

BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)  
Barangay Candadam Centro, Baybay City, Leyte

Item No.: 05  
Date: AUG 08 2023

April 25, 2023

**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 BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.) with office address at Barangay Candadam Centro, Baybay City, Leyte would like to seek accreditation by the Sangguniang Panlalawigan of Leyte.

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 Cooperative Development Authority;
4. List of Current Officers and Members;
5. CY 2023 Minutes of the Annual Meeting;
6. CY 2023 Annual Accomplishment Report; and
7. CY 2022 Financial Statements

Thank you.

Sincerely,

  
EDWIN MILLEZA

Chairman

## APPLICATION FORM FOR ACCREDITATION

**Name of Organization:** BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)

**Address:** Barangay Candadam Centro, Baybay City, Leyte

**Contact No.:** 09654922886 / 09759746985

**Date Organized:** April 18, 2018

**Sector/s Represented:** Transport Group

**Purposes/Objectives:**

1. To help improve the quality of life of each member, contributing to inclusive growth, enterprise development and employment.
2. To provide public transportation mainly to members and the commuters.
3. Engaged in related services such as marketing of spare parts and consumables;
4. Stand up for the cause of the cooperative movements;
5. To encourage and promote self-help or independence as a driving force for economic growth and poverty reduction.

**Services that the organization provides or can participate in:**

NONE

**Registering Agency:**

**Date Registered:** April 18, 2018

- 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:** CY 2019

- 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): PLGU-Leyte

**Projects Implemented in the City of Baybay:**

NONE

**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.

  
**EDWIN I. MILLEZA**  
Chairman

  
**LEOPE I. JUGO**  
Secretary

**BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**  
**Barangay Candadam Centro, Baybay City, Leyte**

**RESOLUTION NO. 18**

**A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**

**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 Baybay North Transport Cooperative (BANTRANS COOP.) is a civil society organization duly registered with the Cooperative Development Authority (CDA), and existing under Philippine laws;

**WHEREAS**, the Baybay North Transport Cooperative (BANTRANS COOP.) Meeting attended by all members held at Brgy. Pangasugan, Basketball Court, Baybay City, Leyte on February 28, 2023, 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 Sangguniang Committee on Accreditation, the Honorable Trinidad G. Apostol.

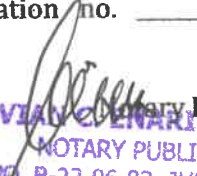
**RESOLVED FURTHERMORE**, that the following representative of the Organization is authorized and directed to take any action necessary to effectuate the foregoing resolution:

Name	Position	Signature
EDWIN I. MILLEZA	Chairman	

**ADOPTED** unanimously by the Officers of the Baybay North transport Cooperative (Bantrans Coop) this 28<sup>th</sup> day of February, 2023 in the City of Baybay.

Name	Position	Signature
EGINE D. MATUGAS	Board of Director, Vice-Chairman	
RICARDO T. RAPANA	Board of Director, Member	
MELCHOR T. BACALSO	Board of Director, Member	
JOSE C. BORNEAS JR.	Board of Director, Member	
ZYRIL D. ALMENDRA	Board of Director, Member	
ARLITO M. GONZAGA	Board of Director, Member	

SUBSCRIBED AND SWORN TO before me this JUN 28 2023, 2023 in Baybay City, Leyte  
 Affiant exhibiting to me his/her \_\_\_\_\_ with valid identification no. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

  
**ATTY. VIVIAN C. NAVARRO-VIDALLON**  
 NOTARY PUBLIC  
 NC. NO. B-22-06-02, JULY 4, 2022  
 UNTIL DECEMBER 31, 2023  
 ROLL NO. 62930  
 PTR NO. BC0101789, 1/3/2023, BAYBAY CITY, LEYTE  
 IBP NO. 249418, 1/9/2023, LEYTE  
 MCLC COMPLIANCE NO. VII-0004765

Doc No: 470  
 Page No: 86  
 Book No: XXIII  
 Series of: 2023

**BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**  
**Barangay Candadam Centro, Baybay City, Leyte**

**RESOLUTION NO. 17**

**A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLUNGSOD OF THE CITY OF BAYBAY TO ACCREDIT THE BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**

**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 Baybay North Transport Cooperative (BANTRANS COOP.) is a civil society organization duly registered with the Cooperative Development Authority (CDA), and existing under Philippine laws;

**WHEREAS**, the Baybay North Transport Cooperative (BANTRANS COOP.) Meeting attended by all members held at Brgy. Pangasugan, Basketball Court, Baybay City, Leyte on February 28, 2023, the following resolution was approved and adopted:


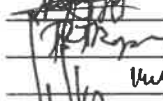

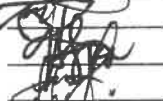
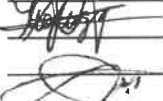

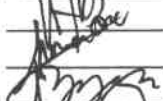
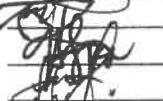
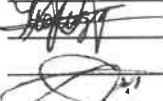


**RESOLVED, AS IT IS HEREBY RESOLVED**, to signify our intention to be an accredited civil society organization with the Sangguniang Panlungsod of Baybay City, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022-083, and to apply for membership in a local special body in the City of Baybay.

