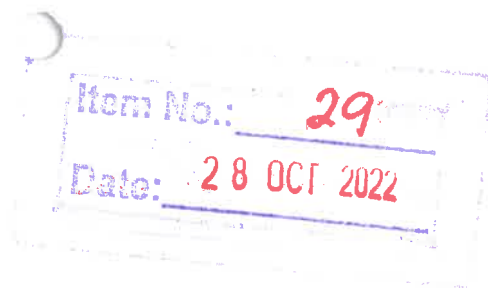
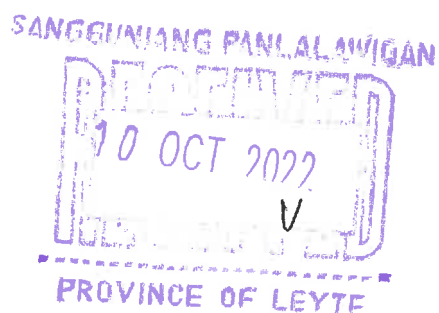


Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Brgy. Poblacion Del Sur



SEPTEMBER 02, 2022

HON. LEONARDO M. JAVIER, JR.  
PROVINCIAL VICE GOVERNOR  
PROVINCE OF LEYTE



Dear Vice Governor;


In response to the Notice of Call for Accreditation, kindly be informed that Villaba Womens Farmer Association (VILWOFA), with office address at Brgy Poblacion Del Sur 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 the 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 Department of Labor and Employment (DOLE)
4. List of current Officers and Members
5. CY 2021 Minutes of the Annual Meeting;
6. CY 2021 Annual Accomplishment Report; and
7. CY 2021 Financial Statements.

THANK YOU.

Sincerely,

  
**SYDNEY S. ROSALES**  
VILWOFA President  
CP#: 09505875087

Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
6537 Philippines

**VILLABA WOMENS FARMER ASSOCIATION (VILWOFA)**  
Brgy Poblacion Del Sur Villaba Leyte

**Application Form for Accreditation**

Name of Organization: Villaba Womens Farmer Association  
Registered Address: Brgy. Poblacion Del Sur, Villaba, Leyte  
Contact No: 09505875087  
Date Organized: September 01, 2020  
Date Registered: August 05, 2021

**Purposes/Objectives:**

The Objectives and purposes of this association are as follows:

1. To establish an association that will promote mutual aid and protection to each members
2. To provide the members with the opportunity to acquire experiences in formal organization and self- government in running the officers of the associations;
3. To develop an effective cooperation and coordination among members on matters related to their farming enterprise;
4. To develop a sustainable livelihood thru the conduct of activities with aim of uplifting the economic condition of the members;

**SERVICES THAT THE ORGANIZATION PROVIDES OR CAN PARTICIPATE IN:**

- 1.. To serve as an avenue for the association to avail, secure, enjoy any form of assistance (e.g. loans, grant in aids, donations) sponsored by government, private and NGO's, both local and foreign;
- 2.. To provide the members knowledge and skills and equip themselves for an effective and innovative way of integrated production related to agricultural based-program;

3.. To engage in the production of high value crops upland compact farming and integrated products farm procurement farm facilities and other farm inputs and marketing business on integrated products;

4. To develop knowledge and skills necessary for the effective and harmonious discussions of issues concerning its operation and gain good sights in finding alternative solution of any problems and conduct continuing education among members;

5. To work with non-government and government organizations or entities in the promotions and development of the association and in carrying our government policies;

6. To encourage thrift savings for each member to form the Capital-Build-Up and other funds contributions for the welfare and development of the association.

7.. To have continuous education for each member to acquire knowledge in farming techniques and other skills.

Registering Agency:

Date Registered: August 05, 2021

- 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:

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 Agriculture (DA)
- Department of the Interior 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)

**Project Implemented in the Province of Leyte Municipality of Villaba**

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2020	Compact Farming	50,000.00	FROM INDIVIDUAL GARDENING	VILWOFA MEMBERS	YES	

Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
Barangay Poblacion Del Sur

**VILLABA WOMENS FARMER ASSOCIATION (VILWOFA)**  
**BRGY. POBLACION VILLABA LEYTE**

**BOARD RESOLUTION NO.02 2022**

A BOARD RESOLUTION FOR THE SEEK OF ACCREDITATION OF VILLABA WOMENS FARMER ASSOCIATION (VILWOFA) OF BRGY. POBLACION DEL SUR VILLABA, LEYTE, THAT THIS SAID ASSOCIATION BE ACCREDITED TO THE OFFICE OF THE SANGGUNIANG PANLALAWIGAN PROVINCE OF LEYTE.

