

following to apply for Accreditation of your Organization:

1. Letter of Application
2. 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
4. Certificate of Registration or existing valid Certificate of Accreditation from any NGA (or in the case of IPOs, certification issued by NCIP)
5. List of current Officers
6. 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
7. For CSOs that have been in operation for at least one (1) year, Annual Accomplishment Report for the immediately preceding year
8. 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**

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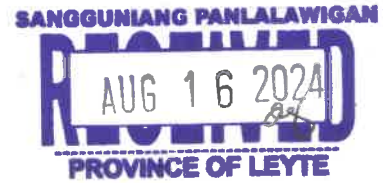
new  
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Dennis  
8-16-24

Item No.: 13

Date: 20 2024 AUG

February 11, 2024

**Vice Governor LEONARDO M. JAVIER JR.**  
Presiding Officer, Sangguniang Panlalawigan  
Municipality of Palo  
Province of Leyte



Dear **Vice Governor Javier**:

In response to your Notice of Call for Accreditation, kindly be informed that Leyte Electricians Federation, Inc, with office address at Zamora St. Brgy. Sto.Niño Tunga, 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 SEC;
4. List of Current Officers and Members

Thank you.

Sincerely,

  
**ANTONIO N. ARANETA**  
President



REPUBLIC OF THE PHILIPPINES  
**SECURITIES AND EXCHANGE COMMISSION**  
2nd Floor, National Economic Development Authority  
Regional Office VIII Building, Government Center,  
Candahug, Palo, Leyte



COMPANY REG. NO.: 2024020134314-28

## CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By Laws of:

### **LEYTE ELECTRICIANS FEDERATION, INC.**

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Revised Corporation Code of the Philippines (Republic Act No. 11232), which took effect on February 23, 2019 and copies of said Articles of Incorporation and By Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to issue, sell or offer for sale to the public, securities such as but not limited to, shares of stock, investment contracts, debt instruments and virtual currencies without prior Registration Statement approved by the Securities and Exchange Commission; nor to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing/lending company, and time shares/club shares/membership certificate issuers or selling agents thereof; nor to operate a fiat money to virtual currency exchange. Neither does this Certificate constitute a permit to undertake activities for which other government agencies require a license or permit.

**This Certificate DOES NOT AUTHORIZE INVESTMENT SOLICITATION AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.**

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at 2nd Floor, National Economic Development Authority Regional Office VIII Building, Government Center, Candahug, Palo, Leyte, Philippines, this day of 02 February Two Thousand Twenty Four.

**DESIREE P. CUENCO**  
**Officer-in-Charge**

*This is a computer generated certificate,  
signature is not required.*

For SEC use only  
S949 (PSIC as reserved)  
Non-stock Corporation  
Corporation with 5 or more Incorporators

DOCUMENTARY STAMP TAX PAID

**Note:** The original copy of this Certificate must be secured within 60 calendar days from the date of registration

## APPLICATION FORM FOR ACCREDITATION

**Name of Organization:** LEYTE ELECTRICIANS FEDERATION, INC.

**Address:** Zamora St. Brgy. Sto. Niño Tunga, Leyte

**Contact No.:** 09777721387

**Email address (optional):** tonyaraneta6@gmail.com

**Date Organized:** December 26, 2023

**Sector/s Represented:** Electricians

**Purposes/Objectives:** To organize the electricians of Leyte and to deliver electrical services within the area of operation, as well as help promote and upgrade the social and economic condition of its members. Provided, that any income derived therefrom shall be used in furtherance of the foregoing purposes.

**Services that the organization provides or can participate in:** The Leyte Electricians Federation can provide electrical services to the Constituents of Leyte as well as provide needed technical support and expertise in conducting and implementing community-based programs and projects that will address the needs of marginalized sector most probably for rural electrification and help rehabilitating houses in terms of wiring installation once affected by a catastrophic disaster.

**Registering Agency:**

**Date Registered:** February 1, 2024

- 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:** \_\_\_\_\_

- 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 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)

Others (specify): \_\_\_\_\_

**Organizational Level:**

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): \_\_\_\_\_
- Others (specify): Province-based

**Projects Implemented in the [Province/City/Municipality] of [Name of LGU]**

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing

**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.

**ANTONIO N. ARANETA**  
President

**NERVIN C. SOYOSA**  
Secretary

## TO THE APPLICANT

Kindly go through a self-assessment of the following requirements for your application.  
Please do not submit the Application Form without performing the said self-assessment.

