

SANGGUNIANG I

Republic of the Philippines Province of Leyte Municipality of Bato Barangay San Agustin -00000-

# SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA)

March 5, 2025

#### HON. CARLOS JERICHO "ICOT" LORETO PETILLA

Governor Leyte Provincial Government Complex West Bypass Road, Brgy. Guindapunan Palo, Leyte

Thru:

HON. LEONARDO M. JAVIER, JR.

Vice-Governor/Presiding Officer Sangguniang Panlalawigan

Leyte Provincial Government Complex

West Bypass Road, Brgy. Guindapunan

Palo, Leyte

/Sir:

In response to your Notice of Call for Accreditation, kindly be informed that the SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA), with postal address at Barangay San Agustin, Bato, Leyte would like to seek for accreditation by the TINGOG PARTY LIST, Tacloban City.

Support of this application are the following administrative requirements:

- 1. Letter of Intent:
- Duly Accomplished Application Form for Accreditation; "ANNEX A"
  - a. Profile, indicating the purposes and objectives of the association
  - CY 2024 Accomplishment Report
  - List of Officers and Members Within LGU-DA (under FFStudy)
  - d. List of Officers and Members
- Board Resolution; "ANNEX B"
- Copy of DOLE Registration Certificate; "ANNEX C"
- 5. Copy of Constitution and By-Laws; "ANNEX D"
- 6. CY 2024 Financial Statement of EO 4th Quarter; "ANNEX E"
- 7. Sworn Statement stating that the CSO is an independent, non-partisan association and that it will retain its autonomy while pursuing the advancement of the members' interest through its membership in a local special body, after satisfying all the requirements and set criteria as stated in DILG Memorandum Circular No. 2022-015 dated January 2, 2022; "ANNEX F"
- 8. Minutes of the last association meeting of the CY 2024. "ANNEX  $\mathbb{G}$ "
- 9. Minutes and Attendance from the election of date organized; ANNEX "H"
- 10. Minutes of Ratification and Approval of the Cons and By-Laws; ANNEX "H"

Hoping this request merits favorable action.

Very truly yours,

APOLONIO S. BAGAY

**Association President** 



Republic of the Philippines
Province of Leyte
Municipality of Bato
Barangay San Agustin
-00000-

#### SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA)

DOLE REGISTRATION CERTIFICATE NO ROS WI FO 2024 10 WA 2127

## APPLICATION FORM FOR ACCREDITATION

Name of Associatio Registered Address Contact Nos. Date Organized Date Registered	The state of the s
	Security and Exchange Commission Cooperative Development Authority Department of Labor and Employment Department of Social Welfare and Development Department of Health Department of Agriculture Department of Agrarian Reform Department of Education National Commission on Indigenous Peoples National Housing Authority Insurance Company Philippine Regulatory Commission Housing and Land Regulatory Board Others (Please specify)
	Barangay Level Chapter Affiliate of larger organization (Please identify agency)

#### **Purposes and Objectives:**

- a) To be educated and integrated farmers to the extent of conquering new fundamental ways of farming techniques;
- b) To promote the moral, social, and economic well-being of all the members;
- c) To develop sustainable and productive livelihood through the conduct of the activities aimed o uplifting the economic condition of the members;
- d) To provide the members' knowledge and skills and equip themselves an
  effective and innovative way of farming techniques and protect environment;
- e) To work with non-governmental organization of entities in the promotion and development of the association and in carrying out government policies; and

f) To establish an association that will promote mutual aid and protection to its members.

#### **CY 2024 ACCOMPLISHMENT REPORT**

Project	Cost	Beneficiaries	Status
Plantation of     Glutinous and     Sweet Yellow Corn     for Pest     Management	Source of Fund : DA – LGU Program & Project	Farmers Field School Study (FFS) 33 actual Participants	Graduated September 30, 2024

#### **Project Financing (Sources or Schemes)**

#### A. Department of Labor and Employment (DOLE)

- 1. Proposal in the Availment of what is known as integrated DOLE DILEEP (Livelihood/Kabuhayan Program through plantation of:
  - a. Rice
  - b. Corn
  - High Value Crops Production such as vegetables, cassava, coconut, banana, etc.; and
- Proposal in the Availment of Emergency Employment Program through TUPAD of 30
   No. of days duration to San Agustin Integrated Farmers Association marginalized worker-farmers as a community-based service of:
  - Group/Communal Vegetable gardening including the Land Preparation such as the plowing, furrowing and application of organic fertilizer, activator seedling and planting activities

#### **B.** Department of Agriculture

- 1. Submitted Request for machinery and facility as priority needs by the formation status of association of:
  - a. Water System
  - b. Paddy Hand Tractor for Ricefield and dry land use
  - c. Rice Tresher
  - d. Corn/Rice Mill
  - e. Cassava Electric Grater/Grinder
- 2. Request for Livestock Production
  - a. Egg Layer Production
  - b. Individual Raising of Rhode Island/Basil Chicken
  - c. White Variety of Hog
  - d. Any Variety of Goat

#### Services the Association provides or can participate in:

- As a co-partner to bring the programs and projects of the government to marginalized informal sectors in the rural remote areas;
- 2. Help uplift living standards of low income earners thus addressing poverty problems of the constituents that are affected by high inflation;
- 3. Food security by introducing organic fertilizers, insecticides and pesticides to among farmers' association; and
- 4. Increasing more yields.

#### List of Officers and Members:

#### A. Within DA-LGU (FFS Participants)

	Plame	Position	
Servicine	First Name	Middle initial	
Almonicar	Cristine Faye	P	Member
Avda	Epitania	A	Member
Baffor	Maria Teresa	A	Member
Roger	Diosdada	1	Member
Ваджу	Apolonio	5	President
Bagay	Josefera	s	800-Committee on Ethics
Seltran	Desicisiona	L	Mear Member-effective January 2025
Buntarastra	Markel	S	Nember
Bontorestro	Melinda	7	Member
Codine	Avelina	S	Member
Codine	Editha	5	Member
Cabal	Giera	C	New Member - effective January 202
Darbe	Antonio	6	Member
Darbe	Narrelito	A	Member
De la Sala	Antonieta	6	Treasurer
Gassayes	Aida	A	Auditor
Gamayon	Dino	T	Member-effective January 2025
Samayon	Gena	M	Vice President
iamayon	Gene Rica	M	New Momber -effective January 2025
Sanota	Richard		Member
iarao	Sumersinda	T	Member
Sayo	Emma	P	Member
iayo	Efren	5	800-Committee on Membership
iayo	Manuel	5	Member
ierapat	Pable	A	New Member -effective January 2025
ndoc	Neison	1 5	New Member - effective January 2015
ngsito	Leonarda	S	New Member -effective Sept 2024
ingo	Honory		Monther
Lenzpas	Cestilia	S	New Member -effective January 2025
vielendres.	John Michael	1	Riember
Aendoza	Dina	U	Nember
Viendoza	Francisca	T T	Member
lunez	Fe Skabeth	1	Market
agaduan	Marcelino	D	Pio-2
ide	Ma. Victoria	6	Member
town	Navrisa	1 1	Business Manager
afrance	Francis Nino	1	New Member -effective Nov. 2024
Aura	Jocilyn	*	800 - Committee on Finance
Acone	Victoria	T	Secretary
enido	Joceiva	1 4	Member
ene	Alberto		
ich	Germa	1 1	New Momber -effective lanuary 2025
isto Fata		G	P10 -1
754.0	Rico	8	Member

