

Item No.: 31  
Date: 12 2025 AUG

August 3, 2025

**HON. LEONARDO JAVIER JR.**  
Vice Governor  
Presiding Officer Sangguniang Panlalawigan  
Province of Leyte

**Sangguniang Panlalawigan**  
**Province of Leyte**  
**RECEIVED**  
Date: AUG 07 2025  
By: [Signature]

Dear, Sir,

Greetings.

We the Tabangohay Farmer's Association (TFA) of Brgy. Tabangohay, Alangalang, Leyte would like to signify our interest to apply for the renewal of accreditation by the Sangguniang Panlalawigan of Leyte.

Attached herewith are the FAs profile and other necessary documents needed for such renewal o faccreditation.

We are looking forward for your consideration regarding our request.

Very Truly yours

  
**JOSELYN A. LLAPITAN**  
President/Chairperson

Contact Number: 09309779349

Annex C: Application Form for Accreditation and Checklist of Requirements

**APPLICATION FORM FOR ACCREDITATION**

**Name of Organization:** TABANGOHAY FARMERS ASSOCIATION

**Address:** BRGY. TABANGOHAY ALANGALANG LEYTE

**Contact No.:** 09305779349      **Email address (optional):** joselynabraham12@gmail.com

**Date Organized:** AUGUST 14, 2014      **Sector/s Represented:** FARMERS ASSOCIATION

**Purposes/Objectives:**

To obtain an Accreditation Form from the Sanggunian Bayan as a legitimate and active partner in local Governance, with the aim of contributing to the Municipalities Socio-economic Development, fostering participatory democracy and enhancing community resilience. Through this recognition our Association seeks to strengthen collaboration, amplify community voices, promote sustainable development and enhance accountability.

**Services that the organization provides or can participate in:**

The Tabangohay Farmers Association located in Sitio Boboa Barangay Tabangohay, Alangalang, Leyte is an association established to enhance knowledge and skills of each individual Farmer. And to develop self-sustaining association that will uplift their way of living.

**Registering Agency:**

**Date Registered:** AUGUST 14, 2014

- 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: AUGUST 14, 2014

- 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): PROVINCE OF LEYTE

Organizational Level:

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): \_\_\_\_\_
- Others (specify): PROVINCE OF LEYTE

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


Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2023	Walk behind Transplanter	₱500,000.00	D.A RF08 PHILMECH	35 Members	Completed	2025
2023	Combined Harvester	₱2,000,000.00	D.A RF08 PHILMECH	35 Members	Completed	2025
2024	Four Wheel Tractor	₱1,400,000.00	D.A FR08 PHILMECH	35 Members	Completed	2025

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.

  
**JOSELYN A. LLAPITAN**  
President

  
**NELFA A. GALOS**  
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 checked="" type="checkbox"/>	1 Letter of Application
<input checked="" type="checkbox"/>	2 Duly accomplished Application Form for Accreditation
<input checked="" type="checkbox"/>	3 Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in a local special body
<input checked="" 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 checked="" type="checkbox"/>	5 List of current Officers
<b>ADDITIONAL REQUIREMENTS FOR CSOs IN OPERATION FOR AT LEAST ONE (1) YEAR</b>	
<input checked="" type="checkbox"/>	6 Minutes of the Annual Meetings of the immediately preceding year as certified by the organization's board secretary(Annex G) or Certification from the board secretary certifying the annual meeting's conduct, including the date, location, attendees, and agenda
<input checked="" type="checkbox"/>	7 Annual Accomplishment Report for the immediately preceding year (Annex H)
<input checked="" 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 (Annex I)

Annex D: Letter of Application

July 26, 2025

**Hon. LEONARDO JAVIER JR.,**  
Vice Governor  
Presiding Officer, Sangguniang Panlalawigan  
Province of Leyte

Dear **Vice Governor,**


In response to your Notice of Call for Accreditation, kindly be informed that **TABANGOHAY FARMERS ASSOCIATION**, with office address at Brgy. Tabangohay, Alangalang, Leyte, would like to seek accreditation by the sangguniang panlalawigan.

