

Annex D: Letter of Application

January 16, 2022

HON. LEONARDO JAVIER JR.
PROVINCIAL VICE-GOVERNOR
PROVINCE OF LEYTE
Tacloban, City

SANGGUNIANG PANLALAWIGAN

Item No.: 04

Date: 13 FEB 2023

lg 1-27-23 11/23 of NUNY

PROVINCE OF LEYTE

Dear Vice Governor;

In response to your Notice of Call for Accreditation, kindly be informed that Libasnon Farmers Association, with office address at Barangay Libas, Merida, 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,


MARCIAL D. OYAO JR.
Association President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: LIBASNON FARMERS ASSOCIATION

Address: BARANGAY LIBAS, MERIDA, LEYTE

Contact No.: 09959720320

Email address (optional) _____

Date Organized: July 31, 2015

Sector/s Represented: FARMERS

Purposes/Objectives:

- a. To further develop the farmers industry in Barangay Libas, Merida, Leyte;
- b. To established an association that will promote the mutual aid and protection of its members;
- c. To work for the interest of every member and the community;
- d. To support the programs and projects of the government and non-government organizations or entities for the farmer's economic recovery and in carrying out government policies;
- e. To promote livelihood activities/establishment that improve or uplift the economic, socio-economic and social well-being of the association and members;
- f. To create a pool of such savings for which loans for productive and provident purposes maybe granted to its members;
- g. To provide related services to enable members to maximize the benefit from such loans;
- h. To establish network and linkage to government agencies for possible assistance related to problems on livelihood;
- i. To provide the members knowledge and skills in farming and agricultural products and by-product processing and to equip themselves an effective and innovative way of rice, vegetable, coconut, corn production, and other agricultural commodities.

Services that the organization provides or can participate in:

Registering Agency:

Date Registered: July 31, 2015

- 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: _____

- 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 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 Municipality of Merida

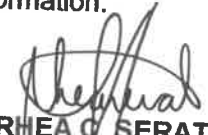
Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2022	Egg Layering	P1,145,000.00	SAAD	LIBASNON FARMERS ASSOCIATION		ONGOING

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.


MARCIAL D. OYAO JR
President


RHEA C. SERATO
Secretary

LIBASNON FARMERS ASSOCIATION
Barangay Libas, Merida, Leyte

BOARD RESOLUTION NO. 2

"A RESOLUTION EXPRESSING INTENTION TO APPLY FOR ACCREDITATION OF THE LIBASNON FARMERS ASSOCIATION WITH THE SANGGUNIANG PANLALAWIGAN NG LEYTE"

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

WHEREAS, on January 21, 2022 the Department of the Interior and Local Government issued Memorandum Circular No. 2022-005, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

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


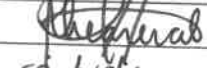
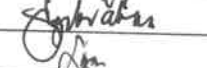
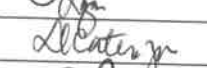
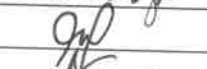

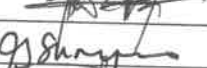





WHEREAS, in the Libasnon Farmers Association Special Board Meeting held at Barangay Libas, Merida, Leyte on December 31, 2022, attended by the following Board of Trustees present, the following resolution was approved and adopted;

RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022-005, and to apply for membership in a local special body in the Municipality of Merida;

RESOLVED FURTHERMORE, that the following representative of the Association is authorized and directed to take any action necessary to effectuate the foregoing resolution, Marcial D. Oyao Jr. President of the Association;

ADOPTED unanimously by the Board of Trustees of the Libasnon Farmers Association this 31st day of December 2022 in the Municipality of Merida.


Annex E: Board Resolution - Intention for Accreditation

Name	Position	Signature
Joselito Camacho	Vice-President	
Rhea C. Serato	Secretary	
Ivy C. Cabrahan	Treasurer	
Ma. Lilibeth Singson	Auditor	
Delilah C. Catenza	PIO	
Ma. Loida Cabrahan	PIO	
Arnel Galicia	SGT. AT AARMS	
Aljun Memoracion	SGT. AT ARMS	
Genevieve Lumapas	BOD	
Dionisio Peteros	BOD	
Marcial Greg Oyao	BOD	
Lerma Vero	BOD	


MARCIAL D. OYAO JR.
 Board Chairperson
 TIN - 105-246 -578

SUBSCRIBED AND SWORN TO before me this 15 day of JAN, 2023 in MERIDA, LEYTE Affiant exhibiting to me his/her 15 JAN 2023 with valid identification no. _____ issued on _____ at _____.

