

Item No.: 46
Date: 12 2025 AUG
AUGUST 11, 2025

Hon. Vice Mayor MARIO V. BAGUE
Presiding Officer
Sangguniang Bayan
Alangalang, Leyte

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: AUG 11 2025
By: _____

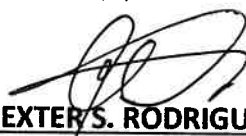
Dear Vice Mayor Mario Bague,

In response to your Notice of Call for Accreditation, kindly be informed that **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA) Farmers Association** with Office Address at **Barangay San Diego Alangalang Leyte** in this Municipality would like to seek for Accreditation by that Sanggunian.

In support of this application are the following administrative requirements:

1. Duly accomplished application form for Accreditation
2. Board Resolution
3. Certificate of Registration issued by Department of Labor and Employment (DOLE)
4. List of Current Officers and Members
5. CY 2024 Annual Accomplishment Report
6. CY 2024 Financial Statement
7. Profile Indicating the Purpose and Objectives of Our Organization
8. Rules and By- Laws
9. Copy of Minutes of the CY 2025 Meeting of the Organization

Very truly yours,


REXTER S. RODRIGUEZ
PRESIDENT

**APPLICATION FORM ACCREDITATION OF NGO
SEC.108 (RA 7160)**

NAME OF ORGANIZATION : SAMAHANG KA-AGAPAY NANG
MAGSASAKA NG SAN DIEGO (SAKAMA)

ADDRESS : BARANGAY SAN DIEGO ALANGALANG, LEYTE

CONTACT NO. : 09351084327

DATE ORGANIZED : JULY 05 , 2018 DATE REGISTERED: MARCH 25, 2022

REGISTERING AGENCY : *(Please Check the appropriate box)*

/ Securities and Exchange Commission
 / Cooperative Development Authority
 / Department of Labor and Employment
 / Department of Social Welfare and Development
 / Others (Please Specify) _____

NGO Organizational Level : *(Please check appropriate box)*

/ / Barangay Based
 / / Chapter
 / / Affiliation of a Larger NGO; _____
 / / Others (Specify) Municipality of Alangalang

Purpose/ Objectives : *(Please use additional sheet if necessary)*

To obtain accreditation from the Sangguniang Bayan as a legitimate and active partner in local governance, with the aim of contributing to the municipality's socio-economic development and enhancing community resilience and to build our organizational capacity and systems through the accreditation process, ensuring we are better equipped to achieve our mission and goals. Through this recognition we can demonstrate our accountability to stakeholders, including beneficiaries, donors, and the public through adherence to accreditation standards.

**REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF ALANGALANG
SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA)
DOLE Reg. No. RO8-NLFO-2022-03-WA-1990**

A BOARD RESOLUTION FORMALLY REQUESTING THE SANGGUNIANG BAYAN OF ALANGALANG FOR ACCREDITATION OF SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA) WITH AN OFFICE ADDRESS AT BARAGAY SAN DIEGO ALANGALANG LEYTE AND FORWARDING THE RESOLUTION TO THE OFFICE OF SANGGUNIANG BAYAN OF ALANGALANG LEYTE- ALANGALANG WITH AN OFFICE ADDRESS AT BARANGAY SAN ROQUE ALANGALANG LEYTE.

WHEREAS, SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA) FARMERS ASSOCIATION HAS ORGANIZED AND LEGALIZED TO THE REGISTERING AGENCY, THE DEPARTMENT OF LABOR AND EMPLOYMENT AS ASSOCIATION SECTOR.

WHEREAS, THE SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA) FARMERS BOARD MEETING HELD AT BRGY. SAN DIEGO ALANGALANG LEYTE ON JULY 27, 2025 ATTENDED THE FOLLOWING OFFICERS AND MEMBERS PRESENT.

THE FOLLOWING WAS APPROVED AND ADOPTED:

RESOLVED AS IT IS HEREBY RESOLVED TO SIGNIFY OUR INTENTION TO AUTHORIZE REXTER RODRIGUEZ (PRESIDENT) AND VIVIAN LANDRITO (SECRETARY),AS SIGNATORY FOR SANGGUNIANG BAYAN ACCREDITATION.


RESOLVED FURTHER TO FORWARD A COPY OF THIS RESOLUTION TO THE OFFICE OF THE SANGGUNIANG BAYAN OF ALANGALANG FOR ACREDITATION.