In support of this application are the following administrative requirements:

1. Duly accomplished Application Form for Accreditation;
2. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in the local special body;
3. Certificate of Registration issued by the DOLE,
4. List of Current Officers;
5. CY 2025 Minutes of the Annual Meeting;
6. CY 2024 Annual Accomplishment Report; and
7. CY 2024 Financial Statements

Thank you.

Sincerely,

  
**JOSELYN A. LLAPITAN**  
TFA- President

Annex E: Board Resolution - Intention for Accreditation

**TABANGOHAY FARMERS ASSOCIATION**  
**Brgy. Tabangohay, Alangalang, Leyte**

**BOARD RESOLUTION NO 02**

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

**WHEREAS**, on July 25, 2025, 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 TABANGOHAY FARMERS ASSOCIATION is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

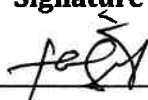


**WHEREAS**, in the TABANGOHAY FARMERS ASSOCIATION Special Board Meeting held at TFA Cottage Brgy. Tabangohay, Alangalang, Leyte on 07/26/2025, attended by the following Board of Trustees present, the following resolution was approved and adopted:

**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 Municipality of Alangalang, Leyte

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

**RESOLVED FURTHERMORE**, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution: JOSELYN A. LLAPITAN.



**ADOPTED** unanimously by the Board of Directors of the LUKAY AGRI FARM this 15th day of July 2025 in the Municipality of Alangalang, Leyte.

Name	Position	Signature
<u>Joselyn A. Llapitan</u>	<u>President</u>	
<u>Aniceto Nerza</u>	<u>Vice-President</u>	
<u>Nelfa Galos</u>	<u>Secretary</u>	<u>N. Galos</u>
<u>Wilma Sabela</u>	<u>Treasurer</u>	<u>W. Sabela</u>
<u>Narciso Abraham Jr.</u>	<u>Bookeeper</u>	
<u>Sheryl Barrantes</u>	<u>Auditor</u>	<u>Sheryl</u>
<u>Danilo Apejas</u>	<u>P.I.O</u>	<u>Danilo</u>
<u>Ramil Seroy</u>	<u>BOD Chairman</u>	<u>Ramil</u>

Annex E: Board Resolution - Intention for Accreditation

Uldarico Abrahan  
Armando Abrahan

BOD  
BOD

  
\_\_\_\_\_  
  
JOSELYN A. ABRAHAN  
PRESIDENT

SUBSCRIBED AND SWORN TO before me this 07 day of AUG, 2025 in ALANGALANG, LEYTE, Affiant exhibiting to me his/her TIN NO. with valid identification no. 606-464-632-00000 issued on \_\_\_\_\_ at \_\_\_\_\_

Doc No: 140  
Page No: 29  
Book No: XU  
Series of: 1015



ATTY. KENNETH SPICE MEDALLA DE VEYRA  
Notary Public for Tacloban City, Leyte  
NC No. 2024-01-13 until December 31, 2025  
Roll of Attorneys No. 67385  
IBP Lifetime No. 67385, 06-07-17; Leyte Chapter  
PTR No. 9574650, 01-02-2025; Alangalang, Leyte  
MCLE Compliance No. VII-0022416 until 04-14-25  
AVILA, DE VEYRA & ROSANO Law & Notarial Office  
Cor. P. Burgos and Juan Luna Streets, Brgy. 30, Tacloban City

Annex F: List of Current Officers and Members

List of Current Officers of the  
**TABANGOHAY FARMERS ASSOCIATION**  
*as of 2025*

<b>Name</b>	<b>Position</b>
Joselyn A. Llapitan	President
Aniceto M. Nerza	Vice President
Nelfa A. Galos	Secretary
Wilma N. Sabela	Treasurer
Sheryl C. Barrantes	Auditor
Aillen C. Seroy	Head, Health Committee
Gloryfiel S.. Bollena	Head, Education Committee
Ramel T. Seroy	Head, Environmental Committee
Valeriano M. Dajes	Head, Infrastructure and Safety Committee
Oscar S. Barrantes	Member

Tabangohay Farmer's Association (TFA)  
Barangay Tabangohay  
Municipality of Alangalang  
Province of Leyte  
DOLE REG. No. RO800-NLFO-14-08-RWA-072

MINUTES OF THE MONTHLY MEETING OF TABANGOHAY FARMER'S ASSOCIATION (TFA) OF BRGY. TABANGOHAY ALANGALA, LEYTE HELD ON JULY 26, 2025 AT 9:00 IN THE MORNING AT TFA COTTAGE.