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

WHEREAS; on August 30 2022 , the Department of the Interior and Local Government issued Memorandum circular 2022 .-,on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS; the VILLABA WOMENS FARMER ASSOCIATION (VILWOFA) is a civil society organization duly registered with the DEPARTMENT of Labor and Employment (DOLE) and existing under the Philippine Laws.

WHEREAS, the VILLABA WOMENS FARMER ASSOCIATION (VILWOFA) Special Board Meeting held at the BRGY.POBLACION DEL SUR VILLABA LEYTE on AUGUST 09 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 / Panlungod Bayan] pursuant to the procedure 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 Province of Leyte Municipality of VILLABA .

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

RESOLVED FURTHERMORE, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effective the foregoing resolution;

ADOPTED unanimously by the Board of Trustees/ Directors of the VILLABA WOMENS FARMER ASSOCIATION (VILWOFA) this AUGUST 09 2022; in the Province of Leyte Municipality of Villaba Barangay Poblacion

Name	Position	Signature
Rebecca T. Pastor	BOD	<i>Rebecca T. Pastor</i>
Lorita D. Masbang	BOD	<i>Lorita D. Masbang</i>
Maria Presie S.Simbajon	BOD	<i>Maria Presie S.Simbajon</i>
Glenda T.Asis	BOD	<i>Glenda T.Asis</i>
Sydney S.Rosales	BOD	<i>Sydney S.Rosales</i>

*Sydney S. Rosales*  
**SYDNEY S. ROSALES**  
VILWOFA President  
VIR - 3771 - 0105A - K 208 LSSR 20000

SUBSCRIBED AND SWORN TO before me this 19 SEP 2022 day of 2022 in TACLOBAN CITY  
Affiant exhibiting to me his/her \_\_\_\_\_ with valid identification no. \_\_\_\_\_ issued on \_\_\_\_\_  
at \_\_\_\_\_.

Doc No: 637  
Page No: 89  
Book No: VI  
Series of: 2022

*Jovany A. Damayo*  
**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 Attorney's No. 75346; 07/24/2020  
IBP OR No. 168647; 12/23/2021; Leyte  
PTR No. 8209825; 11/03/2022; Tacloban City  
MCLE Compliance No. VI-0004774 valid until 04/14/2025  
Unit 5, Fil-India Arcade, Brgy. 59,  
Picas-Sagkahan, Tacloban City

**LIST OF CURRENT OFFICERS**  
**VILLABA WOMENS FARMER ASSOCIATION (VILWOFA)**  
**AS OF DATE DECEMBER 31 2021**

<b>NAME</b>	<b>POSITION</b>
SYDNEY S. ROSALES	PRESIDENT
ROCELYN R. DAGOY	VICE PRESIDENT
CRISSA C.TUMAMAK	SECRETARY
JUDITH P.DIZON	TREASURER
LEVY P. CUEVA	AUDITOR
MARILOU I. PELON	AUDITOR
NIMFA M. TUMAMAK	HEAD , EDUCATION COMMITTEE
CARLA L. SIMBAJON	MEMBER
MARIA PRESIE S. SIMBAJON	MEMBER
JENALYN Y. ALCARAS	MEMBER

Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Villaba  
Barangay Pob. Del Sur

**LIST OF ASSOCIATION'S OFFICERS AND MEMBERS AND THEIR RESPECTIVE ADDRESSES**

NO.	NAME	POSITION	ADDRESS
1.	SYDNEY S. ROSALES	PRESIDENT	TABUNOK, VILLABA, LEYTE
2.	ROCELYN R. DAGOY	VICE PRESIDENT	CAGNOCOT, VILLABA, LEYTE
3.	CRISSA C. TUMAMAK	SECRETARY	SUBA, VILLABA, LEYTE
4.	JUDITH P. DIZON	TREASURER	A. TUMAMAK, VILLABA, LEYTE
5.	LEVY P. CUEVA	AUDITOR	CAGNOCOT, VILLABA, LEYTE
6.	MARILOU I. PELON	AUDITOR	HIBULANGAN, VILLABA, LEYTE
7.	JOCELYN O. NACES	P.I.O	SULFA, VILLABA, LEYTE
8.	AVELINA I. SOLAÑA	P.I.O	BANGKAL, VILLABA, LEYTE
9.	MARLOU B. MONAREZ	P.I.O	CASILION, VILLABA, LEYTE
10.	LEORITA D. MASBANG	B.O.D	CABUNGAHAN, VILLABA, LEYTE
11.	REBECCA T. PASTOR	B.O.D	CAGNOCOT, VILLABA, LEYTE
12.	GLENDA T. ASIS	B.O.D	POB. DEL SUR, VILLABA, LEYTE
13.	NIMFA M. TUMAMAK	B.O.D.	A.TUMAMAK, VILLABA, LEYTE
14.	MARIA PRESIE S. SIMBAJON	B.O.D	POB. DEL SUR, VILLABA, LEYTE
15.	PERPE T. OMEGA	BUSINESS MANAGER	POB. DEL NORTE, VILLABA, LEYTE
16.	ROSEVIDA M. DELA CRUZ	BOOKEEPER	HINABUYAN, VILLABA, LEYTE
17.	MERIA MAE E. DUROG	MEMBER	JORDAN, VILLABA, LEYTE
18.	GLORIA S. BALBOA	MEMBER	CANQUIASON, VILLABA, LEYTE
19.	CARLA L. SIMBAJON	MEMBER	FATIMA, VILLABA, LEYTE
20.	REBECCA M. SULAD	MEMBER	CABUNGAHAN, VILLABA, LEYTE
21.	EDITHA B. DELA RAMA	MEMBER	LIBAGONG, VILLABA, LEYTE

