

Annex D : Letter of Application

September 19, 2022

HON. LEONARDO "SANDY" M. JAVIER, JR.
Provincial Vice-Governor
Presiding Officer, Sangguniang Panlalawigan (SP)
Leyte Provincial Local Government
New Leyte Provincial Capitol Building
Palo, Leyte

Item No.: 30
Date: 28 OCT 2022

SP/Sec 10/03/22
OCT 10 2022
SP Records

Dear **Honorable Vice Governor Javier**,

In response to your Notice of Call for Accreditation, kindly be informed that **Capiñahan Farmers Association (CAFA)**, with office address at Barangay Capiñahan, San Isidro, Leyte, would like to seek accreditation by the Sangguniang Panlalawigan of Leyte.

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,


RUBEN P. CABALQUINTO
Association President

Annex C: Application Form for Accreditation and Checklist of Requirements

Name of Organization: Capiñahan Farmers Association (CAFA)
Registered Address : Barangay Capiñahan, San Isidro, Leyte
Contact Nos. : 0970-9247002
Date Organized : January 29, 2016
Date Registered : February 18, 2016
Sectors represented : Farmers Sector

Purposes/Objectives: (Use of additional sheets, if necessary)

- 1) To establish an association that will 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 through the conduct of activities with the aim of uplifting the economic condition of the members;
- 4) To provide knowledge and skills to the members and equip themselves with an effective and innovative way of farming & livestock raising; and
- 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 the organization provides or can participate in

Communal Farming & Egg Layer Production

Registering Agency:

Date Registered: February 18, 2016

- Securities and Exchange Commission (SEC)
- Cooperative Development Authority (CDA)
- Department of Labor and Employment (DOLE)
- Department of Human Settlements and Urban Development (DHSUD), formerly Housing and Land Use Regulatory Board (HLURB)
- National Commission on Indigenous People (NCIP)

Accrediting Agency (if any):

Date Accredited: September 13, 2022

- Commission on Population and Development (POPCOM)
- Department of Public Works and Highways (DPWH)
- Department of Social Welfare and Development (DSWD)
- Department of Agriculture (DA)
- Department of Agrarian Reform (DAR)
- Department of Education (DepEd)
- 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)
- Others: (Please specify): **Sangguniang Bayan (SB) of LGU San Isidro, Leyte**

Organizational Level: (Check appropriate box)

- Barangay – based
- Chapter
- Affiliate of a larger organization (Please identify larger Organization)
 - DA –SAAD Program
 - PLGU – MIC Program
- Others: (Please specify) _____

Projects Implemented in the Municipality of San Isidro, Leyte:

Projects	Costs	Beneficiaries	Status
Egg Layer Production from the SAAD Program of the Department of Agriculture (DA)	P 2,000,000.00	The entire association membership	On-going

Egg Layer Production from the MIC Program of the Provincial Government of Leyte (PLGU)	P 1,000,000.00	The entire association membership	On-going
Vegetable Production through communal farming from the MIC Program of the Provincial Government of Leyte (PLGU)	P 10,000.00	The entire association membership	On-going

WE HEREBY CERTIFY to the correctness of the above information.


MS. IMELDA R. GOMEZ
 Association Secretary


MR. RUBEN P. CABALQUINTO
 Association President

Republic of the Philippines
Province of Leyte
Municipality of San Isidro
Barangay Capiñahan
Capiñahan Farmers Association (CAFA)

EXCERPT FROM THE MINUTES OF THE BOARD OF DIRECTORS' SPECIAL MEETING OF CAPIÑAHAN FARMERS ASSOCIATION (CAFA) HELD AT THE MEETING CENTER, BARANGAY CAPIÑAHAN, SAN ISIDRO, LEYTE LAST AUGUST 16, 2022.