<input type="checkbox"/>	1 Letter of Application
<input type="checkbox"/>	2 Duly accomplished Application Form for Accreditation
<input type="checkbox"/>	3 Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in a local special body
<input type="checkbox"/>	4 Certificate of Registration or existing valid Certificate of Accreditation from any NGA (or in the case of IPOs, certification issued by NCIP)
<input type="checkbox"/>	5 List of current Officers
<b>ADDITIONAL REQUIREMENTS FOR CSOs IN OPERATION FOR AT LEAST ONE (1) YEAR</b>	
<input type="checkbox"/>	6 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
<input type="checkbox"/>	7 Annual Accomplishment Report for the immediately preceding year
<input type="checkbox"/>	8 Financial Statement, at the minimum, signed by the executive officers of the organization, of the immediately preceding year, and indicating therein other information such as revenue, expenses and the source(s) of funds



**Leyte Electricians Federation, Inc.  
Zamora St. Brgy. Sto.Niño Tunga, Leyte**

**BOARD RESOLUTION NO. 2**

**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 Leyte Electricians Federation, Inc. is a civil society organization duly registered with the Securities and Exchange Commission, and existing under Philippine laws;

**WHEREAS**, in the Leyte Electricians Federation, Inc. Special Board Meeting held at Zamora St. Brgy. Sto.Niño Tunga, Leyte on 02/11/2024, 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, 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 Chair of the Sanggunian Panlalawigan Committee on Accreditation,

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

**ADOPTED** unanimously by the Board of Trustees/Directors of the Leyte Electricians Federation, Inc. this 11<sup>th</sup> day of February 2024 in the Municipality of Tunga of the Province of Leyte.

Name	Position	Signature
<u>LEONARDO B. JUANITAS III</u>	<u>Director</u>	
<u>RITO C. CAÑEDA</u>	<u>Director</u>	
<u>RENANTE S. CODERA</u>	<u>Director</u>	
<u>RENANTE M. BELETA</u>	<u>Director</u>	

PEACHY ETONG

Director

*Pedro*

GERRY CAÑETE

Director

*Dr. Bled*

MARWIN BLANCIA

Director

*Marwin*

GIOVANNI M. VILLAS

Director

~~ANTONIO NAPURAN ARANETA, AB, MAED, JD, LPT  
Board Chairperson/President~~

SUBSCRIBED AND SWORN TO before me this \_\_\_ day of \_\_\_\_\_, 202\_\_ in \_\_\_\_\_, Affiant exhibiting to me his/her \_\_\_\_\_ with valid identification no. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Doc No: \_\_\_\_\_

Page No: \_\_\_\_\_

Book No: \_\_\_\_\_

Series of \_\_\_\_\_





**LEYTE ELECTRICIANS FEDERATION, INC.**  
**Zamora St. Brgy. Sto.Niño Tunga, Leyte**

**A RESOLUTION TO PURCHASE PRINTER INTENDED FOR THE ASSOCIATION AND PROVIDES FUND ON SUCH PURPOSE THEREOF**

**BOARD RESOLUTION NO. 7**

**WHEREAS**, the Leyte Electricians Federation, Inc. is a civil society organization duly registered with the Securities and Exchange Commission, and existing under Philippine laws;

**WHEREAS**, as mandated pursuant to the provision in Article VI, section 18 of the Constitution and By-Laws of this association hereby grants the Board of Directors to issue resolution as deemed necessary;

**WHEREAS**, all written documents, records, and communication letters that requires submission to different government agencies and non-government organization are encoded and printed, notwithstanding to its readable and presentable format;

**WHEREAS**, the Leyte Electricians Federation, Inc. being in its operational status in providing the members with the service and processing of requested certification and other needed documents, it needs a printer for production of such purpose thereof;

**WHEREAS**, in the Leyte Electricians Federation, Inc. Special Board Meeting held at Zamora St. Brgy. Sto.Niño Tunga, Leyte on 06/29/2024, attended by the following Board of Trustees present, the following resolution was approved and adopted:

**RESOLVED, AS IT IS HEREBY RESOLVED**, to fund and purchase printer intended for the association at reasonable amount subject for usual auditing procedures,

**RESOLVED FURTHER**, that Rowell C. Rupa as Treasurer of the Association is hereby directed to take any action necessary to effectuate the foregoing resolution.

**ADOPTED** unanimously by the Board of Trustees/Directors of the Leyte Electricians Federation, Inc. this 29<sup>th</sup> day of June 2024 in the Municipality of Tunga of the Province of Leyte.