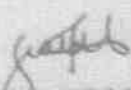


22. BUENA G. YUZON	MEMBER	SILAD, VILLABA, LEYTE
23. LUCIA Y. AGUILAR	MEMBER	SILAD, VILLABA, LEYTE
24. CHARITO C. LABOLORA	MEMBER	SAMBULAWAN, VILLABA, LEYTE
25. JENALYN Y. ALCARAS	MEMBER	TAGBUBUNGA, VILLABA, LEYTE
26. DELITA R. BRÑOOLA	MEMBER	CAPINAHAN, VILLABA, LEYTE
27. JUANITA R. CATALONIA	MEMBER	STA. CRUZ, VILLABA, LEYTE
28. SUSAN N. CUEVA	MEMBER	CAGNOCOT, VILLABA, LEYTE
29. ANECIA DENZO	MEMBER	CAMPOROG, VILLABA, LEYTE
30. GRESILDA A. ESCOLAR	MEMBER	JALAS, VILLABA, LEYTE
31. ALEJANDRA Y. ESMERO	MEMBER	HINABUYAN, VILLABA, LEYTE
32. IMELDA S. JOSE	MEMBER	A. TUMAMAK, VILLABA, LEYTE
33. PRECILIANA S. LAMOSTE	MEMBER	BUGA BUGA, VILLABA, LEYTE
34. ISABELITA D. MALINAO	MEMBER	CAPINAHAN, VILLABA, LEYTE
35. DELA PAZ R. ONDE	MEMBER	SAN FRANCISCO, VILLABA, LEYTE
36. JESSIE S. ORNOPIA	MEMBER	PAYAO, VILLABA, LEYTE
37. EMERITA D. PARAWAN	MEMBER	TAGBUBUNGA, VILLABA, LEYTE
38. ANALIZA S. PELAYO	MEMBER	TINGHUB, VILLABA, LEYTE
39. RECHELLE C. CORPIZ	MEMBER	CAHUGAN, VILLABA, LEYTE
40. THELMA C. SIASAT	MEMBER	ILIGAY, VILLABA, LEYTE
41. ASONSION O. SENOY	MEMBER	BUGA BUGA, VILLABA, LEYTE
42. BEATRIZ M. PELAYO	MEMBER	CATAGBACAN, VILLABA, LEYTE
43. TERESA B. URSAL	MEMBER	CALBUGOS, VILLABA, LEYTE
44. PAMELA M. BARRIO	MEMBER	ABIJAO, VILLABA, LEYTE
45. FEBE T. VILLARMINO	MEMBER	SAN VICENTE, VILLABA, LEYTE
46. EDGARDA C. VALLENTE	MEMBER	BALITE, VILLABA, LEYTE
47. CARMILITA E. ROMO	MEMBER	NEW BALANAC, VILLABA, LEYTE
48. VEVENCIA A. TOLERO	MEMBER	CAGNOCOT, VILLABA, LEYTE
49. LIZA L. OLINGAY	MEMBER	CAGNOCOT, VILLABA, LEYTE

Certified true and correct:

Attested by:

  
**CRISSA TUMAMAK**  
 Secretary

  
**SYDNEY S. ROSALES**  
 President

Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Villaba  
Barangay Poblacion Del Sur

VILLABA WOMENS FARMER ASSOCIATION (VILWOFA)

**Minutes of Annual Meetings**

**Activity:** Conducted a meeting

**Participants:** Farmer members

**Date and Time:** December 14 2021 / 9:00-12:00 o'clock

**Expectations for the Activity:** We expect that everyone agreed.

**General Objectives:** Should the members can learn how to work agricultural farming

**Specific Objectives:**

- Members can provide time to work personally the organization
- The members had a right to express their opinion

**AGENDA:**

**Agendum # 1: PRE MEMBERSHIP ORIENTATION**

Will be discuss the topics about on the purpose and objectives in forming non – government organization manner of membership, rights and duties of member qualification of officers as well as their duties and responsibilities.

