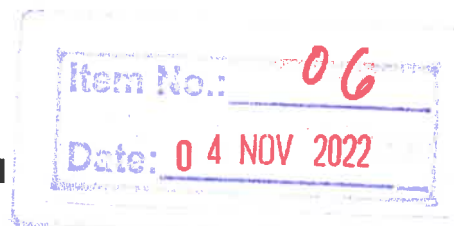
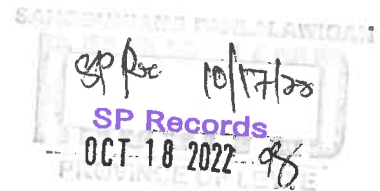


KABUNGAAN LIVELIHOOD ASSOCIATION
Barangay Kabungaan, Baybay City, Leyte



August 31, 2022

Vice Governor Leonardo M. Javier, Jr
Presiding Officer, Sangguniang Panlalawigan
Province of Leyte



Dear **Vice Governor Javier, Jr:**

In response to your Notice of Call for Accreditation, kindly be informed that **KABUNGAAN LIVELIHOOD ASSOCIATION** with office address at Barangay Kabungaan, Baybay City, 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 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,

T. Estelloro
TRINIDAD D. ESTELLORO
President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: KABUNGAAN LIVELIHOOD ASSOCIATION

Address: Barangay Kabungaan, Baybay City, Leyte

Contact No.: 09759082441

Date Organized: October 23, 2019

Sector/s Represented: Farmers

Purposes/Objectives:

1. To establish an association that will promote mutual assistance 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 the aim of uplifting the economic condition of the members;
4. To provide the members knowledge and skills and equip themselves an effective and innovative way, through trainings with TESDA and other concerned government agencies;
5. To work with non-government organizations and government institution 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:

1. Swine Production (Fattening)
2. Rice Retailing

Registering Agency:

Date Registered: November 20, 2019

- 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: None

- 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 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):

Organizational Level:

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

Projects Implemented in the City of Baybay:

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2021	Swine Production (Fattening)		DOLE and LGU-Baybay (Piglets and Feeds)	members	On-going	
2021	Rice Retailing	P40,000.00	Association Fund	members	On-going	

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.

T. Estelloro
TRINIDAD D. ESTELLORO
President


MARY NICOLE G. EJOC
Secretary

KABUNGAAN LIVELIHOOD ASSOCIATION
Barangay Kabungaan, Baybay City, Leyte

RESOLUTION NO. 02

A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE KABUNGAAN LIVELIHOOD ASSOCIATION

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 Kabungaan Livelihood Association is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

WHEREAS, the Kabungaan Livelihood Association Officers' Meeting held at the Barangay Kabungaan Gymnasium on August 01, 2022, 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 of the Province of Leyte, 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 Chairman of the Sanggunian Committee on Accreditation, the Honorable Trinidad G. Apostol.

RESOLVED FURTHERMORE, that the following representative of the Organization is authorized and directed to take any action necessary to effectuate the foregoing resolution:

Name	Position	Signature
TRINIDAD D. ESTELLORO	President	<u>T. Estelloro</u>

ADOPTED unanimously by the Officers of the Kabungaan Livelihood Association this 1st day of August 2022 in the City of Baybay.

Name	Position	Signature
CARMELITA A. BALLINO	Vice-President	<u>Ca Ba</u>
MARY NICOLE G. EJOC	Secretary	<u>[Signature]</u>
LUCIA M. GUCELA	Treasurer	<u>Lucia M. Gucela</u>
MADLINE B. CENTES	Auditor	<u>[Signature]</u>
CELSA B. UNDAY	P.I.O.	<u>Celsa unday</u>
GINA A. SUMAYLO	P.I.O.	<u>[Signature]</u>
FELICISIMA P. LOWANGCO	Business Manager	<u>Felicisima</u>
JOCELYN E. EPIVA	Bookkeeper	<u>Jocelyn</u>

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2022 in _____, Affiant exhibiting to me her Philippine Identification Card with valid identification no. 2752-9128-1073-2590 issued at Baybay City, Leyte.