**RESOLVED FURTHER**, to forward a copy of this RESOLUTION to the Chairman of the Sangguniang Committee on Accreditation, the Honorable Councilor Ramon Ronald J. Veloso.

**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
LEOPE I. JUEGO	Secretary	

**ADOPTED** unanimously by the Officers of the Baybay North transport Cooperative (Bantrans Coop) this 5<sup>TH</sup> day of May, 2023 in the City of Baybay.

Name	Position	Signature
EDWIN I. MILLEZA	Board of Director, Chairman	
EGINE D. MATUGAS	Board of Director, Vice-Chairman	
RICARDO T. RAPANA	Board of Director, Member	
MELCHOR T. BACALSO	Board of Director, Member	
JOSE C. BORNEAS-JR.	Board of Director, Member	
ZYRIL D. ALMENDRA	Board of Director, Member	
ARLITO M. GONZAGA	Board of Director, Member	
SHIRLEY D. FORTALIZA	Treasurer	
LEOPE I. JUEGO	Secretary	
NORMA VIDAL	Audit Committee, Chairman	
ANTONIO MADRAZO	Audit Committee, Vice-Chairman	
MARIANITO G. TABUDLONG	Audit Committee, Member	
MARGARITO G. TABUDLONG	Election Committee, Chairman	
IVAN REY C, DE OCAMPO	Election Committee, Vice-Chairman	
ROGER T. SAMANTE	Election Committee, Member	
EGINE D. MATUGAS	Education and Training Committee, Chairman	
ROMEO ABARQUEZ	Education and Training Committee, Vice-Chairman	
ELMER SENRIJAS	Education and Training Committee, Member	
DEXTER ARCENA	Mediation/Conciliation Committee, Chairman	
JIMMY S. ILO	Mediation/Conciliation Committee, Vice-Chairman	

ROGELIO L. BALLESTEROS  
PRAXEDES VILAR  
PEDRO H. MAZO  
ANTONIO G. LAPARA  
RICKY D. AMARILLE  
PERDO S. RUIZ

Mediation/Conciliation Committee, Member  
Ethics Committee, Chairman  
Ethics Committee, Vice-Chairman  
Ethics Committee, Member  
Gender and Development Committee, Chairman  
Gender and Development Committee, Vice-Chairman  
Gender and Development Committee, Member  
Manager



SUBSCRIBED AND SWORN TO before me this JUN 28 2023 day of June, 2023 in Baybay City, Leyte  
Affiant exhibiting to me his/her valid identification no. 0119-09829-1 issued on  
\_\_\_\_\_ at \_\_\_\_\_.

Notary Public

  
ATTY. VIVIAN C. ENARIO-VIDALLON

NOTARY PUBLIC

NC. NO. B-22-06-02, JULY 4, 2022

UNTIL DECEMBER 31, 2023

ROLL NO. 62930

PTR NO. BC0101789, 1/3/2023, BAYBAY CITY, LEYTE

IBP NO. 249418, 1/9/2023, LEYTE

MCLE COMPLIANCE NO. VII-0004765

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Republic of the Philippines  
**COOPERATIVE DEVELOPMENT AUTHORITY**  
Region VIII Extension Office



## **CERTIFICATE OF COMPLIANCE**

*is conferred upon*

### **BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**

Candadam, City of Baybay, Leyte

A cooperative duly registered with this Authority under Registration No. **9520-1080000000043178** issued on **April 18, 2018** for being compliant with all the requirements of the law and issuances of the Authority pertaining to required reports submission.

This Certificate is issued and shall be valid until **April 30, 2024**, unless revoked.

