SK CCKA

Arrowal Integrable form ASS.

Please submit five (5) copies each of the Mary, following to apply for Accreditation of your light Organization:

Letter of Application

Duly accomplished Application Form for Accreditation

3. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in a local special body

Certificate of Registration or existing valid Certificate of Accreditation from any NGA (or in the case of IPOs, certification issued by NCIP)

List of current Officers

For CSOs that have been in operation for at least one (1) year, Minutes of the Annual Meetings of the immediately preceding year as certified by the organization's board secretary or Certification from the board secretary certifying the annual meeting's conduct, including the date, location, attendees, and agenda

For CSOs that have been in operation for at

least one (1) year, Annual Accomplishment Report for the immediately preceding year For CSOs that have been in operation for at least one (1) year, Financial Statement, at the minimum, signed by the executive officers of the organization, also of the immediately preceding year, and indicating therein other information such as revenue,

expenses and the source(s) of funds

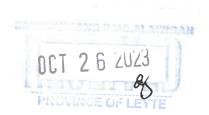
Note: Templates are available for download at https://bit.ly/CSO-LSB-Annexes or at the SP

Dunie 323

Annex D: Letter of Application

October 23,2023

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



Dear Vice Governor Javier,

In response to your Notice of Call for Accreditation, kindly be informed that Arrowood Integrated Farm Association , with office address at Brgy. Cogon, Alang-alang, 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;
- 5. CY 2021 Minutes of the Annual Meeting;
- 6. CY 2021 Annual Accomplishment Report, and
- Z_CY 2021 Financial Statements

Thank you.

Sinderely,

Richard Panilag

Annex C: Application Form for Accreditation and Checklist of Requirements

APPLICATION FORM FOR ACCREDITATION

Organization: ARROWOOD Integrated Farm Account	
Address: Bryy. Cogan Mangalang Lyte	
Contact No.: 0977 8013798 Email address (optional):	
Date Organized: (191 3 2023 Sector/s Represented:	
Purposes/Objectives:	
To improve the standards of viving and enhances the general welfare of its	
Members and to promote the moral rocal and economic well-being gall the	member.
Services that the organization provides or can participate in:	
tarming Services	
Access to form Took and Machineries	
Üvelihood	
the properties of policy all products and the product of the produ	
Registering Agency: Date Registered: Sept. 13, 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) *certification	
Commission Date Accredited:	
☐ Commission on Population and Development (POPCOM)	

☐ Department of Agriculture (DA)
D Department of Public Works and Highways (DPWH)
Department of Social Welfare and Development (DSWD)
Department of Agriculture (DA)
Department of the Interior and Local Government (DILG)
Department of Labor and Employment (DOLE)
National Commission for Culture and the Arts (NCCA)
☐ Presidential Commission for the Urban Poor (PCUP)
Philippine Drug Enforcement Agency (PDEA)
Department of Labor and Employment (DOLE)
D Others (specify):
Organizational Level:
Ja Barangay-level
Chapter
Affiliate of a larger organization (identify organization)
C) Others (specify):
Projects Implemented in the [Province/City/Municipality & at the

in the [Province/City/Municipality] of [Name of LGU]

Year	Project	Cost	Financing Source/Schem	Beneficianes	Sta	ius.
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(QO TOCO)

Name of the Organization Address

BOARD RESOLUTION NO 4

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

WHEREAS, on [Date], 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 [Name of Organization] is a civil society organization duly registered with the [Securities and Exchange Commission/Cooperative Development Authority/Department of Labor and Employment/ Department of Human Settlements and Urban Development, formerly the Housing and Land Use Regulatory Board], and existing under Philippine laws;

WHEREAS, in the [NAME OF ORGANIZATION] Special Board Meeting held at [Full Office Address] on [MM/DD/YYYY], attended by the following Board of Trustees present the following resolution was approved and adopted:

RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang [Panlalawigan/Panlungsod/Bayan], 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 [Province/City/Municipality] of [Name of LGU]

RESOLVED FURTHER, to forward a copy of this RESOLUTION to the Chair of the Sanggunian Committee on Accreditation, the Honorable Councilor [Name]

RESOLVED FURTHERMORE, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution. [Name/s of representatives].