RESOLVED FURTHERMORE THAT THE FOLLOWING REPRESENTATIVES OF THE ASSOCIATION ARE AUTHORIZED AND REDIRECTED TO TAKE ACTION NECESSARY TO EFFECTUATE THE FOREGOING RESOLUTION : REXTER RODRIGUEZ AND VIVIAN LANDRITO.

ADOPTED UNANIMOUSLY BY THE OFFICERS AND MEMBERS OF SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA) FARMERS ASSOCIATION THIS 27TH DAY OF JULY 2025 IN THE MUNICIPALITY OF ALANGALANG LEYTE.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.


PREPARED BY : VIVIAN LANDRITO
SECRETARY


LILIA BACALE
BOD



ELESIO MAGTOTO
BOD


NOEL MACASUSI
BOD


EDGAR VERGARA
BOD


LEA SUAMER
TREASURER


LEO MARVIN BACALE
BUSINESS MANAGER


ROGELIO SUAMER
P.I.O


ELESIO MAGTOTO
AUDITOR


NOEL MACASUSI
BOOKKEEPER


RUCHELLE BABULA
VICE PRESIDENT


REXTER RODRIGUEZ
PRESIDENT

REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF ALANGALANG
SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA)
DOLE Reg. No. RO8-NLFO-2022-03-WA-1990

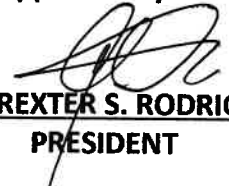
LIST OF OFFICERS AND MEMBERS

NO.	NAME	POSITION	SIGNATURE
1	REXTER RODRIGUEZ	PRESIDENT	
2	RUCHELLE BABULA	V- PRESIDENT	
3	VIVIAN S. LANDRITO	SECRETARY	
4	LEA SUAMER	TREASURER	
5	ROGELIO SUAMER	P.I.O	
6	ELISEO MAGTOTO	AUDITOR	
7	LEO MARVIN BACALE	BUSINESS MANAGER	
8	NOEL MACASUSI	BOOK KEEPER	
9	EDUARDO TOLEDO	MEMBER	
10	JUDY VILLANUEVA	MEMBER	
11	ESTER CAONES	MEMBER	
12	RODOLFO DAYLO	MEMBER	
13	FELICIANO SUAMER	MEMBER	
14	RENATO GASPAN	MEMBER	
15	JEMSIE MORBOS	MEMBER	
16	ROMULO BULANTE	MEMBER	
17	CHESTER FERNANDES	MEMBER	
18	EDGAR VERGARA	MEMBER	
19	VILMA VERGARA	MEMBER	
20	LEO MARVIN BACALE	MEMBER	
21	MARVIN PEDRERA	MEMBER	
22	LILIA BACALE	MEMBER	
23	ELIZAR VILLAFUERTE	MEMBER	
24	RAFAEL MORBOS	MEMBER	
25	FRANCIS PARDILLA	MEMBER	
26	DELMAR SUAMER	MEMBER	
27	ELSIE VILLAFUERTE	MEMBER	
28	CONRADO PIDO	MEMBER	
29	VIRGINIA GARIANDO	MEMBER	
29	RYAN GARIANDO	MEMBER	
30	ANTONIO VARONA	MEMBER	
31	BUENAFE VARONA	MEMBER	
32	ULYSSES ENOVISO	MEMBER	
33	JOVANI CORPIN	MEMBER	
34	VIDAL DELA CRUZ	MEMBER	
35	EDUARDO RANES	MEMBER	

Prepared by:


VIVIAN S. LANDRITO
 SECRETARY

Approved by:


REXTER S. RODRIGUEZ
 PRESIDENT

REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF ALANGALANG
SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA)
DOLE Reg. No. RO8-NLFO-2022-03-WA-1990

APPLICATION FOR ACCREDITATION OF SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO (SAKAMA) FARMER'S ASSOCIATION DATED JULY 27,2025 AT BRGY. SAN DIEGO ALANGALANG, LEYTE AT 9:00 IN THE MORNING.

THE MEETING STARTED WITH AN OPENING PRAYER CONDUCTED BY VIVIAN LANDRITO,SECRETARY AND FOLLOWED BY REXTER RODRIGUEZ,THE PRESIDENT FOR THE MEETING PROPER.