# B. List of 1 DOLE Registered Officers and Members who successfully complied with the requirements for Registration

	Position			
Surreme	First Name	Middle Initial		
Aguillar	Pablito	8	Member	
Bagay	Apolonio	5	President	
Bagay	Josefero	S	900-Committee on Ethics	
Beltran	Dukcisiena	L	Member	
Cabal	Gina	•	Member	
Codino	Avelina	5	Member	
Codine	Editha	S	Member	
Darbe	Marcelito	A	Member	
De la Sala	Antonieta	G	Treasurer	
Samayon	Aida		Auditor	
Gamayen	Ding	T	Stember	
Gamayon	Gena	M	Vice President	
Garnayon	Gene Nica	M	Member	
Gayo	Emma	P	Member	
Gayo	Efren	S	BCD-Committee on Membership	
Gayo	Manuel	S	Member	
Gerapat	Pablo	E	Member	
Inguito	Alfredo	T	Member	
Lumapas	Cecitia	S	Member	
Mendoza	Diaz	U	Member	
Mendoza	Francisca	T	Member	
Pagadisan	Marcelino	D	P10-2	
Rom:	Marcisa	1	Business Manager	
Safranne	Francis Mino	T	Member	
Salvame	Jocityn	K	BOD - Committee on Finance	

Salvame	Victoria	Т	Secretary	
Terre	Alberto		Member	
Visto	Gemma	G	PIO-1	20
Visto	Rico	8	Member	

WE HEREBY CERTIFY to the correctness of the above information.

VICTORIA T. SALVAME

Association Secretary/Bookkeeper

**APOLÓNIO S. BAGAY** 

**Association President** 

# LIST OF SANAIFA OFFICERS AND MEMBERS

NAME	POSITION	SIGNATURE
4704 0370 0 D. C. V		J.hm_
APOLONIO S. BAGAY	Association President	
GENA M. GAMAYON	Vice President	GING Gamayon
VICTORIA T. SALVAME	Secretary	Mullone
ANTONIETA G. DE LA SALA	Treasurer	LEAVE OF ABSENCE
AIDA A. GAMAYON	Auditor	A6
NARCISA I. ROM	Business Manager	M. Ron
EFREN S. GAYO	BOD-Com on Membership	- Control of the cont
JOSEFERO S. BAGAY	BOD-Com on Ethics	Dry Irm
JOCYLIN K. SALVAME	BOD-Com of Finance	_ lecter
GEMMA G. VISTO	PIO-1	
MARCELINO D. PAGADUAN	PIO-2	_\$
AVELINO S. CODINO	Member	1
MARCELITO A. DARBE	Member	
MANUEL S. GAYO	Member	Maryo
PABLO E. GERAPAT	Member	Polylo Gerapal
PABLITO B. AGUILAR	Member	Dupu du
ALFREDO T. INGUITO	Member	all prine lo
JIMMY A. LINGO	Member	James A. Lings
FRANCIS NINO T. SALVAME	Member	
ALBERTO I. TERRE	Member	albert Fory
RICO B. VISTO	Member	
DULCISIMA L. BELTRAN	Member	
GINA C. CABAL	Member	
EDITHA S. CODINO	Member	
EMMA P. GAYO	Member	En Dup
CECILIA S. LUMAPAS	Member	· · · · · · · · · · · · · · · · · · ·
DINA U. MENDOZA	Member	Ding 4 Mandoza
FRANCISCA T. MENDOZA	Member	Iran Mandage

Attested by:

VICTORIA T. SALVAME Secretary APOLONIO S. BAGAY
President



#### Republic of the Philippines Department of Agriculture Region VIII (Eastern Visayas)

#### SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION

Barangay San Agustin, Bato, Leyte
DOLE REGISTRATION CERTIFICATE NO. ROS-WLFO-2024-10-WA-2127

#### BOARD RESOLUTION NO. 005-2025 Dated: March 5, 2025

"A RESOLUTION EXPRESSING INTENTION TO APPLY FOR ACCREDITATION OF THE SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA) WITH THE SANGGUNIANG LALAWIGAN NG LEYTE PROVINCIAL GOVERNMENT COMPLEX, WEST BYPASS ROAD, GUINDAPUNAN, PALO, LEYTE."

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

**WHEREAS**, on January 22, 2022 the Department of Interior and Local Government issued Memorandum Circular No. 2022-015, with the Guidelines on the Accreditation of Civil Society Organization and Selection of Representatives to the Local Special Bodies;

**WHEREAS**, the San Agustin Integrated Farmers Association (SANAIFA) Special Board Meeting held at Barangay San Agustin, Bato, Leyte on January 3, 2025 attended by the following Board of Directors 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 NG LEYTE PROVINCIAL GOVERNMENT COMPLEX, WEST BYPASS ROAD, GUINDAPUNAN, PALO, LEYTE"** pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and Department of Interior and Local Government (DILG) Memorandum Circular No. 2022-015, and to apply for membership in a local special body;

**RESOLVED FURTHER**, that the foregoing representatives of the association authorized and directed to take any action necessary to effectuate the foregoing resolution, **APOLONIO S. BAGAY**, **President** and **VICTORIA T. SALVAME**, **Secretary/Bookkeeper** of the Association;

**ADOPTED UNANIMOUSLY** by the Board of Directors of San Agustin Integrated Farmers Association (SANAIFA) this 5<sup>th</sup> day of March, 2025 in Barangay San Agustin, Municipality of Bato, Province of Leyte.

VIII and/or sign documents for and in behalf of the SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION General Assembly with respect to the requested financial assistance, with their three (3) specimen signatures shown below this resolution.

