

Annex D: Letter of Application

Item No.: 42  
Date: 12 2025 AUG

August 4, 2025

**LEONARDO "SANDY" JAVIER, JR.**  
Vice-Governor  
Presiding Officer, Sangguniang Panlalawigan ng Leyte  
Province of Leyte

Dear Vice Governor Javier:

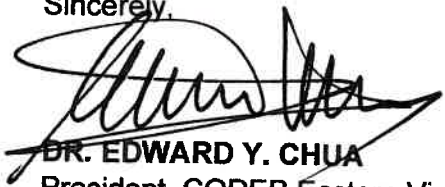
In response to your Notice of Call for Accreditation, kindly be informed that the **Council of Deans and Educators in Business – Eastern Visayas** with office address at **GF La Rica Building, P. Zamora Street, Tacloban City** would like to seek accreditation by the sanggunian panlalawigan.

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 SEC;
4. List of Current Officers;
5. CY 2021 Minutes of the Annual Meeting;
6. CY 2021 Annual Accomplishment Report; and
7. CY 2021 Financial Statements

Thank you.

Sincerely,



**DR. EDWARD Y. CHUA**  
President, CODEB Eastern Visayas

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

APPLICATION FORM FOR ACCREDITATION

Name of Organization: COUNCIL OF DEANS AND EDUCATORS IN BUSINESS EASTERN VISAYAS, INC.

Address: GF LA RICA BUILDING, P. ZAMORA STREET, TACLOBAN CITY, LEYTE

Contact No.: +639173271639 Email address (optional): felixdexterbarrion@yahoo.com

Date Organized: May 25, 2023 Sector/s Represented: Higher Education/Business/Tourism

Purposes/Objectives: To provide opportunities to our students, educators, business sector, youth government and non-government agencies opportunities to be updated of the current trends in business through seminars, workshops, trainings, and conference.

Services that the organization provides or can participate in: Training workshops, Events, Conferences,

Summits. Participate in Tourism, Business, Education Sector

Registering Agency:

Date Registered: May 25, 2023

- 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: May 25, 2023

- 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): **Philippine Council of Deans and Educators in Business**

Others (specify): \_\_\_\_\_


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

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2024	13 <sup>th</sup> IBS	P 1,200,000	Registration, Sponsors	Students, Faculty, Business Sector	Completed	
2023	12 <sup>th</sup> IBS	P1,050,000	Registration, Sponsors	Students, Faculty, Business Sector	Completed	
2022	11 <sup>th</sup> IBS	P 900,000	Registration, Sponsors	Students, Faculty, Business Sector	Completed	
2021	10 <sup>th</sup> IBS	P 10,000	Members	Students, Faculty, Business Sector	Completed	

**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.

  
**DR. EDWARD Y. CHUA**  
President

  
**APPLE GEN M. SOLANA, MPRM**  
Secretary

Annex E: Board Resolution - Intention for Accreditation



**COUNCIL OF DEANS AND EDUCATORS IN BUSINESS EASTERN VISAYAS, INC**  
GF La Rica Building, Zamora Street, Tacloban City

**BOARD RESOLUTION NO 25 - 004**

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

**WHEREAS**, the **Council of Deans and Educators In Business Eastern Visayas, Inc** is a civil society organization duly registered with the Securities and Exchange Commission and existing under Philippine laws;

**WHEREAS**, in the **Council of Deans and Educators in Business Eastern Visayas Inc.**, Special Board Meeting held at GF La Rica Building, Zamora Street, Tacloban City, on July 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 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 Chair of the Sanggunian Committee on Accreditation,

**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: **Dr. Felix Dexter O. Barrion**,


**ADOPTED** unanimously by the Board of Trustees of the **Council of Deans and Educators in Business Eastern Visayas, Inc** this 28<sup>th</sup> day of July 2025 in the Province of Leyte.