Issued this 9th day of May 2023

  
**VENUS M. JORNALES**  
Regional Director

COC No. 08-2023-00792



Republic of the Philippines  
**OFFICE OF THE PRESIDENT**

**COOPERATIVE DEVELOPMENT AUTHORITY**

**Registration No: 9520-1080000000043178**  
**Amendment No: 9520-1080000000043178-1**

**CERTIFICATE OF REGISTRATION  
OF  
AMENDMENTS TO THE  
ARTICLES OF COOPERATION AND BYLAWS**



**KNOW ALL MEN BY THESE PRESENTS, GREETINGS:**

This is to certify that the proposed amendments to the **Articles of Cooperation and Bylaws** of the **Baybay North Transport Cooperative (Bantrans Coop.)**, with office address at **Brgy. Candadam Centro, Baybay City, Leyte** adopted in its **Regular** Annual General Assembly meeting held at the **Brgy. Cogon Gym, Baybay City, Leyte** on **February 3, 2019** were submitted to the Cooperative Development Authority (CDA) for registration pursuant to the provisions of Republic Act No. 9520.

The attached amendments hereto consisting of **22** pages of the Articles of Cooperation and **28** pages of the Bylaws, being not contrary to the provisions of RA 9520 and the rules and regulations prescribed by the CDA, are hereby approved and registered.

**IN WITNESS WHEREOF**, by virtue of the powers vested in me by law, I have hereunto set my hand and caused the seal of Authority to be affixed this **30th day of April, 2019** at **Quezon City, Philippines**.



  
**ORLANDO R. RAVANERA, CSEE, CEO VI**  
Chairman 



**BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**  
Brgy. Candadam Centro, Baybay City, Leyte

Office of the Baybay North Transport Cooperative (BANTRANS COOP) with CDA Ref. No. 9520-1080000000043178, TIN No. 720-396-771-000 and OTC Accreditation No. 2018-143 located at Brgy. Candadam Centro, Baybay City, Leyte.

**A COMPLETE LIST OF UPDATED OFFICERS**

DESIGNATION	NAME	ADDRESS
Chairperson:	Edwin I. Milleza	Brgy. Gabas, Baybay City, Leyte
Vice-Chairperson	Egine D. Matugas	Brgy. Pangasugan, Baybay city, Leyte
Directors:	Melchor T. Bacalso	Brgy. Plaridel, Baybay City, Leyte
	Ricardo T. Rapana	Brgy. Kilim, Baybay City, Leyte
	Jose C. Bornias Jr.	Brgy. Guadalupe, Baybay City, Leyte
	Zyryl D. Almendra	Brgy. Hipusngo, Baybay City, Leyte
	Arlito M. Gonzaga	Brgy. San Isidro, Baybay City, Leyte
General Manager:	Elmer Sendrijas	Brgy. Bunga, Baybay City, Leyte
Board Secretary:	Leope I. Juego	Brgy. Gabas, Baybay City, Leyte
Bookkeeper:	Jeoligen N. Braga	Brgy. Hilapnitan, baybay City, Leyte
Treasurer:	Shirley D. Fortaliza	Brgy. Naga, Baybay City, Leyte
<b>AUDIT COMMITTEE:</b>		
Chairperson:	Norma Vidal	Brgy. Kilim, Baybay City, Leyte
Secretary:	Antonio P. Madrazo	Brgy. Plaridel, Baybay City, Leyte
Member:	Marianito G. Tabudlong	Brgy. Gabas, Baybay City, Leyte
<b>ELECTION COMMITTEE:</b>		
Chairperson:	Margarito G. Tabudlong	Brgy. Gabas, Baybay City, Leyte
Secretary:	Ivan Rey C. De Ocampo	Brgy. Gakat, Baybay City, Leyte
Member:	Roger T. Samante	Brgy. Buenavista, Baybay City, Leyte
<b>GAD COMMITTEE</b>		
Chairperson:	Ricky E. Amarille	Brgy. Bitanhuan, Baybay City, Leyte
Secretary:	Pedro S. Ruiz	Brgy. Lofa Kilim, Baybay City, Leyte
Member:	Rene Jhonny V. Moscatilles	Brgy. Villa Sol, Baybay City, Leyte
<b>ETHICS COMMITTEE</b>		
Chairperson:	Praxedes Vilar	Brgy. Patag, Baybay City, Leyte
Secretary:	Pedro H. Mazo	Brgy. Gakat, Baybay City, Leyte
Member:	Antonio G. Lapara	Brgy. Pangasugan, Baybay city, Leyte
<b>MEDIATION/CONCILIATION</b>		
Chairperson:	Dexter Q. Arcena	Brgy. Bunga, Baybay City, Leyte
Secretary:	Jimmy S. Ilo	Brgy. Plaridel, Baybay City, Leyte
Member:	Rogelio L. Ballesteros	Brgy. Cogon, Baybay City, Leyte
<b>EDUCATION AND TRAINING COMMITTEE</b>		
Chairman:	Egine. D. Matugas	Brgy. Pangasugan, Baybay city, Leyte
Secretary:	Romeo B Abarquez	Zone 9, Baybay City, Leyte
Member:	Elmer E. Sendrijas	Brgy. Bunga, Baybay City, Leyte