<b>APPROVED</b> this <b>17</b> <sup>th</sup> day of <b>MARCH</b> , <b>2025</b> in the newly-constructed SANAIFA office at Barangay San Agustin, Bato, Leyte, Philippines.					
I hereby CERTIFY to the co	orrectness of the foregoing	resolution.			
VICTORIA T. SALVAME Secretary/Bookkeeper					
Approved:					
EFREN S. GAYO Director	JOSEFERO S. BAGAY Director	JOCYLIN K. SALVAME Director			
GINA M. GAMAYON Vice-Chairman		APOLONIO S. BAGAY Chairman			
THREE SPECIMEN SIGNAT	TURE OF AUTHORIZED RI	EPRESENTATIVES:			
1	2	3			
1	2	3			



# Republic of the Philippines DEPARTMENT OF LABOR AND EMPLOYMENT Regional Office No. VIII WESTERN LEYTE FIELD OFFICE Ormoc City

DOLERO8-ORO-F1 Revision Mo. 110 Date Issued: 11 July 2016



KNOW ALL MEN BY THESE PRESENTS:

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# SAN AGUSTIN MARKATAN FARMERS ASSOCIATION (SANATTA)

Barangay San Agustin, Bato, Leyte

By virtue of the provisions of the Labor Code of the Philippines, as amended, and its implementing rules has this day been registered as and conferred with all the rights and privileges of a legitimate workers' association established for the MUTUAL ATO 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 for by the Labor Code of the Philippines and its implementing rules and at all times shall be subject to compliance by said workers' association with all applicable laws and regulations relating to workers' association.

IN WITNESS WHEREOF, I have hereunto affixed my signature with the seal of DOLE Regional Office No. VIII, Tacloban City, Philippines this <u>30<sup>th</sup></u> day of <u>October 2024</u>.

By authority of the Regional Director:

JERTIMED TALLE KERDY COMY FROM THE DRIGHTS

ATTY. DAX B. VILLARUEL

OIC-Regional Director

SUBSCRIBED AND SWORN IN DEFORE ME THE

(to ban her 30 m Howard terminame.

ROPERTO TO THE A

TARCISIO Z. LABITAL
PUBLIC ATTORNEY III
Pursuant to RA 9496

Not valid w/out Seal

Batitinan St., Sitio Kalipay, Brgy. Cogon Ormoc City, Leyte Tel No 520 5965 dolero8\_wifo@yahoo.com





#### Republic of the Philippines Department of Agriculture Region VIII (Eastern Visayas)

# SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION Barangay San Agustin, Bato, Leyte DOLE REGISTRATION CERTIFICATE NO. ROS-WLFO-2024-10-WA-2127

#### FINANCIAL STATEMENT EO OF 4TH QUARTER FOR CY 2024

CASH IN	DEBIT	CREDIT
	(Peso)	(Peso)
Cash On Hand Forwarded as	*	
of September 30, 2025		4,875.00
Add:		
a) Membership Fee, Share		5,380.00
Capital, Penalties Collected		
from October-December 2024		
b) Proceed from "PANAYGON FOR A CAUSE"		9,000.00
FOR A CAUSE		10.055.00
TOTAL CASH ON HAND		19,255.00
CASH OUT		
Travelling Expenses	3,934.00	
	515.00	
Office Supplies Expenses		
Other Supplies Expenses		
For Land Preparation Raw	2,725.00	
Materials	2,120.00	
a) Organic Fertilizer-		
Chicken Dang	1,200.00	
b) Organic Activator	1,525.00	
Transportation	686.00	
Printing and Photocopying	1,164.00	
Services	1,104.00	
Repair and Maintenance of Borrowed ICT Hardware: Printer	1,300.00	
Other Services-Tractor	3,000.00	
Miscellaneous Expenses	920.00	
TOTAL EXPENSES	14,244.00	
CASH BALANCE ON HAND As of December 31, 2024		5,011.00

Prepared by:

ANTONIETA G. DE LA SALA

**Association Treasurer** 

Certified Correct:

VICTORIA T. SALVAME, Secretary

GENA M. GAMAYON, Vice-President

Verified Correct

JOCILYN K. SALVAME
Association BOD-Committee on Finance

AIDA A. GAMAYON, Auditor

APOLONIO S. BAGAY, President



### SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION Barangay San Agustin, Bato, Leyte

DOLE REGISTRATION CERTIFICATE NO. ROS-WLFO-2024-10-WA-2127

# **OMNIBUS STATEMENT**

#### Certification that:

- The CSO has authorized the application for accreditation and has authorized the persons actually filling the application to represent the CSO in the application;
- The CSO is an independent, non-partisan association;
- It retain its autonomy while pursuing the advancement for the welfare of members through its membership in a local special body, after having been submitted the satisfaction of all the requirements set by DILG with Memoradum Circular No. 2022-015 dated January 2, 2022;
- The CSO is aware of, understand, and agrees to abide by the guidelines for Accreditation; and
- All supporting documents are authentic, true and correct.

VICTORIA T. SALVAME

Secretary

APOLONIO S. BAGAY

President

# SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA) SAN AGUSTIN, BATO, LEYTE

#### ORGANIZATIONAL MEETING

EXCERPT FROM THE MINUTES OF THE ORGANIZATIONAL MEETING OF THE SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA) HELD ON JUNE 20, 2024, GROUND FLOOR BARANGAY HALL, SAN AGUSTIN, BATO, LEYTE AT AROUND 9:00 A.M.

#### AGENDA:

- 1. Election of Officers
- 2. Name of Assciation
- 3. Purpose of Association
- 4. Other Matters
  - Membership Registration Fee and Monthly Dues
  - Preparation for the DOLE Registration
  - Discussion on BIR Registration
  - Updates on the Treasurers Report

#### **Meeting Proper:**

- The meeting started with a short prayer led by Mrs. Gemma G. Visto
- Checking of attendance
- Upon the votation and approval of the majority of its members, the association elected its officers and members as follows:

NAME	POSITION
Apolonio S. Bagay	President
Gena M. Gamayon	Vice President
Victoria T. Salvame	Secretary
Antonieta G. De La Sala	Treasurer
Aida A. Gamayon	Auditor
Gemma G. Visto	P. I. O 1
Marcelino D. Pagaduan	P. I. O 2
Efren S. Gayo	B. O. T 1
Josefero S. Bagay	B. O. T 2
Jocilyn K. Salvame	B. O. T 3
Narcisa I. Rom	Business Manager
Marcelito A. Darbe	Member
Manuel S. Gayo	Member
Jimmy A. Lingo	Member
Rico B. Visto	Member
Emma P. Gayo	Member
Dina O. Mendoza	Member

• With the vote and approval of the majority, the association was named San Agustin Integrated Farmers Association with acronym "SANAIFA".