THE MEETING WAS MADE TO CALL FOR THE ACCREDITATION AS CSO OF THE MUNICIPALITY OF ALANGALANG.

THE MEETING WAS AGREED BY THE OFFICERS AND MEMBERS TO FORMALLY APPLY THE CSO ACCREDITATION AND REGISTRATION FOR THE SECURITY OF ASSOCIATION STATUS AND OTHER LEGAL PURPOSES MAY IT SERVE.


THE COMMISSIONERS, OFFICERS, AND MEMBERS AGREED TO ALLOW REXTER RODRIGUEZ (PRESIDENT) AND VIVIAN LANDRITO (SECRETARY) AS SIGNATORIES OF THE APPLICATION FOR ACCREDITATION.

RESOLVED BY THE OFFICERS AND MEMBERS ON THE APPLICATION OF ACCREDITATION ON SANGGUNIANG BAYAN OF ALANGALANG.

THE MEETING ENDS AT 11:05 IN THE MORNING AND ADJOURNED BY THE PRESIDENT.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

PREPARED BY: VIVIAN LANDRITO
SECRETARY


LILIA BACALE
BOD


ELESIO MAGTOTO
BOD


NOEL MACASUSI
BOD


EDGAR VERGARA
BOD


LEA SUAMER
TREASURER


LEO MARVIN BACALE
BUSINESS MANAGER


ROGELIO SUAMER
P.I.O


ELESIO MAGTOTO
AUDITOR


NOEL MACASUSI
BOOKKEEPER


RUCHELLE BABULA
VICE PRESIDENT


REXTER RODRIGUEZ
PRESIDENT



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
Tacloban City

DOLERO8-ORD-F2
Revision No. 00
Date Issued: 11 July 2018

Registration Certificate No.
R08-NLFO-2022-03-WA -1990
KNOW ALL MEN BY THESE PRESENTS:

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

**SAMAHANG KA-AGAPAY NANG
MAGSASAKA NG SAN DIEGO**

Brgy. San Diego, Alangalang, Leyte

Has this day been registered and conferred with all the rights and privileges of a legitimate workers' association established for **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 by the Labor Code and its implementing rules and at all times shall be subject to compliance by said workers' association in accordance 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, Leyte, Philippines this 25th day of **March 2022**.



Approved by:

HENRY JOHN S. JALBUENA
Regional Director

For the Regional Director:

~~EMMANUEL Y. DE LA CRUZ, PME - MME~~
CHIEF LEO, NLFO

Trece Martires St. Tacloban City
Tel Nos. (053) 832-4067
dolero8_nlfo@yahoo.com





Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
Tacloban City

DOLERO8-ORD-F1
Revision No. 00
Date Issued: 11 July 2018

March 25, 2022

Mr. Rexter S. Rodriguez
President
Alangalang, Leyte

Dear Mr. Rodriguez:

Herewith is the approved Certificate of Registration No. **DOLE-NLFO-2022-03-WA-1990** issued on March 25, 2022 in favor of

SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO
Brgy. San Diego, Alangalang, Leyte

As such, you are required to submit under the law your annual financial report within 30 days after the close of every fiscal year; list of newly elected or appointed officers within 30 days from such election or appointment, and any amendment to your constitution and by-laws within 30 days from such amendment to maintain the legitimacy of your organization.

Please be guided accordingly.

Very truly yours,


EMMANUEL Y. DE LA CRUZ, PME - MME
CHIEF LEO, NLFO

Copy furnished:

-DOLE-Regional Office

Trece Martires St. Brgy. Libertad, Tacloban City
Tel Nos. 832-0698 / 832-0697 / 832-0433
Fax (053) 832-0697 / 832-0698
<http://ro8.dole.gov.ph/>





Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
Tacloban City

March 25, 2022

USEC. BENJO SANTOS M. BENAVIDEZ

Bureau of Labor Relations (BLR)
Department of Labor and Employment
6th Floor, First Intramuros, BF Condominium Corporation
Solano St., Corner Andres Soriano Avenue (Aduana) Street
Intramuros, Manila

Attention: **Ms. Marivic T. Villa**
Union Registration & Workers Empowerment Division

Sir:

Greetings!

We are submitting herewith copy of the registration certificate issued to **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO** with **Registration Certificate No. DOLE-NLFO-2022-03-WA-1990** dated **March 25, 2022**, registered by this Office, for mutual aid and protection by virtue of the provisions of the Labor Code, as amended, and its implementing rules, together with the supporting documents.

