Republic of the Philippines
Province of Leyte
Municipality of Alangalang

DATE: JULY. 31, 2023

VICE GOVERNOR LEONARDO M. JAVIER JR.
PRESIDNG OFFICER, SANGGUNIANG PANLALAWIGAN
PROVINCE OF LEYTE



DEAR VICE GOVERNOR LEONARDO M. JAVIER JR:

In response to your Notice of Call for Accreditation, kindly be informed that the <u>LUKAY AGRI-FARMERS ASSOCIATION (LAFA)</u>, with office address at <u>Barangay Lukay Alangalang, Leyte</u>, would like to seek accreditation by the Sangguniang <u>Panlalawigan</u>.

In support of this application are the following Administrative requirements:

- 1. Duly accomplished Application Form for Accreditation;
- 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 DEPARTMENT OF LABOR AND EMPLOYMENT
- 4. List of Current Officers and Members
- 5. Minutes of Organizational Meeting
- 6. Minutes of Ratification of By- Laws; and
- 7. Attendance
- 8. SWORN

Thank you.

Sincerely,

ARNEL S. LUAYZON

Association President

LUKAY AGRI- FARMERS ASSOCIATION (LAFA) 0951-268-2704 / 0931-761-6718

APPLICATION FORM FOR ACCREDITATION

Name of Organization: LUKAY AGRI-FARMERS ASSOCIATION (LAFA)

Address: Brgy. Lukay Alangalang, Leyte

Contact No: 0951-268-2704 / 0931-761-6718

Email Address: shirley.gatela0908@gmail.com | sorela arnel @ yahoo.com

Date Organized: MAY. 11, 2023 Sector/s Represented: FARMERS ASSOCIATION

Purposes/Objectives:

- 1. 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 suitable livelihood, the conduct of activities with aim of uplifting the economic condition of the members:
- 4. To provide the members knowledge and skills and equip themselves for an effective and new method way of production and livestock raising.
- 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 that the organization provides or can participate in:

LOCAL GOVERNMENT UNIT

Regist	ring Agency: Date Registered: JUNE. 20, 2023
	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)

Accred	liting Agency (if any):	Date Accredited: JUNE. 20, 2023		
	Commission on Population and Development (POPCOM)			
	Department of Agriculture (DA)			
	Department of Public Works and Highways (DPWD)		
	Department of Social Welfare and Development (D	SWD)		
	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 (NCC	CA)		
	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 large organization (identify organization	on):		
	Others (specify): Municipality of M	any alang		

Projects Implemented in the $\underline{\text{Province of Leyte}}$, Municipality of $\underline{\text{Alangalang, Leyte}}$.

Year	Project Cost Financing	Beneficiaries	Status		
		Source/Scheme		Completed	Ongoing
2023			55 Members		Ongoing

Republic of the Philippines Province of Leyte Municipality of Alangalang

LUKAY AGRI- FARMERS ASSOCIATION (LAFA) DOLE REG. NO. R08- NLFO-2023-06-WA-2145

EXCERPTS FROM THE MINUTES OF BOARD OT DIRECTORS MEETING OF LUKAY AGRI- FARMERS ASSOCIATION (LAFA) DATED JULY. 09, 2023 AT BRGY LUKAY ALANGALANG LEYTE AT 1:00 PM IN THE AFTERNOON.

BOARD RESOLUTION NO. <u>06</u> CY: 2023

A BOARD RESOLUTION FORMALLY REQUESTING FOR THE ACCREDITATION OF THE <u>LUKAY</u> <u>AGRI- FARMERS ASSOCIATION (LAFA)</u> WITH AN ADDRESS OF BARANGAY LUKAY ALANGALANG, LEYTE AND FORWARDING THE RESOLUTION OF THE OFFICE OF THE PROVINCE OF LEYTE **THRU VICE GOVERNOR LEONARDO M. JAVIER JR.**

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

WHERAS, on JULY. 09, 2023_The Department of the Interior and Local Government issued Memorandum Circular No. 2022-___, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the <u>LUKAY AGRI- FARMERS ASSOCIATION</u> (LAFA) is a civil society organization duly registered with the Development of Labor and Employment, and Existing under Philippine Laws;

WHEREAS, in the <u>LUKAY AGRI- FARMERS ASSOCIATION</u> (LAFA) Special Board Meeting held at Barangay Lukay Alangalang, Leyte on JUNE. 09, 2023, 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 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- ____ and to apply for membership in a Local special body in the office of the Province of Leyte at Palo, Leyte.

RESOLVED FURTHER, to forward a copy of this resolution to the Chair of the Sanggunian Committee on Accreditation, **THRU VICE GOVERNOR LEONARDO M. JAVIER JR.**

RESOLVED FURTHERMORE, that the following representative of the Organization is authorized and directed to take any action necessary to effectuate the foregoing, resolution. **ARNEL S. CUAYZON**

ADOPTED unanimously by the Board of Directors of the LUKAY AGRI- FARMERS ASSOCIATION (LAFA) this 09th day of JUNE, 2023 at Municipality of Alangalang Leyte.

I Hereby Certify to the Correctness of the Forgoing Resolution.

Prepared by:

Association Secretary

Concurred by:

JOHN LAWRENCE S. ABALA

JOLITO A. SANGCAJO

BOD

JASON E. TAMBOCO

BOD

Approved by:

Association President

SUBSCRIBED AND SWORD TO BEFORE me this ___AUGay of _2023 in affiant exhibiting to me his / her Philippine Identification Card with I.D Valid no. 4076-9782-4683-9843 issued on March. 13, 2022 at Alangalang, Leyte

NOTARY PUBLIC

Doc No.

Page No.

Book No.

Series of 2023

ATTY, KENNE



Republic of the Philippines DEPARTMENT OF LABOR AND EMPLOYMEN'T Regional Office No. VIII Tacloban City

Registration Certificate No.