The association came up with the following purpose of the association:

- 1) to provide additional income to our fellow members in the association.
- 2) to sustain higher production of vegetables from among fellow farmers
- 3) to meet the demand of vegetables in the community and neighborhood.

The association officers and members agreed to pay the registration fee of one hundred

(Php100.00) and monthly dues of one hundred (Php20.00), which has been ratified by all the members of the association. The association also agreed to the following penalties such as late and absences during the monthly meeting, and activities in the farm as follows:

- \*A minute late penalty of fifty (Php 50.00)
- \*Absent without valid reason, one hundred (Php100.00) penalty.
- \*Any Officer or member should submit an excuse letter to avoid further penalties.
- The officers and members agreed that the President and Secretary will seek help with MA and DOLE and BIR registration requirements. They were authorized to process the registration.
- The Treasurer presented the updated accounting of the association. The Meeting was adjourned at exactly 11:50 in the morning.

Certified by:

Attested by:

APOLONIO S. BAGAY

President

# **CONSTITUTION AND BY-LAWS OF THE**

#### PREAMBLE

We, the Farmers of the Municipality of <u>Bato, Leyte</u>, Philippines, in order to improve our standard of living and enhance the general welfare, the members of the <u>San Agustin Integrated Farmers Association</u> (SANAIFA), united as one with dedication to God into an association, do hereby promulgate the constitution and by-laws.

#### **ARTICLE 1**

# **NAME AND ADDRESS OF ASSOCIATION**

**SECTION 1.** 

The name of the Association shall be:

San Agustin Integrated Farmers Association (SANAIFA)

SECTION 2. The Address of the Association:

Barangay San Agustin, Bato, Leyte

#### **ARTICLE II**

# **OBJECTIVES AND PURPOSES**

SECTION 1.

Objectives and Purpose-the objectives and purposes in this Association are as follows:

- a.) To be educated and integrated farmers to the extent of conquering new fundamental ways of farming techniques;
- A CERTIFIED TRUE COPY:) To promote the moral, social, and economic well-being of all the members;

Apolonio S. BAGAY Association President

- c.) To develop a sustainable and productive livelihood through the conduct of the activities aimed at uplifting the economic condition of the members;
- d.) To provide the members knowledge and skills and equip themselves an effective and innovative way of farming techniques and protect environment;
- e.) To work with non-government organization of entities in the promotion and development of the association and in carrying out government policies;
- f.) To establish an association that will promote mutual aid and protection to its members.

#### **ARTICLE III**

#### **MEMBERS**

- SECTION 1. Membership The membership of this association shall be open to all persons who are of legal age, their capacity to contact or either head of the family or both and are:
  - a.) Residing and/or working in the area of operation;
  - b.) Willing to abide the constitution and by-laws of the association;
  - c.) Pledge to undertake the responsibilities of a member.

#### **SECTION 2.** Association of Membership

- a.) The application for membership shall be in writing and shall be presented to the officers for action. The application shall be accompanied by a membership fee of ONE HUNDRED PESOS (P100.00). Which amount shall be kept by the organization in case of rejection.
- b.) The application shall be as our savings in case of financial needs, and it is exclusive only for the official's purposes.
- **SECTION 3.** Membership in Association, once acquired, shall be permanent and may be lost on the following grounds:
  - a.) Persons who have been convicted of a crime involving moral turpitudes;
- A CERTIFIED TRUE COPY.) Membership subversive association or one who profess subversive ideas;
- APOLONIO S. BAGAY c.) Habitual absence from meetings and farm activities where his/her attendance is required at least three consecutive absences without being excused;
  - d.) Non-payment of monthly dues and/or not patronizing its business for a period of one and a half years (1 & ½) or more;
  - e.) Failure to comply with the existing rules, policies, and regulations of the association as set forth in its constitution and by-laws of any violations of provisions thereof;
  - f.) To work with non-government organization of entities in the promotion and development of the association and on carrying out government policies;

g.) To establish an association that will promote mutual aid and protection to its members.

#### \* ARTICLE IV

#### RIGHTS, DUTIES AND RESPONSIBILITIES OF THE MEMBERS

# **SECTION 1.** Rights of Members – every member has the following rights:

- a.) Participate in the deliberation during membership meetings;
- b.) Avail himself/herself of the service of the association without discrimination /condition and requirement thereof;
- c.) Inspect and examine the books of accounts, the minutes book and other records of the association during office hours and to exercise other rights and privileges of memberships;
- d.) To exercise the right to vote on all matters relating to the affairs of the association.
- **SECTION 2.** Duties and Responsibilities of the Members every member shall have the following duties and responsibilities:
- a.) To obey and comply with the constitution and by-laws of the association A CENTIFIED TRUE COPY: as such and regulation and by-laws of the association as such and regulations that it may be promulgated from time to time;

APOLONIO S. BAGAY Association President

- b.) To attend all meetings including activities in the farm, trainings and seminars that it may be called for requiring attendance of members;
- c.) To assist in every way possible in advancing the objectives of the association.

#### **ARTICLE V**

#### **TERMINATION, WITHDRAWAL AND EXPULSION OF MEMBERS**

- SECTION 1. Termination of Membership members in the association may be terminated either by withdrawal or expulsion.
- withdrawal any member desiring to terminate his/her membership by withdrawal shall submit a written application to the officers. However, no member shall be allowed to terminate his/her membership during any period inn which he/she has pending obligations with the association.

- **SECTION 3.** Expulsion a member may be terminated by the officers for any of the following causes:
  - a.) When a member has not patronized the services of the association for unreasonable period of the time as may be fixed by the officers;
  - b.) When the member has continuously failed to comply his/her obligations;
  - c.) When a member has acted in violation of the by-laws.

#### **ARTICLE VI**

#### **GOVERNMENT**

- SECTION 1. The General Assembly the general assembly of the association shall be composed of members entitled to vote duly assembled and constituting a quorum.
- **SECTION 2.** Power and Limitation of the General Assembly the general assembly has following power:
  - a.) To elect and remove officers for a cause;
  - b.) To hear and pass upon the reports of the officers:

A CERTIFIED TRUE COPP. 6.) To take final decisions regarding any drastic change in the final policies;

Apolonio S. BAGAY Association president

- d.) To exercise final authority on all matter's viability affecting the association;
- e.) To approve development plans of the association;
- f.) To exercise all powers expressly provided by law and by-laws.
- SECTION 3. Annual General Assembly the annual general assembly should be held on the 3rd <u>week</u> of <u>June</u> at the venue where it was voted by all the members of the association or at any place within the area of operation as such time as officers within 30 days from receipt of written request.
- SECTION 4. Notice of the General Assembly a special general assembly may be called at any time by a majority vote of the officers to consider urgent matters requiring immediate membership decision. A general assembly may be called by the officers within 30 days from receipt of written request.
- **SECTION 5.** Notice of General Assembly written notice of all meetings shall be served by the secretary, through urgent, upon each member through information within 30 days from receipt of written request.

