

Item No.: 37  
Date: \_\_\_\_\_

July 7, 2025

Vice Governor: Sandy Javier  
Presiding Officer Sangguniang Panglalawigan  
Province of Leyte



Dear Vice Governor Sandy Javier,

Have a nice day!

In response to your Notice of Call for Accreditation, kindly be informed that **Sherwood Vegetables and Fruit Crops Farmers Association (SHERVFFA)** with the office address of **Sitio Magsaysay, Sherwood, Albuera Leyte** would like to seek accreditation by the Sangguniang Bayan.

In support of this application are the following administrative Requirements:

1. Duly accomplish Application form for Accreditation;
2. Duly approved Board Resolution signifying intention accreditation for the purpose of representation in the local special body.
3. Certificate of Registration issued by the (DOLE, SEC, DA, CDA @ etc.)
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,

  
**MARILOU C. EROCIDO**  
President

**Republic of Philippines  
Province of Leyte  
Municipality of Albuera**

**Sherwood Vegetables and Fruit  
Crops Farmers Association (SHERVFFA)  
Sitio Magsaysay, Sherwood, Albuera Leyte**

**APPLICATION FORM FOR ACCREDITATION**

**Name of Organization:** Sherwood Vegetables and Fruit Crops Farmers Association (SHERVAFF)

**Address:** Sitio Magsaysay, Sherwood Albuera, Leyte

**Contact No.:** 0916-171-0105

**Email address (optional):**

**Date Organized:** February 28, 2017

**Sector/s Represented:** Farmers

**Purposes/Objectives:**

1. To establish a farmers' association that will promote mutual aid and protection to its members;
2. To promote the moral, social and economic well-being of all members.
3. To develop a sustainable livelihood thru the conduct of activities with aim of uplifting the economic conduction of the members;
4. To provide the members knowledge and skills equip themselves an effective and innovative way in vegetables and livestock production and marketing.
5. To work with non-government and government organization of entities in the promotion and development of the association and carrying out government policies.

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

**Registering Agency:**

**Date Registered:** August 14, 2017

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

**Accrediting Agency (if any):**

**Date Accredited:** \_\_\_\_\_

- Commission on Population and Development (POPCOM)
- Department of Agriculture (DA)

- Department of Public Works and Highways (DPWH)
- Department of Social Welfare and Development (DSWD)
- Department of Agriculture (DA)
- Department of the Interior and Local Government (DILG)
- Department of Labor and Employment (DOLE)
- National Commission for Culture and the Arts (NCCA)
- Presidential Commission for the Urban Poor (PCUP)
- Philippine Drug Enforcement Agency (PDEA)
- Department of Labor and Employment (DOLE)
- Others (specify): \_\_\_\_\_

**Organizational Level:**

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

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

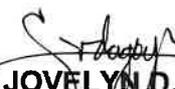
Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2017	• Vegetable Gardening		• DA Province	• Famers Association • 4Ps Beneficiary		✓
2018	• Hog Raising (Fattening) • Building		• DA Province • DA Province	• Farmers Association • 4Ps Beneficiary	✓ ✓	
2019	• Hog Raising (Breeder)		• DA Province	• Farmers Association • 4Ps Beneficiary	✓ ✓	
2022	• Rice White Sale and Retail	₱ 180,000.00	• DA Province	• Farmers Association • 4Ps Beneficiary		✓

**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?**

- Province Development Council
- Local Health Board
- Local School Board
- Local Peace and Order Council

