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Item No.: **04**
Date: **AUG 08 2023**

CIENDA-SAN VICENTE FARMERS ASSOCIATION
Barangay Kilim, Baybay City, Leyte

December 15, 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 CIENDA-SAN VICENTE FARMERS ASSOCIATION with office address at Barangay Kilim, 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,


FLORENCIO B. TABARANZA
President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: CIENDA SAN VICENTE FARMER'S ASSOCIATION

Address: Barangay Kilim, Baybay City, Leyte

Contact No.: 09504970444

Date Organized: November 26, 1999

Sector/s Represented: Farmers

Purposes/Objectives:

1. To uplift of the community's general living conditions and change in attitude of residents towards forest conservation and biodiversity protection was the major achievement of the project.
2. To involve the youth of the salient elements such as environmental awareness, volunteerism, commitment, leadership, the use of local knowledge and external support which significantly contribute the success of rainforestation and forest conservation activities.
3. To inspire others that rainforestation farming is the most economically feasible of all agroforestry system in leyte.
4. To establish an association that will promote mutual assistance and protection to its members.
5. To promote the moral, social and economic well-being of all the members;
6. To develop a sustainable livelihood thru the conduct of activities with the aim of uplifting the economic condition of the members;
7. To provide the members knowledge and skills and equip themselves an effective and innovative way of farming;
8. 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. Farmer to Farmer Training
2. Seedling Production
3. Food Patrol

Registering Agency: DOLE **Date Registered:** Registered as CIENDA SAN VICENTE FARMERS ASSOCIATION registered November 26, 1999.

- 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): CBFMA **Date Accredited:** CY 2000

- 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): Department of Environmental and Natural Resources (DENR)

Organizational Level:

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

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.


FLORENCIO C. TABARANZA
 President


ANGELYN T. DANIEL
 Secretary

**CIENDA SAN VICENTE FARMERS ASSOCIATION
Barangay Kilim, Baybay City, Leyte**

RESOLUTION NO. 02

A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE CIENDA SAN VICENTE FARMERS 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 Cienda San Vicente Farmers Association is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

WHEREAS, the Cienda San Vicente Farmers Association Officers' Meeting held at Multipurpose Hall of CSVFA on December 08, 2022, the following resolution was approved and adopted:





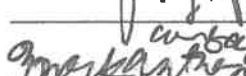
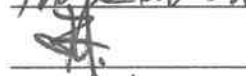

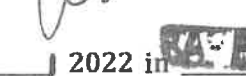
RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan of the Province of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 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 Board Member Carlo P. Loreto.

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
FLORENCIO B. TABARANZA	President	

ADOPTED unanimously by the Officers of the Cienda San Vicente Farmers Association this 08th day of December, 2022 in the City of Baybay.

Name	Position	Signature
BITHYL V. VALENZONA	Vice-President	
ANGELYN T. DANIEL	Secretary	
EVELYN P. GOPIO	Treasurer	
JOSEPH L. MACEDA	Auditor	
FELBERT B. POLEA	P.I.O.	
MARK ANTHONY T. CORSONADO	P.I.O.	
BERNIE TABARANZA	Business Manager	
PASTOR P. MAAGHOP JR.	Bookkeeper	

SUBSCRIBED AND SWORN TO before me this JAN 27 day of 2023, 2022 in BAYBAY CITY
Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____

ATTY. EDEN E. CHAVEZ-BUTAWAN
Notary Public for the Province of Leyte, City of Baybay
Notarial Commission No. B-12-06-06
Until December 31, 2023

PTR No. BC0113706 issued on Jan. 3, 2023
IBP No. O. R. No. 057219 issued on Jan. 2, 2023
MCLR COMPLIANCE NO. VII-000591 - valid until April 14, 2025
Attorney's Roll No. 42391
TIN No. 207-628-029
R. Magsaysay Avenue, Baybay City, Leyte

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DEPARTMENT OF LABOR AND EMPLOYMENT

Region VIII
Registration Number VIII-1194

KNOW ALL MEN BY THESE PRESENTS:

BY VIRTUE of the Provisions of Presidential Decree No. 1365, Article 243 of the Labor Code of the Philippines, as amended, by Presidential Decree No. 1367 and the approved rules on the registration of Rural Workers Organisation dated December 15, 1988, the