Annex E: Board Resolution - Intention for Accreditation

Name	Position
<u>Dr. Edward Y. Chua</u>	<u>President</u>
<u>Dr. Felix Dexter Barrion</u>	<u>Vice President</u>
<u>Dr. Ramil M. Perez</u>	<u>Board of Trustee</u>
<u>Apple Gen M. Solaña</u>	<u>Secretary</u>
<u>Vanessa M. Jutila</u>	<u>Treasurer</u>

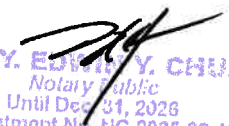
Signature  




  
**DR. EDWARD Y. CHUA**  
President

SUBSCRIBED AND SWORN TO before me this AUG 01 day of 2025, 202\_ in T.C., Affiant exhibiting to me his/her \_\_\_\_\_ with valid identification no. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Doc No: 01  
Page No: 01  
Book No: 983  
Series of: 2025

  
ATTY. EDMUNDO Y. CHUA  
Notary Public  
Until Dec 31, 2026  
Appointment No. NC-2025-02-122  
PTR No. 8848658  
Roll No. 36362  
IBP Lifetime No. 01269  
Tacloban City



REPUBLIC OF THE PHILIPPINES  
**SECURITIES AND EXCHANGE COMMISSION**  
SEC Bldg. V. Rama Avenue Guadalupe, Cebu City



COMPANY REG. NO.: 2023050101291-03

## CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By Laws of:

### **CODEB Eastern Visayas Inc.**

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Revised Corporation Code of the Philippines (Republic Act No. 11232), which took effect on February 23, 2019 and copies of said Articles of Incorporation and By Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to issue, sell or offer for sale to the public, securities such as but not limited to, shares of stock, investment contracts, debt instruments and virtual currencies without prior Registration Statement approved by the Securities and Exchange Commission; nor to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing/lending company, and time shares/club shares/membership certificate issuers or selling agents thereof; nor to operate a fiat money to virtual currency exchange. Neither does this Certificate constitute a permit to undertake activities for which other government agencies require a license or permit.

**This Certificate DOES NOT AUTHORIZE INVESTMENT SOLICITATION AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.**

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at SEC Bldg. V. Rama Avenue Guadalupe, Cebu City, Philippines, this day of 30 May Two Thousand Twenty Three.

**SHEARA L. LUPANGO-TAMAYO**  
Director

*This is a computer generated certificate,  
signature is not required.*

For SEC use only  
\$949 (PSIC as reserved)  
Non-stock Corporation  
Corporation with 5 or more Incorporators

DOCUMENTARY STAMP TAX PAID

Annex F: List of Current Officers and Members

List of Current Officers of the Council of Deans and Educators in Business Eastern Visayas,  
as of January 2025

<b>Name</b>	<b>Position</b>
<b>Dr. Edward Y. Chua</b>	President
<b>Dr. Felix Dexter O. Barrion</b>	Vice President
<b>Apple Gen M. Solaña</b>	Secretary
<b>Vanessa M. Juntilla</b>	Treasurer
<b>Sheena Mae Ayo</b>	Auditor
<b>Dr. Ramil M. Perez</b>	Board of Trustee
<b>Dr. Felix Dexter O. Barrion</b>	Summit Convenor
<b>Christine Joy Gabriola</b>	Associate Member
<b>Dr. Gerry De Cadiz</b>	Associate Member
<b>Jose Ivan Daga</b>	Associate Member
<b>Daniel Amida</b>	Associate Member
<b>Renato Namia, Jr.</b>	Associate Member
<b>Jerry Ochea</b>	Associate Member
<b>Charito M. Sarabia</b>	Associate Member
<b>Ermy C. Cabangangan</b>	Associate Member
<b>Cecile Barcelon</b>	Associate Member
<b>Daniel Amida</b>	Associate Member
<b>Rihanna Mae Mabulac</b>	Associate Member
<b>Rusmae Martinez</b>	Associate Member
<b>Kerwin Cayubit</b>	Associate Member
<b>Bea Mae Dioric</b>	Associate Member
<b>Dahlia Salcedo</b>	Associate Member
<b>Rhoel Vocis</b>	Associate Member
<b>Jude Balagbis</b>	Associate Member
<b>Klentvelly Gilbuena</b>	Associate Member
<b>Ricardo Gloria</b>	Associate Member
<b>Kristine Cadavis</b>	Student Convenor
<b>Gina Kent Rosales</b>	Student Associate Member
<b>Leo Ocasla</b>	Student Associate Member
<b>Ma. Esperanza Ala</b>	Student Associate Member
<b>Mariela Mae Babagay</b>	Student Associate Member
<b>Emmanuel Mabacquiao</b>	Student Associate Member
<b>Riniel Lopez</b>	Student Associate Member
<b>Kyla Labongray</b>	Student Associate Member
<b>Art Maurick Melgar</b>	Student Associate Member
<b>Elmarie Bersamin</b>	Student Associate Member
<b>Heart Coliamat</b>	Student Associate Member
<b>Claire Sabido</b>	Student Associate Member
<b>AJ Villamor</b>	Student Associate Member
<b>Flora Arsollon</b>	Student Associate Member
<b>CJ Masbang</b>	Student Associate Member
<b>Rommel Lapenig</b>	Student Associate Member

