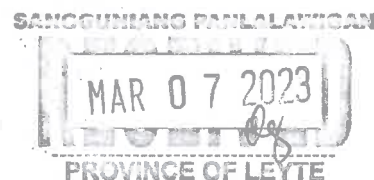


Hon. Leonardo M. Javier Jr.
Vice Governor
Presiding Officer, Sangguniang
Panlalawigan

Item No.: **24**

Date: **MAR 28 2023**



Dear Leonardo M. Javier Jr.
Vice Governor Leyte


SP Records
MAR 22 2023

Good day

We are submitting herewith the following documents in response to your notice of Call for Accreditation. Kindly be informed that Brgy. Tinambacan (Sitio Cambado) Jaro, Leyte would like to seek accreditation by Sangguniang Panlalawigan of Leyte.

In support of this application are the following administrative requirements.

1. Letter of application
2. Fully accomplished application form fir re-accreditation
3. Duly approved board resolution signifying intention for an accreditation for the purpose of representation in a local special body
4. Certificate of registration issued by DoLE
5. List of current officers
6. Copy of the minutes of the CY monthly meeting of the association
7. Annual accomplishment report for the immediately preceding year
8. CY _____ financial statement


Moises S. Lutrago
CIFA President


Republic of the Philippines
Province of Leyte
Municipality of Jaro

APPLICATION FORM OF ACCREDITATION

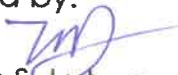
1. Name of Organization: Combado Integrated Farmers Association
2. Other name: CIFA
3. Association office address: Brgy. Tinambacan Sitio Combado Jaro, Leyte
4. Name of President: Moises S. Lutrago
5. Contact number: 09631852279
6. Type of organization: Farmers Association
7. Registered by: DOLE
8. Registration number: RO8-NLFO-2022-07-WA-2027
9. Number of Years the association existed:
10. Number of members: 22 Male 16 Female 6
11. Number of active member: 20
12. Average age of members: 18-67; Average family size
13. Total area covered (hectares): 1 ha
14. Commodities (Crops, products, etc.): vegetables eggplant and ampalaya

I hereby certify that all the information furnished by me is true, correct and complete.

Certified True and Correct:


Irene A. Madrona
CIFA Secretary

Attested by:


Moises S. Lutrago
CIFA President

COMBADO INTEGRATED FARMERS ASSOCIATION (CIFA)
BRGY. TINAMBACAN SITIO COMBADO JARO, LEYTE
JUNE 21, 2022

Minutes of the Organizational Meeting and the Ratification/ Adoption of the constitution and By-Laws (CBL) of Combado Integrated Farmers Association (CIFA) held on June 21, 2022.

The meeting started at exactly 1:00 in the afternoon. The names were called from the attendance and record shows there were twenty two (22) farmer members from the attendance.

Before the meeting proper prayer was led by Irene A. Madrona followed by the singing of the national anthem led by Catalina S. Lotrago. One of the group of the farmers were appointed the note down the proceeding of meeting.

PESO manager, Lucita Lagado discussed the objective as well as the mechanics of the meeting. She orient the farmers salient provisions of the constitution and by laws (CBL) to refresh the knowledge in many aspects of an organization.

The following were some of the provisions discusses to wit:

1. Rights and Duties of Members
2. Qualifications of the Members/Officers/Board of Directors
3. Duties and Responsibilities of the Officers
4. Powers and Duties of the Board of Directors
5. Powers and Duties of the General Assembly
6. Other Salient Provisions

Mrs. Lucita Lagado brief and discussed the election procedures will be conducted through secret balloting.

The election was conducted that they agreed members of the Board of Director shall be composed of five (5). The President, the V-President, and the three other members. It was then agreed that the auditor shall be directly elected by the farmer members group. The Secretary, Treasurer, Book Keeper shall be appointed by the Board, as these positions needs people who have skills and qualifications.

