

Annex D: Letter of Application

Item No.: 17

Date: 17 2024 SEP

September 3, 2024

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 SurviveOars Leyteños Paddling Team Inc., with office address at Purok Sarapati, Barangay Baras, Palo, 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, CDA, DOLE, DHSUD/HLURB] or existing valid Certificate of Accreditation issued by the [Name of NGA] or Certification issued by the NCIP;
4. List of Current Officers;
5. CY 2024 Minutes of the Annual Meeting;
6. CY 2024 Annual Accomplishment Report; and
7. CY 2024 Financial Statements

Thank you.

Sincerely,


HENRY NARAÑA
Team President

Annex E: Board Resolution - Intention for Accreditation



Barangay Baras, Palo Leyte, Philippines

BOARD RESOLUTION NO. 01-2024

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 SurviveOars Leyteños Paddling Team Inc. is a civil society organization duly registered with the Securities and Exchange Commission and existing under Philippine laws;

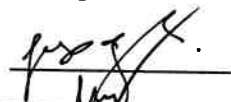
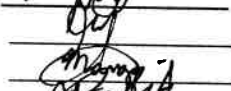
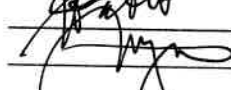



WHEREAS, in the SurviveOars Leyteños Paddling Team Inc. Special Board Meeting held at Barangay Baras, Palo, Leyte on July 21, 2024, attended by the following Board of Trustees present, the following resolution was approved and adopted:

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, 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 Committee on Accreditation.

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

ADOPTED unanimously by the Board of Trustees of the SurviveOars Leyteños Paddling Team Inc. this 21st day of July 2024 in the municipality of Palo, Leyte.

Name	Position	Signature
Mark Gil Badidles	Vice President	
Mylina Fabi	Secretary	
Kyle Yuan Menesis	Treasurer	
Lhowegie Marga	Bookkeeper	
Randy Fabi	Auditor	
Ricardo Consuegra	Auditor	


HENRY NARAJA
Team President

Annex E: Board Resolution - Intention for Accreditation

10 SEP 2024

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

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Book No: 7
Series of 2024


ATTY. MARY AGNES C. SEDANZA-PUSAY, CPA
Notary Public for Tacloban City
Commission No. 2023-01-25 Until 31 Dec 2024
Roll No. 66660 / IBP Lifetime No. 017494
PTR No. 1526535: 01-03-24; Tacloban City
MCLE Exemption No. VIII-BEPO02502; 02-17-23
Brgy. 60, Astum Sugkahan, Real Street, Tacloban City (beside KMG Motor Tires and across Al Advertising)



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.: 2024040148246-27

CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

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

SurviveOars Leyteños Paddling Team 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 29 April Two Thousand Twenty Four.

DESIREE P. CUENCO
Officer-in-Charge

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

For SEC use only
\$949 (PSIC as reserved)
Non-stock Corporation
Corporation with 5 or more incorporators

DOCUMENTARY STAMP TAX PAID

Annex F: List of Current Officers and Members

List of Current Officers of the SurviveOars Leyteños Paddling Team Inc.

as of August 2024

Name	Position
Henry Naraja	President
Mark Gil Badidles	Vice President
Mylina Fabi	Secretary
Lhowegie Barca	Bookkeeper
Kyle Yuan Meneses	Treasurer
Randy Fabi / Ricardo Consuegra	Auditor
Matea Jean Centino / Roger Securata / Juvy Angel Inanod	PIO
Aldwin Plimaco	Head, Health Committee
Rhea Tadle	Health Committee Member
Harold Baclea-an	Health Committee Member
Erler Coritana	Head, Education Committee
Kyle Yuan Meneses	Education Committee Member
Carla Mirante	Education Committee Member
Marlon Quiza	Head, Environmental Committee
Jerome Margallo	Environmental Committee Member
Garry Garrido	Environmental Committee Member
John Paul Barca	Head, Safety and Security Committee
Jay Daga	Safety and Security Committee Member
Jervin Barca	Safety and Security Committee Member
Jimmylyn Ligutan	Head, Fund Raising Committee
Michael John Mendros	Fund Raising Committee Member
Joel Salido	Fund Raising Committee Member
Michelle Calzada	Team Manager
Jay Marlon Barca / Erler Coritana	Team Captains
Archie Suma / Dakila Yee / Ronnie Securata / Maricon Jesusco	Advisers
Alger Almaden	Member
Dexter Mendiona	Member
Lyka Roquero	Member
Edcel Ragub	Member
James Coritana	Member
John Trexie Mareviles	Member
Jayson Mendiola	Member
Edgar Allan Gabornes	Member
Ricky Securata	Member
Ruth Securata	Member
Norberto Oba	Member
Sheward Regato	Member
Rachelle Ann Cyesta	Member