KNOW ALL MEN BY THESE PRESENTS:

By virtue of the provisions of the Labor Code, as amended and it's implementing rules

LUKAY AGRI- FARMERS ASSOCIATION

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 WITHESS WHEREOF, we hereunto affixed our signatures with the seal of DOLE Regional Office No.VIII, Tacloban City, Leyte, Philippines this 20th day of June 2023.

Approved by:

HENRY JOHN S. JELBUENA Regional Director

For the Regional Director:

nuely. De la cruz, phie - nime

Chief LEO, NLFO

Trace Martires St. Tacloban City Tel Nos. (053) 832-4067 dolero8_nlfo@yahoo.com



CONSTITUTION AND BY-LAWS OF THE

LUKAY AGRI- FARMERS ASSOCIATION (LAFA)

PREAMBLE

We, the farmers of <u>LUKAY AGRI- FARMERS ASSOCIATION (LAFA)</u> at <u>Barangay Lukay Alangalang Leyte</u> in order to improve our standard of living and enhances the general welfare, the farmers organized ourselves into an association, do hereby promulgate this constitution and By-laws.

ARTICLE I

NAME AND ADDRESS OF THE ASSOCIATION

SECTION 1. The Name of the Association shall be:

"LUKAY AGRI-- FARMERS ASSOCIATION (LAFA)"

SECTION 2. The Address of the Association is:

Office Address: Barangay. Lukay Alangalang, Leyte

ARTICLE II

OBJECTIVES AND PURPOSE

SECTION 1. Objectives and Purpose of this association are as follows:

- a) Establish an Association that will promote mutual aid and protection to its members.
- b) To promote the moral, social and economic well-being of all the members;
- c) To develop a suitable livelihood, the conduct of activities with aim of uplifting the economic condition of the members;
- d) To provide the members knowledge and skills and equip themselves for an effective and new method way of production and livestock raising.
- e) To work with non-government and government organization or entities in the promotion and development of the association and in carrying out government policies

ARTICLE III

MEMBERSHIP

SECTION 1. Membership of this association shall be open to all persons who are of legal age, with the capacity to contact any transaction for welfare of the association and:

- 1. Residing and/or working in the area of operation, the *Municipality of Alangalang*;
- 2. Willing to abide the provisions of the constitution and by-laws of the association; and
- 3. Pledge to undertake the responsibilities of a member.

SECTION 2. Application of Membership

a) The application for membership fee of One Hundred Pesos (\$\mathbb{P}\$100.00) and monthly due of Fifty Pesos (\$\mathbb{P}\$ 50.00) a month.

ARTICLE IV

RIGHTS, DUTIES AND RESPONSIBILITIES OF MEMBERS

SECTION 1. Rights of Members – Every member have the following rights;

- a) Participate in the deliberation during membership meetings;
- b) Avail himself/herself of the service of the association without discrimination/conditions and requirements thereof;
- c) Inspect and examine the books of account, the minute's book and Other records of association during office hours and to exercise other rights and privileges of membership.
- d) To exercise the right to vote on all matters relating to the affairs of the Association;
- e) To avail of all the facilities/services of the association.
- f) To avail himself of any assistance services and benefits of the association.

SECTION 2. Duties and Responsibilities of Members - Every member shall have the following duties and responsibilities;

a) To obey and comply with the constitution and by-laws of the

Association and such regulations that it maybe promulgate from time to time;

- b) To attend all meetings, trainings and seminars that it may called for Requiring attendance of members;
- c) To assist in every way possible in advancing the objectives of the Association.

ARTICLE V

TERMINATION, WITHDRAWAL AND EXPULSION OF MEMBERS

SECTION 1. Termination of Membership - Membership in the association terminated either by withdrawal or expulsion.

SECTION 2. Withdrawal - Any member desiring to terminate his/her membership by withdrawal shall submit a written application to the officers. However, no member shall be allowed to withdraw or terminate during any period in which he/she has a pending obligation in the association.

SECTION 3. Expulsion - A member maybe terminated by the officers for any of the following causes:

- a. When a member has not patronized the services of the association for Unreasonable period of time as maybe fixed by the officers.
- b. When a member has continuously failed to comply with his/her obligations,
- c. When a member has acted in violation of the by-laws.
- d. Habitual absences.

ARTICLE VI

GOVERNMENT

- **SECTION** 1. The General Assembly The general Assembly of the association shall be composed of members entitled to vote duly assembled and constituting a quorum.
- **SECTION 2.** Power and Limitation of the General Assembly The General Assembly has the following power:
 - a) To elect and remove officers for cause;
 - b) To hear and pass upon the reports of the officers;
 - c) To take final decisions regarding any drastic change in financial policies,

d) To exercise all powers expressly provided by law and the by-laws;

SECTION 3. Annual General Assembly - The Annual General Assembly should be held on 3rd Tuesday of January at the office of the association or at any place within area of operation and at such time as the officers may designate.

SECTION 4. Special General Assembly - A special general assembly may be called at any time by a majority vote of the officers to consider urgent matters requiring immediate membership decision. A special general assembly shall be called by the officers within 30 days from receipt of a written Request.

SECTION 5. Notice of General Assembly - Written notice of all meeting shall be served by the Secretary, upon each member or thru its information board at least one (1) week prior to the general assembly.

The notice of the general assembly shall be accompanied by the agenda, minutes of meeting at least general assembly, consolidated reports of the officers with financial statements, proposed amendments to the by-laws if any, and other papers needed by the members to arrive at sound and intelligent decision during the general assembly.

SECTION 6. Calendar Year - The calendar year of the association shall commerce on the third Monday of January and end on the last day of December.

SECTION 7. Quorum at the Membership Assembly - At the annual or special general assembly, fifty (50%) plus one (1) of the total number of members entitled to vote shall constitute a quorum.

