

Annex D: Letter of Application

Item No.: 24
Date: 18 OCT 2022

September 14, 2022

HON. LEONARDO M. JAVIER JR.
Presiding Officer, Sangguniang Panglalawigan
Province of Leyte



Dear Vice- Governor Javier :

In response to your Notice of Call for Accreditation, kindly be informed that K. Bugtong United Farmers Association, with office address at , Brgy.K. Bugtong, Calubian, Leyte would like to seek accreditation by the Sangguniang Panglalawigan.

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,


NINO A CABILLAN
KaBUFA-President



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

DOLERO8-ORI
Revision No.
Date Issued: 11 July 2019

Registration Certificate No.
R08-WLFO-2019-10-WA-1587

KNOW ALL MEN BY THESE PRESENTS:

**KAWAYAN BUGTONG
UNITED FARMERS'
ASSOCIATION**

Brgy. Kawayan Bugtong, Calubian, Leyte

By virtue of the provisions of the Labor Code, as amended, and its implementing rules 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 2nd day of OCTOBER 2019.



By authority of the Regional Director:

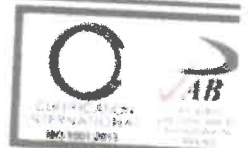
YAHYA A. CENTI
Regional Director

Approved by:


EDGAR B. TABUYAN
Supervising LEO/Head WLFO

Not Valid W/Out Seal

Batitinan St., Sitio Kailpay, Brgy. Cogon, Ormoc City
Tel No 561-4518
dolero8_wlfo@yahoo.com



APPLICATION FORM FOR ACCREDITATION

Name of ORGANIZATION: K. BUGTONG UNITED FARMERS ASSOCIATION (KBUFA)

Address: Brgy. K. Bugtong, Calubian, Leyte

Contact No. 09096782564: ___ Email address (optional): none

Date Organized: March 3, 2019 Sector/s Represented: Farmers

Purposes/Objectives:

- Established for the mutual aid and protection of its members
- 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
- Develop a sustainable livelihood which aim uplifting the economic condition of the members
- Provide members knowledge and skills an effective and innovative way of farming, fishing and livestock raising.

Services that the organization provides or can participate in:

- Techno-Demo on High-value crops
- Empowerment seminar/trainings
- Community services

Registering Agency: Date Registered:

- 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: October 23, 2019

- 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): Sanggguning Panglalawigan (SP)

Organizational Level:

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

Projects Implemented in the Municipality of Calubian

| Year | Project | Cost | Financing Source/Scheme | Beneficiaries | Status | |
|------|---------------------|-------|-------------------------|---------------|-----------|---------|
| | | | | | Completed | Ongoing |
| 2019 | Season long trng HV | Grant | PGO Leyte | Assoc members | completed | |
| 2019 | Ind. garden | | Members equity | members | 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.

Nino Cabillan
NINO A. CABILLAN
 President

Joana P. Dela Cruz
JOANA P. DELA CRUZ
 Secretary

[CSO LOGO]

K. BUGTONG UNITED FARMERS ASSOCIATION
Brgy. K. Bogtong, Calubian, Leyte

BOARD RESOLUTION NO. 004-2022

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 K. Bugtong Farmers Association is a civil society organization duly registered with the Department of Labor and Employment and existing under Philippine laws;

WHEREAS, in the K. Bugtong Farmers Association Special Board Meeting held at K. Bugtong Meeting Center, Brgy. K. Bugtong, Calubian, Leyte on August 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 Panglalawigan, 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.

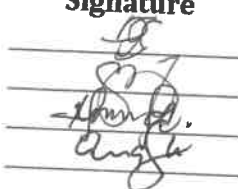
RESOLVED FURTHER, to forward a copy of this RESOLUTION to the Chair of the Sanggunian Committee on Accreditation, the Board Member Apostol.

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: Nino A. Cabillan., President and Joana P. dela Cruz., secretary

ADOPTED unanimously by the Board of Trustees/Directors of the K, Bugtong United Farmers Association this 3rd day of August 2022 in the Municipality of Calubian.

| Name |
|---------------------|
| Diosdado U. Suliva |
| Cherry S. dela Cruz |
| Aurora C. Umpad |
| Analyn D. Umpad |

| Position |
|-------------|
| V-President |
| Treasurer |
| Auditor |
| PIO |

| Signature |
|---|
|  |

Nino A. Cabillan
NINO A. CABILLAN
Board Chairperson

Annex E: Board Resolution - Intention for Accreditation

SUBSCRIBED AND SWORN TO before me this 20 SEP 2022 day of SEP, 2022 in TACLOBAN CITY,
exhibiting to me his/her CTC with valid identification no. 05602850 issued on 3-70-2022
at CALUBIAN, LEYTE.

