



**Republic of the Philippines
Province of Leyte
Municipality of Tabango
Brgy. Campokpok**



July 10, 2025

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

Dear Vice Governor **HON. LEONARDO M. JAVIER JR.**,

In response to your Notice of Call for Accreditation, kindly be informed that Sabang Farmers Association (SAFA) with office address at Sitio Sabang, Brgy. Campokpok Tabango, Leyte, would like to seek accreditation by the Office 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 2024 Minutes of the Annual Meeting;
6. CY 2024 Annual Accomplishment Report; and
7. CY 2024 Financial Statements

Thank you.

Sincerely,


DANILO N. DAMAYO
SAFA President



**Republic of the Philippines
Province of Leyte
Municipality of Tabango
Brgy. Campokpok**



APPLICATION FORM FOR ACCREDITATION

Name of Organization: SABANG FARMERS ASSOCIATION
Address: SITIO SABANG, CAMPOKPOK, TABANGO, LEYTE
Contact No.: 09386775861/09706886715 **Email address (optional):** _____
Date Organized: MAY 16, 2020 **Sector/s Represented:** Farmers and Fisherfolks

Purposes/Objectives:
The objectives and purposes of this association are the following:

- a. To establish an association that will promote mutual aid and protection to each member;
- b. To provide the members with the opportunity to acquire experiences in formal organization and self-government in running the officers of the association;
- c. To develop a sustainable livelihood thru the conduct of activities with aim of uplifting the economic condition of the members;
- d. To develop effective cooperation and coordination among members on matters related to their farmer's enterprise;
- e. To serve as an avenue for the association to avail, secure, enjoy any form of assistance (e.g. loans, grant in aids, donations) sponsored by government, private and NGO's, both local and foreign.

Services that the organization provides or can participate in:
 The association can provide economic growth in the community and participate all activities given by the Department of Agriculture (LGU's) and Provincial Agriculture (OPPA).

Registering Agency: _____ **Date Registered:** December 22, 2020

- Securities and Exchange Commission (SEC)
- Cooperative Development Authority (CDA)
- Department of Labor and Employment (DOLE)
- Department of Human Settlements and Urban Development (DHSUD)
- 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)

December 22, 2020

National Commission for Culture and the Arts (NCCA)

Presidential Commission for the Urban Poor (PCUP)

Philippine Drug Enforcement Agency (PDEA)

Others (specify): _____

Organizational Level:

Barangay-level

Chapter

Affiliate of a larger organization (identify organization): _____

Others (specify): _____

Projects Implemented in the Municipality of Tabango

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
2020	VEGETABLE GARDEN	15,963.00	Members Fee	SAFA	/	
2021	LAYER	600K	Province Grant	SAFA	/	
2023	LAYER	1M	RRP-AGATON Grant	SAFA	/	
2025	Fisher folks Seaweeds	30K	BFAR	SAFA		/

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.


DANILO N. DAMAYO
President


AIDA P. PIJO
Secretary



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**SABANG FARMERS ASSOCIATION
SABANG, CAMPOKPOK, TABANGO, LEYTE**

BOARD RESOLUTION NO. 01

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 SABANG FARMERS ASSOCIATION is a civil society organization duly registered with the Department of Labor and Employment and existing under Philippine laws;

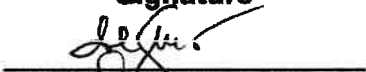


WHEREAS, the SABANG FARMERS ASSOCIATION, Special Board Meeting held at Sitio Sabang, Campokpok, Tabango, Leyte on July 10, 2025, attended by the following Board of Trustees present, the following resolution was approved and adopted:

RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang 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 Tabango.

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: Danilo N. Damayo.

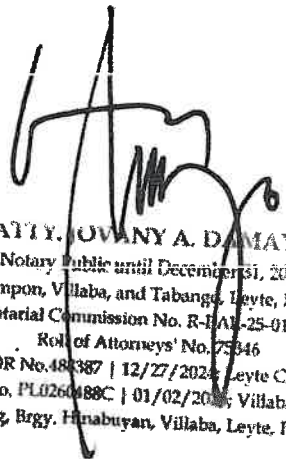
ADOPTED unanimously by the Board of Trustees/Directors of the SABANG FARMERS ASSOCIATION this 11th day of July 2025 in the Municipality of Tabango.

