

Item No.: 38

Date: 05 2025 AUG

BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION
Barangay Hipusngo, Baybay City, Leyte

July 25, 2025

VICE GOVERNOR LEONARDO M. JAVIER, JR.
Presiding Officer, Sangguniang Panlalawigan
Province of Leyte



Dear **Vice Governor Javier, Jr:**

In response to your Notice of Call for Accreditation, kindly be informed that **BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION**, with office address at Barangay Hipusngo, 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,

A handwritten signature in black ink, appearing to be "Froilan M. Fernan".

FROILAN M. FERNAN
President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION (BAHIFFA)

Address: BARANGAY HIPUSNGO, BAYBAY CITY, LEYTE

Contact No.: 09610178080

Date Organized: FEBRUARY 16, 2014

Sector/s Represented: FARMERS AND FISHERFOLKS

Purposes/Objectives:

1. To establish an association that will promote mutual aid and protection to its member.
1. To promote the moral, social and economic well-being of all the members.
2. To provide a sustainable livelihood thru the conduct of activities with aim of uplifting the economic condition of the member,
3. To provide the member knowledge and skills and equip themselves an effective and innovative way in farming and fishing.
4. To work with non-government and government organization 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. MANGROVE PLANTING
2. FEEDING PROGRAM
3. SEEDS DISTRIBUTION
4. SUPPLY OF FRESH EGGS
5. SUPPLY OF VEGETABLES FRUITS (LEMON)
6. SUPPLY OF STINGLESS BEE HONEY
7. CHARCOAL BRIQUETS
8. SUPPLY OF VERMICAST
9. MACHINERIES FOR RENT
10. SUPPLY OF TILAPIA
11. LEARNING SITE (EMMERSON TO GRADUATING STUDENTS)

Registering Agency:

Date Registered: NOVEMBER 18, 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 11, 2022

- Commission on Population and Development (POPCOM)
- Department of Agriculture (DA) PCA
- 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 CITY, PLGU LEYTE

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
2024	Bakery	180,000	LGU	BAHIFFA Asso.		/
2024	Fishpond	270,000	LGU	BAHIFFA Asso.		/
2024	Charcoal Briquets	200,000	LGU	BAHIFFA Asso.		/
2023	Egg Production	230,000	LGU	BAHIFFA Asso.		/
2024	Root crops Production	500.00	Asso. Funds	BAHIFFA Asso.	/	
2024	Veg. Production	3,000.00	Asso. Funds	BAHIFFA Asso.	/	

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.


FROILAN M. FERNAN
 President


ESTRELLETA C. CARREON
 Secretary

**BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION
BARANGAY HIPUSNGO, BAYBAY CITY, LEYTE**

BOARD RESOLUTION NO. 03 series of 2025

A RESOLUTION RESPECTFULLY REQUESTING THE SANGGUNIANG PANLALAWIGAN OF LEYTE TO ACCREDIT THE BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS 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. 2025-060, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION is a civil society organization duly registered with the Department of Labor and Employment, and existing under Philippine laws;

WHEREAS, in the BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION Officers' Meeting held at FARM HOUSE BRGY HIPUSNGO, BAYBAY CITY, LEYTE on June 27, 2025 the following resolution was approved and adopted:

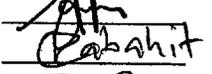
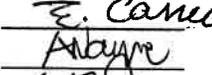
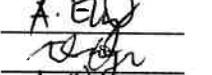
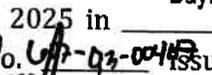
RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2025-060, and to 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 Sangguniang Committee on Accreditation, the Honorable Board Member Ronnan Christian M. Reposar.

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
FROILAN M. FERNAN	PRESIDENT	

ADOPTED unanimously by the Officers of the BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION this 27th day of June, 2025 in the City of Baybay.