Thank you and our warmest regards.

Very truly yours,


EMMANUELY DELA CRUZ, PME – MME
CHIEF LEO, NLFO

**CONSTITUTION AND BY-LAWS OF THE
SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO**

P R E A M B L E

WE, the employees of the **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO**, in order to improve our standard of living and enhances the general welfare, the members of the association organized ourselves into an association, do hereby promulgate this constitution and by-laws.

**ARTICLE I
NAME AND ADDRESS OF THE ASSOCIATION**

- Section 1. This organization shall be known as the **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO**, hereinafter referred to as the association.
- Section 2. The address of the association is Barangay San Diego, Alangalang Leyte.

**ARTICLE II
OBJECTIVES AND PURPOSE**

The ASSOCIATIONS commits itself to the pursuit of the following objectives:

- Section 1. To establish an organization that will represent the employees of the **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEGO** in collective bargaining with respect to salaries, wages, hours of work and other terms and conditions of employment.
- Section 2. To promote the moral, social, and economic well-being of all the members.
- Section 3. To develop a sustainable livelihood thru service the conduct of activities with aim of uplifting the economic condition of the members.
- Section 4. To provide the members knowledge and an effective innovative way delivering of services to the passenger.
- Section 5. To work with non-government and government organization or entities in the promotion and development of the association and in carrying out government policies.

**ARTICLE III
MEMBERSHIP**

SECTION 1. Membership-That membership of this association shall be open to all persons who are in legal age, with the capacity to contract or heads of the family and are;

- 1) Residing and/or working in the area of the operation

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Regulo Suana

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- 2) Willing to abide the constitution and bylaws of the association
- 3) Pledge to undertake the responsibilities of a member.

SECTION 2. Application of Membership

- a) The application for membership shall be in writing and shall be presented to the officers for the action. The application shall be accompanied by a membership fee of Php 50.00 which amount shall returned to the applicant in case of rejection.

SECTION 3. Membership in Association, once acquired, shall be permanent and may be lost on the following grounds.

1. Membership in submissive organization or one who profess subversive ideas;
2. Habitual absences from meeting where his/ her attendance is required, at least three consecutive absences without being excused.
3. Persons who have been convicted of a crime involving moral turpitude;
4. Non- payment of monthly dues and or/not patronizing its business;
5. Failure to comply with the existing rules, polices and regulations of the association as set forth in its constitution and by-laws or any violations of the provision thereof.

**ARTICLE IV
RIGHTS , DUTIES AND RESPONSABLITIES OF THE MEMBERS**

SECTION 1. Rights of members -Every member have the following rights:

- a) Participate in the deliberation during membership meeting;
- b) Avail himself/herself of the service of the association without discrimination/conditions and requirement thereof;
- c) Inspect and examine the books of accounts, the minutes book and other records of association during offices hours and to exercise other rights and privileges of membership;
- d) To exercise the rights to vote on all maters relating to the affairs of the association;
- e) To avail of all facilities /services of the association.

SECTION 2. Duties and Responsibilities of Members-Every member shall have the following duties and responsibilities;

- a) To obey and comply with the constitution and by-laws of the association and such and regulations that it maybe promulgates from time to time;

- b) To attend all meeting, trainings and seminars that it maybe called for requiring attendance of members;
- c) To assist in every way possible in advancing the objectives of the association;

**ARTICLE V
TERMINATION , WITHDRAWAL AND EXPUSION OF MEMBERS**

SECTION 1. Termination of Membership- Membership in the association maybe terminated other by withdrawal or expulsion.

SECTION 2. Withdrawal- Any member desiring to terminate his membership by withdrawal shall submit a written application to the officers. However, no member shall be allowed to withdraw or terminate his membership during any period in which he/she has pending obligation with the association.

SECTION 3. Expulsion- A members maybe terminated by the officers for any of the following causes:

- a) When a member has not patronized the services of the association for unreasonable period of time as maybe fixed by the officers.
- b) When a member has continuously failed to comply his obligations;
- c) When a member has acted in violation of the by-laws.

**ARTICLE VI
GOVERNMENT**

SECTION 1. The General Assembly- The general assembly of the Association shall be composed of members entitled to vote duly assembled and constituting a quorum.