CIENDA-SAN VICENTE FARMERS' ASSOCIATION
(Name of Association)

Sitio Cienda, Gabas, Baybay, Leyte
(Address)

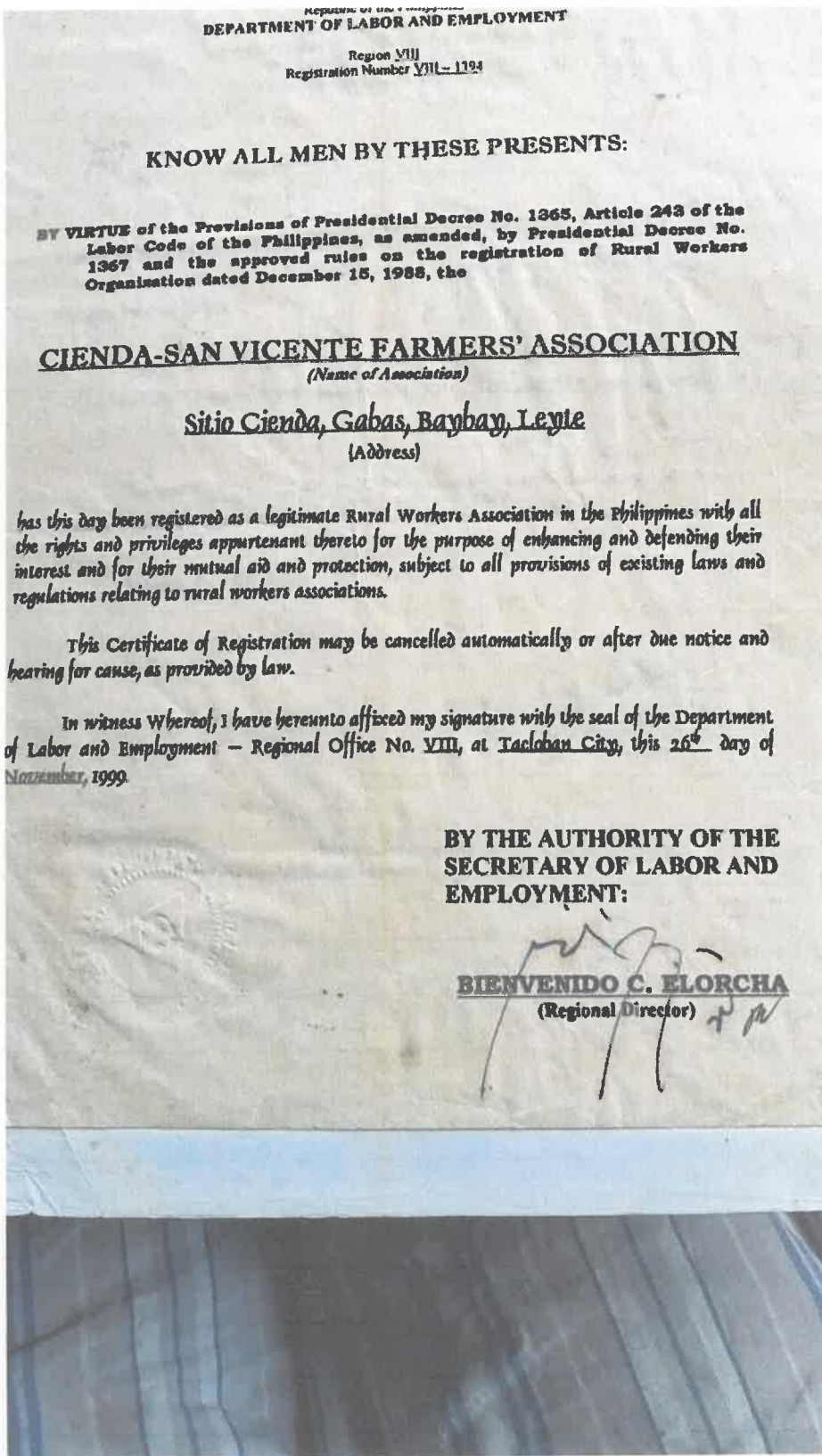
has this day been registered as a legitimate Rural Workers Association in the Philippines with all the rights and privileges appurtenant thereto for the purpose of enhancing and defending their interest and for their mutual aid and protection, subject to all provisions of existing laws and regulations relating to rural workers associations.