PRESENT:

- | | |
|------------------------------|-------------------------|
| 1. ADRIANO T. DELA CRUZ, JR. | - BOD Chairman |
| 2. SHERRY M. BETACHE | - BOD Vice-Chairman |
| 3. ANIEROSE N. MONARES | - BOD Member |
| 4. JOEBERT E. CABALQUNITO | - BOD Member |
| 5. MA. VICTORIA R. ALSON | - BOD Member |
| 6. IMELDA R. GOMEZ | - Association Secretary |

ABSENT: NONE

**Board Resolution No. 2022-08-002
Series of 2022**

A RESOLUTION SIGNIFYING INTENTION OF CAPIÑAHAN FARMERS ASSOCIATION (CAFA) TO BE AN ACCREDITED CIVIL SOCIETY ORGANIZATION AT THE SANGGUNIANG PANLALAWIGAN OF THE 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 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 Capiñahan Farmers Association (CAFA) is a civil society organization duly registered with the Department of Labor and Employment (DOLE), and existing under Philippine laws;

WHEREAS, in the Capiñahan Farmers Association (CAFA) Special Board Meeting held at the meeting center at Barangay Capiñahan, San Isidro, Leyte, on August 16, 2022, attended by the following Board of Directors 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 Sangguniang Panlalawigan Committee on Cooperatives and Accreditation, the **Honorable Board Member Emmanuel Gacis**.

RESOLVED FURTHERMORE, that the following representatives of the organization are authorized and directed to take any action necessary to effectuate the foregoing resolution: Ruben P. Cabalquinto (Association President) and Adriano T. Dela Cruz, Jr. (BOD Chairman).

ADOPTED UNANIMOUSLY by the Board of Directors of the Capiñahan Farmers Association (CAFA) this 16th day of August, 2022 in Barangay Capiñahan, San Isidro, Leyte, Philippines.

I **HEREBY CERTIFY** to the correctness and veracity of the foregoing board resolution.

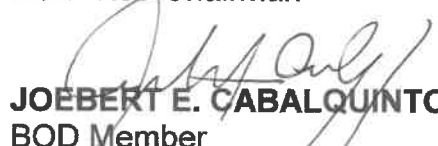

IMELDA R. GOMEZ
Association Secretary

ATTESTED:


ADRIANO T. DELA CRUZ, JR.
BOD Chairman


SHERRY M. BETACHE
BOD Vice-Chairman


ANIEROSE N. MONARES
BOD Member


JOEBERT E. CABALQUINTO
BOD Member


MA. VICTORIA R. ALSON
BOD Member

23 SEP 2022

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2022 in _____, Affiant exhibiting to me their valid identification cards as follows:

NO.	NAMES	Valid ID No.	Issued On	Issued At
1	Adriano T. Dela Cruz, Jr.	VIN3742-0008A-10877ATD10000	N/A	COMELEC, San Isidro, Leyte
2	Sherry M. Betache	CRN 0006-2508558-1	N/A	UMID CARD
3	Anierose N. Monares			
4	Joebert E. Cabalquinto	VIN3742-0005A-G0288JTC10000	N/A	COMELEC, San Isidro, Leyte
5	Ma. Victoria R. Alson			


ATTY. OCTAVIUS L. LABTIC

Notary Public
NOTARY PUBLIC

Under Seal, 2022
PTR No. 6131609 1/03/22
San Isidro, Leyte
Roll No. 44,913
IBP No. 222470 -05/18/22
Leyte Chapter
MCLE Compliance Cert. No. VI
0011138 -08/03/18
NC NO. ADM 20-081

Doc. No. : 259
Page No.: 52
Book No.: LXIX
Series of 2022



Republic of the Philippines
 DEPARTMENT OF LABOR
 West Leyte Field Office
 513 Valle St., Mejia Subdivision
 Ormoc City

EMPLOYMENT

Registration Certificate No.
 RO8-WLFO-2016 -WA-02-826

KNOW ALL MEN BY THESE PRESENTS:

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

CAPINAHAN FARMERS ASSOCIATION
 Brgy. Capinahan, San Isidro, Leyte

has this day been registered 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.

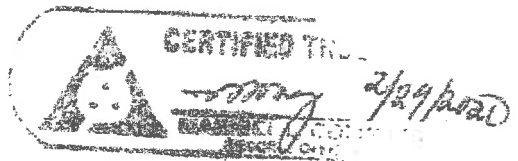
This certificate of registration shall subsist unless cancelled in the manner provided by the Labor Code and its implementing rules and at all times shall be subject to compliance by said workers' association in accordance with all applicable laws and regulations related to workers' association.