The notice of the general assembly shall be accompanied by the agenda, minutes of meeting at last general assembly, consolidated reports of the officers with financial statements, proposed amendments to the bylaws if any, and other papers needed by the members to arrive at the sound intelligent decision during the general assembly.

- **SECTION 6.** Fiscal Period the calendar year of the association shall commerce on the first day of **January** and end on the last day of **December**.
- **SECTION 7.** Agenda as per as practicable, the order of business at each annual meeting shall be:
  - a.) Roll Call;
  - b.) Proof of due notice;
  - c.) Consideration of the minutes of the last general meeting;

A CERTIFIED TRUE COPY:

APOLONIO & BAGGY Associotion President

- d.) Consideration of the consolidated report of offices, board of directors and committees including statement of financial condition and operation;
- e.) Unfinished business;
- f.) Election of officers and committee members:
- g.) New Business; and
- h.). Adjournment.
- SECTION 8. Quorum and Membership Assembly at the annual or special general assembly, fifty percent (50%) plus of the total number of members entitled to vote shall constitute a quorum.

#### **SECTION 9.** Manner of Voting

- a.) Membership entitled to vote shall be qualified to vote and participate to the general assembly in the association. No members shall be entitled to vote more than one regardless of the share owned. No proxy voting shall be allowed;
- b.) Election removal of officers shall be in any manner that will truly and reflect the decision of the membership.
- **SECTION 10.** Officers and Members the members of the association shall be administered by the officers.
- **SECTION 11.** Qualification and Disqualification of Officers all members entitled to vote, who have time and willingness to serve are qualified to be voted as officers, except those under any of the following circumstances which disqualify them to vote upon the position officers or to continue as such:

- a.) Having conflicting interest with the business of the association;
- b.) Holding any elective position in the government except that of Barangay officials;
- c.) Having been convicted of any crime involving moral turpitude, gross negligence, for gross misconduct in the performance of his duties if found culpable on any administrative cases involving financial and/or property accountability; and
- d.) Having been disqualified pursuant to disqualification prescribed by law.
- SECTION 12. Election of Officers the officers shall be elected by the nomination by the members of the annual general assembly and shall hold office for a term of two (2) years unless earlier remove for a cause, or have resigned or become incapacitated due to illness of death, and until successors have been elected qualified and have discharged the duties of office provided that during the election at the first annual general assembly after registration, one half (1/2) plus one (1) officer obtaining the highest number of voted shall serve for two (2) years. Thereafter, all shall serve for more than three (3) consecutive years.
- **SECTION 13.** Quorum of Officers Meeting one half plus the total officers shall constitute a quorum. A majority vote of the quorum duly assembled in meeting shall be valid.
- SECTION 14. Vacancies when a vacancy of the officers occur by reason of death, incapacity removal or resignation, the remaining officer constituting a quorum shall fill the vacancy. If the officer does not constitute a quorum the vacancy shall be filled by the general assembly in a regular or special meeting called for the purpose. The successors named in either of the two instances shall serve for the unexpired portion of the term.
- SECTION 15. Removal of Officers and Committee Members any elected officers of committee members may be removed from the office by a voice of two-thirds (2/3) of the members entitled to vote, present and constituting a quorum at the annual or special general assembly called for the purpose after having given the opportunity to be heard at the said assembly.
- **SECTION 16.** Powers and Duties of the Duties of the Officers the officers as a body have general supervision and control of the affairs of the association it shall prescribe policies consistent with law, these by-laws and resolutions of the general assembly for the management of its business and guidance of its members.

A CERTIFIED TRUE COPY;

APOLONIO S. BAGAY

ASSOCIATION PRESIDENT

#### **SECTION 17.** Duties and Responsibilities of Officers:

#### **CHAIRMAN/PRESIDENT**

- a.) Preside over all meetings of the association and the officers meeting;
- b.) Perform any and all acts and duties usually performed by a presiding officer;
- c.) Sign all communications, revolving fund certificate, contracts and such other papers of the association with the officers may authorize or direct him to sign; and
- d.) Perform such other duties as the officers may prescribe.

### **VICE CHAIRMAN/PRESIDENT**

In the absence or disability of the chairman/president, the vice president shall perform the duties provided however, that in case of death, resignation or removal of chairman/president, the officers may decide to select his successor.

#### **SECRETARY**

- a.) To help prepare agenda for the meetings with the President;
- b.) To write and receive letters in behalf of the group;
- c.) To keep the members inform of what correspondence has been sent out and received; and
- d.) To keep records of membership.

# TREASURER - the treasurer shall have the following duties:

a.) Take custody of money, securities, and papers of the association;

A CERTIFIED TRUE Copy; b.) Keep a complete record of its cash transaction for the establishment of proof his/her cash position at any time and date;

c.) Pay upon the recommendation of business manager or as authorized by the officers, all money transaction and certified to be correctness of the cash position of the association in all financial statements and reports submitted to the officers and the general;

- d.) Turn over all money, securities, papers and other properties belonging to the association that he/she may have in his position upon election of his/her successor;
- e.) Perform the duties of the secretary in the later absences or inability to perform his/her duties

#### **P.I.O**

APOLONIO S. BAGAY Association Prevident

- a.) Act as the courier of messages/notices to all members;
- b.) Inform the members and the general public as to the activities of the association.

- a.) Having conflicting interest with the business of the association;
- b.) Holding any elective position in the government except that of Barangay officials;
- c.) Having been convicted of any crime involving moral turpitude, gross negligence, for gross misconduct in the performance of his duties if found culpable on any administrative cases involving financial and/or property accountability; and
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A CERTIFIED TRUE COPY;

APOLONIO S. BAGAY

ASSOCIATION PRESIDENT

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c.) Pay upon the recommendation of business manager or as authorized by the officers, all money transaction and certified to be correctness of the cash position of the association in all financial statements and reports submitted to the officers and the general;

- d.) Turn over all money, securities, papers and other properties belonging to the association that he/she may have in his position upon election of his/her successor;
- e.) Perform the duties of the secretary in the later absences or inability to perform his/her duties

#### **P.I.O**

APOLONIO S. BAGAY Association Prevident

- a.) Act as the courier of messages/notices to all members;
- b.) Inform the members and the general public as to the activities of the association.

#### **BOARD OF DIRECTORS**

- a.) Act as the law-making body;
- b.) Decide urgent decision in times of emergency situation.