<b>Name</b>	<b>Position</b>	<b>Signature</b>
<b><u>GERRY CAÑETE</u></b>	<b><u>Director</u></b>	
<b><u>GIOVANNI M. VILLAS</u></b>	<b><u>Director</u></b>	

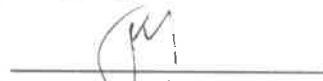
**LEONARDO B. JUANITAS III**      Director



**MARWIN BLANCIA**      Director



**PEACHY ETONG**      Director



**RENANTE M. BELETA**      Director



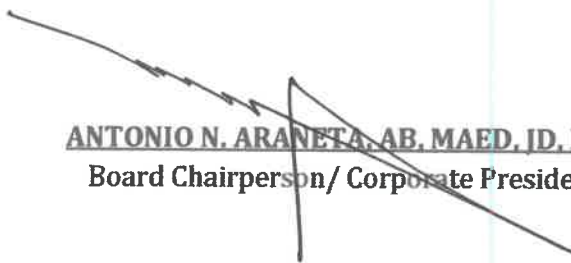
**RENANTE S. CODERA**      Director



**RITO C. CAÑEDA**      Director



**ANTONIO N. ARANETA, AB, MAED, JD, LPT**  
Board Chairperson/ Corporate President



Certified Correct:

  
**NERVIN C. COYOSA, LPT**  
Secretary



## **LEYTE ELECTRICIANS FEDERATION, INC.**

*Zamora St. Brgy. Sto. Niño  
6528 Tunga, Leyte*

**Excerpt from the Minutes of the Organizational Meeting held on**

**June 29, 2024**

**PRESENT:**

1. ANTONIO N. ARANETA
2. ARNEL L. CUÑA
3. BRENDON BALTAZAR
4. ENRIQUE CULAR
5. GERRY CAÑETE
6. GIOVANNI VILLAS
7. JAYSON TAMPOL
8. JESSY COLIBAO
9. JHYN APABLE
10. JOBERT ROCABO
11. JONNEL VERGARA
12. JOSE JUDY ORBETA
13. JUNEL RAÑIN
14. LEONARDO ADLAWAN
15. LEONARDO B. JUANITAS III
16. MARIETA JUANITAS
17. MARK LEONEL PAESTE
18. MELCHESEDECH JOMADIAO
19. MICHAEL RAAGAS
20. NERVIN C. SOYOSA
21. NIÑO E. MACASUSI
22. RENANTE M. BELETA
23. RENANTE S. CODERA
24. RENANTE TERRADO
25. RENEBOY DELIMA
26. RICKY IGANA
27. RITO C. CAÑEDA
28. RODEL PONCE
29. ROMUEL AZORES
30. ROWELL C. RUPA
31. WARREN CAMINO

**ABSENT:**

1. ARCHEL OBERO
2. ARNULFO RELEVO
3. ARWIN ROCHA
4. CHRISTIAN KATANGKATANG
5. CLINT MADRIAGA
6. EUGENE NAVARRA
7. FEDERICO JABONERO
8. JASON SARDA
9. JEFFERSON ZABALLERO
10. JERRY PARENA
11. JESUS TRIGUEROS
12. JULIUS CUIZON
13. LOUIE C. DE PAZ
14. LOUIE BERSALES
15. MARIO SARAGOSA
16. MARK BALDOS
17. MARWIN BLANCIA
18. NILO FIN JR.
19. PACIFICO NAAGAS
20. PAULINO ALMERIA
21. PEACHY ETONG
22. RAMIL PARROCHO
23. ROBINSON BUHAY
24. ROSALEO LUCELO
25. RUEL CARABALLA

The meeting was called to order at 1:29 P.M on June 29, 2024 at Brgy. P. Barantes Alangalang, Leyte with (35) Thirty-five present members. Opening prayer was led by Rito Cañeda.

Mr. Antonio N. Araneta convened the meeting as presiding officer/chairperson. Then, the Chairman commence the meeting by asking the Secretary for the roll call of members and followed by the reading of previous minutes of the meeting conducted last February 18, 2024.

The agenda of the concluded meeting are as follows:

1. Update on affairs of the association vis-à-vis accreditation with the provincial government
2. Update on BIR registration and financial statement report
3. Planning of SEC registration for the proposed training and assessment center
4. Creation of different committees such grievance committee, membership screening committee, and audit committee
5. Selection of official Board meeting schedule

Consequently, the Presiding Chairman reiterated the status of accreditation and personally hand over to the Secretary the list of requirements needed and other attached documents from the Provincial Government of Leyte which was taken respectively from the DILG Memorandum Circular No. 2022-083. He urged the secretary to provide the necessary documents to be accomplished thereto.