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of the DOLE Regional Office No. VIII, Tacloban City, Philippines, this 18th day of February 2016.

APPROVED BY:

For the Regional Director
 ELIAS A. CAYANONG, CESO III

[Signature]
 MARITES Z. VIÑAS
 Head, DOLE - WLFO



513 Valle St., Brgy. Doña Feliza Mejia, Ormoc City
 Tel Nos. (053) 561 - 4518 / (053) 255 - 2436
 Email: dclaros_wlfo@yahoo.com
 http://ro8.dole.gov.ph/





Republic of the Philippines
Region VIII
Province of Leyte
MUNICIPALITY OF SAN ISIDRO

Office of the Sangguniang Bayan

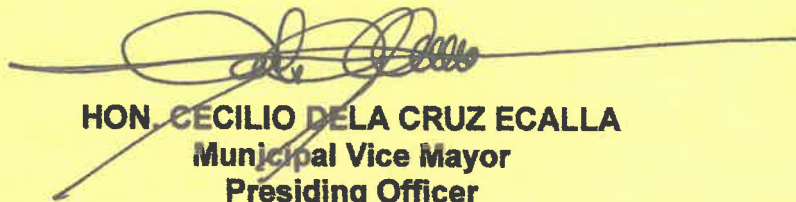
THIS IS TO CERTIFY THAT, having satisfactorily complied with the requirements for accreditation pursuant to the Local Government Code and as promulgated in **DILG** Memorandum Circular No. 2022-083 dated June 15, 2022.

CAPINAHAN FARMERS ASSOCIATION (CAFA)
BARANGAY CAPINAHAN, SAN ISIDRO, LEYTE

as organization duly registered with the **Department of Labor and Employment (DOLE)** and established in accordance with law is hereby awarded this

CERTIFICATE OF ACCREDITATION

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Sanggunian to be affixed herein this 13th day of September in the year of our Lord, two thousand and twenty two at the Office of the Sangguniang Bayan, San Isidro, Leyte, Philippines.


HON. CECILIO DELA CRUZ ECALLA
Municipal Vice Mayor
Presiding Officer

Republic of the Philippines
Province of Leyte
Municipality of San Isidro
Barangay Capiñahan
Capiñahan Farmers Association (CAFA)

**LIST OF ASSOCIATION OFFICERS
With their Respective Addresses**

Officer's Name	Position/Designation	Address
ADRIANO T. DELA CRUZ, JR.	BOD Chairman	Barangay Capiñahan, San Isidro, Leyte
SHERRY M. BETACHE	Vice-President	Barangay Capiñahan, San Isidro, Leyte
ANIEROSE N. MONARES	BOD Member	Barangay Capiñahan, San Isidro, Leyte
JOEBERT E. CABALQUINTO	BOD Member	Barangay Capiñahan, San Isidro, Leyte
MA. VICTORIA R. ALSON	BOD Member	Barangay Capiñahan, San Isidro, Leyte
RUBEN P. CABALQUINTO	President	Barangay Capiñahan, San Isidro, Leyte
EMELIANO B. MAHAIT, JR.	Vice-President	Barangay Capiñahan, San Isidro, Leyte
IMELDA R. GOMEZ	Secretary	Barangay Capiñahan, San Isidro, Leyte
ANALIZA C. MANRIQUEZ	Treasurer	Barangay Capiñahan, San Isidro, Leyte
FREDALIZA B. ABALLE	Auditor 1	Barangay Capiñahan, San Isidro, Leyte
CONCORDIA P. CABALQUINTO	Auditor 2	Barangay Capiñahan, San Isidro, Leyte
SALVADOR D. BATAYOLA, JR.	P.I.O. 1	Barangay Capiñahan, San Isidro, Leyte
ARNULFO M. PAGADORA, SR.	P.I.O. 2	Barangay Capiñahan, San Isidro, Leyte
ROSELDA A. PIAMONTE	Bookkeeper	Barangay Capiñahan, San Isidro, Leyte
JOCELYN B. ENRIQUEZ	Business Manager	Barangay Capiñahan, San Isidro, Leyte

Certified Correct:


MS. IMELDA R. GOMEZ
Association Secretary

Attested:


MR. RUBEN P. CABALQUINTO
Association President

Republic of the Philippines
Province of Leyte
Municipality of San Isidro
Barangay Capiñahan
Capiñahan Farmers Association (CAFA)

LIST OF ASSOCIATION OFFICERS CY 2022

Board of Directors:

Chairman : MR. ADRIANO T. DELA CRUZ, JR.
Vice – Chairman : MS. SHERRY M. BETACHE
Members : MS. ANIEROSE N. MONARES
MR. JOEBERT E. CABALQUINTO
MS. MA. VICTORIA R. ALSON

Executive Officers:

President : MR. RUBEN P. CABALQUINTO
Vice – President : MR. EMELIANO B. MAHAIT, JR.
Secretary : MS. IMELDA R. GOMEZ
Treasurer : MS. ANALIZA C. MANRIQUEZ
Auditors : MS. FREDALIZA B. ABALLE
MS. CONCORDIA P. CABALQUINTO

P.I.O. : MR. SALVADOR D. BATAYOLA, JR.
MR. ARNULFO M. PAGADORA, SR.
Bookkeeper : MS. ROSELDA A. PIAMONTE
Business Manager : MS. JOCELYN L. ENRIQUEZ

Certified Correct:


MS. IMELDA R. GOMEZ
Association Secretary

Attested:


MR. RUBEN P. CABALQUINTO
Association President

Republic of the Philippines
Province of Leyte
Municipality of San Isidro
Barangay Capiñahan
Capiñahan Farmers Association (CAFA)

MINUTES OF THE GENERAL ASSEMBLY MEETING OF CAPIÑAHAN FARMERS ASSOCIATION (CAFA) HELD AT THE MEETING CENTER OF THE ASSOCIATION, BARANGAY CAPIÑAHAN, SAN ISIDRO, LEYTE ON NOVEMBER 18, 2021.

PRESENT:

Please refer to separate sheet.

AGENDA:

1. Call to Order
2. Declaration of Quorum
3. Election of New Set of Officers for the term: 2022-2024
4. Amendments on the Constitution and By-Laws (CBL)
5. Submission of Update Report to DOLE
6. Next Schedule of Meeting
7. Other Matters
8. Adjournment

PROCEEDINGS:

1. Call to Order

The meeting presided by Mr. Ruben P. Cabalquinto (Association President), was called to order at exactly 1:15 o'clock in the afternoon followed by the short prayer led by Mr. Adriano T. Dela Cruz, Jr. (BOD Chairman).

2. Declaration of Quorum

Since majority of the association members attended the meeting, therefore, existence of quorum has been declared.

3. Election of New Set of Officers for the term: 2020-2022

Thereafter, Mr. Cabalquinto explained that it is necessary to conduct Election of Officers for the Capiñahan Farmers Association (CAFA) since the term of some of the elected officers of the association has already ended.

Therefore, the floor was opened for the election of new set of officers of the association and subsequently, the Presiding Officer – Mr. Ruben P. Cabalquinto declared that the following were the new set of officers of the association for CY 2022-2024, to wit:

Result of the Election of Officers

PRESIDENT	: <u>RUBEN P. CABALQUINTO</u>
VICE-PRESIDENT	: <u>EMELIANO B. MAHAIT, JR.</u>
SECRETARY	: <u>IMELDA R. GOMEZ</u>
TREASURER	: <u>ANALIZA C. MANRIQUEZ</u>
AUDITORS	: <u>FREDALIZA B. ABALLE</u> : <u>CONCORDIA P. CABALQUINTO</u>
P.I.O.	: <u>SALVADOR D. BATAYOLA, JR.</u> : <u>ARNULFO M. PAGADORA, SR.</u>
BOARD OD DIRECTORS	: <u>ADRIANO T. DELA CRUZ, JR.</u> : <u>SHERRY M. BETACHE</u> : <u>ANIEROSE N. MONARES</u> : <u>JOEBERT E. CABALQUINTO</u> : <u>MA. VICTORIA R. ALSON</u>
BOOKKEEPER	: <u>ROSELDA A. PIAMONTE</u>
BUSINESS MANAGER	: <u>JOCELYN L. ENRIQUEZ</u>

Thereafter, Mr. Cabalquinto proceeded to discuss the succeeding agenda of the meeting.