Name	Position	Signature
DELSA I. SUANO	BOD	
ERLINDA SANCHEZ	BOD	
THELMA A. TRISTE	BOD	


DANILO N. DAMAYO
Board Chairperson

SUBSCRIBED AND SWORN TO before me this JUL 18 2025 day of Villaba, Leyte, 2025, Affiant
presenting to me his/her _____ with valid identification no. _____ issued on
_____ at _____

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Series of 2025


ATTY. JOVANY A. DAMAYO
Notary Public until December 31, 2026
for Palompon, Villaba, and Tabango, Leyte, Philippines
Notarial Commission No. R-IAK-25-01-002
Roll of Attorneys' No. 73346
IBP OR No. 480387 | 12/27/2024 | Leyte Chapter
PTR No. PL026488C | 01/02/2025 | Villaba, Leyte
P.O. Box 100, Brgy. Hinabuyan, Villaba, Leyte, Philippines



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List of Current Officers and member of the SABANG FARMERS ASSOCIATION
as of July 14, 2025

Name	Position
1.Danilo N. Damayo	President
2.Constancio C. Dela Pieza	Vice President
3.Aida P. Pijo	Secretary
4.Cecilia I. Suano	Treasurer
5.Junbell D. Damayo	Auditor
6.Jackielyn D. Valenzona	Auditor
7.Erlinda A. Sanchez	BOD
8.Thelma A. Triste	BOD
9.Delsa I. Suano	BOD <i>de Guo</i>
10.Marcelo S. Ylanan Jr.	Members
11.Andres P.Dumosmog	Members
12.Jason T.Recto	Members
13.Claudia P. Dumosmog	Members
14.Wilma P. Zapanta	Members
15.Alfredo Y. Masong	Members
16.Alfredo Sutcheza	Members
17.Anna Belen C. Rodrigo	Members
18.Donna Jean Gumogda	Members
19.Rosilio D. Valenzona	Members
20.Filomina F. Sanchez	Members
21.Joseph Raven P. Dela Pieza	Members
22.Dominador R. Giova Sr.	Members
23.Joseph B. Pelayo	Members
24.Alicia A. Palad	Members
25.Julito P. Dumosmog	Members

Prepared by:

Aida P. Pijo
AIDA P. PIJO
Secretary

Noted by:

Danilo N. Damayo
DANILO N. DAMAYO
President



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SABANG FAMERS ASSOCIATION

Activity: MONTHLY MEETING

Participants: MEMBERS

Date and Time: December 28, 2024

Expectations for the Activity: Report Updates

General Objective: Conduct Monthly Meeting

Specific Objectives:

- **-Adaptation of Board Resolution-intention for Accreditation**
- -
- -

Agenda:

1. Adaptation of board resolution-intention for accreditation
2. Updates on different projects
3. Treasurer's Report
4. Review the organization policies
5. Other Matters

Prepared by:


AIDA P. PIHO
Secretary

Noted by:


DANILO N. DAMAYO
President



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**SABANG FARMERS ASSOCIATION
MINUTES OF THE ANNUAL MEETING**

Date: December 28, 2024
Time: 2:00 -3:00

I. Call to Order

The meeting was called to order at 2:00 by the Association President Mr. Danilo N. Damayo. The Opening Prayer was led by Mrs. Cecilia I. Suano.

II. Roll Call

The Secretary, Ms. Aida P. Pijo conducted the roll call. A total of 25 members were present, and the quorum was declared.

III. Reading and Approval of Previous Minutes

The minutes of the previous meeting held on November 30, 2024 were read by the Secretary. Motion to approve was made by Erlinda A. Sanchez, seconded by Marcelo S. Ylanan Jr, and approved unanimously.