Doc No: 247
Page No: 10
Book No: 1011
Series of: 2022

Notary Public **ATTY. EDEN B. CHAVEZ-BUTAWAN**
Notary Public for the Province of Leyte, City of Baybay
N.C. No. B-22-06-06, July 6, 2022
Until December 31, 2023
R. Magsaysay Avenue, Baybay City, Leyte
PTR No. PL6598809-01/03/22
IBP No. 183267-01/03/22
TIN No. 207-626-029
Roll No. 42391
MCLE Compliance No. VII-0008593



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

Registration Certificate No.
R08-WLFO-2019-11-WA-1594

KNOW ALL MEN BY THESE PRESENTS:

**KABUNGAAN
LIVELIHOOD
ASSOCIATION**

Brgy. Kabungaan, Baybay City, 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.

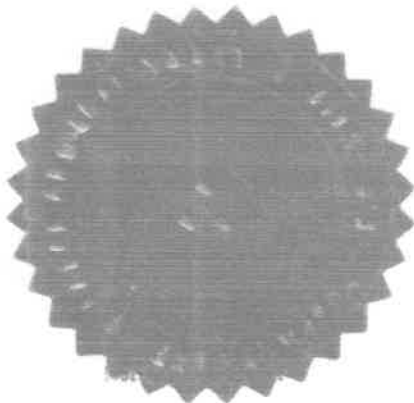
IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of DOLE Regional Office No. VIII, Tacloban City, Philippines this 20th day of November 2019.

By authority of the Regional Director:

YAHYA A. CENTI
Regional Director

Approved by:


EDGAR B. TABUYAN
Supervising CEO/OIC/Head WLFO



REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG SIKAP NA NANAALAPI
 KAWANIHAN NG SERBISYO SA INTERNAS
 REVENUE DIVISION NO.
 REVENUE DISTRICT NO.

2RC0001755770

BIR
 Form No. **2303**
 Revised July 1997

OCN _____

CERTIFICATE OF REGISTRATION

764-285-871-000 KABUNGAAN LIVELIHOOD ASSOCIATION 02/28/2020

TIN	NAME	REGISTRATION DATE
	BARANGAY KABUNGAAN BAYBAY CITY LEYTE 6521	

REGISTERED ADDRESS

TAX TYPE

REGISTERED ACTIVITY (IES)
 INCOME TAX

TRADE NAME	LINE OF BUSINESS / INDUSTRY
KABUNGAAN LIVELIHOOD ASSOCIATION	. 9199 ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C

TAXPAYER TYPE: ASSOCIATION
 DATE ISSUED: 02/28/2020

INCOME TAX			
SINGLE PROPRIETOR		CORP./PART./ASSO.	
1701Q	DUE DATE	1702Q	DUE DATE
1st Quarter	May 15	1st Quarter	90 days after end of the taxable Qtr.
2nd Quarter	Aug. 15	2nd Quarter	
3rd Quarter	Nov. 15	3rd Quarter	
Annual (1701)	April 15	Annual (1702)	15th day of the 4th month after end of year

REMINDER: FILING OF REQUIRED RETURN/S WITH OR WITHOUT OPERATION TO CONFORM WITH THE ABOVE TAX TYPE TO AVOID PENALTIES.

WITHHOLDING TAX EXPANDED			
0619E		1601EG	
JAN., FEB.	Every 30th day after end of the month	MAR 1 ST QTR.	APR. 30
APR., MAY		JUN 2 ND QTR.	JULY 30
JULY, AUG.	Every 30th day after end of the month	SEPT. 3 RD QTR.	OCT. 30
OCT., NOV.		DEC 4 TH QTR.	JAN. 30

1604E - Annual Information Return
 Every MARCH 1 of the following year

REGISTRATION OF BOOKS OF ACCOUNTS
 → Before the deadline for filing of the first quarterly income return or the annual income tax return whichever comes earlier.

ANNUAL REGISTRATION FEE
 On or before January 31 using BIR Form 0605

VALUE ADDED TAX			
2550M		2550Q/SLSP	
JAN., FEB.	Every 20th day after end of the month	MAR. 1 ST QTR.	APRIL 25
APR., MAY		JUN 2 ND QTR.	JULY 25
JULY, AUG.	Every 20th day after end of the month	SEPT. 3 RD QTR.	OCTOBER 25
OCT., NOV.		DEC. 4 TH QTR.	JANUARY 25

PERCENTAGE TAX
 551Q - Every 25th day of the month following the close of each quarter

I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.