Doc No: 444
 Page No: 89
 Book No: 3
 Series of: WDA


ATTY. CHRISTIAN Q. SALTA
 Notary Public for Ormoc, Isabel, Kananga, Matag-ob, and Merida
 Commission No. ORM-22-08-013-NC Until December 31, 2023
 PTR No. 7282731 issued on January 03, 2023 at Merida, Leyte
 Attorney's Roll No. 82520 | IBP Membership No. 261661, Leyte
 MCLC Compliance No. VIII-0000877 valid until April 142, 2028
 Mendola Street, Barangay Poblacion, Merida, Leyte, Philippines



**DEPARTMENT OF LABOR AND EMPLOYMENT
WESTERN LEYTE FIELD OFFICE**

513 Valle St., Brgy. Doña Feliza, Toog., Ormoc City
Email add: dolero8_wlfo@yahoo.com
Tel. No: (053)255-2436 & 561-4518

**Registration Certificate No.
DOLE-WLFO-2015-WA-07-635**

KNOW ALL MEN BY THESE PRESENTS:

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

LIBASNON FARMERS ASSOCIATION

Brgy. Libas, Merida, 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 31st day of July 2015.



Approved by:


ELIAS A. CAYAHONG, CESO III
Regional Director



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
WESTERN LEYTE FIELD OFFICE
153 Valle St., Brgy. Doña Feliza Mejia, Toog, Ormoc City
Tel. No: (053)255-2436 & 561:4518
Email add: dolero8-wlfo@yahoo.com

JUL 31 2015

Date

MR. MARCIAL D. OYAO, JR.
President
LIBASNON FARMERS ASSOCIATION
Brgy. Libas, Merida, Leyte

Dear Mr. Oyao, Jr. :

Enclosed herewith is the Certificate of Registration recorded as **DOLE-WLFO-2015-WA-07-635** issued on JUL 31 2015 in favor of

LIBASNON FARMERS ASSOCIATION
Brgy. Libas, Merida, 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,


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

Copy furnished:
DOLE-Regional Office

Name of Association: **LIBASON FARMER ASSOCIATION**

Address: **Brgy: Libas, Merida, Leyte**

BLR Reg. Form No. 2-WA, S. 1998

PART II. PROCESSING OF REQUIREMENTS (To be accomplished by the processor at BLR)

(For Workers' Association Operating in One Region)

Date Received:

A. Checklist of documents, each of which must be certified under oath by the Secretary or Treasurer and attested to by the President. Documents not so certified and attested shall not be deemed as compliance.

- 1. Names of the association's officers and their respective addresses
- 2. Minutes of the organizational meeting/s
- 3. List of the members who participated in the organizational meeting/s
- 4. Financial reports if the applicant organization has been in existence for one year or more
- 5. Financial report not required because applicant association has been in existence for less than one year or has not collected any amount
- 6. Constitution and by-laws accompanied by the names and signatures of ratifying members
- 7. Minutes of adoption or ratification of the constitution and by-laws and date/s when ratification was made
- 8. Minutes of adoption or ratification is not required because it was done simultaneously with the organizational meeting and the same is reflected in the minutes of that organizational meeting
- 9. Vicinity Map

B. Payment of Registration Fee

Registration Fee paid under O.R. No. 2276301 Date: JUL 31 2015 (Php 70.00)

Registration Fee not paid

C. Recommendation on the Application:

- Recommending Approval with Certificate of Registration attached
- Recommending Denial due to failure to comply with documentary requirements (Pls. Specify lacking documents)

- 1. _____
- 2. _____
- 3. _____

By:

Evangelina C. Bencion
EVANGELINE C. BENCION
Document Processor

Date: _____

PART III. ACTION ON THE APPLICATION

A. Approval/Denial

- Approved for Registration, with duly signed Certificate of Registration attached
- Registration denied, with duly signed Notice of Denial

Respectfully endorsed to the Director

- For attestation of the Certificate of Registration
- For notation of Notice of Denial

Martinez
MARITES Z. VIÑAS
Chief Labor & Employment Officer
Western Leyte Field Office

Date

Alia A. Cayanong
ALIAS A. CAYANONG, CESO III
Regional Director

JUL 31 2015
Date

Registration Certificate No.