#### **BUSINESS MANAGER**

- a.) Oversees the activities of other workers and business operations;
- b.) Hires, trains, and evaluates new employees; and
- c.) Ensures the association is on tract to meet its financial operation.

#### **ARTICLE VII**

#### **CAPITAL STRUCTURE**

**SECTION I.** Source of Funds – the association shall derive its funds from:

- a.) Membership Fee Php 100.00
- b.) Monthly Dues Php 20.00
- c.) Share Capital Php 100.00
- d.) Penalty for Absences of Meetings and Farm Activities Php 100.00

#### **ARTICLE VIII**

#### **OPERATION**

SECTION I. The association shall procure the production inputs and supplies consumer goods, livestock feeds, and other related needs of its members and the community in bulk from the best source possible through an association purchasing system to achieve economy and efficiency, shall make these goods available regularly at the right quality at reasonable price.

**SECTION II.** All members shall procure their goods and products requirement from the association.

A CERTIFIED TRUE COPY;

APOLONIO S. BAGAY Association President **SECTION III.** All members shall execute marketing and/or service agreement with the association. The latter shall market the products of the members and/or provide the needed service in the usual custody manner in it may see fit under the circumstances, having in mind the interest and welfare of the members.

#### **ARTICLE IX**

#### **AMENDMENTS**

SECTION I. Amendments – this constitution and by-laws may be amended, altered of repeated in whole or part, or a new constitution and by-laws may be adopted at any regular or special meeting of the General Assembly called for the association.

A CERTIFIED TRUE COPY:

A POJONIO C. BAGAY Association President

ARTICLE X

A CERTIFIED TRUE COPY;

EFFECTIVITY

APOLONIO S. BAGAY

Association fundant

This Constitution and By-Laws shall take effect immediately upon ratification by a majority vote of all the members of the association.

### ADOPTED AND RATIFIED this 11th day of July, 2024 at Barangay San Agustin, Bato, Leyte with the list of officers and members:

NO.	NAME	POSITION	SIGNATURE
1	APOLONIO S. BAGAY	PRESIDENT	- Jan
2	GENA M. GAMAYON	VICE PRESIDENT	Gena Gamajon
3	VICTORIA T. SALVAME	SECRETARY	aflere
4	ANTONIETA G. DE LA SALA	TREASURER	ffeels.
5	AIDA A. GAMAYON	AUDITOR	AG
6	GEMMA G. VISTO	P.I.O.,- 1	A.
7	MARCELINO D. PAGADUAN	P.I.O 2	
8	EFREN S. GAYO	B. O. T 1	(A)
9	JOSEFERO S. BAGAY	B. O. T 2	gipy
10	JOCILYN K. SALVAME	B. O. T 3	Reduke
11	NARCISA I. ROM	BUSINESS MANAGER	N. Rom
12	MARCELITO A. DARBE	MEMBER	A
13	MANUELS. GAYO	MEMBER	Maryo
14	JIMMY A. LINGO	MEMBER	ginger a Ligo
15	RICO B. VISTO	MEMBER	A Property of the Property of
16	EDITHA S. CODINO	MEMBER	Espodino
17	EMMA P. GAYO	MEMBER	Espodino
18	DINA O. MENDOZA	MEMBER	Duna mondaga

Certified by:

Attested by:

**APOLONIO S. BAGAY** 

President

# **ACKNOWLEDGEMENT**

Republic of the Philippines} **Province of Leyte** Bato, Leyte

A CERTIFIED TRUE COPY:

	T	T	T	7	_	7	resolution Ph	endent
No.	SURNAME	L	FIRST NAME	MIDDLE NAME	POSITION	CTC No.	DATE ISSUED	PLACE ISSUED
1	BAGAY	,	APOLONIO	soco	PRESIDENT	9624600	10 10 2024	BATO, LEYTE
2	GAMAYON	ļ.	GENA	MENDOZA	VICE PRESIDENT	962466	10 07 2024	BATO, LEYTE
3	SALVAME	1.	VICTORIA	TUYOR	SECRETARY	9476752	6 03 2024	BATO, LEYTE
4	DE LA SALA	<u> </u>	ANTONIETA	GERMANO	TREASURER	9624652	10 04 2024	BATO, LEYTE
5	GAMAYON	<u> </u> ,	AIDA		AUDITOR	9624595	10 07 2024	BATO, LEYTE
6	VISTO	ļ.	GEMMA	GAMAYON	P. I. O1	9624598	10 07 2024	BATO, LEYTE
7	PAGADUAN	ļ.,	MARCELINO	DUMDUMA	P. I. O2	18953476	1 02 2024	BATO, LEYTE
8	GAYO	,	EFREN	SABLADA	BOT-1	9624653	10 04 2024	BATO, LEYTE
9	BAGAY	,	JOSEFERO	SOCO	BOT-2	9624694	10 10 2024	BATO, LEYTE
10	SALVAME		JOCILYN	KIMPAN	BOT-3	9364017	1 09 2024	BATO, LEYTE
11	ROM		NARCISA	INGUITO	BUSINESS MANAGER	9624633	10 07 2024	BATO, LEYTE
12	DARBE	,	MARCELITO	ANGUS	MEMBER	9624856	10-17-2024	BATO, LEYTE
13	GAYO	,	MANUEL	SALVAME	MEMBER	9624635	10 07 2024	BATO, LEYTE
14	LINGO	_,	JIMMY	AUGIS	MEMBER	9624702	10 07 2024	BATO, LEYTE
15	VISTO	,	RICO	BAGAY	MEMBER	963154	09-20-1980	BATO, LEYTE
16	CODINO	,_	EDITHA	SABLADA	MEMBER	9363620	1 08 2024	BATO, LEYTE
17	GAYO	,	EMMA	PASTOR	MEMBER	9624634	10 07 2024	BATO, LEYTE
18	MENDOZA	,	DINA	ORAPA	MEMBER	9624660	10 07 2024	BATO, LEYTE

**Certified Correct:** 

T. SALVAME Secretary

Attested by:

**APOLONIO S. BAGAY** 

President

**ACKNOWLEDGMENT** 

BEFORE ME, P Notary Put to

nd in the Cive o

Kananga, Massy-ob, Merida and Isrbel Leyte, Philippin OCT appeared

Le me to be the same persons who executed the foregoing instrument, each appropriate to describe a finishment described which is indicated that names and who is included to me that the some

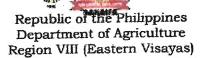
and voluntary act and the JUOTARY PUBLIC