MA. TERESA ROSA M. PIZON

WITHHOLDING TAX DEDUCTION	
501C - 10th day of the 1st month	
501E - Annual Information Return - Jan. 31	
501F - Annual Information Return - Jan. 31	



REVENUE DISTRICT OFFICER (signature over printed name)

CERTIFICATE MUST BE EXHIBITED TO THE PROPER OFFICE IN THE PLACE OF BUSINESS/Updates of Registration and other concerns by filing BIR Form 1905



OFFICE OF THE CITY MAYOR
BUSINESS PERMIT AND LICENSING OFFICE

BUSINESS PERMIT

0007239

PERMIT NO.

2022

YEAR

KABUNGA-AN LIVELIHOOD ASSOCIATION

KABUNGAAN, BAYBAY CITY, LEYTE

KABUNGA-AN LIVELIHOOD ASSOCIATION

KABUNGAAN, BAYBAY CITY, LEYTE

TYPE OF BUSINESS: Partnership

DATE ISSUED : April 07, 2022

PAYMENT MODE : Annually

EXPIRY DATE : December 31, 2022

BUSINESS STATUS : New

COM. TAX CERT NO. :

TAX AMOUNT : 0.00

ISSUED : April 07, 2022

TIN : 0

REGISTRATION # : 0

SSS # : 0

O.R NO : 6842674

O.R DATE : April 07, 2022

TOTAL EMP.(LOCAL) : 0

TOTAL EMPLOYEES : 1

PURSUANT TO REVENUE ORDINANCE NO. 93-001 AND IN CONFORMITY WITH R.A. 9514 FIRE CODE OF THE PHILIPPINES, P.D. 522 AND 856 HEALTH RULES AND REGULATIONS, OTHER LAWS AND ORDINANCES AND THE EXISTING REQUIREMENTS RELEVANT THERETO. PERMIT IS HEREBY GRANTED TO HEREIN TAX PAYER.

BUSINESS CLASSIFICATION	GROSS SALES	LINE OF BUSINESS	MAYOR'S PERMIT FEE	BUS. TAX TOTAL
Newly started business	100,000.00	INTEGRATED FARMING	200.00	50.00
SURCHARGE : (25% of Business tax)		0.00	TOTAL REGULATORY FEES	820.00
PENALTY : (2% per month)		0.00	TAX + REG. FEES	870.00
			AMOUNT PAID	870.00
			BALANCE	0.00

This permit must be displayed in a conspicuous place in the establishment. The permit is only a privilege and not a right. Therefore, violation of any ordinances or prevailing laws and ordinances IMMEDIATELY REVOKES your permit to conduct business in the City of Baybay. This shall be presented and/or surrendered to competent authorities upon demand.

For the City Mayor:

DEOGRACIAS E. PERNITEZ
City Administrator

**List of Current Officers and Members of the
KABUNGAAN LIVELIHOOD ASSOCIATION**

as of December 31, 2021

Name	Position
Trinidad D. Estelloro	President
Carmelita A. Ballino	Vice – President
Mary Nicole G. Ejoc	Secretary
Lucia M. Gucela	Treasurer
Madeline B. Centes	Auditor
Celsa B. Unday	P.I.O.
Gina A. Sumaylo	P.I.O.
Jocelyn E. Epiva	Bookkeeper
Felicisima P. Lowangco	Business Manager
Lucio J. Ballino	Member
Roger G. Ballino	Member
Virgilio J. Ballino	Member
Leoncia E. Botron	Member
Christian R. Capillanes	Member
Geronimo P. Casil	Member
Jose C. Casil	Member
Rita B. Centes	Member
Ruel D. Centes	Member
Slyvia D. Centes	Member
Rogelio R. Daniel, Sr.	Member
Rowena P. Dawal	Member
Jorge R. Dedace	Member
Edelina N. Dedace	Member
Marivic M. Dela Peña	Member
Janefer O. Ejoc	Member
Benjie T. Ejoc	Member
Luceno B. Estelloro, Sr.	Member
Esmaela B. Perez	Member
Nene R. Solomon	Member
Delia V. Sumaylo	Member
Renato B. Unday	Member
Junel E. Sumaylo	Member
Crisente S. Jomoc	Member
Perlita A. Manatad	Member
Ronilo C. Maarat	Member
Felisa C. Epiba	Member
Aida L. Espanso	Member
Aimee P. Gucela	Member
Junard R. Espejo	Member
Amparo D. Jomoc	Member
Cris Anthony Jomoc	Member
Rosalie A. Epiva	Member
Junard R. Espejo	Member
Natividad R. Marra	Member
Carlito E. Pasturan	Member
Marilou S. Roieles	Member