This Certificate of Registration may be cancelled automatically or after due notice and hearing for cause, as provided by law.

In witness Whereof, I have hereunto affixed my signature with the seal of the Department of Labor and Employment - Regional Office No. VIII, at Tacloban City, this 26th day of November, 1999.

BY THE AUTHORITY OF THE
SECRETARY OF LABOR AND
EMPLOYMENT:

BIENVENIDO C. ELORCHA
(Regional Director)





HIR Form No. 2303
Revised July 1997

REVENUE DISTRICT NO. 014

CERTIFICATE OF REGISTRATION

TIN	NAME	REGISTRATION DATE
	005-467-519-000 CIENDEMAN VICENTE FARMERS ASSOCIATION	03/07/2017
REGISTERED ADDRESS	SITIO CIENIA REGY. GADABAYBAY WESTERN LETE 6521	
REGISTERED ACTIVITIES	TAX TYPE: INCOME TAX TRADE NAME: CIENIA-SAN VICENTE FARMERS ASSOCIATION LINE OF BUSINESS / INDUSTRY: 9199 ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C.	
EMPLOYER TYPE	ASSOCIATION NON VAT	
DATE OPERATED	03/07/2017	

REMARKS: FILING OF REQUIRED RETURN/S WITH OR WITHOUT OPERATION TO CONFORM WITH THE ABOVE TAX TYPE TO AVOID PENALTY

INCOME TAX				WITHHOLDING TAX EXPANDED		WITHIN 30 DAYS FROM THE FOLLOWING SHOULD BE	
MONTH	DUPLICATE	DATE	FILE DATE	MONTH	DATE	BOOKS OF ACCOUNTS	ANNUAL REGISTRO
1st Quarter	Apr. 15	1st Quarter	May 15	1st Quarter	May 15	1st Quarter	Jan. 31
2nd Quarter	Jul. 15	2nd Quarter	Aug. 15	2nd Quarter	Aug. 15	2nd Quarter	Apr. 30
3rd Quarter	Oct. 15	3rd Quarter	Nov. 15	3rd Quarter	Nov. 15	3rd Quarter	Jul. 31
4th Quarter	Jan. 15	4th Quarter	Feb. 15	4th Quarter	Feb. 15	4th Quarter	Oct. 31

NOTE: IMMEDIATELY INFORM THE DISTRICT OFFICE IN CASE OF TRANSFER/CESSATION/UPDATES OF REGISTRATION AND OTHER CONCERNS BY FILING HIR 4.

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

MA. TERESA NOBLE & PIZON
REVENUE DISTRICT OFFICER



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
 Office of the **DENR OFFICE**
 Province of **Leyte**
 Nipa Nat Camp, Tacloban City

**COMMUNITY BASED FORESTRY MANAGEMENT AGREEMENT
 (CBFMA)**

No. **48186**

OF

CIENDA SAN-VICENTE FARMERS' ASSOCIATION

This AGREEMENT, made and entered into by and between the Office of the **DENR OFFICE (Prov. of Leyte)** for and in behalf of the Republic of the Philippines, hereinafter referred to as DENR, and **Ciendra San Vicente Farmer's Association** with postal address at **Ciendra Sabas, Baybay, Leyte** referred to as the CBFMA holder

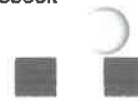
WITNESSETH

WHEREAS, the DENR has the authority and jurisdiction over the forestlands to be included in the CBFMA,

WHEREAS, the CBFMA Holder has resolved to enter into a Community-Based Forest Management Agreement over the area in the aforementioned area pursuant to the provision of DENR Administrative Order No. 96-19,

WHEREAS, the concerned LGUs having joint responsibility with DENR over community-based management in accordance with the Local Government Code, endorse this CBFMA,

WHEREAS, implementation of the agreement shall include the following components



- a. forest rehabilitation, including agroforestry,
- b. forest protection,
- c. development of alternative livelihood opportunities not necessarily dependent on forest products,
- d. forest products utilization, and
- e. other activities that may be identified in the future consistent with the Community Resource Management Framework (CRMF) of the area

WHEREAS, the DENR and the CBFMA Holder agreed to enter into Community-Based Forest Management Agreement,

NOW THEREFORE, for and in consideration of the foregoing premises, the DENR agrees to devolve to the CBFMA Holder the responsibility for managing 2,236 (hectares) of forestland located at Brgys. Caban & Millan Aybay, Leyte, hereinafter referred to as the CBFMA AREA, the description and boundaries of which are shown in the attached map which forms part of this AGREEMENT.