**WE HEREBY CERTIFY** to the correctness of the above information.

  
**MARILOU C. EROCIDO**  
President

  
**MARIA JOVELYN D. ARINO**  
Secretary

**Republic of Philippines  
Province of Leyte  
Municipality of Albuera**

**Sherwood Vegetables and Fruit  
Crops Farmers Association (SHERVFFA)  
Sitio Magsaysay, Sherwood Albuera, Leyte**

**BOARD RESOLUTION NO 1  
Series of 2025**

**A RESOLUTION MANIFESTING THE INTENTION OF SHERWOOD VEGETABLES AND FRUIT CROPS FARMERS ASSOCIATION (SHERVFFA) TO APPLY FOR ACCREDITATION FOR MEMBERSHIP IN THE LOCAL SPECIAL BODIES OF SANGGUNIANG PANGLALAWIGAN, PROVINCE OF LEYTE AND DESIGNATING PRESIDENT MARILOU C. EROCIDO, AS THE OFFICIAL REPRESENTATIVE OF THE SUBJECT ORGANIZATION TO THE SAID LOCAL SPECIAL BODIES.**

**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. 2025-060, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

**WHEREAS**, the **Sherwood Vegetables and Fruit Crops Farmers Association (SHERVFFA)** is a civil society organization duly registered with the Cooperative Development Authority, and existing under Philippine laws;

**WHEREAS**, in the **Sherwood Vegetables and Fruit Crops Farmers Association (SHERVFFA)** Special Board Meeting held at **Sitio Magsaysay, Sherwood, Albuera Leyte** on **June 30, 2025** attended by the following Board of Trustees present, the following resolution was approved and adopted:

**WHEREFORE**, on motion of **Benigna C. Guino** and duly seconded by **Leopoldo Q. Alere**.

**RESOLVED, AS IT IS HEREBY RESOLVED**, to signify our intention to be an accredited civil society organization with the Sangguniang Bayan, 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 Municipality of Albuera.

**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:  
**Marilou C. Erocido**.

**ADOPTED** unanimously by the Board of Trustees/Directors of the **Sherwood Vegetables and Fruit Crops Farmers Association (SHERVFFA)** this 30<sup>th</sup> day of June 2025 in the Municipality of Albuera.

Name	Position	Signature
Marilou C. Erocido	President	
Dario P. Celedio	Vice President	
Maria Jovelyn D. Ariño	Secretary	
Susan T. Falcon	Treasurer	
Leopoldo Q. Alere	Auditor	
Emelita D. Lavesores	P.I.O	
Romaricky Sr. P. Casakit	B.O.D.	
Rosilito Sr. P. Casakit	Grievance	
Annabel D. Paton-og	Bookkeeper	
Benigna C. Guino	Business Management	

**ROMARICKY SR. P. CASAKIT**  
**BOD Chairman**

**SUBSCRIBED AND SWORN TO** before me this 04 day of JUL, 2025 in ORMOC CITY, Affiant exhibiting to me his/her \_\_\_\_\_ with valid identification no. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Doc No: 144  
Page No: 90  
Book No: 5  
Series of: 2015

**ATTY. JOSE RENANTE R. TERRE**  
Notary Public for the City of Ormoc  
Municipalities of Kananga, Matag-ob  
Merida and Isabel, Leyte  
Notarial Commission No. GRM-24-12-029-NC  
Valid Until December 31 2026  
Roll No. 42646  
PTR No. 8342250/01-02-2025  
IBP-Leyte Chapter No. 013428/03-4-2024  
MCLE Compliance No. VIII-0003579  
Office Address: Unit 9 2<sup>nd</sup> Floor UN Building War Veterans Ave.  
Brgy. Alegria, Ormoc City Leyte