4. Amendments of the Association's Constitution and By-Laws (CBL)

The Association President – Mr. Ruben P. Cabalquinto proceeded to the next agendum: the amendment/s of the Association's Constitution and By-Laws (CBL). Then, it was unanimously agreed that the following shall be amended in the Constitution and By-Laws (CBL) of the association, to wit:

ARTICLE X EFFECTIVITY

This Constitution and By-Laws shall take effect immediately upon ratification by a majority vote of all the members of the association.

ADOPTED AND RATIFIED this 18th day of November, 2021, at Barangay Capiñahan, San Isidro, Leyte, with the list of members together with their signature, who ratified the same as appearing below:

NO.	NAMES OF MEMBERS	ADDRESS	POSITION / DESIGNATION
1	ABALLE, FREDALIZA BORGA	Capiñahan, San Isidro, Leyte	Auditor 1
2	ALSON, MA. VICTORIA ROBLED0	Capiñahan, San Isidro, Leyte	Board of Director
3	BASAN, MARCELO ARRIBADO	Capiñahan, San Isidro, Leyte	Member
4	BASAN, VIRGINIA TUNDAG	Capiñahan, San Isidro, Leyte	Member

5	BATAYOLA, SALVADRO DAÑO JR.	Capiñahan, San Isidro, Leyte	PIO 1
6	BETACHE, ALEXIS MAURING	Cabungaan, San Isidro, Leyte	Member
7	BETACHE, SHERRY MAURING	Capiñahan, San Isidro, Leyte	Vice-Chairman, Board of Director
8	CABALQUINTO, CONCORDIA PEPITO	Capiñahan, San Isidro, Leyte	Auditor 2
9	CABALQUINTO, JENNY BONITE	Capiñahan, San Isidro, Leyte	Member
10	CABALQUINTO, JOEBERT ENRIQUEZ	Capiñahan, San Isidro, Leyte	Board of Director
11	CABALQUINTO, MAGDALENA PRAK	Capiñahan, San Isidro, Leyte	Member
12	CABALQUINTO, RAMON LUMAPAK	Capiñahan, San Isidro, Leyte	Member
13	CABALQUINTO, RUBEN PAIREZ	Capiñahan, San Isidro, Leyte	President
14	CABALQUINTO, WENECAR BONITE	Capiñahan, San Isidro, Leyte	Member
15	CABALUD, MARGIE BONJOC	Capiñahan, San Isidro, Leyte	Member
16	CASIA, ARNOLD BENTULAN	San Miguel, San Isidro, Leyte	Member
17	DALUT, BENIGNO ESPINA	Capiñahan, San Isidro, Leyte	Member
18	DALUT, JOSUE MAURING	Capiñahan, San Isidro, Leyte	Member
19	DAPITAN, ELIZABETH REUBAL	Capiñahan, San Isidro, Leyte	Member
20	DAPITAN, JESSA REUBAL	Capiñahan, San Isidro, Leyte	Member
21	DELA CRUZ, ADRIANO, JR. TAGALOG	Capiñahan, San Isidro, Leyte	Chairman, Board of Director
22	DELA RAMA, ADELINA BURZON	Capiñahan, San Isidro, Leyte	Member
23	DUNGOG, ROBELYN REMORTA	Cabungaan, San Isidro, Leyte	Member
24	ENRIQUEZ, JOCELYN LENTE	Capiñahan, San Isidro, Leyte	Business Manager
25	GELIG, ELENA SALINO	Capiñahan, San Isidro, Leyte	Member
26	GELIG, ERNESTO CAMPOMAYOR	Capiñahan, San Isidro, Leyte	Member
27	GOMEZ, DANILO VILLAMOR	Capiñahan, San Isidro, Leyte	Member
28	GOMEZ, IMELDA RETIZA	Capiñahan, San Isidro, Leyte	Secretary
29	LASCOÑA, RICHARD SR. ARRIBADO	Capiñahan, San Isidro, Leyte	Member