SECTION 2. Power and limitation of the General Assembly – The general assembly has the following power:

- a) To elect and remove officers for cause;
- b) To hear and pass upon the reports of the officers;
- c) T take final decisions regarding any drastic change in financial policies;
- d) To exercise final authority on all matters vitality affecting the ;
- e) To approve development plans of the associations;
- f) To exercise all powers expressly provided by law and the by-laws;

SECTION 3. Annual General Assembly- The Annual general assembly should be held on the _____ at the principal office of the association or at any place within the area of operation and at such time as the officers mat designate.

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for
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SECTION 4. Special General Assembly – A special general assembly may be called at anytime by a majority vote of the officers to consider urgent matters requiring immediate membership decision. A special general assembly shall be called by the officers within 30 days from the receipt of a written request.

SECTION 5. Notice of General Assembly- Written notice of all meetings shall be served by the Secretary, through an urgent, upon each member or thru information board at least one week prior to the general assembly

The Notice of the general assembly shall be accompanied by the agenda, minutes of the meeting at least general assembly, consolidated reports of the officers with financial statements, proposed amendments to the by-laws if any, and other papers needed by the members to arrive at sound and intelligent decision during the general assembly.

SECTION 6. Fiscal Year- The Fiscal Year of the association shall commence on the first day of January and end on the last day of December.

SECTION 7. Agenda- As per as practicable, the Order of Business at each annual meeting shall be,-

- a) Roll Call
- b) Proof of due notice
- c) Consideration of the consolidated report of officers, board of directors and committees including statements of financial condition and operation
- d) Consideration of the consolidated report of officers, board of directors and committees including statements of financial condition and operations
- e) Unfinished business
- f) Election of officers and committee members
- g) New business; and
- h) Adjournment

SECTION 8. Quorum at the Membership Assembly – At the Annual or special general assembly, fifty percent plus one of the total number of members entitled to vote shall constitute a quorum.

SECTION 9. Manner of Voting

- a) Members entitled to vote shall be qualified to vote and participating to the general assembly of the association. No member shall be entitled to vote more than one regardless of the share owned. No proxy voting shall be allowed.
- b) Election and removal of officers shall be in any manner that will truly and reflect the decision of the membership.

SECTION 10. Officers and Members- The business of the Association shall be administered by the officers.

Swann

Regelio

SECTION 11. Qualification and Disqualification of Officers- All members entitled to vote, who have time and willingness to serve are qualified to be voted as officers, except those under any of the following circumstances which disqualify them to be voted upon the position officers or to continue as such;

- a) Holding any elective position in the government, except that of barangay officials;
- b) Having conflicting interest with the business of the association;
- c) Having absent for three consecutive officers meeting without being excused;
- d) Being full time employee of the association;
- e) Having been convicted of any crime involving moral turpitude, gross if negligence, for gross misconduct in the performance of his duties found culpable on any administrative case involving such offense;
- f) Facing as respondents for defending on administrative proceedings/ or civil/criminal suits involving financial / or property accountability, and
- g) Having been disqualified pursuant to disqualification prescribed by law.

SECTION 12. ELECTION OF OFFICERS- The officers shall be elected by secret ballot by the members at the annual general assembly and shall hold office for a term of two years unless earlier removed for cause, or have resigned or become incapacitated due to illness or death, and until their successors have been elected qualified and have discharged the duties of the office, provided that during the election at the first annual general assembly after registration, one-half plus one officers obtaining the highest number of voted shall served for two year. Thereafter, all shall serve for a term of two years. Provided that no officers shall serve for more than three (3) consecutive terms.

SECTION 13. QUORUM OF OFFICERS MEETING- One half plus one of the total officers shall constitute a quorum. A majority vote of the quorum duly assembled in meeting shall be valid.

SECTION 14. VACANCIES- When a vacancy of the officers occur by reason of death , incapacity, removal or resignation , the remaining officers constituting a quorum shall fill the vacancy, if the officers do not constitute a quorum the vacancy shall be filled by the general assembly in a regular or special meeting called for the unexpired portion of the term;

SECTION 15. REMOVAL OF OFFICERS AND COMMITTEE MEMBERS-any elected officers or committee members maybe removed from the office by a voice of two-thirds (2/3) of the members entitled to vote, present and constituting a quorum at the annual or special general assembly called for the purpose after having given the opportunity to be heard at the said assembly;

SECTION 16. POWERS AND DUTIES OF THE OFFICERS- The officers as a body have general supervision and control of the affairs of the association it shall prescribe policies consistent with law, these by-laws and the resolutions of the general assembly for the management of its business e of its members and employees.