2.8.2024 Until December 31, 2024 PTR No. 78/6199 01/03/2024; Ormoc City IBP No. 392641 /01/03/2024; Leyte Chapter

Roll No. 50004 Notarial Commission Nr. ORM-23-01-006-NC

Issued on 03/16/2023 MCLE Compliance No. VII-0018484

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#### SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION Barangay San Agustin, Bato, Leyte

DOLE REGISTRATION CERTIFICATE NO. ROS-WLFO-2024-10-WA-2127

MINUTES OF SPECIAL ANNUAL MEETING OF THE SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA) FOR CALENDAR YEAR 2024 held on December 3, 2024 at the Ground Floor Barangay Hall, San Agustin, Bato, Leyte

Activity Participants SPECIAL ANNUAL MEETING

Officers and Members

The president Apolonio S. Bagay called the special annual meeting of San Agustin Integrated Farmers Association (SANAIFA) officers and members to order at 9:00AM at the Ground Floor Barangay Hall of Barangay San Agustin, Bato, Leyte on December 2, 2024. Those in attendance and constituting a quorum were:

Present- 29 members NAME	POSITION	SIGNATURE
APOLONIO S. BAGAY	President	2: 2
GENA M. GAMAYON	Vice- President	Ging Gamayon
VICTORIA T. SALVAME	Secretary	M. M. A
ANTONIETA G. DE LA SALA	Treasurer	A Company
AIDA A. GAMAYON	Auditor	A. Pon
NARCISA I. ROM	Business Manage	er N. Com
EFREN S. GAYO	BOD-committee on Me	embership Elays
JOSEFERO S. BAGAY	BOD-committee on Et	hics
JOCILYN K. SALVAME	BOD-Committee on Fin	nance American
GEMMA G. VISTO	PIO-1	
MARCELINO D. PAGADUAN	PIO - 2	
PABLITO B. AGUILAR	Member	Es codus
EDITHA S. CODINO	Member	Escoding
AVELINO S. CODINO	Member	A\$ .
MARCELITO A. DARBE	Member .	
DINO T. GAMAYON	Member	
		1

EMMA P. GAYO	Member	& gro
MANUEL S. GAYO	Member .	Calino-
JIMMY A. LINGO	Member	January D
DINA U. MENDOZA	Member	Dung 4 mendoge
PABLO E. GERAPAT	Member	Patho Exper
FRANCIS NINO T. SALVAME	Member	
FRANCISCA T. MENDOZA	Member	Franklindeze
ALBERTO I. TERRE	Member	Mostee
GENERICA M. GAMAYON	Member	· ·
DULCISIMA L. BELTRAN	Member	Shelfin
GINA C. CABAL	Member	Geofal
CECILIA S. LUMAPAS	Member	Cecilia & Sumapor
ALFREDO T. INGUITO	Member	alport

Absent: 1 Member

AGENDA: a) Unfinished Previous Agenda regarding the recruitment of Additional members for DOLE Registration;

- b) Final Decision whether to GO/NOT GO on PANAYGON for a CAUSE;
- c) Appointing Special Collecting/Disbursing Officer in lieu of leave of Absence of the elected association Treasurer for her going abroad for five (5) months;
- d) Electing another one (1) member to create additional position as Board of Director-Committee on Strategic Planning in the association;
- e) Increasing of MONTHLY dues from Php20.00 to Php30.00 per month and imposing Php200.00 for the ANNUAL dues;
- f) Proposing to submit pertinent papers for request of machinery/ facility by this month of December, 2024 to Department of Agriculture, Regional Office VIII; and
  - g) Schedule to continue land clearing to new farm site.

## EXPECTATION FOR THE ACTIVITY:

 To continue develop and maintain its camaraderie from among the members of the association to attain a happy and satisfactory communal farming thus expecting high yields production.

#### SPECIFIC OBJECTIVES:

1

- · To manage the farm business in effective manner;
- To produce agricultural products efficiently by finding sources of funds to government agencies who are responsible in providing financial assistance for us the marginalized informal sector to sustain the farming industry as a way to address in facing the high inflation experiences.

#### **KEY RECOMMENDATION:**

- Continued cooperation from among the members
- Continued to plant high value crops especially the corn and cassava production as secondary substitute cereals for rice of nowadays high inflation.

The meeting was started by a prayer led by Manuel S. Gayo, member and followed by the singing of Philippine National Anthem led by Auditor Aida A. Gamayon.

Motion by President Apolonio S. Bagay to move the November 17, 2024 previous regular meeting. Seconded and carried without dissent by Vice-President Gena M. Gamayon.

Present agenda were deliberated for the following:

# a) Unfinished Previous Agenda regarding the recruitment of Additional members for DOLE Registration-

- President Apolonio S. Bagay encouraged those members to comply the association' requirements which is stipulated in the constitution and bylaws to have a visa for registration to DOLE. To mention those association requirements were:
  - 1) assessing the member on her/his commitment of giving her/his financial obligations; (Article III, Sec. 3-d, e)
  - 2) attendance during the regular/special meetings, and attendance in farm activities. [Article III, Sec. 3-c.] Whoever absent in farm activities a penalty will be imposed in the amount of Php100.00/activity; [Article VII, Sec. d.]/[Agendum 1-a to d Minutes of the Regular Meeting on August 8, 2024]
  - 3) Secretary Victoria T. Salvame during the initial registration to DOLE WLFO Ormoc City on October 28, 2024 she solicited ideas to DOLE personnel in-charge on Livelihood projects and programs. She was asking on how is it be brought to informal sector in the community. In the conversation between the two (2) it was discussed that the association can UPDATE anytime by adding members so that more members qualified means more financial assistance will be availed by the association. It was further discussed by DOLE personnel the qualification of members in the association to avail those assistance. He cited that those who are 4Ps beneficiaries, government employees receiving regular honorarium such as the elected barangay officials, government employees regardless of status, barangay auxiliary workers such as the barangay tanod and barangay health workers are not included in the availment because the contention that there is duplication.
- The association president urging those unregistered members to coordinate with the association secretary for them to know the monitored attendance and visit also the association treasurer your records in financial aspect.

- Secretary Victoria T. Salvame gave tentative schedule for the updating of association legitimacy before 30 days ends of January, 2025 together with the submission of financial report and amendments whatsoever made from the constitution and by-laws as mandated by DOLE.
- Efren S. Gayo, BOD-Committee on Membership suggested that starting the month of December we'll having to recruit additional members to none members of the RSBSA and NCFRS and much better those who were already in the registry of RSBSA and NCFRS to let them be interested.
- Secretary Victoria T. Salvame suggested that a Letter of Intent will be served to those member-applicants to fill out the **prepared form** signifying their interest to **join** the association as basis and supporting document in updating to DOLE. (Article III, Sec. 2) The motion was duly seconded by BOD-Committee on Ethics, Josefero S. Bagay and approved by the General Assembly.