OBLIGATION OF PARTIES

1. The DENR Shall:

- 1.1 Protect and ensure exclusive occupation and use of the forestland covered by the CBFMA and the forest products therein to the CBFMA Holder, subject to prevailing laws, rules, regulations and prior rights;
- 1.2 Provide assistance to the CBFMA Holder as part of DENR's normal operations, more particularly in the preparation, updating and implementation of the Community Resource Management Framework (CRMF), Resource Use Plans (RUPs) and Annual Work Plans (AWPs);
- 1.3 Deputize qualified members of the CBFMA Holder as Environment and Natural Resource Officers (ENROs) upon request of the CBFMA Holder pursuant to DAO No. 41, series of 1991 and other pertinent regulations, and





2. The CBFMA Holder shall:

- 2.1 Immediately assume responsibility for the protection of the entire forestlands within the CBFMA area against illegal logging and the other unauthorized extraction of forest products, slash-and-burn agriculture (kaingin), forest and grassland fires, and other forms of forest destruction, and assist DENR in the prosecution of violators of forestry and environmental laws
- 2.2 Follow all duly-promulgated laws, rules and regulations pertinent to forest management,
- 2.3 Prepare and implement CRMF, RUP and Annual Work Plans with assistance from DENR and LGU;
- 2.4 Formulate and implement benefit sharing schemes among its members,
- 2.5 Pay the required forest charges and other fees for timber and non-timber forest products harvested from natural grown forest.

3. Other Conditions:

The DENR shall give first priority to the CBFMA Holder in obtaining privilege to extract, utilize and dispose any mineral resource and minor forest products found within the CBFMA area, subject to existing laws, rules and regulations.

4. Duration of CBFMA

This Agreement shall have a term of twenty-five (25) years counted from the date This instrument is notarized and be eligible for renewal thereafter for an additional twenty five (25) years, subject to compliance by the CBFMA Holder with the terms of this Agreement and other pertinent laws, rules and regulations.

5. Resolution of Disputes

Any disputes among the parties hereto arising from or related to the provisions of this Agreement shall be settled by arbitration, with each party represented by one (1) arbitrator and a third arbitration named by the two (2) parties. If it is not possible to settle dispute through arbitration, the dispute shall be submitted for decision to the appropriate court of law having jurisdiction on the matter.





6 *Termination and Amendment of Agreement*

The CBFMA may be terminated based on the non-performance of the PO or violation of any provision herein stated by any of the parties. Further, this Agreement may be amended and supplemented with conformity of both parties.

7 *Force Majeure*

If any event the FORCE MAJEURE and other causes such as earthquakes, typhoons, storms, floods, epidemics and other similar phenomena affecting the performance of the People's Organization, the PO shall give notice to DENR within thirty (30) days after the occurrence, including a statement describing the force majeure and its effect upon the PO's ability to perform under the conditions of the CBFMA. The parties shall meet regarding action to be taken within five (5) days after such notice.

8 *Penalty Clause*

In the event of default in any of the above undertaking by the PO, nothing herein shall preclude the DENR from resorting to such judicial remedies, civil or criminal, in which it may be entitled under existing laws.

NOW THEREFORE, the parties hereto have signified their agreement to the foregoing provisions by affixing their signature hereunder on this 24th day of Jan, 2023 in Laguna, Philippines.

FOR THE DENR

FOR THE CBFM HOLDER

RICARDO S. GALTES
RD/PENRO/CENBO

DONIZADON FORTES
PO President





Concurred by

Barangay Legislative Council

Municipal Legislative Council

[Signature]
RODOLFO VALENZUELA

Barangay Legislative Council
(1 reg. Cabana.)