Signed by:

  
**Edwin I. Milleza**  
COOP. CHAIRMAN

  
**Leope I. Juego**  
COOP. SECRETARY

**BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**  
**Barangay Candadam Centro, Baybay City, Leyte**

**UPDATED LIST OF MEMBERS**

**Members:**

NO.	NAME	ADDRESS
1.	Abarquez, Romeo B.	Zone 9, Baybay City, Leyte
2.	Albarico, Geonalyn	Baybay, City, Leyte
3.	Almendra, Anacleto T.	Brgy. Hipusngo, Baybay City, Leyte
4.	Almendra, Zyril D.	Brgy. Hipusngo, Baybay City, Leyte
5.	Amarille, Ricky E.	Brgy. Bitanhuan, Baybay City, Leyte
6.	Amarille, Marlou	Brgy. Bitanhuan, Baybay City, Leyte
7.	Alejandrino, Victorino U.	Baybay, City, Leyte
8.	Anuncio, Eugene	Baybay, City, Leyte
9.	Arante, Marcial	Brgy. Kilim, Baybay City, Leyte
10.	Arante, Allan V.	Brgy. Kilim, Baybay City, Leyte
11.	Arcena, Dexter Q.	Brgy. Bunga, Baybay City, Leyte
12.	Bacalso, Melchor T.	Brgy. Plaridel, Baybay City, Leyte
13.	Baco, Jennifer A.	Brgy. Guadalupe, Bay2 City. Leyte
14.	Bacsal, Rogelio	Brgy. Hilapnitan, Baybay City, Leyte
15.	Bacus, Antonio A.	Zone 1, Baybay City, Leyte
16.	Bagarinao, Edmund	Brgy. Marcos, Baybay City, Leyte
17.	Balbada, Jommel	Brgy. Tab-ang, Baybay City, Leyte
18.	Balbarino, Ricardo Sr.	Brgy. Bitanhuan, Baybay City, Leyte
19.	Balbarino, Ricardo Jr.	Brgy. Bitanhuan, Baybay City, Leyte
20.	Ballesteros, Rogelio Jr. L.	Brgy. Cogon, Baybay City, Leyte
21.	Bargo, Rolly D.	Brgy. Cogon, Baybay City, Leyte
22.	Basilisco, Roque B.	Zone 16, Baybay City, Leyte
23.	Bernardino, Alberto B.	Brgy. Bitanhuan, Baybay City, Leyte
24.	Bornias, Antonio	Brgy. Guadalupe, Baybay City, Leyte
25.	Borneas, Jose C.	Brgy. Guadalupe, Baybay City, Leyte
26.	Braga, Joelingen	Brgy. Hilapnitan, Baybay City, Leyte
27.	Cabajes, Rommel C.	Brgy. Marcos, Baybay City, Leyte
28.	Cabintoy, Michael J.	Brgy. Hilapnitan, Baybay City, Leyte
29.	Cabintoy, Neil O.	Brgy. Hilapnitan, Baybay City, Leyte
30.	Cabudbod, Dexter M.	Brgy. Kansungka, Baybay City, Leyte
31.	Caintic, Maximo A. Jr	Brgy. Sta. Cruz, Baybay City, Leyte

