

Item No.: 23
Date: 02 2025 SEP

CIENDA SAN VICENTE FARMERS ASSOCIATION
Sitio Cienda, Barangay Gabas, Baybay City, Leyte

August 11, 2025

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

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: AUG 20 2025
By: Janni M.

Dear Vice Governor Javier, Jr.:

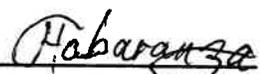
In response to your Notice of Call for Accreditation, kindly be informed that CIENDA SAN VICENTE FARMERS ASSOCIATION with office address at Barangay Gabas, Baybay City, Leyte would like to seek accreditation by the Sangguniang Panlalawigan.

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 and Members;
5. CY 2024 Minutes of the Annual Meeting;
6. CY 2024 Annual Accomplishment Report; and
7. CY 2024 Financial Statements

Thank you.

Sincerely,



FLORENCIO C. TABARANZA
President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: CIENDA SAN VICENTE FARMER'S ASSOCIATION

Address: Sitio Cienda, Barangay Gabas, Baybay City, Leyte

Contact No.: 09066093457/09504970444

Date Organized: October 27, 1999

Sector/s Represented: Farmers

Purposes/Objectives:

1. To uplift of the community's general living conditions and change in attitude of residents towards forest conservation biodiversity protection was the major achievement of the project.
2. To involve the youth of the salient elements such as environmental awareness, volunteerism, commitment, leadership, the use of local knowledge and external support which significantly contribute the success of rain-forestation and forest conservation activities.
3. To inspire others that rain-forestation farming is the most economically feasible of all agroforestry system in Leyte.
4. To establish an association that will promote mutual assistance and protection to its members.
5. To promote the moral, social and economic well-being of all the members.
6. To develop a sustainable livelihood thru the conduct of activities with the aim of uplifting the economic condition of the member.
7. To provide the members knowledge and skills and equip themselves an effective and innovative way of farming.
8. To work with non-government organization and government institution or entities in the promotion and development of the association and in carrying out government policies.

Services that the organization provides or can participate in:

1. Farmer to Farmer Training
2. Seedling Production
3. Food Patrol

Registering Agency:

Date Registered: November 26, 1999

- Securities and Exchange Commission (SEC)
- Cooperative Development Authority (CDA)
- Department of Labor and Employment (DOLE)
- Department of Human Settlements and Urban Development (DHSUD), formerly the Housing and Land Use Regulatory Board (HLURB)
- National Commission on Indigenous Peoples (NCIP) **certification*

Accrediting Agency (if any):

Date Accredited: CY 2022

- Commission on Population and Development (POPCOM)

- Department of Agriculture (DA)
- Department of Public Works and Highways (DPWH)
- Department of Social Welfare and Development (DSWD)
- Department of the Interior and Local Government (DILG)
- Department of Labor and Employment (DOLE)
- National Commission for Culture and the Arts (NCCA)
- Presidential Commission for the Urban Poor (PCUP)

- Philippine Drug Enforcement Agency (PDEA)
- Department of Labor and Employment (DOLE)
- Others (specify): LGU BAYBAY, PLGU BAYBAY

Organizational Level:

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): _____
- Others (specify): _____

Projects Implemented in the City of Baybay:

| Year | Project | Cost | Financing Source/Scheme | Beneficiaries | Status | |
|-----------|--|------|-------------------------|----------------------------|-----------|----------|
| | | | | | Completed | Ongoing |
| 2016 | Cash Loans for the member of the Association | | | Members of the Association | | On-going |
| 2000 | Bunkhouse | | | Members of the Association | Completed | |
| 1995-2024 | Seedling Production | | | Members of the Association | | On-going |

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.