Suarez

Rogelio

Mr. J.

W. J.

W. J.

President

Secretary

Treasurer

W. J.

SECTION 17. DUTIES AND RESPONSIBILITIES OF OFFICERS;

CHAIRMAN/PRESIDENT

- a) Preside over all meetings of the association and of the officers' meetings;
- b) Perform any and all acts and duties usually performed by a presiding officer;
- c) Sign all communications, revolving fund certificate, contracts and such other papers of the association may authorize or direct him to sign; and
- d) Perform such other duties as the officers may prescribed.
- e) Perform the duties of the treasurer in case of the latter's absence or in ability to perform his duties;

VICE-CHAIRMAN/PRESIDENT

- a) In the absence or disability of the chairman/President, the Vice - Chairman/President shall perform the duties of the Chairman/President; Provided, however, that in the case of death, resignation or removal of the Chairman/President the officers may decide to elect his successors.

TREASURER- The Treasurer shall have the following duties;

- a) Take custody of al monies, securities and papers of the association;
- b) Keep a complete record of its cash transactions for the establishment of prof his/her cash position at any time and date;
- c) Pay upon the recommendation of the business manager or as authorized by the officers, al money transaction and certified to correctness of the cash position of the association in al financial statements and reports submitted to the officers and the general assembly;
- d) Turn over all monies, securities, papers and other properties belonging to the association that he may have in his position upon election of his successors;
- e) Perform the duties of the Secretary in the later absences or inability to perform his duties;

SECRETARY- shall have the following duties;

- a) Keep a complete list of all members and maintain correct record of all meetings of the officers and the general assembly;
- b) Give notice to all meetings called;
- c) Keep and maintain in the record book and serve as custodian of the seal of the association;
- d) Turn over to his/her successors all books and other properties in his/her possession belonging to the association, and
- f) Perform the duties of the treasurer in case of the latter's absence or in ability to perform his duties;

Bookkeeper- Keep books, documents and other financial records of the association.

W. Rogelio Suarez
M. J. [Signature]
[Signature]
[Signature]

[Signature]
[Signature]
[Signature]

The Board Chairman shall then convene a general membership meeting to consider the impeachment or recall of an officer or a group of officers whether elective or appointive;

Association officers against whom impeachment or recall charges have been filed shall be given ample opportunity to defend themselves before any impeachment or recall vote is finally taken;

A majority of all the members of the union shall be required to impeach or recall union officers;
A Association officers impeached shall ipso facto be considered resigned or ousted from office and shall no longer be elected nor appointed to any position in the UNION;
The decision of the general membership on the impeachment or recall charge shall be final and executory.

ARTICLE FISCAL YEAR

SECTION 1. The ASSOCIATION's fiscal year commence on 1 January and end on 31 December of every year.

ARTICLE XVII AMENDMENTS

SECTION 1. Proposals for amendments to this Constitution may be made by the Executive Board or upon formal petition of at least ten (10) percent of the general membership.

SECTION 2. No proposal shall be considered an amendment and become a part of this constitution until after the same shall have been ratified by two-thirds 2/3 vote of all the members of the association either at special meeting or a referendum called for such purpose.

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- g) Every expenditures of the funds of the ASSOCIATION shall be evidenced by a receipt from the person to whom the payment is made which shall state the date, place and purpose of such payment. Such receipt shall form part of the financial records of the ASSOCIATION.
- h) The books of accounts and other records of the financial activities of the union shall be open for inspection by any officer or member anytime during office hours.

**ARTICLE VIII
DISPOSITION OF ASSOCIATION FUNDS**

SECTION 1. In case of voluntary dissolution of the ASSOCIATION or final cancellation of its registration certificate, the ASSOCIATION members shall enjoy equity to the ASSOCIATION properties to the extent that said properties shall first be sold to the ASSOCIATION members before said properties are offered to non-association members and the proceeds therefrom, together with the balance of the union funds shall be distributed, pro-rata to its members, depending on the amount of membership dues contributed to the ASSOCIATION. The general membership may be consulted to settle differences of opinion.