**Agendum # 2: ELECTION OF OFFICERS**

After a short orientation on organization and management the presiding officer moved for the election of association officers to lead their groups for any activity the association will do. It was seconded by MRS. REBECCA M. SULAD and unanimously approved by the members present.


**Agendum # 3: ADOPTION/RATIFICATION OF CONSTITUTION AND BY-LAWS**

We will discuss to the members of the association the importance of drafting the constitution and by-laws of the organized association He emphasized that this by-law will serve as guide for the association in the implementation of their programs and projects.

**Agendum # 4: ORGANIZATIONAL POLICY / OTHER MATTERS**

The elected officers discuss about importance of the organizational policy for the association.

PREPARED BY

  
CRISSA C. TUMAMAK  
VILWOFA Secretary

NOTED BY:

  
SYDNEY S. ROALES  
VILWOFA President

VILLABA WOMENS FARMER's ASSOCIATION (VILWOFA)

ANNUAL ACCOMPLISHMENT REPORT  
CY 2021

Name of Program/Project/Activity	Objectives	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
COMPACT FARMING	To provides the members how to learn agricultural farming	Every 2 <sup>nd</sup> Tuesday of the month	Yes		1,000.00	Accomplished
Conducted monthly meeting and planning	Discuss the members about the project implementation	DO	Yes		1,000.00	Accomplished
Conducted monthly meeting	Should the members will participate the activity	DO	Yes		1,000.00	Accomplished
Attending President monthly meeting	Should be participate any activities	Every 1 <sup>st</sup> Monday of the month	Yes		1000.00	Accomplished

PREPARED BY:

  
**CRISSA C TUMAMAK**  
VILWOFA Secretary

NOTED BY:

  
**SYDNEY S. ROSALES**  
VILWOFA President

REPUBLIC OF THE PHILLIPINES  
PROVINCE OF LEYTE  
MUNICIPALITY OF VILLABA  
BARANGAY POBLACION DEL SUR

VILLABA WOMENS FARMER ASSOCIATION (VILWOFA)  
FINANCIAL STATEMENT  
CY 2021

SOURCE	AMOUNT	REMARKS
Net proceed from vegetable production	3,300.00	Cash in Bank
Monthly Dues / Membership	19,300.00	Cash in Bank
<b>TOTAL</b>	<b>22,600.00</b>	
<b>PARTICULARS</b>	<b>AMOUNT</b>	<b>REMARKS</b>
Meeting Expenses	3,600.00	
Office Supplies	2,450.00	
Logistics / Transportation	3,140.00	
Administrative and Personnel	4,300.00	
<b>TOTAL</b>	<b>13,490.00</b>	


NOTED BY:

  
**SYDNE S. ROSALES**  
VILWOFA President

  
**ROCELYN R. DAGOY**  
VILWOFA Vice-President

  
**CRISSA G. TUMAMAK**  
VILWOFA Secretary

  
**JUDITH P. DIZON**  
VILWOFA Treasurer

  
**LEVY P. CUEVA**  
VILWOFA Auditor



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

DOLERO8-ORD-F1  
Revision No. 00  
Date Issued: 11 July 2018

August 5, 2021

05 AUG 2021  
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**MS. SYDNEY S. ROSALES**  
President  
VILLABA WOMEN FARMERS ASSOCIATION (VILWOFA)  
Brgy. Poblacion Del Sur, Villaba, Leyte

Dear Ms. Rosales:

Enclosed herewith is the Certificate of Registration recorded as DOLE-WLFO-2021-08-WA-1796 issued on August 5, 2021 in favor of Villaba Women Farmers Association (VILWOFA).

**VILLABA WOMEN FARMERS  
ASSOCIATION (VILWOFA)**  
Brgy. Poblacion Del Sur, Villaba, Leyte

You are required to submit under the law your annual financial report within 30 days after the close of fiscal year, list of newly elected or appointed officers within 30 days from such election or appointment, and any amendment to the constitution and by-laws within 30 days, to maintain the legitimacy of your organization.

Please be guided accordingly.

Very truly yours,

  
**FE A. ESTRELLA**  
Chief LEO/ Head WLFO

Batitinan St., Sitio Kalipay  
Brgy. Cogon, Ormoc City, Leyte  
Tel No 561-4518  
dolero8\_wlfo@yahoo.com