FLORENCIO C. TABARANZA
President


RESELITA L. POLEA
Secretary

CIENDA SAN VICENTE FARMER'S ASSOCIATION
Barangay Gabas, Baybay City, Leyte

RESOLUTION NO. 01
Series of 2025

A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF LEYTE TO ACCREDIT THE CIENDA SAN VICENTE FARMER'S ASSOCIATION

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

WHEREAS, on June 23, 2025, the Department of the Interior and Local Government issued Memorandum Circular No. 2022-060, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

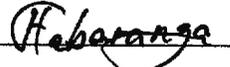
WHEREAS, the Cienda San Vicente Farmers' Association is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

WHEREAS, the Cienda San Vicente Farmers' Association Officers' Meeting held at the Multipurpose Hall of CSVFA on June 15, 2025, the following resolution was approved and adopted:

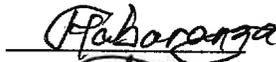
RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan, Province of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2025-060, and to apply for membership in a local special body in the Province of Leyte.

RESOLVED FURTHER, to forward a copy of this RESOLUTION to the Chairman of the Sanggunian Committee on Accreditation, the Honorable Board Member Ronnan Christian M. Resopar.

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

| Name | Position | Signature |
|------------------------|-----------|---|
| FLORENCIO C. TABARANZA | President |  |

ADOPTED unanimously by the Officers of the Cienda San Vicente Farmers' Association this 15th day of June 2025 in the City of Baybay.

| Name | Position | Signature |
|------------------------|----------------|---|
| FLORENCIO C. TABARANZA | President |  |
| BITYHL V. VALENZONA | Vice-President |  |
| RESELITA L. POLEA | Secretary |  |
| EVELYN P. GOPIO | Treasurer |  |
| JOSEPH L. MACEDA | Auditor |  |

N

FELBERT B. POLEA
MARK ANTHONY T. CORSONADO
PASTOR P. MAAGHOP JR.
BERNIE TABARANZA

P.I.O.
P.I.O.
Bookkeeper
Business Manager

J.P.
M.A.T.C.
[Signature]

SUBSCRIBED AND SWORN TO before me this AUG 19 2025 day of AUGUST, 2022 in BAYBAY CITY, LEYTE
Affiant exhibiting to me HIS/her _____ with valid identification no. _____
issued on _____ at _____.

Notary Public

[Signature]

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Series of

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ATTY. EDEN B. CHAVEZ-BUTA, N.A.
Notary Public for the Province of Leyte, City of Baybay
Notarial Commission No. B-23-12-07
Until December 31, 2025
MCLE Compliance No. VIII-0011446-Valid until April 14, 2025
PTR No. Be0326357, 01/02/25
IBP O.R. No. 492541-01/02/25
TIN No. 207-628-029
Attorney's Roll No. 42391
R. Magsaysay Avenue, Baybay City, Leyte



DEPARTMENT OF LABOR AND EMPLOYMENT

Region VIII
Registration Number VIII-139

KNOW ALL MEN BY THESE PRESENTS:

BY VIRTUE of the Provisions of Presidential Decree No. 1365, Article 243 of the Labor Code of the Philippines, as amended, by Presidential Decree No. 1387 and the approved rules on the registration of Rural Workers Organization dated December 18, 1988, the

CIENDA-SAN VICENTE FARMERS' ASSOCIATION
(Name of Association)

Sitio Cienda, Gabas, Baybay, Leyte
(Address)

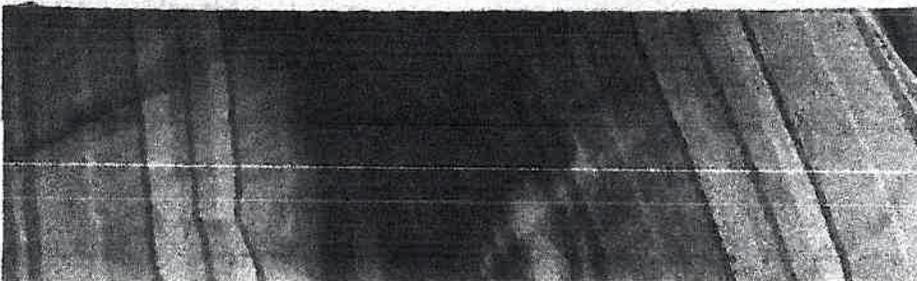
has this day been registered as a legitimate Rural Workers Association in the Philippines with all the rights and privileges appurtenant thereto for the purpose of enhancing and defending their interest and for their mutual aid and protection, subject to all provisions of existing laws and regulations relating to rural workers associations.