SECTION 8. Agenda - as pas a practicable, the order of Business at each annual meeting shall be:

- a. Roll Call
- b. Proof of duties
- c. Consideration of the minutes of the last general assembly meeting.
- d. Consideration of the consolidated report of officers, board of trustees and committees include statements of financial condition and operation.
- e. Unfinished business
- f. Election of officers and committee members
- g. New business; and
- h. Adjournment

SECTION 9. Manner of Voting

a) Members entitled to vote shall be qualified to vote and participating

b) To the general assembly of the association. No member shall be entitled to vote more than one regardless of the share owed. No proxy voting shall be allowed. Election and removal of officers shall be in any manner that will Truly and reflect the decision of the membership,

SECTION 10. Officers and Members - The business of the association shall be administered by the officers.

SECTION 11. Qualification and Disqualification of Officers - All members entitled to vote, who have time and willingness to serve are qualified to be voted as officers, except those under any of the following circumstances which disqualify them to be voted upon the position officers or to continue as such.

- a) Holding any elective position in the government, except that of Barangay officials;
- b) Having conflicting interest with the business of the association;
- c) Having absent for three consecutive officers meeting without being excused;
- d) Being full time employee of the association;
- e) Having been convicted of any crime involving moral turpitude, gross

 Negligence, for gross misconduct in the performance of his duties if

 Found culpable on any administrative case involving such offense;
- f) Facing as respondents for defending on administrative proceedings or civil/criminal suits involving financial and/or property
 Accountability, and
- e) Having been disqualified pursuant to disqualification prescribed by Law.

SECTION 12. Election of Officers - The officers shall be elected by secret ballot by the members at the annual general assembly and shall hold office for a team of two years unless earlier removed for cause, or have resigned or become incapacitated due to illness or death, and until their successors have been elected qualified and have discharged the duties of the office, provided that during the election at the first annual general assembly after registration, one-half plus one officers obtaining the highest number of voted shall serve for two year. Thereafter, all shall serve for a team of two years. Proved, that no officers shall serve for more than three (3) consecutive terms.

SECTION 13. Quorum of Officers Meeting - One half plus one of the total officers shall constitute a quorum. A majority vote of the quorum duly assembled in meeting shall be valid.

SECTION 14. Vacancies - When a vacancy of the officers occur by reason of death, incapacity, removal or resignation, the remaining officers constituting a quorum shall fill the vacancy, if the officers do not constitute a quorum the vacancy shall be filled by the general assembly in a regular of special meeting called for the purpose. The successors named in either of the two instances, shall serve for the unexpired portion of the term.

SECTION 15. Removal of Officers and Committee Members - any elected officers or committee members may be removed from office by a voice of two-thirds (2/3) of the members entitled to vote, present and constituting a quorum at the annual or special general assembly called for the purpose after having given the opportunity to be heard at the said assembly.

SECTION 16. Powers and Duties of the Officers - The officers as a body have general supervision and control of the affairs of the association it shall prescribe policies consistent with law, these by-laws and the resolutions of the general assembly for the management of its business and guidance of its members and employees.

SECTION 17. Duties and Responsibilities of Officers;

1. Chairman/President

- a) Presides over all meetings of the association and of the officers Meeting;
- b) Perform any and all acts and duties usually performed by a presiding Officer;
- Sign all communications, revolving fund certificate, contracts and Such other papers of the association which the officers may authorize
 Or direct him to sign, and
- d) Perform such other duties as the officers may prescribed.

2. Vice-Chairman/President

In the absence or disability of the Chairman/President, the Vice Chairman/President shall perform the duties of the Chairman/President; Provided, however, that in the case of death, resignation or removal of The Chairman/President the officers may decide to elect his successor.

3. Treasurer - The Treasurer shall have the following duties;

- a) Take custody of all monies, securities and papers of the association;
- Keep a complete record of its cash transaction for the establishment
 Of proof his/her cash position at any time and date;
- c) Pay upon the recommendation of the business manager or as
 Authorized by the officers, all money transaction and certified to the
 Correctness of the cash position of the association in all financial
 Statements and reports submitted to the officers and the general Assembly;
- d) Turn over all monies, securities, papers and other properties
 Belonging to the association that he may have in his position upon
 Election of his successor;
- e) Perform the duties of the Secretary in the latter absences or inability

 To perform his duties.

4. **Secretary** - shall have the following duties:

- Keep a complete list of all members and maintain correct record of
 All meetings of the officers and the general assembly;
- b) Give notice to all meetings called;
- Keep and maintain in the record book and serve as custodian of the Seal of the association;
- d) Turn over to his/her successor all books and other properties in his/
 Her possession belonging to the association, and
- e) Perform the duties of the treasurer in case of the latter's absence
 Or in ability to perform his duties.

5. Bookkeeper:

Keep books, documents and other financial records of the Association.

6. Auditor

Conduct audit on income and expenses and inventory of Properties of the association.

7. P.I.O

- a) Act as the courier of messages/notices to all members;
- b) Inform the members and general public as to the activities of the Association.

8. Inventory In Charge

- a. Counts store inventory for all products and supplies.
- b. Receives any deliveries of materials; and
- c. Organizes inventory stock room.

9. Business Manager:

Managed/run the business of the association. He/she render periodic statements and reports in the form and in the manner prescribed by the officers and preserve the books, documents, correspondence and records of whatever kind pertaining to the business which may come into his/her position.

10. Board Of Directors

- a) Provide Direction For The Organization.
- b) Establish A Policy Based Governance System.
- c) Govern The Organization And The Relationship With The President.
- d) Fiduciary Duty to Protect the Organization's Assets and Members Investment.