President:	Moises S. Lutrago
Vice President:	Bibiano R. Lutrago Sr.
Secretary:	Irene A. Madrona
Treasurer:	Erica L. Labor
P.I.O:	Galicano R. Lotrago
Auditor:	Lucita L. Lagado
	Julie A. Lotrago
	Larry C. Lotrago
Business Manager:	Reymark Labor

After the election activity the chair was handed down the newly elected President Mr. Moises S. Lutrago to preside over the meeting. On motion of one of the member from the Board of Directors Julie A. Lotrago, duly seconded by the V-President Bibiano R. Lutrago Sr. to organized working committee/ study group to draft the associations CBL assisted by the AT from the office of the Municipal Agriculture, with some comments and amendments of the CBL, BOD member mentioned to finalized to ratify and adopt the Constitution and By-Laws of the association, it was seconded by one of the assembly member to ratify and adopt the said By-Laws. Finally, the constitution and By-Laws (CBL) was ratified and adopted by the general assembly.

One of the members of the association, Reymark Labor address the question to PESO manager Mrs. Lucita Lagado, if it is possible to accept additional members even after it is being registered, Mrs. Lagado said, of course it would be well accepted.

In the ensuing activity, Constitution and By-Laws has been legally created wit.

Official Name of Association
Principal Office
Number of Board of Directors
Term of Office
Membership Fee

Combado Integrated Farmers Association (CIFA)
Brgy. Tinambacan Sitio Combado Jaro, Leyte
Five (5)
Two-years term with re-election
One hundred pesos (100.00) only

Regular Meetings

Monthly BOD Meeting

Time

Venue

GA/Gen. meeting

Time

Venue

Re-Organizational Meeting

Time

Venue

1st Day of the Month
: 1:00 o'clock in the afternoon
: Farm house
: 3rd Saturday of the month
: 1:00 o'clock in the afternoon
: Farm house
: Every 15th day of May in each year
: 1:00 o'clock in the afternoon
: Farm house

It was further approved by the body that the association be registered.

Meeting adjourned at 3:00 in the afternoon.

Attested by:


MOISES S. LUTRAGO
President

Certified true correct by:


IRENE A. MADRONA
Secretary



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
Tacloban City

DOLE RO8-ORD-F2
Revision No. 00
Date Issued: 11 July 2018

Registration Certificate No.
R08-NLFO-2022-07-WA-2027
KNOW ALL MEN BY THESE PRESENTS:

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

**COMBADO INTEGRATED
FARMERS ASSOCIATION (CIFA)**
Brgy. Tinambacan, Sitio Combado, Jaro, Leyte

Has this day been registered and conferred with all the rights and privileges of a legitimate workers' association established for **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 relating to workers' association.

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of DOLE Regional Office No. VIII, Tacloban City, Leyte, Philippines this 26th day of July 2022.

Approved by:

HENRY JOHN S. JALBUENA
Regional Director

For the Regional Director:

EMMANUEL Y. DE LA CRUZ, PME - MME
CHIEF LEO, NLFO



Trece Martires St. Tacloban City
Tel Nox. (053) 832-4067
dolero8_nifo@yahoo.com



Republic of the Philippines
Province of Leyte
Municipality of Jaro
Barangay Tinambacan Sitio Combado

Barangay Tinambacan Combado Integrated Farmers Association

**EXCERPTS FROM THE SPECIAL MEETING OF THE ASSOCIATION OFFICERS ON
SEPTEMBER 03, 2022 AT 1:00 PM AT THE SESSION HALL.**

PRESENT:

MOISES M. LUTRAGO	PRESIDENT
BIBIANO R. LOTRAGO	VICE PRESIDENT
IRENE A. MADRONA	SECRETARY
ERICA L. LABOR	TREASURER
GALICANO R. LOTRAGO	P.I.O.
LARRY C. LOTRAGO	P.I.O.

ABSENT: NONE

**RESOLUTION NO. 4
*Series of 2022***

**A RESOLUTION AUTHORIZING THE SANGGUNIANG PANLALAWIGAN FOR THE
ACCREDITATION FOR THE PURPOSE OF MEMBER IN LOCAL SPECIAL BODIES**

WHEREAS, the Barangay Tinambacan Sitio Combado Integrated Farmers Association (CIFA) support undertakes activities to assist and promote the development of the economic status of the farmers and their families.