Republic of the Philippines
KABUNGAAN LIVELIHOOD ASSOCIATION
Barangay Kabungaan, Baybay City, Leyte

**MINUTES OF THE MEETING OF THE KABUNGAAN LIVELIHOOD ASSOCIATION
HELD AT THE BARANGAY KABUNGAAN GYMNASIUM ON DECEMBER 31, 2021.**

PRESENT:

All members

AGENDA:

1. Financial Update

PROCEEDINGS:

The meeting was called to order by the President Mr. Trinidad D. Estelloro at 3:00 o'clock in the afternoon. It started with a prayer led by Mr. Janefer O. Ejoc. A roll call was done by the secretary. All members were present, so there was quorum.

Order of Business:

A. Approval of the agenda

Mr. Rogelio R. Daniel, Sr. moved for the approval of the agenda duly seconded by Mr. Jorge R. Dedace.

B. Reading, correction and approval of the previous minutes

There was no correction of the previous minutes. Ms. Nene R. Solomon moved for the approval seconded by Ms. Esmaela B. Perez.

C. Matters arising from the Previous Minutes

None

AGENDA:

1. Financial Update

Everybody agreed to not raise hog due to African Swine Fever (ASF). Five hundred thousand pesos (P500) was deposited on the association bank account in OCCU and now the body agreed to withdraw all the money deposited to start a new business.

ADJOURNMENT

There being no other matters to be discussed, Ms. Lucia M. Gucela moved for adjournment seconded by Ms. Carmelita A. Ballino. The meeting was adjourned at 4:30 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing minutes.


MARY NICOLE G. EJOC
Secretary

Attested by:

T. Estelloro
TRINIDAD D. ESTELLORO
President

KABUNGAAN LIVELIHOOD ASSOCIATION
Barangay Kabungaan, Baybay City, Leyte

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Swine Production (Fattening)	To produce good quality and affordable meat to Barangay Kabungaan, to the neighboring barangay, and the entire City as well.	2021 – up to present		✓	DOLE and LGU-Baybay	
Rice Retailing	To provide basic commodities in Baranagay Kabungaan anf provide income to the association	2021 – up to present		✓	P40,000.00 Association Fund	Price varies depending on the market. Current price as of September 15, 2022 is P2,300.00

Prepared by:


MARY NICOLE G. EJOC
Secretary

Noted by:

T. Estelloro
TRINIDAD D. ESTELLORO
President

**KABUNGAAN LIVELIHOOD ASSOCIATION
FINANCIAL STATEMENT FOR CY 2021**

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Swine Fattening, Sale	594,065.00	
Members' Penalty	1,200.00	
TOTAL	595,265.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Open Account (OCC)	500.00	
Representation	5,905.00	
Rice (10sacks)	20,000.00	
Transportation Expense	824.00	
Bank Deposit	500,000.00	
Members' Share	67,500.00	
	594,729.00	
TOTAL FUND BALANCE Total Inflow - Total Outflow)	<u>536.00</u>	

Noted by:

T. Estelloro

TRINIDAD D. ESTELLORO
President

Ca Ba

CARMELITA A. BALLINO
Vice President

Mary Nicole G. Ejoc

MARY NICOLE G. EJOC
Secretary

Lucia M. Gucela

LUCIA M. GUCELA
Treasurer

Madeline B. Centes

MADELINE B. CENTES
Auditor