ARTICLE VII CAPITAL STRUCTURE

SECTION 1. Source of Funds - The association shall derive its funds from;

a) Membership Fee
b) Monthly dues

P 100.00
P 50.00

- c) Share Capital
- d) Contribution
- e) Grants/Subsidy/Loan

ARTICLE VIII

OPERATION

SECTION 1. The association shall procure the production inputs and supplies consumer goods, livestock feeds, and other related needs of its members and the community in bulk from the best sources possible through an association purchasing system to achieve economy and efficiency, and shall make these goods available regularly at the right quality and quantity at reasonable price;

SECTION 2. All members shall procure their goods and livestock requirements from the association.

SECTION 3. All members shall execute a marketing and/or service agreement with the association. The later shall market the product of the members and/or provide the needed service in the usual and custody manner or any manner it may see fit under the circumstances, having in mind the interest and welfare of the members.

ARTICLE IX

AMENDMENTS

SECTION 1. This constitution and By-laws maybe amend, altered or repealed in whole or in part, or a new Constitute and By-Laws may be adopted at any regular or special meeting of the General Assembly called for the association.

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 $\underline{11}^{TH}$ day of \underline{MAY} at Brgy. Lukay Alangalang Leyte, with the list of members together with their signature, who ratified the same as appearing below.

	NAME	SIGNATURE
1.	ARNULFO S. BERTIS	Arnulto Buter
2.	ROGER A. BACCOL	SH Y
3.	JESUSA T. AZORES	Oman/
4.	NOEL DELA TORRE	Alog
5.	ARLINA TEJONES	as pom
6.	NELIDA ABALA	Grang
7.	JUDITH A. CASTINO	Castro
8.	SHIRLEY C. GATELA	
9.	AIZA P. JUNTILA	Oing.
10.	SARAH J. AFABLE	S.a.
11.	JUANITA L. SEMENIANO	Gm.
12.	ARNEL S. CUAYZON	88
13.	SARAH C. TAZARTE	Stararo
14.	JASON E. TAMBOCO	Jasan Samboro
15.	JONALYN D. MIRANDA	Mianda
16.	JOLITO A. SANGCAJO	
17.	JOHN LAWRENCE S. ABALA	Q.
18.	ABEGAIL A. TEJONES	Cub
19.	TERESA P. TEJONES	green of the same
20.	RONNIE C. BALDESCO	Rosin C. Baldesco
21.	JERECHO DAVE S. BACCOL	JE PETORO.
22.	BABIANO C. CEDANO	732
23.	EMELYN M. SANGCAJO	& Sangcap
24.	MERLY A. TEJONES	Murly & Typies
25.	MYRA FLOR SEMENIANO	
		· · · · · · · · · · · · · · · · · · ·

26.	CECILE EQUIAL	Extraguial
27.	ELISEO N. GATELA	
28.	MARISSA T. NATIVIDAD	Water do
29.	APOLINAR DAGA	
30.	JONATHAN LAYOSA	. 2
31	CONCEPCION YARAS	Jaras
32.	LEONARDO GARRIDO	Quiso
33.	NICKO P. JUNTILA	Misko
34.	EVELYN MARTINEZ	Enelype O. martines
35.	EDRALYN P. ALARCON	Enelyn O. Martines
36.	JENEI ROSE N. ANGAYANGAY	protido
37.	MARISSA M. SEŇORA	Marissa W Sevora
38.	VIRGIE C. SOLAR	Virgie
39.	MARICEL CAPAYCAPAY	hase it
40.	MARK R. BADILLA	Imarica In:
41.	FE D. BERTIS	There
42.	ARLYN C. HORCA	In alter a
43.	ELSA P. JUNTILA	duntila Eka Pade
44.	JEMALENE G. SANGCAJO	Chapas
45.	LUCIA S. ABALA	L. afala
46.	BENJAMIN D. TEJONES	Resious Jeson
47.	DANILO L. NER:	Tà
48.	VIRGINIA L. SEMENIANO	Virginia
49.	ROMAN L. MIRANDA JR.	Rinhander
50.	RESSICA E. CALDOSA	Allos
51.	ELENA P. SALVADOR	merchan
52.	MYRNA S. LADERA	Myrmon Sanders
53.	FE S. BACCOL	B
54.	CRIS RAEL T. TAZARTE	4
55.	MERVIN A. TEJONES	mff

CERTIFIED CORRECT:

SARAH C TAZARTE Association Secretary SUBSCRIBED AND SWORN TO BEFORE METTESTED BY:

THIS AUG 0 1 2028 ALANCALANG LEVTE BY THE ABOVE-NAMED AFFIANT(S) WHO

ARNEL . CUAYZON Association President

EXHIBITED TO ME HIS/HER_ AS COMPETENT

EVIDENCE OF

DOC. NO. PAGE NO. **BOOK NO.** SERIES OF NOTS HIS / HER IDENTITY. KENNETH PICE MED ALLA DE VEYRA

NOTARY PUBLIZ FOR TO LO BAN CLUT LEYTE

NO NO. 2022-17-29. UPILIT ECEMER 31, 2023

ROLL OL ATLORIF SI NO. 67385

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PTR NO. 7780584, 1 2 ALANGALANG, LEYTE

AVILA, DE VEYE BERTINO LAW OFFICE

COR P. BURGOS & JUANA STS. BRGY 30, TACLOBAN CITY

ACKNOWLEDGEMENT

Republic of the Philippines) Province of Leyte) S.S Municipality of Alangalang)

In the Municipality of Alangalang, Province of Leyte on this _____day of _____ 2023.