30	LIMPIADO, MILA ROSA MERILO	Capiñahan, San Isidro, Leyte	Member
31	LINABOG, EDWIN BURSON	Capiñahan, San Isidro, Leyte	Member
32	LINABOG, NISA DELA RAMA	Capiñahan, San Isidro, Leyte	Member
33	MAHAIT, EMELIANO, JR. BARDA	Capiñahan, San Isidro, Leyte	Vice President
34	MALINAO, VIOLITA MANGOLON	Capiñahan, San Isidro, Leyte	Member
35	MANRIQUEZ, ANALIZA CASIA	Capiñahan, San Isidro, Leyte	Treasurer
36	MONARES, ANIEROSE NOQUILLA	Crossing, San Isidro, Leyte	Board of Director
37	MONARES, ARNULFO BUANGHOG SR.	Crossing, San Isidro, Leyte	Member
38	MONARES, GINA NOQUILLA	Crossing, San Isidro, Leyte	Member
39	MONARES, JOEL NOQUILLA	Crossing, San Isidro, Leyte	Member
40	MONARES, MYLENE NOQUILLA	Crossing, San Isidro, Leyte	Member
41	OMPOC, ALBERTO FILLAR SR.	Capiñahan, San Isidro, Leyte	Member
42	OMPOC, ALGEN VILLOREJO	Capiñahan, San Isidro, Leyte	Member
43	OMPOC, FLORA VILLOREJO	Capiñahan, San Isidro, Leyte	Member
44	PAGADORA, ARNULFO MALINAO SR.	Busay, San Isidro, Leyte	PIO 2
45	PIAMONTE, MARGARITA ADOL	Capiñahan, San Isidro, Leyte	Member
46	PIAMONTE, ROSELDA ADOL	Capiñahan, San Isidro, Leyte	Bookkeeper
47	POLICARPIO, ALEJANDRO CUENCO	Capiñahan, San Isidro, Leyte	Member
48	POLICARPIO, ELENA MISA	Capiñahan, San Isidro, Leyte	Member
49	REMORTA, RECARDO QUINAL	Cabungaan, San Isidro, Leyte	Member
50	REUBAL, ALEJANDRO ORONGAN	Capiñahan, San Isidro, Leyte	Member
51	REUBAL, CHARLYN MALINAO	Capiñahan, San Isidro, Leyte	Member
52	REUBAL, MA. ELMA CARDINES	Capiñahan, San Isidro, Leyte	Member
53	RUFO, GERARDO ORONGAN	Capiñahan, San Isidro, Leyte	Member
54	SABERON, KATLYN SALVE	Capiñahan, San Isidro, Leyte	Member

55	SINGCOL, AMELITA MAHILOM	Capiñahan, San Isidro, Leyte	Member
56	SINGCOL, CASILDITA CATAGA	Capiñahan, San Isidro, Leyte	Member
57	SINGCOL, JELLY CATAGA	Capiñahan, San Isidro, Leyte	Member
58	SINGCOL, PONCIANA ORTIZ	Capiñahan, San Isidro, Leyte	Member
59	SUMALINOG, BLESILDA DAPITAN	Busay, San Isidro, Leyte	Member
60	SUMALINOG, EMILIANO JR. DOTOSME	Busay, San Isidro, Leyte	Member
61	VELASCO, ARTUNITA BATINGAL	Hacienda Maria, San Isidro, Leyte	Member
62	VELASCO, MARIO DIAMOS	Hacienda Maria, San Isidro, Leyte	Member
63	YGOT, CONCHITA YURAG	Capiñahan, San Isidro, Leyte	Member
64	YGOT, RENATO MANDARAOG	Capiñahan, San Isidro, Leyte	Member
65	YURAG, FEDELINA YGOT	Capiñahan, San Isidro, Leyte	Member

5. Submission of Update Report to DOLE

Thereafter, Mr. Cabalquinto explained that the association has to submit update report to the Department of Labor and Employment (DOLE) since there are changes in the membership and the set of officers. He also stated that the association needs technical assistance on the preparation of financial statements and other reports for submission to DOLE and to the Department of Agriculture (DA) because no one in the association knows about how to make the said reports. He added that it would be best to ask the technical expertise of the people from the DOLE through PESO San Isidro, Leyte and DA through the Office of the Municipal Agriculturist for the matter so that the aforesaid reports shall be made possible.