32.	Calabia, Domingo Neorman	Zone 1, Baybay City, Leyte
33.	Cantiga, Agaton	Sitio Lopfa, Kilim, Baybay City, Leyte
34.	Cantiga, Arturo F.	Sitio Lopfa, Kilim, Baybay City, Leyte
35.	Cerna, Roel	Brgy. Bunga, Baybay City, Leyte
36.	Cerna, Romeo C.	Zone 17, Baybay City, Leyte
37.	Cerna, Venerando	Brgy. Patag, Baybay City, Leyte
38.	Chavez, Efren	Zone 1, Baybay City, Leyte
39.	Constante, Allan M.	Brgy. Caridad, Baybay City, Leyte
40.	Cortez, Mario	Brgy. Candadam, Baybay City, Leyte
41.	Cortes, Eliezar G.	Brgy. Hilapnitan, Baybay City, Leyte
42.	Cortes, Antia	Brgy. Hilapnitan, Baybay City, Leyte
43.	Cuan, Leonides E.	Brgy. Patag, Baybay City, Leyte
44.	Cuero, Samuel O.	Brgy. Patag, Baybay City, Leyte
45.	Dancel, Rodrigo P.	Brgy. Marcos, Bay2 City, Leyte
46.	Danas, Jose Ching J.	Zone 21, Baybay City, Leyte
47.	Danas, Beverlina	Zone 21, Baybay City, Leyte
48.	De La Cruz, Delfin M.	Brgy. Hilapnitan, Bay2 City, Leyte
49.	De Ocampo, Ivan Rey	Brgy. Gakat, Baybay City, Leyte
50.	De Ocampo, Edwina	Brgy. Gakat, Baybay City, Leyte
51.	Desabille, Jessie S.	Brgy. Bunga, Baybay City, Leyte
52.	Duaban, Anthony E.	Brgy. Hilapnitan, Baybay City, Leyte
53.	Dumpe, Ranie M.	Brgy. Hilapnitan, Baybay City, Leyte
54.	Dy, Frank L.	Brgy. Gakat, Baybay City, Leyte
55.	Dy, Marcos	Brgy. Gakat, Baybay City, Leyte
56.	Enero, Domingo	Brgy. Bunga, Baybay City, Leyte
57.	Espinosa, Felix Jr.	Brgy. Plaridel, Baybay City, Leyte
58.	Fernandez, Julius	Zone 6, Baybay City, Leyte
59.	Fernandez, Vhalentin	Brgy. Plaridel, Baybay City, Leyte
60.	Fernandez, Robert Fredrick	Brgy. Patag, Baybay City, Leyte
61.	Fortaliza, Federico Jr.	Brgy. Naga, Baybay, City, Leyte
62.	Fortaliza, Shirley	Brgy. Naga, Baybay City, Leyte
63.	Garces, Eduardo Jr. N.	Brgy. Cogon, Baybay City, Leyte
64.	Gimena, Pablo A.	Brgy. Gabas, Baybay City, Leyte
65.	Granada, Rolando F.	Baybay City, Leyte
66.	Gonzaga, Arlito M.	Brgy. San Isidro, Baybay City, Leyte
67.	Ilo, Jimmy	Brgy. Plaridel, Baybay City, Leyte
68.	Juego, Leope I.	Brgy. Gabas, Baybay City, Leyte

69.	Lapara, Antonio G.	Brgy. Pangasugan, Baybay City, Leyte
70.	Llemit, Mamerto D.	Brgy. Patag, Baybay City, Leyte
71.	Lumanta, Ma. Liwayway	Brgy. Patag, Baybay City, Leyte
72.	Madrazo, Antonio P.	Brgy. Plaridel, Baybay City, Leyte
73.	Managbanag, Rolando D.	Brgy. Gaas, Baybay City, Leyte
74.	Martinez, Cerelino	Brgy. Hibunawan, Baybay City, Leyte
75.	Matugas, EGINE	Brgy. Pangasugan, Baybay City, Leyte
76.	Mazo, Pedro H.	Brgy. Gakat, Baybay City, Leyte
77.	Milleza, Edwin	Brgy. Gabas, Baybay City, Leyte
78.	Montefolka, Ramil	Brgy. Kilim, Baybay City, Leyte
79.	Montefolka, Junrey	Brgy. Kilim, Baybay City, Leyte
80.	Moscailles, Rene Jhonny	Brgy. Villa Sol, Baybay City, Leyte
81.	Nenez, Rico D.	Brgy. Candadam, Baybay City, Leyte
82.	Nunez, Florencio Jr. G.	Brgy. Bitanhuan, Baybay City, Leyte
83.	Obordo, Ritchie P.	Cienda, Gabas, Baybay City, Leyte
84.	Orcia, Tirso	Brgy. Kilim, Baybay City, Leyte
85.	Ortega, Orlando	Brgy. Del Pilar, Baybay City, Leyte
86.	Oquias, Christy	Brgy. Kilim, Baybay City, Leyte
87.	Pasar, Ernesto F. Jr	Tab-ang, Kilim Baybay City, Leyte
88.	Patagnan, Jerte	Brgy. Kilim, Baybay City, Leyte
89.	Patron, Ronnie	Zone 14, Baybay City, Leyte
90.	Pastoril, Rex	Brgy. Kilim, Baybay City, Leyte
91.	Pesidas, Berlie	Brgy. Bunga, Baybay City, Leyte
92.	Pedrosa, Danilo	Zone 21, Baybay City, Leyte
93.	Perdis, Romie	Brgy. Bunga, Baybay City, Leyte
94.	Polea, Rolando A.	Brgy. Gabas, Baybay City, Leyte
95.	Puzon, Loidan	Brgy. Kilim, Baybay City, Leyte
96.	Puzon. Loige	Brgy. Kilim, Baybay City, Leyte
97.	Rapana, Ricardo	Brgy. Kilim, Baybay City, Leyte
98.	Rebecca, Violeta	Brgy. Tab-ang, Baybay City, Leyte
99.	Redubla, Terry	Brgy. San Isidro, Baybay City, Leyte
100.	Robenecia, Jiel	Brgy. Kilim, Baybay City, Leyte
101.	Rosal, Melchora	Brgy. Kilim, Baybay City, Leyte
102.	Rosal, Bernel B.	Brgy. Kilim, Baybay City, Leyte
103.	Ruiz, Pedro	Brgy. Lopfa Kilim, Baybay City, Leyte
104.	Salubre, Rommel	Brgy. Bunga, Baybay City, Leyte
105.	Samante, Roger	Brgy. Buenavista, Baybay City, Leyte