**ARTICLE X
IMPEACHMENT AND RECALL**

SECTION 1. Any of the following shall be a ground for the impeachment or recall of ASSOCIATION officers;

- a) Committing or causing the commission directly or indirectly of acts against the interest and welfare of the ASSOCIATION.
- b) Malicious attack against the ASSOCIATION, its officers or against a fellow ASSOCIATION officer or member.
- c) Failure to comply with the obligation to turn over and return to the ASSOCIATION Treasurer within three days are unexpected sum or sums of money received from the Association funds to answer for an authorized ASSOCIATION purpose.
- d) Gross misconduct unbecoming of a association officer.
- e) Misappropriation of association funds and property. This is without prejudice to the filing of an appropriate criminal or civil action against the responsible officer or officers by any interested party.
- f) Willful violation of any provisions of this Constitution or rules, regulations, measures resolution and decision of the ASSOCIATION

SECTION 2. Impeachment or recall proceedings shall be initiated by a formal petition or The following procedure shall govern impeachment and recall proceedings: resolution signed by at least thirty (30) percent of all bonafide members of the association and addressed to the Chairman of the Executive Board.

Severin
 Rogelio
 Jm
 [Signature]
 [Signature]

[Signature]
 [Signature]
 [Signature]

P.I.O

- a) Act as the courier of messages /notices to all members;
- b) Inform the members and general public as to the activities of the association.

BUSINESS MANAGER

Managed /run the business of the association. He/she render periodic statements and reports in the form and in the manner prescribed by the officers and preserve the books, documents , correspondence and records of whatever kind pertaining to the business which may come into his/her position.

**ARTICLE VII
CAPITAL STRUCTURE**

SECTION I. Source of Funds-The association shall derive its funds from;

- a) Any admission fee of 50.00 shall be paid by an applicant before he becomes officially a member of the association.
- b) Every member shall pay monthly dues to the association in the amount of 50.00, which may be collected through check off deduction upon previous written authorization of the member concerned.
- c) All amounts collected pursuant to the two preceding sections shall constitute the General Fund of the ASSOCIATION to be applied to the operational and organizational expenses of the ASSOCIATION or for any purposes or object as may be authorized by the Executive Board in a written resolution adopted at a meeting duly called for the purpose.
- d) Special assessments or other extraordinary fees such as for payment of attorney's fees shall be made only upon a resolution duly ratified by the general membership by secret balloting.
- e) Any member who shall be two (2) months in arrears in the payment of his regular monthly dues or who fails for two times to pay the special assessments, fines or other payments required to be made, good standing and may be subjected to other disciplinary actions. In the event of sickness, leave of absence without pay and other similar causes, the Executive Board may excuse non-payment or defer collection thereof at its discretion.
- f) Every payment of fees, dues or other contributions by a member shall be evidenced by a receipt signed by the Treasurer or his duly authorized representative making the collection and entered into the records of the association to be kept and maintained for the purpose.

President

[Signature]

[Signature]

[Signature]

Swamy

Rajesh

[Signature]

[Signature]

[Signature]



PICTURE TAKEN DURING OUR REGULAR MEETING FROM OUR CO-MEMBERS OF SAKAMA ASSOCIATION



**DISTRIBUTION OF RICE CERTIFIED SEEDS FROM
DEPARTMENT OF AGRICULTURE (DA)**

Republic of the Philippines)
Province of Leyte) S.S

OMNIBUS SWORN STATEMENT

RE: GROSS RECEIPT

I, the undersigned attest to the veracity of the following;

- i. That I am the President of **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEO** with business address at Brgy. San Diego, Alangalang, Leyte
- ii. That my gross tax receipt for the year 2024 is **ZERO**.
- iii. That I attest to the truth of the foregoing facts under pain of perjury;
- iv. That I am executing this Sworn Statement in support of my application for the renewal of my business permit **SAMAHANG KA-AGAPAY NANG MAGSASAKA NG SAN DIEO** and for such other legal intents and purposes this may serve best.

IN WITNESS WHEREOF I have hereunto set my hand this 8th day of August 2025 at Alangalang, Leyte, Philippines.


REXTER S. RODRIGUEZ
Affiant

SUBSCRIBED AND SWORN to before me this 8th day of August 2025 at Alangalang, Leyte, Philippines.

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Series of 2025




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. 87385
IBP Lifetime No. 017607-06-07-17; Leyte Chapter
PTR No. 9574650; 01-02-2025; Alangalang, Leyte
MCLE Compliance No. VII-0002416 until 04-14-25
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