Name	Position	Signature
FROILAN M. FERNAN	PRESIDENT	
EMELITA F. NAYRE	VICE PRESIDENT	
VIOLITA L. CABAHI	TREASURER	
ESTRELLETA C. CARREON	SECRETARY	
ANECITA P. NAYRE	AUDITOR	
AMELITA C. ELY	P.I.O	
ALFREDO M. BASTE, JR.	P.I.O	
JULITA B. NAYRE	BUSINESS MANAGER	
AMALIA C. BERNASOR	BOOKKEEPER	

SUBSCRIBED AND SWORN TO before me this 27 day of JUL 24 2025, 2025 in Baybay City, Leyte
Affiant exhibiting to me his/her UNIVERSAL with valid identification No. 02-03-0048 issued on _____ at _____

ATTY. FEBELLE DARENE D. ROJAS, M.H.
Notary Public until December 31, 2026
NC No. 1325-03-08/for RTC Baybay City
Roll of Attorney's No. 92998, Jan. 24, 2025
IBP No. 520828; 1/27/2025 IBP National Office
PTR No. 0343072; 02/05/2025 Baybay City
MCLE Exemption - Newly Admitted
Zone 23, R. Magsaysay Ave., Baybay City, Leyte 6521

Doc No: 52
Page No: 12
Book No: I
Series of: 2025



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
WESTERN LEYTE FIELD OFFICE

2/F, Peralta Bldg., cor. Rizal & San Nicolas Sts., Ormoc City
Email add: dolero8_wlfo@yahoo.com
Tel. No: (053) 255-2436

Registration Certificate No. DOLE-WLFO-2014-WA-11-467

KNOW ALL MEN BY THESE PRESENTS:

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

BARANGAY HIPUSNGO FARMERS & FISHERFOLKS ASSOCIATION

Barangay Hipusngo, Baybay City, 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 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 and its implementing rules and at all times shall be subject to compliance to 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 10th day of November 2014

Recommending Approval:


MARITES Z. VIÑAS
Chief LEO
Head, Western Leyte Field Office

Approved by:


ELIAS A. CAYANONG CESO III
Regional Director



List of Current Officers and Members of the
BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION

as of DECEMBER 31, 2024

Name	Position
FROILAN M. FERNAN	PRESIDENT
EMELITA F. NAYRE	VICE PRESIDENT
ESTRELLETA C. CARREON	SECRETARY
VIOLITA L. CABAHER	TREASURER
AMALIA C. BERNASOR	BOOKEEPER
ANECITA P. NAYRE	AUDITOR
AMELITA C. ELY	P I O
ALFREDO M. BASTE JR.	P I O
SUSANA L. CABAHER	MEMBER
CONCHITA L. CABAHER	MEMBER
ANGELICA CABAHER	MEMBER
JENELYN C. DUMADAG	MEMBER
LOLITA L. CABAHER	MEMBER
ELIAS S. DUMADAG	MEMBER
JULIETA B. NAYRE	MEMBER
CESARIO P. NAYRE	MEMBER
CARMELITA A. DAGUINES	MEMBER
JESSICA CABAHER	MEMBER
EMMA F. NAYRE	MEMBER
FRANCIS L. FERNAN	MEMBER
RIZA P. NAYRE	MEMBER
LORENA G. ENOY	MEMBER
ERICA C. CARREON	MEMBER
BERNARDETA A. GOMAO	MEMBER
JONALYN G. AYAG	MEMBER

BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION (BAHIFFA)

Brgy. Hipusngo, Baybay City, Leyte

MINUTES OF THE ANNUAL GENERAL ASSEMBLY MEETING OF THE BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION HELD AT BAHIFFA OFFICE ON MARCH 31, 2025:

PRESENT: 14 Members

ABSENT: 8 Members

ORDER OF BUSINESS:

1. Preliminaries
2. Approval of the Agenda
3. Reading/Approval of the minutes of the previous meetings

I. PRELIMINARIES

The secretary reported that 14 out of the total 22 members of the association were present. Therefore, the president, Mr. Froilan M. Fernan, declared that a quorum was established and officially called the meeting to order at 10:00 a.m.

The opening prayer was led by Ms. Anecita P. Nayre, followed by the singing of the national anthem, which was led by Mr. Alfredo M. Baste Jr.