WHEREAS, the Barangay Tinambacan Combado Integrated Farmers Association (CIFA) has the administrative and technical capabilities to effectively implement the program.

NOW THEREFORE, and in consideration for the foregoing premises, the parties here to agreed to jointly undertake the program with the following consideration.

RESOLVED, as it is hereby resolved by the officers and the members of Barangay Tinambacan Sitio Combado Integrated of Barangay Tinambacan Jaro, Leyte for review of the said request for reaccreditation for the purpose of membership in the local special bases.

RESOLVED FINALLY, that this copy of this resolution will be furnished to the concerned agencies for their information and immediate action

I hereby certify to the correctness of the foregoing excerpts of resolution

Approved:

I hereby certify to the correctness of the foregoing resolution.

Approved:



MOISES S. LUTRAGO
CIFA President



IRENE A. MADRONA
CIFA Secretary

Republic of the Philippines
Province of Leyte
Municipality of Jaro
Brgy. Tinambacan, Sitio Combado
Jaro , Leyte

**COMBADO INTEGRATED FARMERS ASSOCIATION
MONTHLY MINUTES OF THE MEETING**

Time and Date: June 21, 2022 at 1 pm


Location: Combado Integrated Farmers Association Hall
Sitio Combado, Brgy. Tinambacan, Jaro, Leyte

Agenda of the Meeting: Update on the registration of the association and expectation from the officers and members.

Minutes of the Meeting:

1. Prayer lead by Irene A. Madrona
2. The officers and members of CIFA agreed to pay a membership fee of Ph100.00 and monthly dues of Ph20.00 each.
3. The president informed everyone of the progress of the registration. He asked everyone's cooperation and help all the time.
4. The officers and members of CIFA agreed to help the association for succeed.
5. The next meeting will be on July 4th, from there on, monthly meeting will be every second week of the month.


MOISES S. LUTRAGO
President


IRENE A. MADRONA
Secretary

Republic of the Philippines
Province of Leyte
Municipality of Jaro
Barangay Tinambacan
Jaro Leyte

**LIST OF OFFICERS AND MEMBERS OF
COMBADO INTEGRATED FARMERS ASSOCIATION**

Officers:

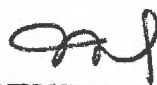
President: **Moises S. Lutrago**
Vice President: **Bibiano R. Lutrago Sr.**
Secretary: **Irene A. Madrona**
Treasurer: **Erica L. Labor**
P.I.O: **Galicano R. Lotrago**
Lucita L. Lagado
Auditor: **Julie A. Lotrago**
Larry C. Lotrago
Business Manager: **Reymark Labor**

Members:

1. RENATO R. ALAO
2. RYAN A. SALAÑO
3. KIAN M. LUTRAGO
4. MANIX M. LUTRAGO
5. CATALINA S. LOTRAGO
6. BERNIE BOY S. LOTRAGO
7. ROLANDO G. SALAÑO
8. ROVIC A. SALAÑO
9. CHERRY T. ADUANA
10. MARLON MAURILLO
11. MARK KERVY MAURILLO
12. BIBIANO S. LOTRAGO JR.
13. PABLO ADUANA



MOISES S. LUTRAGO
President



IRENE A. MADRONA
Secretary

BARANGAY TINAMBACAN SITIO COMBADO INTEGRATED FARMERS ASSOCIATION

ANNUAL ACCOMPLISHMENT REPORT

NAME	AMOUNT	STATUS	NO. OF BENEFICIARIES	FUNDED BY
Eggplant	₱ 400	Implemented	22	OPA
Siling Labuyo	₱ 4,890	Implemented		OPA
Ampalaya	0	Implemented		OPA

Certified True and Correct:


IRENE A. MADRONA
CIFA Secretary

Attested by:


MOISES S. LUTRAGO
CIFA President