This Certificate of Registration may be cancelled automatically or after due notice and hearing for cause, as provided by law.

In witness whereof, I have hereunto affixed my signature with the seal of the Department of Labor and Employment - Regional Office No. VIII, at Tacloban City, this 26th day of November, 1999.

BY THE AUTHORITY OF THE
SECRETARY OF LABOR AND
EMPLOYMENT:

BENVENIDO C. FLORCHA
(Regional Director)



List of Current Officers and Members of the
CIENDA FARMER'S ASSOCIATION

as of December 31, 2024

| Name | Position |
|------------------------------|------------------|
| 1. Florencio C. Tabaranza | President |
| 2. Bithyl V. Valenzona | Vice – President |
| 3. Reselita L. Polea | Secretary |
| 4. Evelyn Gopio | Treasurer |
| 5. Joseph L. Maceda | Auditor |
| 6. Filbert B. Polea | P.I.O. |
| 7. Mark Anthony T. Corsonado | P.I.O. |
| 8. Pastor Maaghop Jr. | Bookkeeper |
| 9. Bernie N. Tabaranza | Business Manager |
| 10. Rodulfo Corsonado | BOD |
| 11. Joel L. Polea | BOD |
| 12. Euterio Cayunda | Member |
| 13. Rufino Napoles | Member |
| 14. Brigida Mahinay | Member |
| 15. Charito Betonio | Member |
| 16. Marilyn Tabaranza | Member |
| 17. Lita Paraiso | Member |
| 18. Justiniana Morales | Member |
| 19. Rolando Cayunda | Member |
| 20. Liezel Gumba | Member |
| 21. Antonia Udtuhan | Member |
| 22. Cayetana Luzano | Member |
| 23. Carmelita Polea | Member |
| 24. Noel Tabaranza | Member |
| 25. Porcopio Nngoho | Member |
| 26. Lilia Placa | Member |
| 27. Roger Mendez | Member |
| 28. Jovencia Cayunda | Member |
| 29. Paquito Romero | Member |
| 30. Elvis Gopio | Member |
| 31. Domingo Paraiso | Member |
| 32. Dolly Alao | Member |
| 33. Franco Napoles | Member |
| 34. Joselito Napoles | Member |

Republic of the Philippines
CIENDA SAN VICENTE FARMER'S ASSOCIATION
Barangay Gabas, Baybay City, Leyte

MINUTES OF THE REGULAR MEETING OF THE CIENDA SAN VICENTE FARMER'S ASSOCIATION HELD AT CSVFA OFFICE ON MARCH 9, 2025

PRESENT: 18 members

ABSENT: 16 members

AGENDA:

1. Approval of the Agenda
2. Reading, Corrections and Approval of the Previous Minutes
3. Financial Report
4. Securities and Exchange Commission Registration
5. Other matters

PROCEEDINGS:

The meeting was formally called to order at exactly 2:50 PM by the President, Mr. Florencio C. Tabaranza. The session commenced with an invocation led by Mrs. Justianiana O. Morales. Following this, the Secretary conducted a roll call to verify the attendance of the members.

The meetings continued with a welcome message delivered by Mr. Florencio C. Tabaranza, after which Mr. Bithyl V. Valenzona gave the opening remarks, setting a constructive and optimistic atmosphere for the gathering.

AGENDA:

1. Approval of the Agenda

Ms. Reselita Polea moved for the approval of the agenda, and the motion was duly seconded by Ms. Evelyn P. Gopio.

2. Reading, Corrections and Approval of the Previous Minutes

Mr. Bithyl V. Valenzona moved for the approval of the previous minutes which was duly seconded by Mr. Joel L. Polea.

Since there were no changes or corrections needed, the minutes of the previous meeting was approved as they were presented.