SurviveOars Leyteños Paddling Team Inc

Activity: Annual Team Meeting

Participants:

1	Michelle Calzada	16	Joel Salido
2	Henry naraja	17	Lyka Roquero
3	John Paul Barca	18	Carla Mirante
4	Lhowegie Barca	19	Garry Garrido
5	Jervin Barca	20	James Coritana
6	Jimmylyn Ligutan	21	Jay Marlon Barca
7	Mark Gil Badidles	22	Matea Jean Centino
8	Michael John Mendros	23	Ricky Consuegra
9	Mylina Fabi	24	Kyle Yuan Meneses
10	Randy Fabi	25	Erlor Coritanan
11	Jay Daga		
12	Aldwin Plimaco		
13	Malon Quiza		
14	Jerome Margallo		
15	Harold Baclea-an		

Date and Time: July 21, 2024

Expectations for the Activity: To come up with the plan for the provincial and municipal accreditation and plan out the possible races to join and election of new sets of officers.

General Objective: to come up with the new sets of officers and Plan out the needed requirements and schedule the submission for the provincial and municipal accreditation and agree on the dragonboat races to join.

Specific Objectives:

- - To elect new sets of officers
- - To inquire and get the requirements for accreditation from provincial and municipal level
- - To comply on the required accreditation requirements
- - To finalize and agree on which dragonboat races to join

Agenda:

1. Agenda 1: Election of New Sets of Officers

The meeting was started with the objective on why do we need to elect new sets of officers for the team. As part of the preparation for the intention to accredit the team at the provincial and municipal level, an election must be conducted. It was also agreed that the need for election is necessary since the former officers are no longer functional and some are already inactive. The election of officers was facilitated by the acting president and was then later on facilitated by the elected new president, Henry Naraja. Each functions/roles/responsibility of each position were discussed before electing the appropriate officer be elected per position. The right to vote, to object were exercised during the whole process.

Annex G: Minutes of Annual Meetings

New sets of officers were elected. Below are the following new sets of officers of the team.

Position	Name
President	Henry Naraja
Vice President	Mark Gil Badidles
Secretary	Mylina Fabi
Treasurer	Kyle Yuan Meneses
Bookkeeper	Lhowegie Marga
Auditor	Randy Fabi / Ricardo Consuegra
PIO	Matea Centino / Roger Securata / Juvy Angel Inanod
Head, Health Committee	Aldwin Plimaco
Health Committee Member	Rhea Tadle
Health Committee Member	Harold Baclea-an
Head, Education Committee	Erlor Coritana
Education Committee Member	Kyle Yuan Meneses
Education Committee Member	Carla Mirante
Head, Environmental Committee	Marlon Quiza
Environmental Committee Member	Jerome Margallo
Environmental Committee Member	Garry Garrido
Head, Safety and Security Committee	John Paul Barca
Safety and Security Committee Member	Jay Daga
Safety and Security Committee Member	Jervin Barca
Head, Fund Raising Committee	Jimmylyn Ligutan
Fund Raising Committee Member	Michael John Mendros
Fund Raising Committee Member	Joel Salido
Team Manager	Michelle Calzada
Team Captains	Jay Marlon Barca / Erlor Coritana
Advisers	Archie Suma / Dakila Yee / Ronnie Securata / Maricon Jesusco

It was also agreed the collection of monthly dues of P100.00 per member per month. The monthly dues were started to be collected last May 2024. The registration of P50.00 was also reminded to the rest of the team. As agreed, the monthly dues can be collected during the weekend training.

The idea of opening a bank account for the team was also initially discussed in preparation for the accreditation and many purposes later on. A bank account under the team's name will be opened at any bank or cooperative in the coming days.