Provincial Legislative Council

WITNESSES:

[Signature]
ARSENIO C. BORLAS
City Clerk Officer

[Signature]
EMANUEL C. TAN
Chief City Engineer

[Handwritten mark]





ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF LEYTE) S S

BEFORE ME, A Notary Public for and in the Municipality of Palompon
Leyte, Philippines, on the 18th day of Jan. 2000, personally
appeared the following with their respective certification opposite their names.

NAME	COMM. TAX CERT. NO.	DATE/PLACE ISSUED
<u>Philipe A. Galab</u>	<u>95279369</u>	<u>3-4-99 Tac. City</u>
<u>Destanador Pales</u>	<u>17416305</u>	<u>4/27/99 Baybay, Leyte</u>

known to me to be the same persons who executed the foregoing instrument, and who
acknowledged to me that the same is their free and voluntary act and deed, as well as
the free and voluntary act and deed of the entities represented herein.

This instrument, which is the COMMUNITY-BASED FOREST
MANAGEMENT AGREEMENT, consist of six (6) pages including this page where
the Acknowledgement is written, and is signed by the parties and their instrument on
each page thereof.

WITNESS MY HAND AND SEAL, at the place and on the date first written
above.

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Notary Public

JESUS AGURA VILLARMOR
NOTARY PUBLIC
UNTIL DECEMBER 31, 2000
PTR NO 7637249 4 Jan 2000
PALOMPON, LEYTE

**List of Current Officers and Members of the
CIENDA-SAN VICENTE FARMERS ASSOCIATION**

as of December 31, 2021

Name	Position
Florencio C. Tabaranza	President
Bithyl V. Valenzona	Vice – President
Angelyn T. Daniel	Secretary
Evelyn Gopio	Treasurer
Joseph L. Maceda	Auditor
Filbert B. Polea	P.I.O.
Mark Anthony T. Corsonado	P.I.O.
Pastor Maaghop Jr.	Bookkeeper
Bernie N. Tabaranza	Business Manager
Agustino B. Valenzona	Member
Rodulfo Corsonado	Member
Joel L. Polea	Member
Eutemio Cayunda	Member
Renato Macion	Member
Rufino Napoles	Member
Brigida Mahinay	Member
Angelita Orias	Member
Juanito Cayunda	Member
Charito Betonio	Member
Ronald Macion	Member
Marilyn Tabaranza	Member
Lita Paraiso	Member
Justiniana Morales	Member
Josifa Romero	Member
Ma. Isabel	Member
Lourdes Sanchez	Member
Roben Paraiso	Member
Ramel Bein	Member
Rolando Cayunda	Member
Liezel Gumba	Member
Mario Polea	Member
Renante Macion	Member
Joselito Napoles	Member
Gimer Gumba	Member
Lucena Cayunda	Member
Antonia Udtuhan	Member
Cayetana Luzano	Member
Richard Sanchez	Member
Crisanto Placa	Member
Carmelita Polea	Member
Bernabe Sanchez	Member
Noel Tabaranza	Member
Romel Matinuod	Member
Eduardo Gopio Jr.	Member
Celestino Cayunda	Member
Porcopio Ngoho	Member
Mark Anthony Corsonado	Member
Lilia Placa	Member
Roger Mendez	Member
Jade Kahiyang	Member
Jodel Paraiso	Member
Marlito Bande	Member
Rhodora Bande	Member

Renato Poliquit	Member
Angelita Polea	Member
Romeo Calatraba	Member
Jovencia Cayunda	Member
Jonathan Mendez	Member
Paquito Romero	Member
Elvis Gopio	Member
Jeffrey Romero	Member
Adones Gopio	Member
Chales Udtohan	Member
Joselita Romero	Member
Filbert Polea	Member
Dominggo Paraiso	Member
Vanesa Calatraba	Member
Romel Cosonado	Member
Yen Corsonado	Member
Dolly Alao	Member
Ruben Paraiso Jr.	Member
Franco Napoles	Member

Republic of the Philippines
CIENDA SAN-VICENTE FARMERS ASSOCIATION
Barangay Kilim, Baybay City, Leyte

MINUTES OF THE MEETING OF THE CIENDA SAN-VICENTE FARMERS ASSOCIATION HELD AT THE MULTIPURPOSE HALL AT SITIO SAN VICENTE, BARANGAY KILIM, BAYBAY CITY ON DECEMBER 08, 2021.

