Notarial Commission No. 2021-01-10  
Roll of Attorneys No. 75545-07/24/2020  
ISP OR No. 168447; 12/28/21; Leyte  
PTR No. 8209823; 01/03/2022; Tacloban City  
MCLE Compliance No. 1/1-0004774 valid until 04/14/2025  
Unit 5, Fil-India Arcade, Bgy. 59,  
Pica-Sagkahan, Tacloban City

Annex F: List of Current Officers and Members

**List of Current Officers and Members of CABUFA**  
As of August 1, 2022

<b>NAME</b>	<b>POSITION</b>
JULIUS T. LUMANTAO	President
REBECCA M. SULAD	Vice President
ELIZABETH D. LAUDE	Secretary
LEORITA D. MASBANG	Treasurer
MARIFE M. CALOSOR	Auditor
VANESSA M. GALOY	Head, Health Committee
EDUARDO L. CERA	Head, Education Committee
LUZ V. TANO	Head, Environmental Committee
MICHAEL P. VERIAN	Head, Infrastructure and Safety Committee
MARK JUN D. MASBANG	Board of Director
ROLANDO D TANO	Board of Director
FAUSTO A. CATAMORA, JR.	Board of Director
ANTONIO A. TANO	Business Manager
MARY GLENN C. LUMANTAO	Book Keeper
HERCULANO SULAD	Member
MONINA PAHAMOTANG	Member
MORINA A. CALOSOR	Member
ROGELIO C. MASBANG	Member
ROSELLO R. MULLE	Member

Prepared:

  
**ELIZABETH D. LAUDE**  
CABUFA Secretary

Noted:

  
**JULIUS T. LUMANTAO**  
CABUFA President



Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Barangay Cabungahan

**Cabungahan Farmers Association  
CABUFA**

Excerpts from the minutes of the Annual Meeting of Cabungahan Farmers Association CABUFA of Baranay Cabungahan, Villaba, Leyte held at CABUFA Farm Area on December 3, 2021 at 1:00 in the afternoon/

Present:

JULUIS T. LUMANTAO	President
REBECCA M. SULAD	Vice President
ELIZABETH D. LAUDE	Secretary
LEORITA D. MASBANG	Treasurer
MARIFE M. CALOSOR	Auditor
VANESSA M. GALOY	Head, Health Committee
EDUARDO L. CERA	Head, Education Committee
LUZ V. TANO	Head, Environmental Committee
MICHAEL P. VERIAN	Head, Infrastructure and Safety Committee
MARK JUN D. MASBANG	Board of Director
ROLANDO D TANO	Board of Director
FAUSTO A. CATAMORA, JR.	Board of Director
ANTONIO A. TANO	Business Manager
MARY GLENN C. LUMANTAO	Book Keeper
HERCULANO SULAD	Member
MONINA PAHAMOTANG	Member
MORINA A. CALOSOR	Member
ROGELIO C. MASBANG	Member
ROSELLO R. MULLE	Member

Absent: NONE

The CABUFA Secretary called the attendance of the CABUFA members and officers, everybody is present.

The Board of Directors presented the Agenda:

1. Inventory
2. Preparation of hog fattening recycle, hog breeders propagation
3. Proposal for additional projects
4. Election of officers

The partial inventory was about the repair of hog fattening, hog breeders' penhouse to provide enough space for hog fattening recycle and hog breeders propagation. The free-range project was not as productive as expected. The proposal of additional projects for instance egg layer, and the request of farm to market road hence, we were able to acquire a farm area.

The election of new set of CABUFA officers. The president, secretary, and treasurer remarks at their respective positions, the additional of CABUFA officers.

Proposal, agreement, discussion were at open forum until was finalized.

The meeting adjourned at 4:00 o'clock in the afternoon.

**I HEREBY CERTIFY** to the correctness of the foregoing minutes.

Prepared:

  
**ELIZABETH D. LAUDE**  
CABUFA Secretary

Noted:

  
**JULIUS T. LUMANTAO**  
CABUFA President

Annex H: Annual Accomplishment Report

**Cabungahan Farmers Association (CABUFA)**

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Free range	Additional income	45 days		✓	Grant province	Is not as productive as expected
Repair hog breeders, hog fattening, penhouse	To secure the safeness of the piglets	14 day	✓		Recycle	Hog fattening recycle, hog breeder propagation

Prepared:

  
**ELIZABETH D. LAUDE**  
 CABUFA Secretary

Noted:

  
**JULIUS T. LUMANTAO**  
 CABUFA President

Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Barangay Cabungahan

**Cabungahan Farmers Association  
CABUFA**


**Financial Statement  
CY 2021**

Cash on Coop PACCI/Omaganhon	84,195.41
Add: LGU Financial Assistance	50,000.00
Add: Hog Fattening, Hog Breeders Income	291,674.81
<b>Total Amount</b>	<b>425,870.22</b>
<b>Expenses:</b>	
Building repair	21,985.00
Meeting, Seminar, Training	35,993.00
Power Bill	10,631.85
Office Supplies	14,300.00
Logistics	10,950.00
Farm Area Lot	50,000.00
Christmas Party	11,780.00
<b>Total Expenses</b>	<b><u>155,639.85</u></b>
<b>Cash on Hand</b>	<b><u>270,230.37</u></b>

Prepared:

  
**LEORITA D. MASBANG**  
CABUFA Treasurer

Reviewed:

  
**REBBICA M. SULAD**  
CABUFA Vice President

  
**MARIFE M. CALOSOR**  
CABUFA Auditor

  
**ELIZABETH D. LAUDE**  
CABUFA Secretary

Noted:

  
**JULIUS T. LUMANTAO**  
CABUFA President