106	Sanico, Samuel	Brgy. Bunga, Baybay City, Leyte
107	Sendrijas, Elmer	Brgy. Bunga, Baybay City, Leyte
108	Suarez, Victoriano	Brgy. Hilapnitan, Baybay City, Leyte
109	Suarez, Alfredo	Brgy. Hilapnitan, Baybay City, Leyte
110	Tabanera, Aurora Greta	Baybay City, Leyte
111	Tabaranza, Edgar	Brgy. Kilim, Baybay City, Leyte
112	Tabudlong, Marianito	Brgy. Gabas, Baybay City, Leyte
113	Tabudlong, Margarito	Brgy. Gabas, Baybay City, Leyte
114	Tabudlong, Danilo	J. P Laurel, Baybay City, Leyte
115	Tambis, Edilberto M.	Brgy Kambungan, Baybay City, Leyte
116	Tampipi, Joselito	Baybay City, Leyte
117	Tumulak, Allan	Brgy. Plaridel, Baybay City, Leyte
118	Ugay, Ma.Luzviminda	Brgy. Monteverde, Baybay City, Leyte
119	Urot, Rey	Brgy. Kilim, Baybay City, Leyte
120	Ventula, Policarpio	Brgy. Kilim, Baybay City, Leyte
121	Verdida, William	Brgy. Cogon, Baybay City, Leyte
122	Vidal, Norma	Brgy. Kilim, Baybay City, Leyte
123	Vilar, Praxedes	Brgy. Patag, Baybay City, Leyte

Signed by:



**Edwin J. Milleza**  
COOP. CHAIRMAN



**Leope I. Juego**  
COOP. SECRETARY

**Republic of the Philippines  
Province of Leyte  
City of Baybay**

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**MINUTES OF THE 4<sup>th</sup> ANNUAL REGULAR GENERAL ASSEMBLY MEETING OF THE OFFICE OF BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.) AT BRGY. PANGASUGAN, BASKETBALL COURT, BAYBAY CITY, LEYTE, DATED LAST FEBRUARY 25, 2023, CDA Tacloban Registered No. 9520-1080000000043178 WITH CN – 80201843178 and TIN NO. 720-396-771-000.**

**AGENDA:**

- Proposed Amendments:
  - VIOLATION and DELINQUENT – No suspension but only penalties
  - PHYSICAL (body contact) VIOLATION – 2 warnings (SUSPENSION FOR 3 DAYS THEN 1 WK.) and 3<sup>rd</sup> time, dismissal as coop member
  - ABSENCES – suspension and penalty
- Update on PUV Modernization
- Update on the Proposed Garage
- Audited Coop. Financial Statement Year Ended Dec. 31, 2023
- Partial Payment for the Consolidation of Provisional Authority (PA) and Filing Fee
- Proposed Daily payment for all Bantrans member for SSS, Philhealth, Pag-ibig, Daily Dues, Separation Pay and Capital build-up
- SSS, Philhealth, Pag-ibig Benefits ---Compulsory for all Coop. Members
- Proposed Coop. Business (Negosyo)
- Proposed Coop. Office Asap
- Imposed wearing of polo shirt (white) MWF and rest of the days will be any color, pants and shoes (any kind): a reminder
- Election of New Coop. Officers particularly:
  - 3 Board of Directors
  - 3 Audit Committee Officers
  - 3 Election Committee Officers

**ATTENDANCE:**

Start at: 4:00pm  
Snack served at: 7:00pm  
Meeting resumed at: 7:30pm  
End at: 11:00pm

Present – 102

Absent – 23

Prayer: Elmer Sendrijas (Gen. Manager)

**MINUTES OF THE MEETING:**

The meeting was called to order by the chairman Mr. Edwin I. Milleza at 4:00 in the afternoon. It started with a prayer led by Mr. Elmer Sendrijas followed by singing of the Philippine National Anthem led by the sound system. A roll call was done by the Coop. Secretary. Only 23 members were absent, so there was quorum.