*\*add rows as necessary*

**COUNCIL OF DEANS AND EDUCATORS IN BUSINESS EASTERN VISAYAS INC**

**Activity: Annual Board of Trustee Meeting**

**Participants: 15**

**Date and Time: December 7, 2025**

**Expectations for the Activity: 1. Presentation and Approval of Reports  
2. Presentation and Approval of the 14<sup>th</sup> IBS**

**General Objective: Approved Reports and Proposal**

**Specific Objectives: 14<sup>th</sup> IBS**

**Agenda:**

1. Presentation of Accomplishment Report of the 13<sup>th</sup> IBS

Successful implementation of the 13<sup>th</sup> IBS in People Center and Library.  
Approval of the Financial Report of the Treasurer

2. Presentation and approval of the Proposed 14<sup>th</sup> IBS

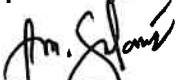
Theme: Future Forward: Navigating the New Era of Business: Innovation and Sustainability

Date: November 20 – 21, 2015

Venue: People Center and Library

Summit Convenor: Dr. Felix Dexter O. Barrion

Prepared by:



**APPLE GEN M. SOLAÑA**  
Secretary-General

Noted by:



**DR. EDWARD Y. CHUA**  
President


Annex H: Annual Accomplishment Report

**COUNCIL OF DEANS OF EDUCATORS IN BUSINESS EASTERN VISAYAS**  
**[Name of Organization]**

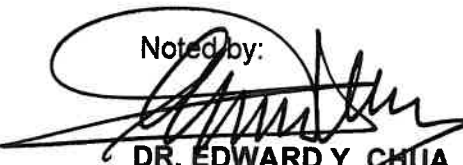
Name of Program/Project/Activity	Objective/s	Duration /Date	Status		Budget	Remarks
			Completed	Ongoing		
13 <sup>th</sup> International Business Summit	To engage industry leaders to share insights and best practices in Digital Entrepreneurship	November			1,265,000	
	To empower students with the knowledge and skills needed for digital entrepreneurship and global innovation					
	To provide a platform for networking and knowledge Exchange between business, educators and students					
	To foster partnerships to support the development of future transformative leaders from generation alpha					
	To promote innovation and digital transformation thru collaborative efforts between industries and academia					

*\*add rows as necessary*

Prepared by:

  
**APPLE GEN M. SOLAÑA**  
 Secretary-General

Noted by:

  
**DR. EDWARD Y. CHUA**  
 President


**COUNCIL OF DEANS AND EDUCATORS IN BUSINESS EASTERN VISAYAS, INC**

**[NAME OF ORGANIZATION]**

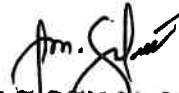
**FINANCIAL STATEMENT FOR CY 2024**

<b>INFLOW (Income)</b>		
<b>SOURCE</b>	<b>AMOUNT</b>	<b>REMARKS</b>
Province of Leyte	50,000	
Membership Fees	15,000	
13th IBS Registration	1,200,000	
<b>TOTAL</b>	<b>1,265,000</b>	
<b>OUTFLOW (Expenses)</b>		
<b>PARTICULARS</b>	<b>AMOUNT</b>	<b>REMARKS</b>
13 <sup>th</sup> IBS Expenses	1,230,000	
Meeting Expenses		
Office Supplies		
Logistics / Transportation		
Professional Fees		
Kits, souvenirs, tokens, plaques		
<b>TOTAL</b>	<b>1,230,000</b>	
<b>TOTAL FUND BALANCE</b> (Total Inflow – Total Outflow)	<b>P 35,000</b>	

Noted by:

  
DR. EDWARD Y. CHUA  
 President

  
DR. FELIX DEXTER O. BARRION  
 Vice President

  
APPLE GEN M. SOLAÑA  
 Secretary-General

VANESSA M. JUNTILA  
 Treasurer

SHEENA MAE S. AYO  
 Auditor