Then, he suggested to set an Officers meeting soonest possible time to discuss issues concerning the association's income generating projects/activities and tackle some possible policy/ies that will benefit both the association and the members as well.

6. Next Schedule of Meeting

Then, the Association President – Mr. Cabalquinto set the schedule of the next Assembly meeting on January 12, 2022 at 2:00 o'clock in the afternoon with the same venue.

7. Other Matters

Immediately thereafter, the Association President announced that the LGU San Isidro, Leyte through the Rural Health Unit (RHU) is encouraging everyone especially the members of this association to undergo vaccination for COVID-19 since there are various vaccine brands to choose from. He also added that vaccine boosters are also available at the Rural Health Unit and for those members whom are interested to avail such vaccines just coordinate with the nearest BHWs in the barangay for priority listings. Then, the Presiding Officer asked the body for any matters to discuss, but there are no more matters for discussion being raised.

8. Adjournment

Since there were no more matters to discuss, as first moved by Mr. Emeliano B. Mahait, Jr. (elected Vice President) and duly seconded by Mr. Joebert E. Cabalquinto (BOD Member), the Association President – Mr. Ruben P. Cabalquinto adjourned the meeting at exactly 5:50 o'clock in the afternoon.

I HEREBY CERTIFY to the correctness and veracity of the foregoing minutes.


MS. IMELDA R. GOMEZ
Association Secretary

ATTESTED:


MR. RUBEN P. CABALQUINTO
Association President

Capiñahan Farmers Association (CaFA)
Brgy. Capiñahan, San Isidro, Leyte

OFFICIAL ATTENDANCE

DATE: Nov. 18, 2021

No.	NAME	TIME	SIGNATURE IN	SIGNATURE OUT
1	Analiza C. Manriquez	8:20		
2	Jocelyn Enriquez	8:40		
3	Berry M. Betano	8:40		
4	Salvador D. Bataysta	8:40		
5	Visitita M. Malinoso	8:40		
6	Elena S. Kelig	8:41	Elena Kelig	
7	Ernesto C. Kelig	8:42		
8	RUBEN CABALQUINTO			
9	Lizbeth Dapitan		L. Dapitan	L. Dapitan
10	Aceлина dela Rama		A R.	A R.
11	Josue M. Dahit		Josue Dahit	Josue Dahit
12	Eduwin Limabog		E. L.	E. L.
13	Nisan Limabog		N. L.	N. L.
14	Katlyn Saberon		Katlyn Saberon	Katlyn Saberon
15	Cherylyn Mahait		Cherylyn Mahait	Cherylyn Mahait
16	Adriana T. dela Cruz Jr			
17	Elena C. Reusil		Elena C. Reusil	Elena C. Reusil
18	Concordia P. Cabalquinto		C. Cabalquinto	C. Cabalquinto
19	Roman L. Cabalquinto			
20	Guardo Rufo		Guardo Rufo	Guardo Rufo
21	Carldita C. Singal		Carldita C. Singal	Carldita C. Singal
22	Jelly Singal		Jelly Singal	Jelly Singal
23	RICARDO Q. REMULTA			
24	Rebelyn Daringog		Rebelyn Daringog	Rebelyn Daringog
25	Marilynda R. Daringog		Marilynda R. Daringog	Marilynda R. Daringog

Republic of the Philippines
Province of Leyte
Municipality of San Isidro
Barangay Capiñahan
Capiñahan Farmers Association (CAFA)

ANNUAL ACCOMPLISHMENT REPORT

As of December 31, 2021

The Capiñahan Farmers Association (CAFA) has been organized in 2013, duly registered at the Department of Labor and Employment (DOLE) in 2016 and has an intervention from various government organization, to wit:

Projects	Costs	Beneficiaries	Status
Egg Layer Production from the SAAD Program of the Department of Agriculture (DA)	P 2,000,000.00	The entire association membership	On-going
Egg Layer Production from the MIC Program of the Provincial Government of Leyte (PLGU)	P 1,000,000.00	The entire association membership	On-going
Vegetable Production through communal farming from the MIC Program of the Provincial Government of Leyte (PLGU)	P 10,000.00	The entire association membership	On-going

With these interventions, the member-beneficiaries of the association are directly benefitting from it by increasing their income earning capacity.