**Oder of Business:**

- A. Approval of the agenda  
Mr. Marianito G. Tabudlong moved for the approval of the agenda duly seconded by Mr. EGINE D. MATUGAS.
- B. Matters arising from the Previous Minutes  
None

## AGENDA:

### 1. Proposed Amendments:

Mr. Edwin I. Milleza (Bantrans Coop. Chairman), introduced to the General Assembly for the following Amended agendas that includes:

- a. Members of the Bantrans Coop who violated the agreement and were delinquent only faced a fine of 300 pesos only. Physical (body contact) violations are punishable by two warnings, a three-day suspension, a fine of 300 pesos, and, after the third offense, dismissal as a cooperative member will be imposed.
- b. Absent from the Annual General Assembly meeting results in a 3-day suspension and 300 pesos fine. Drivers or owner-drivers will still be suspended 3 days by not taking hours at Baybay Terminal, even if already paid the amount of 300 pesos. The dispatcher should log book all suspended drivers, owner-drivers, and anyone who have paid at the terminal.
- c. Absent from BOD meetings, special meetings, and any other crucial cooperative events, for which drivers and owner-drivers are only subject to 300 pesos fine without suspension.
- d. The chairman emphasized that all multicabs start in Brgy Pangasugan with every 5 minutes before 8:00am, with no "U-TURN" in between interval. The Pangasugan parking lot, where the multicabs seem to park and ride, will not pick up commuters for the Baybay-Bunga and Baybay-Caridad routes; but, the Baybay-Bunga and Baybay-Caridad can already pick-up the passengers if no multicabs are seen in the area then multicabs are permitted to do a "U-TURN at Pangasugan after 8am. However, they should not pick up passengers from Pangasugan-Tab-ang, only from Brgy. Tab-ang/ Kilim and beyond if they are in a time concern.

### 2. Update on PUV Modernization

On the subject of PUV Modernization, the chairman is being requested for several of the most recent necessary papers. He said that the application process for all the papers was still ongoing. Acquisition for a coop. garage hasn't realized yet. A 1,000 sq. m land with declaration and land title is needed. He went on to say that the PUV modernization is ongoing process and that our coop is required to purchase 12 additional units for the modernization. Additionally, he stated that all drivers and owner-drivers were required to participate on the Drivers and Academy Training at Brgy. Pangasugan, Basketball Court, Baybay city, Leyte. He even admitted to the body that the processing fee for the confirmation was paid out of his own pocket rather than from the coop's. Some of members disagreed and not open to modernization. Mr. Tabudlong, Mr. Nenez, and Mr. Desabille provided explanations and were critical of PUV Modernization. Assurance of operators if modernized which is their great concern. The chairman told the body that modernization was highly recommended since the coop must adhere to and follow what the national informed us. For the sake of the coops and operators, we must obey the higher-ranking government authorities. Mr. Edwin Milleza emphasized to fellow members that an association is far different to a cooperative in many aspects as to the Fundamentals of Cooperation and By-Laws. He goes on to say that the coop must comply since failing to do so greatly increases the likelihood that other commercial companies will be forced to operate commercial transportation in our region as it is an open route. Any authorized location is open to anyone who wants to conduct business in the area. Mr. Milleza made the extremely wise decision to avoid the situation in order to safeguard his fellow drivers, owner-drivers, and business owners.

### 3. Update on the Proposed Garage

The chairman informed the group that he and the general manager (Mr. Elmer Sendrijas) had worked to find Coop Garage a location as quickly as possible. Unfortunately, Mr. Milleza hasn't come across yet for a garage, for other requests were turned down because they lacked the necessary documentation or were in locations that were too distant from the highway. Our chairman and general manager haven't given up yet, and they appear to be trying to persuade other members who have land that we might rent for the garage. In order to receive permission and to comply with LTFRB Memorandum Circular No. 2018-008 for Consolidation of Franchise in the Name of the Cooperative, a garage is essential.

### 4. Audited Coop Financial Statement Year Ended Dec. 31, 2022

Mrs. Shirley D. Fortaliza, the coop treasurer, spoke and outlined the financial report during the assembly. If a specific amount was deposited or withdrawn, a bank account was indicated. After her discussion, questions and answers were accepted.

**5. Partial Payment for the Consolidation of Provisional Authority (PA) and Filling Fee**

The chairman said that 1,200 will be paid for each operator and owner-driver's Provisional Authority (PA) and Filling Fee. The PA must first be paid for by the coop, and only then will the PA be released if already paid to the coop. If the specified sum is not paid yet, then the unit will not be permitted to make trips at the Baybay terminal, as decided by the BOD Officers and the body.