IV. Business Arising from the Previous Meeting

1. Updates on farm input distribution.
2. Status of egg layer production.

V. New Business

A. Accreditation of the Farmers Association

The President presented the importance and requirements of renewal the association accredited by the local government unit (LGU) and other agencies.

B. Discussion Highlights

- **Benefits of Accreditation:** Access to funding, training, livelihood projects, and farm input support.

C. Resolution Passed

Agreed by the body, a resolution was unanimously passed to pursue the renewal of accreditation of the association and authorize the President to submit the required documents to the Municipality Office.

VI. Other Matters

- Request for seminar on organic farming.

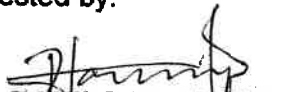
VII. Adjournment

There being no other matters to discuss, the meeting was adjourned at 3:00 in the afternoon with a closing prayer led by Mrs. Thelma A. Triste.

Prepared by:


AIDA P. PIHO
Secretary

Attested by:


DANILO N. DAMAYO
President



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SABANG FARMERS ASSOCIATION

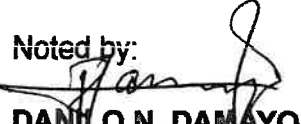
Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
Vegetable Gardening	To develop skills in sustainable vegetable production, from land preparation to post-harvest handling.	2020-2021	/		P 5,000.00	100% Accomplished
		2021-2022	/		P 5, 000.00	-do-
		2022-2023	/		P 5, 000.00	-do-
		2023-2024	/		P 5,000.00	-do-
		2024-2025	/		P 5, 000.00	-do-
		2025-2026		/	P 5, 000.00	70% accomplished
Water System	To ensure consistent water availability for vegetable gardening, crop irrigation and livestock needs.	2021	/		P 20,000.00	100% Accomplished
Electric Connection	To provide stable and accessible source of electricity for the farmers' association to support agricultural operations, improve productivity and enhance the quality of life and services within the	2021	/		P 7,000.00	100% Accomplished

	farming community.					
Layer Building	To generate additional for association members through the sale of eggs and poultry products.	2021	/		P 250,000.00	100% Accomplished
Layer Building Extension	To provide a secure and hygienic housing facility for layer chickens.	2024	/		P 80, 000.00	100% Accomplished
Add. Water System	To reduce manual labor and time spent by farmers in fetching water.	2024	/		P 50,000.00	100% Accomplished
Compost Pit	To ensure proper waste management and biosecurity practices within the poultry facility.	Year Round	/		P 20, 000.00	100% Accomplished

Prepared by:


AIDA P. PIÑO
 Secretary

Noted by:


DANILO N. DAMAYO
 President



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SABANG FARMERS ASSOCIATION
FINANCIAL STATEMENT FOR CY 2024

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Layer-Province	P 654,300.00	100% acquired
Layer-RRP-Agaton	P 1, 650, 750.00	100% acquired
Monthly Dues / Membership Fees	P 2,400.00 P 5,760.00	100% acquired
Vegetables Garden	P 50,000.00	100% acquired
Egg Layer	P 310, 000.00	100% acquired
TOTAL	P 2,673, 210.00	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Layer Building 1	427,000.00	100% spent
Water System and Layer Building 2	350,000.00	100% spent
Meeting Expenses	48,000.00	100% spent
Office Supplies	70,000.00	100% spent
Logistics / Transportation	420,000.00	100% spent
Administrative and Personnel	290,000.00	100% spent
Donation: Church Renovation	10,000.00	100% spent
TOTAL	P 1, 615, 000.00	
TOTAL FUND BALANCE (Total Inflow - Total Outflow)	P 1, 058, 210.00	

Noted by:

Damilo N. Damayo
DAMILO N. DAMAYO
President

Constancio C. Dela Pieza
CONSTANCIO C. DELA PIEZA
Vice President

Aida P. Piyo
AIDA P. PIYO
Secretary

Cecilia I. Suano
CECILIA I. SUANO
Treasurer

Junbell D. Damayo
JUNBELL D. DAMAYO
Auditor