II. APPROVAL OF THE AGENDA

1. Regarding the cultivation of corn and sweet potato
2. Other matters for discussion

There were no objections, and additional recommendations were incorporated into the agenda to be discussed. The agenda was unanimously approved by all members.

III. READING/APPROVAL OF THE MINUTES OF THE PREVIOUS MEETINGS

The minutes of the previous meeting held on January 30, 2025, were presented. Since no corrections were raised, Mr. Froilan M. Fernan moved for the approval of the minutes, which was duly seconded by Ms. Amelia C. Bernanos. The minutes of the previous meeting were unanimously approved by all members.

ATTENDANCE

June 20, 2025

NAME:

SIGNATURE

1) Estrellita Carreon	E. Carreon
2) Violeta Cabahit	Cabahit
3) Amalia Bernason	A. Bernason
4) Amelita Ely	A. Ely
5) Susana Cabahit	S. Cabahit
6) Conchita Cabahit	Conchita Cabahit
7) Angelica Cabahit	A. Cabahit
8) Lolita Cabahit	L. Cabahit
9) Lorena Enoy	Enoy
10) Jenelyn Dumadag	Jenelyn Dumadag
11) Elias Dumadag	Elias Dumadag
12) Anecita Noyre	Anecita Noyre
13) Alfredo Baste Jr.	Alfredo Baste Jr.
14) Froilan M. Fernan	Froilan M. Fernan

ADJOURNMENT

Since there were no other matters to be discussed, it was unanimously agreed that the next meeting would be held on January 30.

Amelita C. Ely moved for the adjournment of the meeting, which was seconded by Susana L. Cabahit. The meeting was officially adjourned at exactly 11:00 in the morning.

Prepared by:

E. Carreon
ESTRELLETA C. CARREON

Secretary

Certified Correct:


FROILAN M. FERNAN

President

BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
FEEDING PROGRAM & GIVING OF SCHOOL SUPPLIES	To conduct feeding to 70 elementary pupils in Hipusngo Elem School & gave school supplies to the selected pupils	JULY 28, 2024	/		10,000	Sitio Punong, Hipusngo 70 pupils
COASTAL CLEAN -UP	To observe National Earth Day	OCTOBER 16, 2024	/		2,000	Snacks for the participants
MANGROVE SEEDLINGS DISTRIBUTION	To give mangrove seedlings for planting in their barangay	NOVEMBER 10, 2024	/			100 PCS MANGROVE SEEDLINGS GIVEN TO 2 COASTAL BARANGAYS
MANGROVE PLANTING	To expand mangrove area	NOVEMBER 15, 2024	/		45,000	9,000 Mangroves were planted
STUDENT EMMERSION 15 BOYS	To serve as Learning Site for Graduating students in Agriculture	JUNE 20-July 5, 2024	/			Graduating Students from Visayas State University

Annex H: Annual Accomplishment Report

Prepared by:

E. Carreon

ESTRELLITA C. CARREON

Secretary

Noted by:



FROILAN M. FERNAN

President

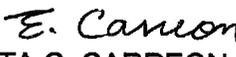
BARANGAY HIPUSNGO FARMERS AND FISHERFOLKS ASSOCIATION
FINANCIAL STATEMENT FOR CY 2024
As of December 31, 2024

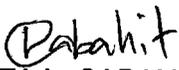
INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Sales	159,559.00	Sales eggs
TOTAL	159,559.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Purchases	79,883.00	Purchases feeds, biologics
Entertainment, Amusement	2,500.00	
Rental	10,000.00	
Research & Development	6,877.00	
Allowances	15,000.00	
Taxes & Licenses	4,074.00	
Transportation & Travel	3,000.00	
Professional Fees	2,500.00	
TOTAL	123,834.00	
TOTAL FUND BALANCE (Total Inflow – Total Outflow)	35,725.00	Cash in bank: 10,000.00

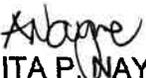
Noted by:


FROILAN M. FERNAN
 President


EMELITA F. NAYRE
 Vice President


ESTRELLETA C. CARREON
 Secretary


VIOLITA L. CABAHit
 Treasurer


ANECITA P. NAYRE
 Auditor