**6. Proposed Daily Payment for all Bantrans Member for SSS, PhilHealth, Pag- ibig, Daily dues, Separation Pay and Capital build-up**

Mr. Milleza commented about the monthly dues (100), separation pay (100) for drivers only. The following list includes drivers and owner-drivers (400); CVU (100); SP (100); MO (200); and PO (300). On the other side, Mr. Nenez has worries about the separation money, and Mr. Bacalso (a BOD officer) starts arguing over the reserve fund, which causes a disagreement between Mr. Nenez and the chair. On the other side, Mr. Lito Almendra (former chairman) provided a full explanation of separation pay. On March 1st, 2023, the 400/mo. monthly dues will commence to effect.

**7. SSS, PhilHealth, Pag-ibig Benefits—Compulsory for all Coop Members**

All coop members as mentioned by the chairman, SSS, Philhealth, Pag-ibig benefits will not be able to cover yet to all members because with not enough money to shoulder. He stated that personal payment is appreciated for now. Mr. Almendra, stated that the compliance with coop has 3,000 (operators) and 1,000 (drivers) having full payment of 12,000 will be a regular member and if a member resigns, the entire payment of 12,000 will be collected as long as the member has not fallen behind on his dues. Moreover, renewal of license (1,000), hospitalization for 3 days (1,000) while daughter or wife will only have (500) instead of 1,000 because he is not a coop member.

**8. Proposed Coop. Business (Negosyo)**

The body was informed by the chairman that there will be internal business in the coop. According to Mr. Tabudlong, lending is one type of a business. If so, disciplinary measures might be taken against delinquent members. Mr. Nenez proposed for a Rice Pangkabuhayan for all members. It must be required to make payments on the specified date. Members who support cooperative businesses will get a patronage refund as privileges.

**9. Proposed Coop. Office ASAP**

The BOD officers decided and agreed to build the new coop office next to Mr. Chairman's home in the Gabas, Baybay City, Leyte after it was brought up in the assembly. The aforementioned place is more convenient for customers and drivers. The new structure will house the coop's office, a shop for replacement components, and a rice storage area.

**10. Imposed Wearing of Polo Shirt (White) MWF and rest of the days will be any color, pants and shoes (any kind): A Reminder**

The significance of wearing a proper uniform has been discussed by the chairman of the board. All drivers and owner-drivers should wear white polo shirts with collars on weekdays and any color on weekends and holidays, he said. T-shirts and shorts are also only permitted on Saturdays and Sundays. On weekdays, wear long pants and rubber shoes or topsiders. Slippers are not allowed; rain boots with stockings are also prohibited. Drivers and owner-drivers may not wear their full uniforms during periods of heavy weather or on holidays. In the event that a BOD officer is unable to wear shoes during the workweek, a medical certificate must be provided.

**11. Election of New Coop Officers particulary:**

● **3 BOARD OF DIRECTORS**

Egine D. Matugas ----- Vice Chairman  
Zyril D. Almendra----- BOD Member  
Ricardo T. Rapana----- BOD Member (re-elected)

● **3 AUDIT COMMITTEE OFFICERS (re-elected)**

Norma Vidal ----- Chairperson  
Antonio P. Madrazo----- Secretary  
Marianito G. Tabudlong----- Member

● **3 ELECTION COMMITTEE OFFICER**

Margarito G. Tabudlong----- Chairperson  
Ivan Rey De Ocampo----- Secretary  
Roger T. Samante----- Member



The election went off without any issues. All of the members were satisfied with their votes and left contented.

**12. Other matters:**

- a. On the mentioned day, Mrs. Joeligen N. Braga was appointed to serve as our new cooperative bookkeeper.

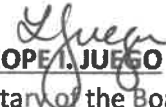
The meeting was adjourned at exactly 11 pm.

Approved by the General Assembly and Board of Directors on the 25<sup>th</sup> day of February, 2023 at Brgy. Pangasugan, Basketball Court, Baybay City, Leyte, Philippines.

I HEREBY CERTIFY that the aforementioned minutes are precisely right.



**EDWIN J. MILLEZA**  
Chairperson of the Board



**LEOPOLDO JUEGO**  
Secretary of the Board

**BAYBAY NORTH TRANSPORT COOPERATIVE (BANTRANS COOP.)**  
**Barangay Candadam Centro, Baybay City, Leyte**

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Transportation Services	<p>To help improve the quality of life of its members and thereby contribute to inclusive growth, enterprise development and employment.</p> <p>To implement policy guidelines that will ensure transparency, accountability and equitable access to its resources and services, and promote the interests of the members.</p>	2018 - up to present		✓	P305,100.00 (initial)	Members received interest on capital and patronage refunds

Prepared by:

  
**LEOPE L. JUÉGO**  
 Secretary

Noted by:

  
**EDWIN L. MILLEZA**  
 Board of Director, Chairman