

Annex D: Letter of Application

Item No.: 22
Date: 18 OCT 2022

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

SANGGUNIANG PANLALAWIGAN



PROVINCE OF LEYTE

Dear Vice Governor:

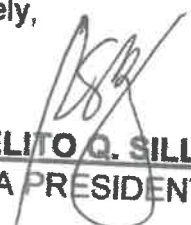
In response to your Notice of Call for Accreditation, kindly be informed that CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION (CAMVA) with office address at BARANGAY CARUYUCAN, CALUBIAN, LEYTE would like to seek accreditation by the sangguniang panlalawigan.

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,


RAFAELITO Q. SILLAR JR.
CAMVA 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: dolero8-wlfo@yahoo.com
Tacloban City

**Registration Certificate No.
DOLE-WLFO-2013-WA-02-278**

KNOW ALL MEN BY THESE PRESENTS:

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

**CARUYUCAN AGRI-MARINE
VENTURES ASSOCIATION**

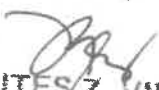
Bigy, Caruyucan, Calubian, Leyte

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.

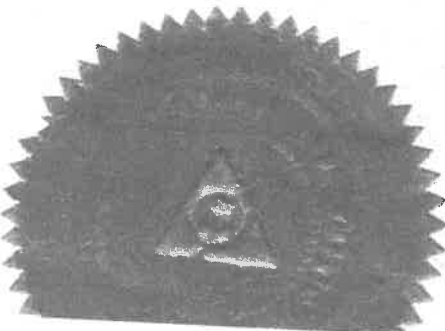
This certificate of registration shall subsist unless cancelled in the manner
provided for by the Labor Code and its implementing rules and at all times shall
be subject to compliance to said workers' association with all applicable laws
and regulations relating to workers' association.

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of
Regional Office No. VIII, Tacloban City, Philippines this 28th day of
February 2013

Recommending Approval:


MARITES Z. VIÑAS
Chief LEO
Head, Western Leyte Field Office


Approved by
EXEQUIEL P. SARCAUGA
OIC Regional Director



Annex C: Application Form for Accreditation and Checklist of Requirements
APPLICATION FORM FOR ACCREDITATION

Name of

Organization: CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION (CAMVA)

Address: BARANGAY CARUYUCAN, CALUBIAN, LEYTE

Contact No.: 09162628728

Email address (optional): iamxuraida17@gmail.com

Date Organized: JAN. 05, 2011

Sector/s Represented: LOCAL DEVELOPMENT

Purposes/Objectives:

1. To established an association thatwil promote mutual aid 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 for an effective and innovative way of livelihood such as farming and handicraft.
5. To work with non-government and government organization 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:

MONEY-LENDING, VEGETABLE FARMING

Registering Agency:

Date Registered: JANUARY 28, 2013

- 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: JANUARY 25, 2016

- Commission on Population and Development (POPCOM)
- Development 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)
- Philippines Drug Enforcement Agency (PDEA)
- Department of Labor and Employment (DOLE)
- Others (specify): _____

Organization Level:

- Barangay-level
- Chapter
- Affiliate of a larger organization (Identify organization) : _____
- Others (specify): _____


Projects Implemented in the [Province/City/Municipality] of [Name of LGU]


Year	Projects	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
NONE	NONE	NONE	NONE	NONE	NONE	

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.


RAFAELITO O. SILLAR JR.
 President


MARICRIS P. MALOLOY-ON
 Secretary

Annex E: Board Resolution – Intention for Accreditation

**REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF CALUBIAN
CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION
CARUYUCAN, CALUBIAN, 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 June 15, 2022, the Department of the Interior and Local Government issued Memorandum Circular No. 2022-83, on Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION (CAMVA) is a civil society organization duly registered with the Department of Labor and Employment, existing under Philippine laws;

WHEREAS, a CARUYUCAN AGRI-MARINE ASSOCIATION (CAMVA) Special Board Meeting was held at MULTI-PURPOSE BUILDING CARUYUCAN, CALUBIAN, LEYTE on AUGUST 07, 2022, attended by the 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 18 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 Public Accreditation, the Honorable Councilor ESTER P. LUBIANO

RESOLVED FURTHERMORE, that the following representative/s of CAMVA are authorized and directed to take any action necessary to effectuate the foregoing resolution: RAFAELITO Q. SILLAR JR., President.