More so, the said interventions effectively build the capacity of member-beneficiaries of the proponent organization in the management of the program/project/activity and organization functioning; and augmented farmers' opportunities and linkages which contributed greatly in sustainable agriculture livelihood.

Prepared by:


MS. IMELDA R. GOMEZ
Association Secretary

Noted by:


MR. RUBEN P. CABALQUINTO
Association President

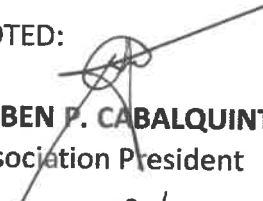
Capiñahan Farmers Association (CAFA)


Barangay Capiñahan, San Isidro, Leyte
DOLE Reg. No.:RO0-WLFO-2016-WA-02-826

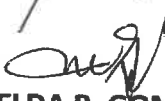
CONSOLIDATED FINANCIAL STATEMENT OF OPERATION AS OF DECEMBER 31, 2021

INCOME		2,531,044.20
Income from General Fund	-	
Income from DA -SAAD Program	1,782,557.20	
Income from MIC Program	748,487.00	
EXPENSES		1,663,835.70
Expenses from the General Fund	12,093.10	
Expenses from DA-SAAD Program	932,070.25	
Expenses from the MIC Program:	719,672.35	
NET INCOME		867,208.50

NOTED:


RUBEN P. CABALQUINTO
Association President


EMELIANO B. MAHAIT, JR.
Association Vice-President


IMELDA R. GOMEZ
Association Secretary


ANALIZA C. MANRIQUEZ
Association Treasurer


FREDALIZA B. ABALLE
Auditor 1

CONCORDIA P. CABALQUINTO
Auditor 2

Capiñahan Farmers Association (CAFA)


Barangay Capiñahan, San Isidro, Leyte
DOLE Reg. No.:RO8-WLFO-2016-WA-02-826

CONSOLIDATED FINANCIAL STATEMENT OF CONDITION AS OF DECEMBER 31, 2021

ASSETS		1,411,248.50
CURRENT:		
Cash On Hand (General Fund)	5,097.90	
Cash On Hand (DA-SAAD Program)	178,329.95	
Cash On Hand (MIC Program)	15,159.15	
Cash In Bank (BLAMPICI- DA SAAD)	30,000.00	
Cash Investment to Cooperative (DA-SAAD)	10,500.00	
A/R - MIC Program (DA SAAD)	405,000.00	
A/R - General Fund (DA-SAAD)	80,000.00	
A/R - Cash Advance (DA - SAAD)	6,000.00	
FIXED:		
Poultry Building (General Fund)	64,182.00	
Poultry Building (MIC Program)	375,129.50	
Poultry Building (DA-SAAD Program)	107,820.00	
Farm Equipment & Fixtures (General Fund)	11,237.00	
Farm Equipment & Fixtures (DA-SAAD Program)	13,362.00	
Farm Equipment & Fixtures (MIC Program)	89,806.00	
Septic Tank	19,625.00	
EQUITY & LIABILITIES		1,411,248.50
EQUITY:		
Members' Contribution (General Fund)	12,610.00	
Members' Contribution (DA-SAAD Program)	-	
Members' Contribution (MIC Program)	46,280.00	
LIABILITIES:		
Accumulated Income from Operation	867,208.50	
Trust Fund (from Penalties of Absences)	150.00	
A/P to DA-SAAD (MIC Program)	405,000.00	
A/P to DA-SAAD (General Fund)	80,000.00	

NOTED:


RUBEN P. CABALQUINTO
Association President


IMELDA R. GOMEZ
Association Secretary


FREDALIZA B. ABALLE
Auditor 1

EMELIANO B. MAHAIT, JR.
Association Vice-President


ANALIZA C. MANRIQUEZ
Association Treasurer

CONCORDIA P. CABALQUINTO
Auditor 2