NAME	COMMUNITY TAX	DATE	PLACE OF ISSUE
1. ARNULFO S. BERTIS	01078043	MAY. 20, 2023	ALANGALANG, LEYTE
2. ROGER A. BACCOL	01078042	MAY. 20, 2023	ALANGALANG, LEYTE
3. JESUSA T. AZORES	01078057	MAY. 23, 2023	ALANGALANG, LEYTE
4. NOEL R. DELA TORRE	01078036	MAY. 19, 2023	ALANGALANG, LEYTE
5. ARLINA TEJONES	01076404	JULY. 08,2023	ALANGALANG, LEYTE
6. NELIDA A. ABALA	01078052	MAY. 23, 2023	ALANGALANG, LEYTE
7. JUDITH A. CASTINO	01078055	MAY. 23, 2023	ALANGALANG, LEYTE
8. SHIRLEY C. GATELA	01077966	MAY. 18, 2023	ALANGALANG, LEYTE
9. AIZA P. JUNTILA	01075655	FEBRUARY. 9, 2023	ALANGALANG, LEYTE
10. SARAH J. AFABLE	01078018	MAY. 17, 2023	ALANGALANG, LEYTE
11. JUANITA L. SEMENIANO	01078114	MAY. 25, 2023	ALANGALANG, LEYTE
12. ARNEL S. CUAYZON	01078032	MAY. 19, 2023	ALANGALANG, LEYTE
13. SARAH C. TAZARTE	01077985	MAY. 22, 2023	ALANGALANG, LEYTE
14. JASON E. TAMBOCO	01078017	MAY.17, 2023	ALANGALANG, LEYTE
15. JONALYN D. MIRANDA	01078051	MAY. 22, 2023	ALANGALANG, LEYTE
16. JOLITO A. SANGCAJO	01078046	MAY. 26, 2023	ALANGALANG, LEYTE
17. JOHN LAWRENCE S. ABALA	01078177	MAY. 31, 2023	ALANGALANG, LEYTE
18. ABEGAIL A. TEJONES	01077899	MAY. 16, 2023	ALANGALANG, LEYTE
19. TERESA P. TEJONES	010778167	MAY. 30, 2023	ALANGALANG, LEYTE
20. EVELYN O. MARTINEZ	01078087	MAY. 30, 2023	ALANGALANG, LEYTE
21. RONNIE C. BALDESCO	01077982	MAY. 22, 2023	ALANGALANG, LEYTE
22. JERECHO DAVE S. BACCOL	01078035	MAY. 19, 2023	ALANGALANG, LEYTE
23. BABIANO C. CEDANO	01078045	MARCH.08,2023	ALANGALANG, LEYTE
24. EMELYN M. SANGCAJO	01078033	MAY. 19, 2023	ALANGALANG, LEYTE
25. MERLY A. TEJONES	01078008	MAY. 16, 2023	ALANGALANG, LEYTE
26. MYRA FLOR SEMENIANO	01076541	MARCH.08,2023	ALANGALANG, LEYTE

27.	CECILE A. EQUIAL	01076403	MARCH.08,2023	ALANGALANG, LEYTE
28.	ELISEO N. GATELA	01076487	MARCH.08,2023	ALANGALANG, LEYTE
29.	NICKO P. JUNTILA	01078053	MAY. 23, 2023	ALANGALANG, LEYTE
30.	MARISSA T. NATIVIDAD	01076508	MARCH.08,2023	ALANGALANG, LEYTE
31.	APOLINARIO DAGA	01076669	MARCH.09,2023	ALANGALANG, LEYTE
32.	JONATHAN LAYOSA	01076549	MARCH.08,2023	ALANGALANG, LEYTE
33.	CONCEPCION YARAS	01077979	MAY. 19, 2023	ALANGALANG, LEYTE
34.	LEONARDO GARRIDO	01076542	MARCH.08,2023	ALANGALANG, LEYTE
35.	ARLYN C. HORCA	01078710	JULY. 26, 2023	ALANGALANG, LEYTE
36.	EDRALYN P. ALARCON	01078711	JULY. 26, 2023	ALANGALANG, LEYTE
37.	MARK R. BADILLA	01078690	JULY. 26, 2023	ALANGALANG, LEYTE
38.	JEMALENE G. SANGCAJO	01078707	JULY. 26, 2023	ALANGALANG, LEYTE
39.	VIRGINIA L. SEMENIANO	01078708	JULY. 26, 2023	ALANGALANG, LEYTE
40.	RESSICA E. CALDOSA	01078648	JULY. 25, 2023	ALANGALANG, LEYTE
41.	ELSA P. JUNTILA	01078650	JULY. 25, 2023	ALANGALANG, LEYTE
42.	DANILO L. NERI	01078807	JULY. 28,2023	ALANGALANG, LEYTE
43.	FE D. BERTIS	01078814	JULY. 28,2023	ALANGALANG, LEYTE
44.	LUCIA S. ABALA	01078817	JULY. 28,2023	ALANGALANG, LEYTE
45.	BENJAMIN D. TEJONES	01078806	JULY.28,2023	ALANGALANG, LEYTE
46.	ROMAN L. MIRANDA JR.	01078703	JULY. 25, 2023	ALANGALANG, LEYTE
47.	MARISSA M. SEŇORA	01078704	JULY. 25, 2023	ALANGALANG, LEYTE
48.	VIRGIE C. SOLAR	01078681	JULY. 25, 2023	ALANGALANG, LEYTE
49.	MARICEL CAPAYCAPAY	01078649	JULY. 25, 2023	ALANGALANG, LEYTE
50.	ELENA P. SALVADOR	01078647	JULY. 26,2023	ALANGALANG, LEYTE
51.	MYRNA S. LADERA	01078652	JULY. 28,2023	ALANGALANG, LEYTE
52.	FE S. BACCOL	01078808	JUL.28,2023	ALANGALANG, LEYTE
53.	JENEI ROSE N. ANGAYANGAY	01078713	JULY. 26, 2023	ALANGALANG, LEYTE
54.	CRIS RAEL T. TAZARTE	01078655	JULY. 26, 2023	ALANGALANG, LEYTE
55.	MERVIN A. TEJONES	01078658	JULY. 26, 2023	ALANGALANG, LEYTE