Annex G: Minutes of Annual Meetings

2. Agenda 2: Requirements for accreditation at the Provincial and Municipal Level

The team have decided to pursue the intent to accredit the team at the provincial and municipal level. One of the members of the team have already visited the provincial office to ask for the accreditation requirements. There is a need to comply the needed requirements for accreditation.

The purpose for the team accreditation is to access support from the provincial government in times there is a need for support in one of the many activities of the team especially where there is dragonboat races where the team will be participating. And also if given the chance would also be occupying the seat in the local planning bodies if being selected. And in return to the provincial governments support, the team can also extend its support once needed. This was discussed and agreed by the team during the discussion on this agenda.

The schedule of the preparation for the necessary documents for accreditation will be on the month of August 2024, from preparation of the documents till submission of the required documents. As agreed, Michelle Calzada will take the lead in the preparation of all the documents and other members will support on the needed details and other tasks. Accreditation at the municipal level will then follow after the submission at the provincial level.

A board resolution will be attached on the application for accreditation and it was agreed that a board resolution will also be prepared along with the meeting today.

3. Agenda 3: Upcoming Dragon Boat Races

For this year's dragon boat race the team have participated in dragon boat race in Butuan. There are still other dragon boat races scheduled in the remaining months of this year.

Upcoming races are the following:

1. Siquijor Dragon Boat Race – Sept. 7-8, 2024
2. Double Dragonboat Race in Iloilo – November 23-24, 2024
3. Club Crew Dragonboat Challenge in Palawan – October 19-20, 2024

With the above schedules, the team are still having doubts on what race to participate considering many factors that can hinder the team to participate.

As agreed, the team will still continue to have the dragonboat training just incase the team have finally decided what race schedule to join.

It was also agreed that recruitment for new paddlers should be pushed through and to invite again the previously trained recruits to join the rest of the team to train on weekends. For now, schedules of the training are on the weekends, but once the team decided to join the race the number of days for the training will now be increased to the extent that it will reach to everyday training a month before the race,

As agreed training schedules is Saturdays and Sundays at 6am (call time) and it will end at 8am.

Annex G: Minutes of Annual Meetings

Prepared by:


MYLINA FABI
Secretary-General

Noted by:


HENRY NARAJA
Team President

SurviveOars Leyteños Paddling Team Inc

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Dragon Boat Race	To participate in the invitational race in Butuan	May 25-26, 2024	Completed		P51,300.00	We came up with the amount needed through sponsorship
Coastal Clean-up	To help cleaup the red beach stretch	July 28, 2024	completed		3,000.00	The team members just shelled out from their pockets for the snacks.
Brigada Skwela	To support the opening of classes campaign of the schools	July 29, 2024	completed		N/A	
Dragon Boat Race	To participate in the invitational race in Butuan	November 23-24, 2024		X	P60,000.00	Projected needed budget And Still planning and working it out to participate for the race
Coastal Clean-up	To help cleaup the red beach stretch	December 2024		X	3,000.00	Budget will be taken from teams contribution

Prepared by:


MYLINA FABI
 Secretary-General

Noted by:


HENRY NARAÑA
 Team President

**SurviveOars Leyteños Paddling Team Inc
FINANCIAL STATEMENT FOR CY 2024**

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Donor 1	10,000	Sponsorship for the Butuan Race
Donor 2	10,000	Sponsorship for the Butuan Race
Donor 3	10,000	Sponsorship for the Butuan Race
Donor 4	5,000	Sponsorship for the Butuan Race
Donor 5	5,000	Sponsorship for the Butuan Race
Donor 6	10,000	Sponsorship for the Butuan Race
Donor 7	1,250	Sponsorship for the Butuan Race
Membership Fees	800	
Monthly Dues	2,100	
Potluck	350	
TOTAL	54,500.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Butuan Race	51,300	Butuan Race (May 10-12)
Boat Repair	1,500	
Transportation	200	
TOTAL	53,000.00	
TOTAL FUND BALANCE (Total Inflow – Total Outflow)	1,500.00	Cash on hand

Noted by:


HENRY NARAÑA
[President]


MARK GIL BADIDLES
[Vice President]


MYLINA FABI
[Secretary-General]


KYLE YUAN MENESES
[Treasurer]


RANDY FABI
[Auditor]