ADOPTED unanimously by the Eoard of Trustees/Directors of the [Name of CSO] this [DD] day of [MM YYYY] in the [Province/City/Municipality] of [Name of LGU]

Name	Position	Signature
Richard M. Panilag	chair man of the books	700
Gerardo A. Oclaviano	Booked of Director	Ourtain
*add roves as necessary	-	
Jane Marie Octaviano	poored of Director	3
Ritchelle M. Panilag	board of Director	Comiles
Miria D. Ortaviano	Board a pierolar	

. Annex E. Board Resolution - Intention for Accreditation

)	
Right	and My gaman
	[FULL NAME]

[Board Chairperson or Equivalent]

SUBSCRIBED Affiant exhib	AND SWORN offing to me h	TO before me	this day of with valid iden	tification no.	02	issued on
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Republic of the Philippines DEPARTMENT OF LABOR AND EMPLOYMENT Regional Office No. VIII Tacloban City

ROS-NLFO-2023-09-WA -2163 KNOW ALL MEN BY THESE PRESENTS:

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

ARROWOOD INTEGRATED FARM ASSOCIATION

BRGY, COGON ALANGALANG, LEYTE

Has this day been registered and conferred with all the rights and privileges of a legitimate workers' association established for **MUTUAL AID** and **PROTECTION** of its members. It shall promote the moral, social and economic well-being of its members and shall have the right to represent them in accordance with its Constitution and By-Laws and for purposes not contrary to law.

This certificate of registration shall subsist unless cancelled in the manner provided by the Labor Code and its implementing rules and at all times shall be subject to compliance by said workers' association in accordance with all applicable laws and regulations relating to workers' association.

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of DOLE Regional Office No.VIII, Tacloban City, Leyte, Philippines this 13TH day of September 2023.

Approved by:

HENRY JOHN S. JALBUENA Regional Director

For the Regional Director:

Y. DE LA CRUZ, PME - MME Chief LEO, NLPO

Trece Martires St. Taclobar, Cry Tel Nos. (053) 832-4067 riolero8, ntro@yahou.com



List of Current Officers of the Mame of CSO] as of [Date]

Richard M. Panilog	Position
Monara M. Janjara	President
GERARDO A. Octaviano	Vice President
lane Marie D. Octaviano Ritchele A. Janian	Secretary
The state of the s	Treasurer
	Auditor
Marie Grace Octaviano	Head, Health Committee
THICK DI I COM	Head, Education Committee
1	Head, Environmental Committee
Angelica Betangjar	Head, Infrastructure and Safety Committee
Proposed Proposed Conference on the Conference o	Member Salety Committee

*add rows as necessary

Members :

Alicia Octaviano
Jayron Octaviano
Ritchie M. tanilag
Joseph Somia M. tanilag
Renato P. danilag
Christopher Jan Dofillor
Mary Joy Octaviano
Mark Richard Solinday
Jomar Cordova

Edwardo Cordova Jr.
Generara C. Mójado

type tryna
Ranier Vera
Harold Mark rydiongco
Michael Jay C. Calubid
Dina Line

[Name of Organization]

Palification of By-Laws and Constitution Participants:

Date and Time: 1:0pm - 4:38pm August 14, 2023

Date and Time: I-wpm - 4:28pm August 14, 2017

Expectations for the Activity: Approval and Signing of By-laws and Constitution

General Objective: Approval / Rafification of By-laws and Constitution

Specific Objectives:

- Approval and signing & By-base and constitution buties and perponsibilities & Human and members

Agenda:

- 1. Agenda 1 Theolion of Officers [Notes, Agreements, Discussions, etc.]
- 2. Agenda 2 . Duties and Ecoponsibilities a afficient and Members [Notes, Agreements, Discussions, etc.]
- 3. Agenda 3 Feer and Member Contribution [Notes, Agreements, Discussions, etc.]
- 4. Agenda 4 Refigication, Appeared and Figuring & By-law and Confithin [Notes, Agreements, Discussions, etc.]

Prepared by:

Name]

Secretary-General

[Position/Designation]

[wame of Organization]

Program/Project/Activity	Name of Objective/s Duration/Date		Status		Budget	Romarks
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*add rows as necessary

[Naine]
Secretary-General

[Name of Head of CSO]
[Position/Designation]

[NAME OF ORGANIZATION] FINANCIAL STATEMENT FOR CY 2021

Donor 1 Donor 2 Monthly Dues / Membership Fees Income Generating Project 1 Income Generating Project 2 TOTAL PARTICULARS Project 1 Project 2 Meeting Expenses Office Supplies Logistics / Transportation Administrative and Personnel TOTAL	SOURCE	AMOUNT	
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Noted by:	
[Name] [President]	[Name] [Vice President]
[Name] [Secretary-General]	[Name] [Treasurer]
[Name] [Auditor]	