CERTIFIED CORRECT:

ATTESTED BY

SARAH CTAZARTE

Association Secretary

Comm. Tax Cert. No. 01077985

Issued on: MAY. 22, 2023

Issued at: Alangalang, Leyte

AS COMPETENT Issued at: Alangalang, Leyte

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LUKAY AGRI- FARMERS ASSOCIATION (LAFA)

Barangay Lukay Alangalang Leyte

LIST OF OFFICERS AND MEMBERS

No.	NAME	POSITION
1.	ARNEL S. CUAYZON	President
2.	ROGER A. BACCOL	Vice – President
3.	SARAH C. TAZARTE	Secretary
4.	SHIRLEY C. GATELA	Treasurer
5.	TERESA TEJONES	Auditor
6.	ABEGAIL A. TEJONES	Bookkeeper
7.	NOEL DELA TORRE	P.I.O
8.	JERECHO DAVE S. BACCOL	P.I.O
9.	JONALYN D. MIRANDA	Inventory in Charge
10.	AIZA P. JUNTILA	Business Manager
11.	EMELYN M. SANGCAJO	Business Manager
12.	JASON E. TAMBOCO	BOD Member
13.	JOHN LAWRENCE S. ABALA	BOD Member
14.	JOLITO A. SANGCAJO	BOD Member
15.	JESUSA AZORES	BOD Member
16.	JUDITH A. CASTINO	BOD Member
17.	ARLINA TEJONES	Member
18.	JUANITA L. SEMENIANO	Member
19.	NELIDA A. ABALA	Member
20.	RONNIE C. BALDESCO	Member
21.	LEONARDO GARRIDO	Member
22.	BABIANO C. CEDANO	Member
23.	SARAH J. AFABLE	Member
24.	MERLY A. TEJONES	Member
25.	MYRA FLOR SEMENIANO	Member
26.	CECILE EQUIAL	Member
27.	ELISEO N. GATELA	Member
28.	MARISSA T. NATIVIDAD	Member
29.	APOLINAR DAGA	Member
30.	JONATHAN LAYOSA	Member
31.	CONCEPCION YARAS	Member
32.	ARNULFO S. BERTIS	Member
33.	NICKO P. JUNTILA	Member
34.	EVELYN MARTINEZ	Member
35.	EDRALYN P. ALARCON	Member
36.	JENEI ROSE N. ANGAYANGAY	Member
37.	VERGIE C. SOLAR	Member
38.	MARISSA M. SEŇORA	Member
39.	MARICEL CAPAYCAPAY	Member
40.	MARK R. BADILLA	Member

41.	RESSICA E. CALDOSA	Member
42.	ELENA P. SALVADOR	Member
43.	DANILO L. NERI	Member
44.	ARLYN C. HORCA	Member
45.	JEMALENE G. SANGCAJO	Member
46.	FE D. BERTIS	Member
47.	LUCIA S. ABALA	Member
48.	BENJAMIN D. TEJONES	Member
49.	ELSA P. JUNTILA	Member
50.	ROMAN MIRANDA JR.	Member
51.	MYRNA S. LADERA	Member
52.	VIRGINIA L. SEMENIANO	Member
53.	FE S. BACCOL	Member
54.	CRIS RAEL T. TAZARTE	Member
55.	MERVIN A. TEJONES	Member

Prepared by:

Association Secretary

Attested and Certified by:

Association President

LUKAY AGRI- FARMERS ASSOCIATION (LAFA) BRGY. LUKAY ALANGALANG, LEYTE

EXCERPT FROM THE MINUTES OF THE ORGANIZATIONAL MEETING (WITH LIST OF NAMES/SIGNATURES OF MEMBERS) OF THE LUKAY AGRI- FARMERS ASSOCIATION (LAFA) HELD ON MAY. 11, 2023 AT BRGY. LUKAY ALANGALANG, LEYTE AT EXACTLY 1:00 OC'LOCK IN THE AFTERNOON

Attendance: please refer to the attached attendance sheet.

AGENDA:

- 1. Primary Purpose of the association
- 2. ELECTION OF OFFICERS

The meeting was started at exactly 1:00 o'clock in the afternoon. It begin with an opening prayer led by Mrs. Sarah Tazarte. Followed by the singing of the National Anthem. The meeting was presided by Mr. Gilbert L. Abala as a Leader for welcoming the all participants attending the meeting for giving them an importance of the said farmers association in the Barangay Lukay Alangalang, Leyte, and he tackled about the purpose of the said association.

The primary purpose of this association is to establish an association that will promote mutual aid and protection to its members and it can help also the farmers by providing them knowledge and skill in order to learn and gain more learning about farming, and conduct all of activities with aim of uplifting the economic condition of the members. All of the members will do their obligations as well as to promote the moral, social and economic well-being of all the members, and to develop a suitable livelihood,

Next we proceed to the election of officers. All the members agree that the meeting was a quorum and we decided to start the meeting. We first agreed to conduct an election officers. First to elect the election committee. Wherein they will be the one who will conduct the election through the majority vote by raising of hands. The election committee were 1. Apolinar Daga as Chairman, 2. Leonardo Garrido as Vice-Chairman and 3. Cecile Equial was elected as a member.

Since it was already recognized the members of election committee, we immediately moved to the election proper. The first position was the president. The nominees were Arnel S. Cuayzon having 21 votes, Arnulfo S. Bertis having 11 votes and Roger Baccol having 8 votes. So Arnel S. Cuayzon won as a President. Next position was a Vice President, Roger Baccol again was

nominated and having 22 votes, and Ronnie C. Baldesco having 11 votes and Emelyn M. Sangcajo having 7 votes. So, Rodger Baccol won as a Vice President.