## ATTENDANCE

Name	Designation	Signature
MARILOU C. EROCIDO	President	<i>Jabr</i>
DARIO P. CELEDIO	Vice President	<i>p.c.</i>
MARIA JOVELYN D. ARIÑO	Secretary	<i>S. Ariño</i>
SUSAN T. FALCON	Treasurer	<i>S. Falcon</i>
LEOPOLDO Q. AVERE	Auditor	<i>L. Avere</i>
EMELITA D. LAVESORES	P.I.O	<i>Emelita</i>
ROMARICKY SR. P. CASAKIT	Head, Infrastructure and Safety Committee	<i>Romarky</i>
ROSILITO SR. P. CASAKIT	Grievance	<i>Rosilito Casakit</i>
ANNABEL D. PATON-OG	Bookkeeper	<i>Annabel Paton-Og</i>
BENIGNA C. GUINO	Business Manager	<i>Benigna C. Guino</i>
RENILDA T. AGRADE	Head, Health Committee	<i>Renilda Agrade</i>
ELSA D. PATON-OG	Head, Environmental Committee	<i>Elsa Paton-Og</i>
VIRGINIA B. JALOBEB	Head, Education Committee	<i>V. Jalober</i>
ALLAN E. EROCIDO	Member	
RODULFO C. CAÑETE	Member	<i>Rodolfo Cañete</i>
HERMINIA B. TULIN	Member	<i>H-T</i>
BIENVENIDO B. TULIN	Member	<i>B. Tulin</i>
GLENN P. CASAKIT	Member	<i>G. Casakit</i>



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

Registration Certificate No.  
ROS-WLFO-2017-08-WA:1231

**KNOW ALL MEN BY THESE PRESENTS:**

By virtue of the provisions of the Labor Code, as amended, and its implementing rules

**SHERWOOD VEGETABLES & FRUIT  
CROPS FARMERS ASSOCIATION**

Sitio Magsaysay, Brgy. Sherwood, Albuera, 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 right 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 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 DOLE Regional Office No. VIII, Tacloban City, Philippines this 14th day of August 2017.

*By authority of the Regional Director:*

**DIR. JOEL M. GONZALES**  
OIC - Regional Director

*Approved by:*

  
**MARITES Z. VIÑAS**  
Chief LEO/Head WLFO



Not Valid W/Out Seal

857 Valle St., Brgy. Doña Feliza Mejia, Ormoc City  
Tel Nos. (053) 561-4518 / (053) 255-2436  
Email: dolero8\_wifo@yahoo.com  
<http://ro8.dole.gov.ph/>



**Republic of Philippines  
Province of Leyte  
Municipality of Albuera**

**Sherwood Vegetables and Fruit  
Crops Farmers Association (SHERVFFA)  
Sitio Magsaysay, Sherwood Albuera, Leyte**

*List of Current Officers and Members*

*as of June 30, 2025*

<b>Name</b>	<b>Position</b>
MARILOU C. EROCIDO	President
DARIO P. CELEDIO	Vice President
MARIA JOVELYN D. ARIÑO	Secretary
SUSAN T. FALCON	Treasurer
LEOPOLDO Q. AVERE	Auditor
EMELITA D. LAVESORES	P.I.O
ROSILITO SR. P. CASAKIT	Grievance
ANNABEL D. PATON-OG	Bookkeeper
BENIGNA C. GUINO	Business Manager
ROMARICKY SR. P. CASAKIT	Head, Infrastructure and Safety Committee
RENILDA T. AGRADE	Head, Health Committee
ELSA D. PATON-OG	Head, Environmental Committee
VIRGINIA B. JALOVER	Head, Education Committee
ALLAN E. EROCIDO	Member
RODULFO C. CAÑETE	Member
HERMINIA B. TULIN	Member
BIENVENIDO B. TULIN	Member
CELENN CASAKIT	Member

*Prepared by:*

  
**MARIA JOVELYN ARIÑO**  
Secretary

**Republic of Philippines  
Province of Leyte  
Municipality of Albuera**

**Sherwood Vegetables and Fruit  
Crops Farmers Association (SHERVFFA)  
Sitio Magsaysay, Sherwood, Albuera Leyte**

**Minutes of the Annual Meeting**

**Activity:** Annual Meeting

**Participants:** Sherwood Vegetables Fruit Crops Farmers Association (SHERVFFA)

**Date and Time:** June 30, 2025 / 8:30 AM

**Expectations for the Activity:** to finish all the Agenda

**General Objective:** Should sustain all the Project

**Specific Objectives:**

- Sustainable and improve in Vegetable Gardening
- Maintain and sustain in Rice Whole Sale and Retail
- To be continue in Hog Raising