**Present:** (Please see attendance sheet attached hereto.)

**Absent:**

**Schedule of Activities:**

**Short Prayer:** The short prayer was given by TFA member Alicia T. Condes

**Roll Call:** Conducted by TFA secretary Nelfa A. Galos.

**Declaration of quorum:** TFA president Joselyn A. Llapitan the meeting was in quorum.

**Agenda:**

1. Renewal for accreditation of Tabangohay Farmer's Association (TFA).

Joselyn A. Llapitan, the president of Tabangohay Farmer's Association (TFA) said that the accreditation of the TFA in all concern offices must be renewed. We need cash for the expenses for the processing of necessary documents.

The vice president Anecito M. Nerza suggested to use some funds from the treasurer if there still fund available.


The treasurer Wilma N. Sabela said that fund is available just inform her if how much is needed in order for her to prepare such fund.

And so, the TFA president said, since we have no problem with the funds needed for the renewal, she told the TFA secretary to prepare the necessary documents for the renewal.

**Adjournment:**

Since no questions no more suggestion for the agenda, the meeting was adjourned at 9:45 in the morning.

Prepared by:

  
**NELFA A. GALOS**  
TFA Secretary

Attested:

  
**JOSELYN A. LLAPITAN**  
TFA President

Annex H: Annual Accomplishment Report

**TABANGOHAY FARMERS ASSOCIATION**  
**BRGY. TABANGOHAY, ALANGALANG, LEYTE**

Name of Program/Project/Activity	Objectives	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
SHEERRADER	Province	2020				
CULTIVATOR	Province	2020				
VERMICAST	Province	2021			₱2,000.00	
POULTRY EGG LAYING	Province	2021			₱1,500,000.00	Calling September 2024
WALK BEHIND TRANSPLANTER	DA(PHILMECH)	2023			₱500,000.00	
COMBINE HARVESTER	DA(PHILMECH)	2023			₱2,000,000.00	
FOURWHEEL TRACTOR	DA(PHILMECH)	2024			₱1,400,000.00	

Prepared by:  
*N. Galos*

NELFA A. GALOS

Secretary-General

Noted by:

*J. Llapitan*

JOSELYN A. LLAPITAN

President


Annex I: Annual Financial Statement

**TABANGOHAY FARMERS ASSOCIATION  
FINANCIAL STATEMENT FOR CY 2024**

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Cash balance end as of December 31, 2023 -	277,685.02	
Sales from Vegetables	8,070.00	
Sales from Culture Worm	1,500.00	
Sales from Poultry	820,000.00	
Sales from Combined Harvester	176,016.50	
Monthly Dues Collection	8,400.00	
<b>TOTAL</b>	<b>1,291,671.52</b>	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Traveling Expenses	7,200.00	
Office Supplies	4,984.00	
Electric Fees	4,500.00	
Feeds	815,000.00	
Administrative Personnel	2,190.00	
Change Oil for Harvester	5,880.00	
Labor for Harvester	10,960.00	
Diesel for Harvester	58,929.00	
<b>TOTAL EXPENSES</b>	<b>909,643.00</b>	
<b>TOTAL FUND BALANCE (Total Inflow – Total Outflow)</b>	<b>382,028.52</b>	