Next was the position of a Secretary. The nominees were Teresa P. Tejones having 12 votes, Jonalyn Miranda having 9 votes and Sarah Tazarte having 25 votes. So, Sarah Tazarte won as a secretary. Next position was a treasurer. Nominees were Abegail A. Tejones having 15 votes and Shirley C. Gatela having 27 votes. So, Shirley C. Gatela won as a treasurer.

Next the position was an Auditor. Teresa Tejones again was nominated and got 24 votes and Judith A. Castino got 16 Votes. So, Teresa P. Tejones won as an Auditor. Next is the position of P.I.O. So, Noel Dela Torre having of 21 votes and Jerecho Dave S. Baccol having of 14 votes and the 3rd nominee is Nicko Juntila having 9 votes. So, Noel Dela Torre won as a 1st P.I.O and Jerecho Dave S. Baccol won as a 2nd P.I.O.

Next is the position of Ineventory Incharge. Jesusa T. Azores was nominated and got a 13 votes and Jonalyn D. Miranda again was nominated and got 28 votes. So Jonalyn D. Miranda won as an Inventory Incharge. Next was the position as a Business Manager. So Arlina Tejones was nominated and got 12 votes, and Emelyn M. Sangcajo was nominated and got 23 votes, and Aiza P. Juntila was nominated and got an 18 votes. And Ronnie C. Baldesco again was nominated and he got a 9 votes. Therefore, Emelyn M. Sangcajo won as a 1st business manager, and Aiza P. Juntila won as a 2nd business manager.

The last position was the set of BOD. It was agreed that only (5) five members of **BOD** to be elected. The following were nominated:

1. JESUSA T. AZORES

- MAJORITY VOTE

2. JONATHAN S. LAYOSA

- 7 VOTES

3. JOHN LAWRENCE S. ABALA

- MAJORITY VOTE

4. EVELYN MARTINEZ

- 5 VOTES

5. JUDITH A. CASTINO

- MAJORITY VOTE

6. RONNIE C. BALDESCO

- 13 VOTES

7. JOLITO A. SANGCAJO

- 3 VOTES

8. NICKO P. JUNTILA

- 2 40113

9. JASON E. TAMBOCO

- MAJORITY VOTE

- MAJORITY VOTE

So the following were the complete set of officers:

President : ARNEL S. CUAYZON

Vice- President : ROGER A. BACCOL

Secretary : SARAH C. TAZARTE

Treasurer : SHIRLEY C. GATELA

Auditor : TERESA P. TEJONES

P.I.O. : NOEL DELA R. TORRE

JERECHO DAVE S. BACCOL

Bookkeeper : ABEGAIL A. TEJONES

Inventory In charge: JONALYN D. MIRANDA

Business Manager: EMELYN M. SANGCAJO

AIZA P. JUNTILA

Board of Director: JOLITO A.SANGCAJO

JASON E. TAMBOCO

JUDITH A.CASTINO

JESUSA T. AZORES

JOHN LAWRENCE S. ABALA

After the election of officers, the elected officers talked to the front for giving their assurance to support the association and do their duties and responsibilities as an officers.

After a series of deliberation the meeting was adjourned at exactly 4:00 o'clock in the afternoon.

Prepared by:

Association Secretary

Attested and certified to be duly adopted:

Associat on President

LUKAY AGRI- FARMERS ASSOCIATION BRGY, LUKAY ALANGALANG, LEYTE

EXCERPT FROM THE MINUTES OF THE RATIFICATION/ADOPTATION OF THE CONSTITUTION AND BY-LAWS (CBL) OF LUKAY AGRI- FARMERS ASSOCIATION (LAFA) HELD ON MAY. 11, 2023 AT 1:00 OC'LOCK IN THE AFTERNOON AT BRGY. LUKAY ALANGALANG, LEYTE.

Attendance: Attached in other sheet

AGENDA:

- Ratification of By-Laws
- Membership Fee
- Monthly Dues
- Schedule Of General Assembly
- Term of Office of Officers
- Manner of voting
- Name of Association
- Approval of Ratified Constitution and By-Laws
- Affectivity of Constitution and By-Laws

The meeting was called to order at exactly 1:00 p.m. of May 11, 2023 at the Brgy. Lukay Alangalang, Leyte as a meeting place of the association. The meeting was formally started with an opening prayer led by Sarah T. Tazarte. The meeting was presided by the president, Arnel S. Cuayzon and he requested the secretary to conduct a roll call to verify the presence of a quorum. Majority of the Thirty-Four (55) persons who attended the said meeting. After a roll call, a quorum was declared to signify the start of the meeting.

The president Mr. Arnel S. Cuayzon of this association as the presiding officers presented to the body of the constitution the By-Laws previously prepared by the committee specially organized and it was read and translated to Waray-Waray so that all of the members will understand the content and the purpose commitment in joining the association

Next, they agreed to pay an amount of P 100.00 for the membership fee. The amount can be withdrawn by the member in case he/she will resign withdrawn his/her membership fee without pending obligation from the association. Registration fee will be used for expensed for processing for registration of the association which includes, encoding, printing, photocopying, notarizing, fare and others related in the association.

Next, they also agreed to pay an amount of ₱ 50.00 for the monthly dues of the said association. All of the members agreed for this distribution in every month. Collection in every monthly meeting. This amount cannot be withdrawn by the members. It will be used for the operation of the proposed project of the association and other expenses related for the association.

Next, the General Assembly will be conducted during 3rd Tuesday of January at 9:00 o'clock in the morning. All member agreed for it. Also the Monthly Meeting will be held in every Tuesday of the month at exact 8:00 o'clock in the morning.

Next, the president tackle about the terms of being an officers. In the manner of voting, only registered member are allowed to vote and no proxy will be allowed to vote. The election process is secret ballot. On the said article on term of officers and suggestion for a longer term of office was tackled. After the deliberation all of the members agreed and it was backed for the time being the current 2 years term will be followed.