3. Financial Report

FINANCIAL STATEMENT C.Y. 2024
As of December 31, 2024

| INFLOW (Income) | | |
|---|-----------------------|----------------|
| SOURCE | AMOUNT | REMARKS |
| Beginning Balance | P46,094.00 | |
| Sales | P264,145.28.00 | |
| Interest on Loans | P12,749.00 | |
| Loan Collection | 31,856.00 | |
| Bank Withdrawal | P50,000.00 | |
| TOTAL | P404,844.28 | |
| OUTFLOW (Expenses) | | |
| PARTICULARS | AMOUNT | REMARKS |
| Bank Deposit | P264,145.28 | |
| Expenses | P118,674.00 | |
| TOTAL | P382,819.28 | |
| TOTAL FUND BALANCE (Total Inflow- Total Outflow) | P22,025.00 | |

4. Securities and Exchange Commission Registration

The President informed all attendees during the meeting that there will be an emergency meeting scheduled on Sunday, March 16, 2025, at 2:00 PM. This meeting will serve as an important update regarding the ongoing process and status of the cooperative's Securities and Exchange Commission (SEC) registration.

All concerned officers and members are encouraged to attend promptly, as significant matter will be discussed and immediate decisions may be required.

5. Others Matters

The President presented an update regarding the EDC contract and reported that the Department of Environment and Natural Resources (DENR) has recently conducted a site survey in the Comprehensive Agrarian Reform Program (CARP) area.

The survey was carried out to identify appropriate locations for the upcoming seedling planting activity. In line with this initiative, a coordination meeting has been scheduled on Monday to discuss the results of the survey and finalize the necessary preparations. All concerned parties are expected to attend the said meeting.

ADJOURNMENT

Since there were no other matters to be discussed, Mr. Joel L. Polea moved for the adjournment of the meeting, which was duly seconded by Mrs. Evelyn P. Gopio. There were no objections, the meeting was officially adjourned at 3:37 PM.

I HEREBY CERTIFY to the correctness of the foregoing minutes.


RESELITA POLEA
Secretary

Attested by:


FLORENCIO C. TABARANZA
President

Annex H. Annual Accomplishment Report

CIENDA SAN VICENTE FARMER'S ASSOCIATION
Barangay Gabas, Baybay City, Leyte

| Name of Program/Project/Activity | Objective/s | Duration/Date | Status | | Budget | Remarks |
|---|--|---------------------|-----------|---------|---|-----------------------------|
| | | | Completed | Ongoing | | |
| Cash Loans for the members of the Association | To allow members borrow money for personal and agricultural purposes | 2016- up to present | | ✓ | Association Funds | 5% monthly interest |
| Bunkhouse | To provide the Bunkhouse of Bantay-Bukid visitor's visit our CBFM area | 2000- up to present | ✓ | | Association Funds | Resting area for visitors |
| Seedling Production (For Sale) | To provide indigenous species | 1995- up to present | | ✓ | From Energy Development Corporation (EDC) | With contact |
| Planting Indigenous Trees | To restore ecology, biodiversity, protect watershed. | 2000- up to present | | ✓ | With contact | With contact |
| Tour Guide to Pangasugan Peak | To guide tourists | 2000- up to present | | ✓ | Environmental Fee of 1k | 5 members served as Tourist |

Prepared by:


RESELITA L. POLEA
Secretary

Noted by:


FLORENCIO C. TABARANZA
President

CIENDA SAN VICENTE FARMER'S ASSOCIATION

FINANCIAL STATEMENT FOR CY 2024

As of December 31, 2024

| INFLOW (Income) | | |
|---|-----------------------|--------------------------------------|
| SOURCE | AMOUNT | REMARKS |
| Beginning Balance | P46,094.00 | |
| Sales | P264,145.28.00 | |
| Interest on Loans | P12,749.00 | |
| Loan Collection | 31,856.00 | |
| Bank Withdrawal | P50,000.00 | |
| TOTAL | P404,844.28 | |
| OUTFLOW (Expenses) | | |
| PARTICULARS | AMOUNT | REMARKS |
| Bank Deposit | P264,145.28 | |
| Expenses | P118,674.00 | |
| TOTAL | P382,819.28 | |
| TOTAL FUND BALANCE (Total Inflow- Total Outflow) | P22,025.00 | Cash in Bank: P490,117.72 |

Noted by:



FLORENCIO C. TABARANZA
President



BITHYL V. VALENZONA
Vice President



RESELITA L. POLEA
Secretary



EVELYN P. GOPIO
Treasurer



JOSEPH B. MACEDA
Auditor