PRESENT:

74 Members

AGENDA:

1. Financial Update
2. Association Assembly Meeting
3. Sari-sari Store/Seedling Production
4. Other Matters

PROCEEDINGS:

The meeting was called to order by the President Mr. Florencio C. Tabaranza at 2:00 in the afternoon. It started with a prayer led by Mr. Agustino B. Valenzona followed by the singing of the Philippine National Anthem led by Ms. Angelyn T. Daniel. A roll call was done by the secretary. There were 74 members present, so there was quorum.

Order of Business:

- A. Approval of the agenda
Ms. Angelyn T. Daniel moved for the approval of the agenda duly seconded by Mr. Rodolfo Corsonado.
- B. Reading, correction and approval of the previous minutes
There was no correction of the previous minutes. Mr. Joel Polea moved for the approval seconded by Mr. Bernie Tabaranza.
- C. Matters arising from the Previous Minutes
None

AGENDA:

1. Financial Update

Ms. Evelyn P. Gopio informed the body that the cash on hand as of December 18, 2021 is P141, 984.00

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Sales, Sari-sari Store	1,180,736.00	
Interest Collected on Loans	77,666.00	
Seedlings Sales	8,000.00	
Copra Share	2,467.00	
TOTAL	1,268,869.00	
OUTFLOW (Expenses)		

PARTICULARS	AMOUNT	REMARKS
Purchase, wet and dry goods	947,781.25	
Salaries and Wages	122,806.00	
Bagging Expenses	26,023.00	
Office Supplies	9,036.00	
Power, Light and water	5,723.75	
Travel and Transportation	8,285.00	
Meetings	7,204.00	
Communication Expenses	26.00	
TOTAL CASH DISBURSEMENT	1,126,885.00	
TOTAL FUND BALANCE Total Inflow – Total Outflow)	141,984.00	

2. Association Assembly Meeting

Mr. Bithyl V. Valenzona, Vice Chairman, read the Constitution and By-Laws on Article 6 regarding the associations' general assembly. It was stated on the article that the general assembly meeting will be every 2nd Sunday of November. He also added that the election of officers will be every 2 years.

3. Sari-Sari Store/Seedling Production

It was agreed by the body that the Sari-sari Store will be repaired using the association's fund.

4. Other Matters

ADJOURNMENT

There being no other matters to be discussed, Ms. Lilia Placa moved for adjournment seconded by Ms. Dolly Alao. The meeting was adjourned at 3:45 in the afternoon.

I HEREBY CERTIFY to the correctness of the foregoing minutes.


ANGELYN T. DANIEL
Secretary


Attested by:


FLORENCIO C. TABARANZA
President

CIENDA SAN VICENTE FARMER'S ASSOCIATION
Barangay Kilim, Baybay City, Leyte

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Cash Loans for the members of the Association	To allow members borrow money for personal and agricultural purposes	2016 – up to present		✓	Association Funds	5 percent monthly interest
Bunkhouse	To provide the bunkhouse of Bantay Bukid and visitor's visit our CBFM area.	2000-up to present	✓		Association Funds	Resting area for visitors
Sari-sari Store	To provide to farmer-members and community	2010 up to present		✓	Association Funds	All members, community
Seedling Production	To provide indigenous species.	November-December		✓	From Energy Development Corporation (EDC)	w/ contract

Prepared by:


ANGEILYN T. DANIEL
Secretary


Noted by:


FLORENCIO C. TABARANZA
President

**CIENDA SAN VICENTE FARMERS ASSOCIATION
FINANCIAL STATEMENT FOR CY 2021**

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Sales, Sari-sari Store	1,180,736.00	
Interest Collected on Loans	77,666.00	
Seedlings Sales	8,000.00	
Copra Share	2,467.00	
TOTAL	1,268,869.00	
OUTFLOW (Expenses)		
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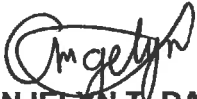
Noted by:



FLORENCIO T. TABARANZA
President



BITHYL V. VALENZONA
Vice President



ANJELYN T. DANIEL
Secretary



EVELYN P. GOPIO
Treasurer



JOSEPH L. MAZON
Auditor