Next, the acting president solicits from the group what be the official name of the Association. Majority agree that the new official name of the association is no other than LUKAY AGRI- FARMERS ASSOCIATION (LAFA). All of the members agreed for the new name of the association.

Other duties and regulation stated in the constitutions and By- Laws were delivered and explain clearly by the presiding officers to all members of the said association.

After a series of deliberation and no questions arise among the members of the association on motion of Emelyn Sangcajo duly Seconded by Arnulfo Bertis to approve the ratified constitution and By- Laws of the association. It was then carried and approved unanimously by all members of the Association.

Since there was no questions arised from the members of the association the meeting was formally adjourned with closing prayer led by Apolinar Daga at exactly 4:00 o'clock in the afternoon.

WE, HEREBY CERTIFY to the correctness of the foregoing minutes of the organization meeting of LUKAY AGRI- FARMERS ASSOCIATION (LAFA) of Barangay Alangalang, Leyte.

Prepared by:

Association Secretary

Attested and certified to be duly adopted:

ARNEL CUAYZON

Association President

LUKAY AGRI- FARMERS ASSOCIATION (LAFA)

Barangay Lukay Alangalang, Leyte

ATTENDANCE:

	NAME	SIGNATURE
1.	ARNULFO S. BERTIS	Arnulfo Buter
2.	ROGER A. BACCOL	(Ab)
3.	JESUSA T. AZORES	C Jugaro
4.	NOEL DELA TORRE	Nous
5.	ARLINA TEJONES	aigepner
6.	NELIDA ABALA	Gentla
7.	JUDITH A. CASTINO	Jantons
8.	SHIRLEY C. GATELA	M.
9.	AIZA P. JUNTILA	arzap
10.	SARAH J. AFABLE	S.a.
11.	JUANITA L. SEMENIANO	Com.
12.	ARNEL S. CUAYZON	80
13.	SARAH C. TAZARTE	Skaranto
14.	JASON E. TAMBOCO	Joson Tomboco
15.	JONALYN D. MIRANDA	gtmanda
16.	JOLITO A. SANGCAJO	J.
17.	JOHN LAWRENCE S. ABALA	Qr.
18.	ABEGAIL A. TEJONES	Emis
19.	TERESA P. TEJONES	July i
20.	RONNIE C. BALDESCO	Romer C. Baldesea
21.	JERECHO DAVE S. BACCOL	Jeneturo.
22.	BABIANO C. CEDANO	(V) ob
23.	EMELYN M. SANGCAJO	Kongcay
24.	MERLY A. TEJONES	Merly & Tejones
25.	MYRA FLOR SEMENIANO	S Cognil
26.	CECILE EQUIAL	Appoin
27.	ELISEO N. GATELA	you -
28.	MARISSA T. NATIVIDAD	1 Photis dos

29.	APOLINAR DAGA
30.	JONATHAN LAYOSA
31.	CONCEPCION YARAS
32.	LEONARDO GARRIDO
33.	NICKO P. JUNTILA
34	EVELYN MARTINEZ
35.	EDRALYN P. ALARCON
36.	JENEI ROSE N. ANGAYANGAY
37.	MARISSA M. SEŇORA
38.	VIRGIE C. SOLAR
39.	MARICEL CAPAYCAPAY
40.	MARK R. BADILLA
41.	FE D. BERTIS
42.	ARLYN C. HORCA
43.	ELSA P. JUNTILA
44.	JEMALENE G. SANGCAJO
45.	LUCIA S. ABALA
46.	BENJAMIN D. TEJONES
47.	DANILO L. NERI
48.	VIRGINIA L. SEMENIANO
49.	ROMAN Ł. MIRANDA JR.
50.	RESSICA E. CALDOSA
51.	ELENA R SALVADOR
52.	MYRNA S. LADERA
53.	FE S. BACCOL
54.	CRIS RAEL T. TAZARTE
55.	MERVIN A. TEJONES

Marissa altorca

CERTIFIED CORRECT:

Association Secretary

ATTESTED BY:

Association President

Issued on: MAY 22, 2023

Issued at Alangalang Levis

Issued at Alangalang Levis

ued at: Alangal g, Leyt Issued at Alangalang, Leyte BY THE ABOVE-NAMED AFFIANT(S) WHO

EXHIBITED TO ME HIS/HER

AS COMPETENT ATTY. KENNETH SPICE EVIDENCE OF HIS / HER IDENTITY. NOTAR

-4-3, LANGALANG, LEYTE FOBIÑO LAW OFFICE UNA STS. BRGY 30, TACLOBAN CITY

DOC. NO. 281 PAGE NO. SERIES OF 1013

Republic of the Philippines Province Of Leyte Municipality of Alangalang

SWORN AFFIANT

I, ARNEL S. CUAYZON, of legal age, Filipino and resident of Barangay Lukay Alangalang, Leyte, after being duly sworn to in accordance with Law hereby dispose and state that, I am the president of the LUKAY AGRI- FARMERS ASSOCIATION (LAFA) with office address at Barangay Lukay Alangalang, Leyte. In connection with our application for accreditation with the office of the Sangguniang Bayan in the Municipality of Alangalang. I hereby declare under oath that our organization LUKAY AGRI- FARMERS ASSOCIATION (LAFA) is an independent non-partisan organization that will retain its autonomy while pursuing the people interest through its membership in the local special body.

That we will satisfy all the requirement necessary for accreditation that we are executing this affidavit to attest to the truth of the foregoing facts and for whatever legal purpose this may serve.

In witness, wherefore, I have hereunto affixed my signature this _____ day of JULY 2023, Alangalang, Leyte.

Affiant

SUBSCRIBED AND SWORN TO me before this _____ day of _ 2023, Alangalang, Leyte.

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