ADOPTED unanimously by the Board of Trustees of the CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION this 7TH day of August 2022 in the Province of Leyte

NAME	POSITION
RAFAELITO Q. SILLAR	PRESIDENT
VEBERLY D. DAGOTDOT	VICE- PRESIDENT
CESAR Z. DAGOTDOT JR.	MANAGER
CATILINE M. PAGHID	TREASURER
JENELYN C. SANTOILE	BOOKEEPER
MARICRIS P. MALOLOY-ON	SECRETARY
FELY G. BATAc	AUDITOR
EMILY Q. SOLOMON	BOD
LORENZA R. AÑASCO	BOD
ROMULO S. AMARILLA	BOD
MARTIN V. ARRAZ	BOD

SIGNATURE

[Handwritten signatures for each position listed in the table above]

[Signature]
RAFAELITO Q. SILLAR JR.
 PRESIDENT

SUBSCRIBED AND SWORN TO before me this 7th day of August, 2022 in _____, Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____.

Doc No: 11942
 Page No: 265
 Book No: XXI
 Series of: 2022

[Signature]
JAY L. VIAGEDOR
 NOTARY PUBLIC IN FOR
 THE MUNICIPALITY OF
 SAN ISIDRO CALUBIAN
 BRGY. Capitulum, CALUBIAN
 ROLL NO. 75526
 IBP NO. 191769
 ISSUED ON: 11/11/21
 PTR NO. 630304
 MCLE NO. 11-0011086 2/2/24

Annex F: List of Current Officers and Members

List of Current Officers and Members of the Caruyucan Agri-Marine Ventures Association
as of December 31, 2021

NAME	POSITION
RAFAELITO Q. SILLAR JR.	President
VEBERLY D. DAGOTDOT	Vice President
CESAR Z. DAGOTDOT JR.	Manager
MARICRIS P. MALOLOY-ON	Secretary
CATALINE M. PAGHID	Treasurer
JENELYN C. SANTOILE	Bookkeeper
FELY G. BATAc	Auditor
EMELY Q. SOLOMON	Head; Health Committee
LORENZA R. AÑASCO	Head; Education Committee
ROMULO S. AMARILLA	Head; Environmental Committee
MARTIN B. ARRAZ	Head; Infrastructure and Safety Committee
MYLEN I. MALOLOY-ON	Member
ELENITA M. GARCIA	Member
MARILYN T. ASEBEROS	Member
PETER S. ELORDE	Member
LILIBETH P. ARRAZ	Member
TOMAS C. BATAc	Member
JAY ANN G. BATAc	Member
CEPRIANA R. ALBINO	Member
AMALIA S. AMARILLA	Member
ELENA Z. DAGOTDOT	Member
CLAIRE D. DAGOTDOT	Member
ELAINE D. DAGOTDOT	Member
ALTHEA MARIE D. DAGOTDOT	Member
VICTORIO C. LABAJA	Member
ANTHONY A. PAGHID	Member
ANGGELYN G. SILLAR	Member
DAGUITA S. QUINTO	Member
JULITO M. QUINTO	Member
JOVANNIE M. QUINTO	Member
MA. YOLANDA S. SAMPAYAN	Member
JOSE JONATHAN C. SOLOMON	Member
ADALINO R. SOLOMON	Member

Annex G: Minutes of Annual Meetings

CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION

Activity: ANNUAL MEETING

Participants: MEMBERS

Date and Time: DECEMBER 05, 2021

Expectation for the Activity:

General Objective: Maintain Loan Payment

Specific Objectives: Maintain CBU Collection

- -
- -
- -

Agenda:

1. Reporting of Financial Status

Ang treasurer nag report sa among Financial Status sa buong tuig. Gamay ra ang kulikta sa CBU Collection tungod sa pandemic.

2. Re-Elect of the New Officers

Ang among President nag elect og bag-ong Officers, tungod kay wala na mag Function ang uban nga Officers.

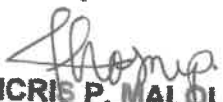
3. Loan Collection

Ang among President og uban nga Officers nag-ingon nga kung pwede on time jud pag bayad sa mga Loans para malikayan ang anumang mga Penalties.