**Agenda:**

1. Opening Prayer
2. Welcome Address
3. Reading previous minutes (Secretary)
4. Municipal and Provincial Accreditation
5. Updates in Financial Status of SHERVFFA (Treasurer)
6. Notice to household use water everyday
7. Communal Garden and Individual
8. Open Forum

Minutes sa Annual Meeting nga gipahigayon niadtong June 30, 2025 sa alas 8:30 sa buntag sa SHERVFFA Site nga nahimutang sa Sitio Magsaysay, Sherwood, Albuera Leyte. Gipangunahan sa president Marilou C. Erocido. Gisundan sa Opening Prayer ni Virginia Jalober (Member), welcome address ni Annabel D. Paton-og (Bookkeeper). Sunod ang pagbasa sa minutes sa miaging meeting ni Maria Jovelyn D. Ariño (Secretary) og walay reaksyon sa miaging meeting. Human ang Presiding Officer Marilou C. Erocido nagpadayon sa diskasyon sa mga Agendum. Ang Municipal of Provincial Accreditation. Kinahanglan na usab magpa Accreditation tungod kay bag-o na usab ang elected Mayor, elected Sangguniang Bayan ingon man usab sa atong probinsya bisan og nagpabilin ang atong Gobernador kinahanglan usab ipa accredit ang association alang sa pagpakita og aktibo nga partisipasyon. Og gika-uyonan kini sa tanan. Sunod mao ang Updates sa Financial Status sa SHERVFFA nga gipangunahan ni Susan T. Falcon (Treasurer) diin iyang gipasabot ang dagan sa

Annex G: Minutes of Annual Meetings

panudlanan ang income sa Communal Garden gikan January – June, Eight Thousand Four Hundred Fourteen pesos only (₱8,414.00). Capital Build Up Collection Twelve Thousand Nine Hundred Thirty-Five pesos on (₱12,935.00). Rice Whole Sale and Retail cash-on-hand One Thousand Seven Hundred pesos only (₱1,700.00). Collectibles Thirty-One Thousand Five Hundred Fifty pesos only (₱31,550.00) og gikasabutan nga katunga sa income sa Communal Garden bahinon sa membro. Nagpabilin ang Cash-on-hand sa treasurer ang Nineteen Thousand Forty-Nine pesos only (₱19,049.00). Ang balance sa Bank Account sa UCCB One Hundred Eighty-Nine Thousand (₱189,000.00) sa OCCCI account adunay Twenty-Seven Thousand Five Hundred pesos only (₱27,500.00) kinatibuk-an kwarta sa Association Two Hundred Thirty-Five Thousand Five Hundred Forty-Nine pesos only (₱235,549.00) og walay reaksyon, komento ang mga membro. Nagpadayon sa sunod ang pagpahibawo sa mga lumoplopyo nga migamit sa tubig matag adlaw. Gihangyo sa SHERVFFA ang tanan nga mo kooperar sa pagpanlimpyo sa palibot sama sa mantenar sa kanal, paglabay sa basura, pagpananom sa bisan unsang mga kahoy sa kilid sa awasanan sa tubig. Gika-uyonan kini kay matod pa para kini sa kaayohan kanatong tanan. Sunod mao ang updates sa Communal Garden of Individual. Sa Komunal gikauyunan Baguio Beans ang itanom. Sa individual assign kada membro ang crops, kini nagkauyon ang tanan. Wala nay pangutana og suhistryon ang tanan.

Meeting adjourned! Alas 12:00 sa udto.