DOLE-WLFO-2015-WA-07-0635

Date Issued:

Date Released:

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. _____

APPLICATION FOR REGISTRATION

PART 1. INFORMATION ABOUT THE APPLICANT ASSOCIATION To be accomplished by the applicant. Supply all required information. Misrepresentation false statement or fraud in this application or in any supporting document is a ground for denial or cancellation of registration		Date Accomplished. <p align="center">JULY 17, 2015</p>
Name of Applicant Association LIBASNON FARMERS ASSOCIATION		Address BARANGAY LIBAS, MERIDA, LEYTE
Name of President (Last) (First) (Middle) OYAO, MARCIAL DUMDUM JR.		Address BARANGAY LIBAS, MERIDA, LEYTE
Date organized (Day) (Month) (Year) 15 JULY 2015		Date of CBL Ratification (If ratification was done on successive dates, state dates of ratification) JULY 15, 2015
Place /s of operation <p align="center">BARANGAY LIBAS, MERIDA, LEYTE</p>		No. of Members 145 Male 90 Female 55
Occupation of Members . <i>Please check appropriate category</i> <input checked="" type="checkbox"/> Agricultural workers <input checked="" type="checkbox"/> farmers <input type="checkbox"/> fisherfolk <input type="checkbox"/> artisans <input type="checkbox"/> cottage <input type="checkbox"/> others <input type="checkbox"/> Small transport workers (drivers. <input type="checkbox"/> jeepney <input type="checkbox"/> FX <input type="checkbox"/> tricycle <input type="checkbox"/> pedicab) <input type="checkbox"/> Homebased / Homeworkers <input type="checkbox"/> Small construction workers <input type="checkbox"/> Vendors (<input type="checkbox"/> market <input type="checkbox"/> sidewalk <input type="checkbox"/> ambulant) <input type="checkbox"/> Small scale miners <input type="checkbox"/> Others / own - account, Pls. Specify)		
Fiscal Period <input type="checkbox"/> Calendar Year <input checked="" type="checkbox"/> Fiscal Year (Pls. Specify)		Status of Finances <input type="checkbox"/> w/ financial report <input checked="" type="checkbox"/> w/out financial report
I attest to the truth for the foregoing.		
<p> MARCIAL OYAO JR. Authorized Representative / CBA PRESIDENT (Signature over printed name) </p>		
SUBSCRIBE AND SWORN to before me at _____ Philippines this _____ day of _____ 20 _____ by _____ with Community Tax Certificate No. _____ issued at _____ on _____		
Doc No. 374 Page No. 75 Book No. X Series of 20 15		ATTY. JOSE KENANTE R. TERRE NOTARY PUBLIC UNTIL DECEMBER 31, 2016 ROLL No. 42643 IBP-REG. NO. 956387/01-05-15 PTR No. 01-05-2015 BACLE COMPLIANCE No. 11-05-15-01-26-13

Annex F: List of Current Officers and Members

List of Current Officers of the Libasnon Farmers Association

	NAME	POSITION
1.	MARCIAL D. OYAO JR.	PRESIDENT
2.	JOSELITO CAMACHO	VICE-PRESIDENT
3.	IVY C. CABRAHAN	TREASURER
4.	RHEA C. SERATO	SECRETARY
5.	LILIBETH SINGSON	AUDITOR
6.	CONCEPCION AYING	PIO
7.	MA. LOIDA CABRAHAN	PIO
8.	ARNEL GALICIA	SGT. AT ARMS
9.	ALJUN MEMORACION	SGT. AT ARMS
10.	GENEVIEVE LUMAPAS	BOD
11.	DIONISIO PETEROS	BOD
12.	MARCIAL GREG OYAO	BOD
13.	LERMA VERO	BOD
14.	ERMA FERNANDEZ	BOOKKEEPER

LIBASNON FARMERS ASSOCIATION

ACTIVITY: ANNUAL MEETING

PARTICIPANTS:

Marcial D. Oyao Jr.	-----	Association President
Joselito C. Camacho	-----	Vice-President
Rhea C. Serato	-----	Secretary
Ivy C. Cabrahan	-----	Treasurer
Maria Lilibeth Singson	-----	Auditor
Delilah C. Catenza	-----	PIO
Ma. Loida L. Cabrahan	-----	PIO
Arnel C. Galicia	-----	Sgt. At Arms
Genevieve Lumapas	-----	BOD
Dionisio Peteros	-----	BOD
Marcial Greg Oyao III	-----	BOD
Lerma C. Vero	-----	BOD
Erma L. Fernandez	-----	Bookkeeper
Concepcion Aying	-----	Member
Rodney Colorito		
Hanzel Colorito		
Moises A. Cabrahan		
Audie I. Manipis		
Allen A. Cabrahan		
Gondito Ponce		
Renela C. Jalaman		
Josefina Tahil		

EXPECTATION FOR THE ACTIVITY: To help each other through exchange of knowledge and experiences and through marketing advantages.

To develop and maintain a happy and satisfactory farm home.

GENERAL OBJECTIVE: To boost business productivity and increase yields.

SPECIFIC OBJECTIVES:

- To manage the farm business in an effective manner.
- To produce agricultural products efficiently.
- To market agricultural products economically.

AGENDA:

1. Egg Production October-December 2022

Association Vice-President Joselito C. Camacho stated that total egg harvest last October was 1,666 eggs. For the month of November, a total of 11,210 eggs and by December 1-30 it reached to 12,638 eggs.

2. Debrief on Good Practice for Egg Layer

What worked well:

- Access to water source
- Access to electricity, solar panel
- Access to markets
- Access to other inputs like seeds for gardening
- A potential solution to helping the most vulnerable groups out of hunger, poverty and creating a sustainable platform by registering farmers with government bodies with regulated policies (continuous technical support and registration of farmers with respective government bodies for sustainability).
- Household consumption and nutrition (availability of fresh eggs and fresh vegetables)

3. Key Recommendations

- Continued cooperation among farmers
- Farmers can also be trained to grow/save seeds for the subsequent season
- Creating awareness to beneficiaries on selling harvests in the nearby market for sale

PREPARED BY:


RHEA C. SERATO

Association Secretary

NOTED BY:


MARCIAL D. OYAO JR.


Association President

Annex H: Annual Accomplishment Report

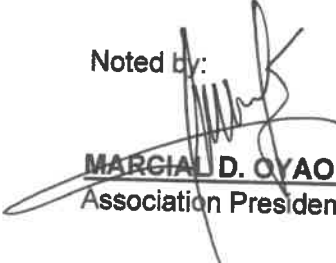
LIBASNON FARMERS ASSOCIATION

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Egg Layering	To further develop the farmers industry of Barangay Libas, Merida, Leyte	Septeber 27, 2022 - Present		Ongoing	P1,145,000.00	ONGOING

Prepared by:


RHEA C. SERATO
 Secretary

Noted by:

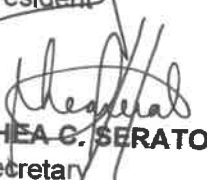

MARGIAL D. OYAO JR.
 Association President

**LIBASNON FARMERS ASSOCIATION
FINANCIAL STATEMENT FOR CY 2022**


INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
DA-SAAD	P1,145,000.00	ONGOING
Donor 2		
Monthly Dues / Membership Fees	P100.00-Membership / P2,500.00 P10.00 - Monthly Dues / P500.00	
Income Generating Project 1	P111,895.00	
Income Generating Project 2		
TOTAL	P111,895.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Project 1		
Project 2		
Meeting Expenses	P25,000.00	
Office Supplies	P500.00	
Logistics / Transportation	P2,000.00	
Administrative and Personnel	N/A	
TOTAL	P27,500.00	
TOTAL FUND BALANCE (Total Inflow – Total Outflow)	P111,895.00-P27,500.00= P84,395.00	

Noted by:


MARCIAL D. O'YAO JR.
President


RHEA C. SERATO
Secretary


MA. LILIBETH SINGSON
Auditor


JOSELITO CAMACHO
Vice-President


IVY C. CABRAHAN
Treasurer