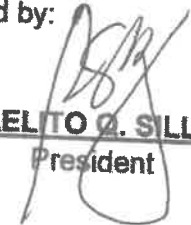
4. CBU Collection

Ang among President nag awdag sa buong members sa mag ontime hatag og CBU para mas mutaas pa ang among pundo og Collection.

Prepared by:


MARICRIS P. MALOLOY-ON
Secretary

Noted by:


RAFAELITO Q. SILLAR JR.
President

Annex H: Annual Accomplishment Report

CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Monthly Meeting	CBU Collection	Sept. 15, 2021				
Monthly Meeting	Loan Payment	Oct. 15, 2021				
Assembly Meeting	Financial Report	Dec. 05, 2021				

Prepared by:



MARICRIS P. MALOLOY-ON
Secretary

Noted by:



RAFAELITO C. SILLAR JR.
President

CARUYUCAN AGRI-MARINE ASSOCIATION
Brgy. Caruyucan, Calubian, Leyte

STATEMENT OF CASH FLOW
as of December 31, 2021

Collection/Income		
Beginning Balance	28,098.60	
CBU Collection	13,627.50	
Service Fee	1,205.00	
Membership Fee	900.00	
Express LA	34,874.00	
Express IL	3,458.22	
Penalty	1,260.25	
Emergency LA	1,500.00	
Emergency IL	<u>450.00</u>	
TOTAL		85,373.57
Less Operating Expenses		
Meals & Snack	5,170.00	
Electric Expenses	970.34	
Express Loan Released	57,000.00	
Travel & Transportation	300.00	
Emergency Loan Released	<u>500.00</u>	
TOTAL		21,433.23

CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION
Brgy. Caruyucan, Calubian, Leyte

STATEMENT OF FINANCIAL OPERATION
as of December 31, 2021

Revenues:

Service Fee	1,205.00
Membership Fee	900.00
Express IL	3,458.22
Penalty	1,260.25
Emergency IL	450.00
TOTAL	7,273.47

Less Operating Expenses

Meals & Snack	5,170.00	320,874.11
Electric Expenses	970.34	
Travel & Transportation	300.00	
TOTAL		6,440.34

Net Income to Surplus

833.13

Total Liabilities, Members Equity & Reserves

TOTAL LIABILITIES AND EQUITY

320,874.11

CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION
Brgy. Caruyucan, Calubian, Leyte

STATEMENT OF FINANCIAL CONDITION
as of December 31, 2021

Current Assets:		
Cash on Hand	21,433.23	
Cash in Bank	1,100.00	
Cash in Clad	6,000.00	
Cash in Advances	80,268.50	
Disop Loan Receivables	13,401.62	
Express Loan Receivables	182,929.76	
Emergency Loan Receivables	30,500.00	
Loan Loss Reserved	14,759.00	
Total Loan Receivables	<u>212,072.38</u>	
TOTAL ASSETS		320,874.11
Current Liabilities:		
Disop Loan Payable	104,000.00	
ISC & PR	13,035.47	
CETF Due to Apex	2,466.45	
Sinking Fund	<u>29,315.00</u>	
TOTAL		148,816.92
Members Equity:		
Share Capital		180,113.57
Net Income to Surplus	1,176.00	-20,388.65
Statutory Reserves:		
General Reserves Fund	4,932.91	
Education & Training Fund	2,966.91	
Optional Fund	<u>4,932.91</u>	
TOTAL		12,332.27
Total Liabilities, Members Equity & Reserves		
TOTAL LIABILITIES AND EQUITY		<u>320,874.11</u>

CARUYUCAN AGRI-MARINE VENTURES ASSOCIATION
Brgy. Caruyucan, Calubian, Leyte

STATEMENT OF FINANCIAL OPERATION
as of December 31, 2021

Revenues:

Service Fee	1,205.00
Membership Fee	900.00
Express IL	3,458.22
Penalty	1,260.25
Emergency IL	450.00
TOTAL	7,273.47

Less Operating Expenses

Meals & Snack	5,170.00	320,874.11
Electric Expenses	970.34	
Travel & Transportation	300.00	
TOTAL		6,440.34

Net Income to Surplus

833.13

Total Liabilities, Members Equity & Reserves

TOTAL LIABILITIES AND EQUITY

320,874.11