Noted by:   
**JOSELYN A. LLAPITAN**  
President

  
**ANICETO M. NERZA**  
Vice-President

  
**NELFA A. GALOS**  
Secretary-General

  
**WILMA N. SABELA**  
Treasurer

  
**SHERYL C. BARRANTES**  
Auditor

**TABANGOHAY FARMER'S ASSOCIATION (TFA)**

Barangay Tabangohay  
Municipality of Alangalang  
Province of Leyte

**ATTENDANCE**

**Activity:** Monthly meeting

**Date:** July 26, 2025

No.	NAME	POSITION	SIGNATURE
1	ABRAHAN, ARMANDO A.	BOD Member	
2	ABRAHAN, EDGARDO A.	Member	
3	ABRAHAN, ELICIA A	Member	
4	ABRAHAN, LEO S.	Member	
5	ABRAHAN, MARLON A	Member	
6	ABRAHAN, NARCISO JR. A	Bookkeeper	
7	ABRAHAN, ROWENA V.	Bus. Manager	
8	ABRAHAN, ULDARICO T.	BOD Member	
9	APEJAS, DANILO B.	PIO	
10	BACHAO, GENELYN M.	Member	
11	BATIS, DULCY J.	Member	
12	BATIS, MYLA J.	Member	
13	BARRANTES, OSACR V.	Member	
14	BARRANTES, ROGER V.	BOD Member	
15	BARRANTES, ROMY V.	Member	
16	BARRANTES, SHERYL C.	Auditor	
17	BARO DEOLITO M.	Member	
18	BOLLENA, GLORYFIEL B.	Member	
19	CONDES, ALICIA T.	Member	
20	DAJES, MA. LANIE D.	Member	
21	DAJES, NENITA M.	Member	
22	DAJES, VALERIANO M.	Member	
23	GALOS, NELFA A.	Secretary	
24	LLAPITAN, JOSELYN A.	President	
25	MANGUBAT, MARIBEL N.	Member	
26	MATOBATO, ELENA B.	Member	
27	MERCADER, LEMAR A.	Member	
28	MERCADER, LERMA A.	Member	
29	MONTECILLO, ALFREDO C.	BOD Member	
30	NERZA, ANECITO M.	Vice President	
31	SABEL, WILMA N.	Member	
32	SEPTIMO, DEOGRASCIAS D.	Member	
33	SEROY, AILEEN C.	Member	
34	SEROY, RAMEL T.	BOD Chairman	
35	SORTEO, JILDA N.	Member	



Republic of the Philippines  
DEPARTMENT OF LABOR AND EMPLOYMENT  
Regional Office No. VIII  
NORTHERN LEYTE FIELD OFFICE  
Trece Martires St., Tacloban City

**Registration Certificate No. R0800-NLFO-14-08-RWA-072**

KNOW ALL MEN BY THESE PRESENTS:

BY VIRTUE of the provisions of the Labor code, as amended, and its implementing rules

**TABANGOHAY FARMER'S ASSOCIATION**


**Brgy. Tabangohay, Alangalang, Leyte**

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

This certificate of registration shall subsist unless cancelled in the manner provided for the Labor Code 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**, we hereunto affixed our signatures with the seal of Regional Office No. VIII, Tacloban City, Philippines, this 19th day of August, 2014.

RECOMMENDING APPROVAL:

  
**EXEQUIEL RONIE A. GUZMAN**  
Assistant Regional Director/Head-NLFO



  
APPROVED  
**EXEQUIEL R. SARCAUGA**  
Regional Director



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
Regional Field Office 8  
Kanburaw Hill, Tacloban City

DA-RCEF RFO-8 No. 2023-635

This

# CERTIFICATE OF ACCREDITATION

is issued to

## TABANGOHAY FARMER'S ASSOCIATION

with address at

### BRGY. TABANGOHAY, ALANGALANG, LEYTE

for having satisfactorily complied with all the requirements to be a beneficiary of Rice Competitiveness Enhancement Fund (RCEF) or Rice Fund pursuant to DA Administrative Order No. 09.

This certificate of accreditation shall be valid for three (3) years from issuance, unless suspended or revoked prior to its expiration.

Issued on the 15<sup>th</sup> day of June 2023 in **DA-RFO 8, Tacloban City.**

  
**ANDREW RODOLFO T. ORAIS, DVM**  
*Regional Executive Director*