#### b) Final Decision whether to GO/NOT GO on "PANAYGON FOR A CAUSE"-

- Secretary Victoria T. Salvame would like to hear from the group whether the Panaygon For A Cause will be pushed through since it is a high time to make a constant practice of Christmas songs for the panaygon so that the association can earn additional amount for the association to defray many more expenses especially for the clearing of new farm site, constructing of multiple purpose house in term of Payag which include the (nursery house), in the farm site so that there will be dwelling for us during farm activities for nowadays that it is always raining another purpose of conducting a Panaygon for a Cause so that there will be additional amount to defray expenses in preparing pertinent papers for the request of machinery and facility to DA and since our certificate of registration from was already available, it's on the GO to prepare for ACCREDITATION or TAPPING to different government and non-government agencies to avail the programs and projects intended for the marginalized informal sector-the farmers.
- President Apolonio S. Bagay had decided to go with the Panaygon for a Cause and it was duly seconded by Gena M. Gamayon, Vice-President. It was suggested that those who were interested to go with will participate the practice in which to be scheduled later and to be posted in the group chatt. The motion was unanimously approved by the group.

# c) Appointing of Special Collecting/Disbursing Officer in lieu of leave of Absence of the elected association Treasurer for her going to Australia for five (5) months-

- The elected Association Treasurer informed the group that by 2<sup>nd</sup> week of December she must be on leave of absence in view of her travel/stay in Australia for five (5) months in her daughter's maternity. So, it was a prerogative by the Board to appoint a Special Collecting/Disbursing Officer so that the operation will go smoothly in terms of handling money of the association.
- Secretary Victoria T. Salvame highly recommended Gena M. Gamayon, Vice-President to act as cash custody and perform other duties and responsibilities being a treasurer of the association. It was unanimously approved by the whole body or general assembly.

# d) Electing another one (1) member to sit additional position as Board of Director-Committee on Strategic Planning in the association-

Secretary Victoria T. Salvame gave inputs to the group on how far the association will exist and stay longer. There are ways to strengthen the association through collaborative approach, better communication and have delegation of functions. When there is collaboration from among the

- group of whatever be planned, there is no reason that the association will not grow. Helping one hand to hand is deemed necessary in the association to grow and stay longer. Whatever problems be encountered by the association it should be addressed by means of communicating as the fastest way to address. Delegation of functions from top official down to his subordinate is one way of getting the job well done. So, to avoid from overlapping of functions, additional Board of Director as Committee on Strategic Planning in the association is deemed necessary to carry out the long and short-term plans.
- Efren S. Gayo, BOD-Committee on Membership suggested to go for the voting for that position by raising their hands for votation. Emma P. Gayo, Editha S. Codino and Avelino S. Codino both are members were nominated. Finally, Emma P. Gayo got the highest votes of 20 against their contenders Avelino S. Avelino got 18 votes and Editha S. Codino on 6 votes.
- e) Increasing of MONTHLY dues from Php20.00 to Php30.00 per month and imposing Php200.00 for the ANNUAL dues-
- Gena M. Gamayon, Vice-President presented the overview of Article VIII-Sources of funds of the association particularly the Monthly Dues. Twenty (Php20.00) nowadays is just a very minimal amount to spend. She compared the monthly dues imposed to other associations which is already at Php50.00. She recommended to rise the monthly dues from Php20.00 to Php50.00.
- Treasurer Antonieta G. De La Sala and Secretary Victoria T. Salvame seconded the motion of the Vice-President. The secretary reminding the group that the lifeblood of the association to have smooth operation when it comes to financing is the financial contribution/obligations by the members. She added also that each one will contribute Php200.00 as mandatory ANNUAL DUES.
- Jocilyn K. Salvame, BOD on Finance Committee commented that let us not abrupt the rising of monthly dues because each one of us affected the high inflation plus *naa pa atong mga estudyante everyday pabaon ug pamasahe*, she suggested to make it from Php20.00 to Php30.00 and the Annual Dues of Php200.00 let us make by tage-tage sa paghatag niana. Atong himoon tag Php50.00 kada bulan apil Php30.00 ang monthly dues ug Php20.00 adto sa Annual Dues tage-tage nga inig ka 10 months mosumada na sa sa Php200.00 ang Annual Dues. The suggestion of Jocilyn K. Salvame was carried by the general assembly.

Time was already up. The two (2) agenda may be deliberated to next regular meeting. The meeting was moved to adjourn by Apolonio S. Bagay and duly seconded by Avelino S. Codino, member and be closed by Josefero S. Bagay, Board of Director-Committee on Ethics.

The meeting was adjourned at 11:50AM.

Prepared by:

**Certified Correct:** 

VICTORIA T. SALVAME

secretary

APOLONIO S. BAGAY

President

# SAN AGUSTIN INTEGRATED FARMERS ASSOCIATION (SANAIFA)

Barangay San Agustin, Bato, Leyte

# ADOPTION AND RATIFICATION OF CONSTITUTION AND BY-LAWS July 11, 2024 @ 9:00 A.M.

Ground Floor Barangay Hall, San Agustin, Bato, Leyte

ATTENDANCE					
NO.	NAME	POSITION	MALE	FEMALE	
1	BAGAY, APOLONIO S.	PRESIDENT	<b>√</b>		
2	GAMAYON, GENA M.	VICE PRESIDENT	######################################	1	
3	SALVAME, VICTORIA T.	SECRETARY		✓	
4	DE LA SALA, ANTONIETA G.	TREASURER		<b>√</b>	
5	GAMAYON, AIDA A.	AUDITOR		✓	
6	VISTO, GEMMA G.	P. I. O 1		✓	
7	PAGADUAN, MARCELINO D.	P. I. O 2	✓	✓	
8	GAYO, EFREN S.	B. O. T 1	✓		
9	BAGAY, JOSEFERO S.	B. O. T 2	✓	- W. I. S. I	
10	SALVAME, JOCILYN K.	B. O. T 3		<b>√</b>	
11	ROM, NARCISA I.	BUSINESS MANAGER		✓	
12	DARBE, MARCELITO A.	MEMBER	✓		
13	GAYO, MANUEL S.	MEMBER	✓		
14	LINGO, JIMMY A.	MEMBER	✓		
15	VISTO, RICO B.	MEMBER	<b>√</b>		
16	CODINO, EDITHA S.	MEMBER		✓	
17	GAYO, EMMA P.	MEMBER		✓	
18	MENDOZA, DINA O.	MEMBER		✓	

Certified by:

VICTORIA T. SALVAME

Sectetary

Attested by:

**APÓLONIO S. BAGAY** 

President