After giving the update about the accreditation in Provincial Government of Leyte, the Chairperson continuously share the plan for the proposed training and assessment center. He stated that we have to register it with SEC as it is the requirement for establishing such purpose thereof. Subsequently, he reiterated that it needs another funds, time and effort in doing the task, considering that the Secretary and the Treasurer as the front runner shall be provided with gas, meals, internet load, and coffee. He said that the registration shall starts on first week of July while classes are still on break, the secretary is not yet busy.

Meanwhile, Marietta Balasanos Juanitas raised her concerned if we will proceed the selection of different heads for the supposed committee on election, committee on health, grievance, and others, however, the Presiding Chair has answered that it will not materialize due to some members of the Board are not around.

Right after the clarification, the Presiding Chair has ordered the Secretary to facilitate giving the membership form with a reflected membership code/ID number.

Subsequently, the Chairperson give the floor to the Treasurer for his Financial Report.

After all the reports or discussion, the Presiding Chairperson ask if there were clarifications or suggestions, but then, the hearing is none, so the motion duly made and seconded, it was:

RESOLVED, that the plan for establishing training and assessment center shall proceed by starting online registration application in the Security and Exchange Commission.

Therefore, being no further business requiring action or consideration, on motion duly made, seconded, and carried, the meeting was adjourned at 3:30 in the afternoon.

Certified true and correct:

  
**NERVIN C. SOYOSA, LPT**  
Federation Secretary

Attested by:

~~**ANTONIO N. ARANETA, AB, MAED, JD, LPT**  
Federation President~~



List of Current Officers and Members of the LEYTE ELECTRICIANS FEDERATION  
as of February 2024

Name	Position
ANTONIO N. ARANETA	President
PAULINO S. ALMERIA	Vice President
NERVIN C. SOYOSA	Secretary
ROWELL C. RUPA	Treasurer
LOUIE C. DE PAZ	Auditor
RITO C. CAÑEDA	Head, Health Committee/Director, Barugo
NINO E. MACASUSI	Head, Education Committee
PEACHY ETONG	Head, Environmental Committee/ Director, Jaro
GIOVANNI VILLAS	Head, Infrastructure and Safety Committee/Director Santa Fe
RENANTE S. CODERA	Director, Carigara
RENANTE M. BELETA	Director, Capoocan
LEONARDO B. JUANITAS III	Director, Alangalang
GERRY CAÑETE	Director, Pastrana
MARWIN BLANCIA	Director, San Miguel
ALSTON S. BUSTILLO	Member
ARCHEL OBERO	Member
ARNEL CUÑA	Member
ARNULFO RELEVO	Member
CHRISTIAN KATANGKATANG	Member
CLINT MADRIAGA	Member
ELISHA V. ELPEDES	Member
ENRIQUE V. CULAR JR.	Member
EUGENE NAVARRA	Member
EUSORES, CHUCK EDISON	Member
FEDERICO C. JABONERO	Member
JASON SARDA	Member
JAYSON M. TAMPOL	Member
JEFFERSON ZABALLERO	Member
JERRY PARENA	Member
JERSON NARIDO	Member
JESSY COLIBAO	Member
JESUS TRIGUEROS JR.	Member
JHYN S. APABLE	Member
JOHN MARLO APURILLO	Member
JONEL N. VERGARA	Member
JOSE JUDY E. ORBETA	Member
JOVERT N. ROCABO	Member
JULIUS CUIZON	Member
JUNEL B. RANIN	Member
LEONARDO ADLAWAN	Member
LOUIE BERSALES	Member
MARIETA B. JUANITAS	Member
MARY JANE ROMULO	Member
MARIO SARAGOSA	Member
MARK BALDOS	Member

MARK LEONEL P. AVORQUE	Member
MARLON B. LAURENTE	Member
MELCHISEDECH A. JOMADIAO	Member
MICHAEL RAAGAS	Member
MIKE B. JUANITAS	Member
NILO H. ELLASO	Member
NILO N. FIN JR.	Member
RAMIL PARROCHO	Member
RENANTE TERRADO	Member
RENE BOY DELIMA	Member
REYMARD GUYJOCO	Member
RICKY S. IGANA	Member
ROBINSON N. BUHAY	Member
RODEL PONCE	Member
ROMUEL AZORES	Member
ROSALEO LUCELO	Member
RUEL P. CARABALLA	Member
WARREN G. CAMINO	Member

*\*add rows as necessary*