Prepared by:

  
**MARIA JOVELYN D. ARIÑO**  
Secretary-General

Noted by:

  
**MARILOU C. EROCIDO**  
President

**Republic of Philippines  
Province of Leyte  
Municipality of Albuera**

**Sherwood Vegetables and Fruit  
Crops Farmers Association (SHERVFFA)  
Sitio Magsaysay, Sherwood Albuera, Leyte**

Annual Accomplishment Report  
Year 2024

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Vegetables Gardening • Communal	The income is to provide as a source of fund in any expenses needed in association.	Twice a year		✓		The budget it depends on the materials needed. Should be continue as a member participation.
• Individual	To provide and improved for the economic situation to each members	Three to Four times a year		✓		Members source of income.
Capital Build up (CBU)	Any members will be borrowing with it with the term and condition. (Pay with 7%)	Monthly		✓		Four Percent (4%) is to be additional in operation of CBU. The three percent (3%) for the members sharing. Twice a year.
Water Supply	To provide not drinking water to the community. With donation			✓		From donation is a source of fund for the maintenance.
Rice Whole sale and Retail	Store in the community			✓		Some household instead they go anywhere or in town or City. They buy or installment basis (monthly) with same price in the market

Prepared by:

  
**MARIA JOVELYN D. ARINO**  
Ass. Secretary

Noted by:

  
**MARILOU C. EROCIDO**  
Ass. President

**Republic of Philippines  
Province of Leyte  
Municipality of Albuera**

**Sherwood Vegetables and Fruit  
Crops Farmers Association (SHERVFFA)  
Sitio Magsaysay, Sherwood, Albuera Leyte**

**FINANCIAL STATEMENT FOR CY 2024**

<b>INFLOW (Income)</b>		
<b>SOURCE</b>	<b>AMOUNT</b>	<b>REMARKS</b>
12 Head Fattening's Sales	₱ 117,950.00	
2 Heads Sos's Sales	₱ 26,370.00	
8 Heads Piglets Sales	₱ 20,000.00	
1 Head Carabao Sale	₱ 33,000.00	
Rent (Room)	₱ 5,000.00	Individual
CBU	₱ 12,935.00	
Insurance: Rice Whole Sale and Retail	₱ 32,250.00	Collectibles and Cash-on-hand
72 Heads Piglets 23 Heads Sow's 3 Heads Boar	₱ 312,000.00	All died due to Hog Cholera Viral Disease
Feeds Sold	₱ 44,390.00	
Sinking Fund	₱ 4,159.00	
Communal Garden Income	₱ 8,014.00	
Water Donation	₱ 35,000.00	
<b>TOTAL</b>	<b>₱ 639,133.00</b>	
<b>OUTFLOW (Expenses)</b>		
<b>PARTICULARS</b>	<b>AMOUNT</b>	<b>REMARKS</b>
<b>Project 1: Hog Raising</b> • Purchased Feeds • Biologics	₱ 210,848.00 ₱ 8,000.00	
<b>Project 2: Rice whole sale and Retail</b> • Collectibles • Bank Account (Deposit)	₱ 31,550.00 ₱ 89,000.00	NCCB joint amount
<b>Project 3: Water Donation</b> • Account (Deposit)	₱ 27,500.00	OCCCI
<b>Other Enterprise:</b> Hog Raising (Deposit) Carabao (Deposit) Members Sharing Electric Bill	₱ 67,000.00 ₱ 33,000.00 ₱ 130,000.00 ₱ 5,735.00	NCCB
Meeting Expenses	₱ 5,500.00	
Office Supplies	₱ 1,950.00	
Logistics / Transportation	₱ 2,500.00	
Administrative and Personnel	₱ 7,500.00	
<b>TOTAL FUND BALANCE</b> (Total Inflow – Total Outflow)	<b>₱ 620,084.00</b>	
Current Cash Balance	₱ 19,049.00	
<b>Bank Account:</b>		
• NCCB • OCCCI	₱ 189,000.00 ₱ 27,500.00	
Commutative Cash Balance	₱ 235,549.00	

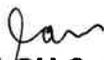
Annex I: Annual Financial Statement

**Proceeds Projects/Activities:**

Vegetables Gardening

Rice Whole Sale and Retail

**Noted by:**

  
**MARILOU C. EROCIDO**  
President

  
**DARIO P. CELEDIO**  
Vice President

  
**MARIA JOVELYN D. ARIÑO**  
Secretary

  
**SUSAN T. FALCON**  
Treasurer

  
**LEOPOLDO Q. ALERE**  
Auditor