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Series of 2022

GAIL GLENN E. PADAGDAG
Notary Public Until December 31, 2022
N.C. No. 2021-07-93
IBP No. 196490- 01/05/2022
PTR No. 5834113- 01/05/2022
Roll No. 70769- TIN 293-520-770
MCLE Compliance No. VII-0004992
BRGY. STA. CRUZ, PALO, LEYTE

Annex F: List of Current Officers and Members

List of Current Officers of the K. Bugtong United Farmers Association
as of August 3, 2022

| Name | Position |
|------------------------|----------------|
| 1. Nino A. Cabillan | President |
| 2. Diosdado U. Suliva | Vice President |
| 3. Joana P. dela cruz | Secretary |
| 4. Cherry S. dela Cruz | Treasurer |
| 5. Aurora C. Umpad | Auditor |
| 6. Leah Ann V. Sincero | Bookkeeper |
| 7. Analyn D. Umpad | PIO |
| .. | |
| | |
| | |

Annex F: List of Current Officers and Members

List of Current Officers of the K. Bogtong United Farmers Association
as of August 3, 2022

| Name | Position |
|--------------------------|--------------------------|
| 1. Nino A. Cabillan | President |
| 2. Diosdado U. Suliva | Vice President |
| 3. Joana P. Dela Cruz. | Secretary |
| 4. Cherry S. dela Cruz | Treasurer |
| 5. Aurora C. Umpad | Auditor |
| 6. Grapes S. Sincero | Bss Manager |
| 7. Leah Ann V. Sincero | Bookkeeper |
| 8. Analyn D. Umpad | PIO |
| 9. Leonardo D. dela Cruz | Head Education Committee |
| | |
| | |

| | |
|---------------------------|--------|
| 1. Juvy R. dela Cruz | member |
| 2. Buenacito D. dela Cruz | member |
| 3. George b. Umpad | member |
| 4. Benjie b. umpad | member |
| 5. Ore R. Umpad | member |
| 6. Onofre D. Villotes | member |
| 7. Juan A. Pianar | member |
| 8. Lorena D. Laurente | member |
| 9. Gely G. Eras | member |
| 10. Edito B. Villotes | member |
| 11. Vicenti L. Laurenti | Member |
| 12. Anastacia umpad | member |
| 13. Estilito L. Laurente | member |
| 14. Rosalito L. Villotes | member |
| 15. Roger R. Umpad | member |
| 16. Artemio o. Majait | member |
| 17. Maibel L. umpad | member |
| 18. Renan O. Sinangote | member |
| 19. Nelson U. carmen | member |
| 20. Felipe n. Batiancela | member |
| 21. Amel T. Saludar | member |
| 22. Jonel B. eras | member |
| 23. Jesus L. Majait | member |
| 24. Jovelyn G. Umpad | member |
| | |
| | |
| | |
| | |

K. Bugtong United Farmers Association
Brgy K. Bugtong, Calubian, Leyte

Activity: Annual Meeting

Participants: KABUFA members

Date and Time: April 2, 2021; 9 o'clock in the morning

Expectations for the Activity:

General Objective: Annual Updates and member's approval

Specific Objectives:

- - CFA Financial Status
- - Sangguniang Panlalawigan/Bayan Accreditation
- -other important matters

Agenda:

1. Agenda 1

- Reporting of current financial status and its approval
- Monthly dues prompt payment

2. Agenda 2

- Reading of DILG Memo 2022-083 re: SP/SB Accreditation
- Updating the current list AFA officers
- Approval of LLFA Board Resolution No. 01-2022 to apply for membership in the local special body in the Province of Leyte and Province of Leyte

3. Agenda 3

- All members were encouraged to join monthly meetings
- All members were encouraged to do their share of tasks in SFA Garden
- Next meeting is scheduled on the 1st Monday of the following month

Meeting adjourned at 4 o'clock in the afternoon.

Prepared by:

Joana P. Dela Cruz
JOANA P. DELA CRUZ
Secretary-General

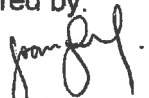
Noted by:

Nino A. Cabillan
NINO A. CABILLAN
President

KAWAYAN BUGTONG UNITED FARMERS' ASSOCIATION


| Name of Program/Project/Activity | Objective/s | Duration/Date | Status | | Budget | Remarks |
|----------------------------------|-------------|---------------|-----------|---------|---------------|------------|
| | | | Completed | Ongoing | | |
| Season long trng hi Value Veg | livelihood | 2019 | / | | grant | livelihood |
| Individual Garden | livelihood | ongoing | | / | Assoc members | Livelihood |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Prepared by:



JOANA P. DELA CRUZ
Secretary-General

Noted



NIÑO A. CABILLAN
President

K. Bugtong FARMERS ASSOCIATION
[NAME OF ORGANIZATION]
FINANCIAL STATEMENT FOR CY 2021

| INFLOW (Income) | | |
|--------------------------------|------------------|---------------------------|
| SOURCE | AMOUNT | REMARKS |
| Donor 1 Saad breeders | 18,912.00 | income |
| Donor 2 rental water pump | 2,000.00 | |
| Monthly Dues / Membership Fees | | |
| Income Generating Project 1 | 14,500.00 | OCCi deposit/open account |
| Income Generating Project 2 | | |
| TOTAL | 34,912.00 | |
| OUTFLOW (Expenses) | | |
| PARTICULARS | AMOUNT | REMARKS |
| Project 1 | 950.00 | Electric bill |
| Project 2 repair housing | 458.00 | |
| Meeting Expenses | 1,758.00 | |
| Office Supplie | | |
| Logistics / Transportation | 2,092.00 | |
| Administrative and Personnel | | |
| TOTAL | | |
| TOTAL FUND BALANCE | 5,258.00 | |
| (Total Inflow – Total Outflow) | 29,654.00 | |

NOTED BY:

Nino A. Cabillan
NINO A. CABILLAN

[Name]

[President]

Joana P. Dela Cruz
JOANA P. DELA CRUZ

[Name]

[Secretary-General]

Aurora Umpad

AURORA UMPAD

[Name]

[Auditor]

Diosdado D. Suliva
DIOSDADO D. SULIVA

[Name]

[Vice P]

Cherry P. Dela Cruz
CHERRY P. DELA CRUZ

[Name]

[Treasurer]